

REPUBLIC OF KENYA



*Enhancing Accountability*

**REPORT**

**OF**

**THE AUDITOR-GENERAL**

**ON**

**ENOOMATASIANI GIRLS SECONDARY  
SCHOOL**

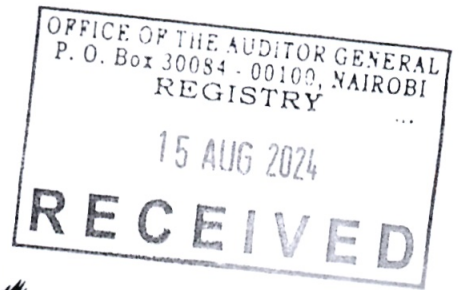
**FOR THE SIX (6) MONTHS' PERIOD ENDED  
30 JUNE, 2021**

**KAJIADO COUNTY**



THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 25 NOV 2024	DAY: Tuesday
TABLED BY:	Hon. Naomi Wago Deputy Majority Whip
CLERK-AT THE TABLE:	hennale





---

**ENOOMATASIANI GIRLS SECONDARY SCHOOL**  
**PUBLIC SECONDARY SCHOOL**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED**  
**30<sup>th</sup> June 2021**

---

Prepared in accordance with the Cash Basis of Accounting Method under the International Public Sector Accounting Standards (IPSAS)



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

<b>Table of Contents</b>	<b>Page</b>
I. KEY SCHOOL INFORMATION AND MANAGEMENT .....	2
II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL.....	6
III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY .....	12
IV. REPORT OF THE INDEPENDENT AUDITORS ON THE ANNUAL FINANCIAL STATEMENTS OF ENOOMATASIANI GIRLS SECONDARY SCHOOL OF THE YEAR ENDING 30 <sup>TH</sup> JUNE 2021 ...	13
V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30 <sup>TH</sup> JUNE 2021 .....	14
VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30 <sup>TH</sup> JUNE 2021 15	
VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30 <sup>TH</sup> JUNE 2021 .....	16
VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30 <sup>TH</sup> JUNE 2021.....	17
IX. SIGNIFICANT ACCOUNTING POLICIES .....	21
X. NOTES TO THE FINANCIAL STATEMENTS.....	23



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Reports and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

**I. KEY SCHOOL INFORMATION AND MANAGEMENT**

**(a) Background information**

The school is domiciled in Kenya and its operations are governed under the Basic Education Act, 2013. It is located in Kajiado County, Kajiado North Sub-County

The school was registered in 16/11/2004 under registration number GP/A/2432/2004 and is currently categorized as an Extra County public school established, owned or operated by the Government.

The school is a boarding school and had **1106** number of students as at 30<sup>th</sup> June 2021. It has 5 streams and 47 teachers of which 4 teachers are employed by the School Board of Management.

**(b) School Board of Management - Board Members**

The School Board of Management established under Section 55 of the Basic Education Act, 2013; is composed of the following members:

Ref:	Name of Board Member	Designation	Date of appointment
1	Mrs. Beth Wariara Gitau	Chairman	14/5/2019
2	Mrs. Tabitha Mbaabu	Secretary - Principal	14/5/2019
3	Dr. Dorcas Mbithe	Member	14/5/2019
4	Mr. Peter Kungu Njenga	Member	14/5/2019
5	Dr. Joseph N. Marete	Member	14/5/2019
6	Mrs. Veronica Nduta	Member	14/5/2019
7	Mrs. Winfred K. Kiruki	Member	14/5/2019
8	Mr. Patrick K. Nyaga	Member – Rep CEB	14/5/2019
9	Mr. David Kisali	Member Rep Teachers	14/5/2019
10	Dr. Joseph Marete	3 Members - Sponsor	14/5/2019
11	Mr. Solomon Gicharu Macharia	3 Members - Sponsor	14/5/2019
12	Mr. Samwel Kimani Ndirangu	3 Members - Sponsor	14/5/2019
13	Mr. Stephen Munene Ituma	Member - Community	14/5/2019
14	Hon. Josphine Seper	Member Special Needs	14/5/2019
15	Regina Naipante	Rep Students	14/5/2019



**Enomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)**

**The function of the School Board of Management include:**

- Promote the best interests of the School and ensure its development.
- Promote quality education for all pupils in accordance with the standards set under the Basic Education Act, 2013
- Ensure and assure the provision of proper and adequate facilities for the School
- Manage the School's affairs in accordance with the rules and regulations governing occupational safety and health.
- Advise the County Education Board on the staffing needs of the School.
- Determine cases of pupils discipline and make reports to the CEB
- Prepare comprehensive termly report on all areas of its mandate and submit the report to CEB
- Administer and manage the resources of the School
- Receive, collect and account for any funds accruing to the institution in accordance with Article 226 (1) (a) of the Constitution of Kenya, Section 81 of the Public Finance Management Act, 2012 and the Fourth Schedule para 21 and 23 of the Basic Education Act, 2013.

**(c) Committees of the Board**

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	Dr. Joseph Marete Mrs. Tabitha Mbaabu Hon. Josphine Seper Mr. William Monirei	BOM Chair BOM Sec Member Member	4 out of 6
2	Finance, procurement and general purposes Committee	Hon Josephine Seper Stephen Munene Peter J. Njenga Samwel Kimani David Kilel	Chairpersom	3 out of 6
3	Academic Committee	Dorcus Mbithe Samwel Kimani Mrs. Winfred Kiruki Patrick Nyaga	Chairperson	3 out of 6
4	Infrastructure Committee	Mrs. Tabitha Mbabu Mr. Stephen Menene Mr. David Kilel Mr. William Monirei	Secretary Chairperson Member Member	4 out of 6
5	Discipline and welfare Committee	Mrs. Tabitha Mbabu Mr. David Kilel Mrs. Veronicah Mucene M/s Sophia Katampoi Mr. David Kisali	Secretary Member Chair Member Member	2 out of 6



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)**

**(d) School operation Management**

For the financial year ended 30<sup>th</sup> June 2021 the School day-to-day management was under the following persons:

<b>Ref:</b>	<b>Designation</b>	<b>Name</b>	<b>TSC /ID Number</b>
1	Principal	Tabitha Mbabu	224359
2	Deputy Principal Academic	Dorothy Kinuthia	337416
3	Deputy Principal Discipline	Bernice Nderitu	388132
4	School Bursar	Martin Musembi	Id 26011727

**(e) Schools contacts**

Post Office Box: 97-208, Ngong Hills  
Telephone: 0746 011 116  
E-mail: enoomatasianischool@gmail.com

**(f) School Bankers**

The school operated 7 bank accounts in the following banks:

1. Name of Bank: Absa Bank School fund Account  
Branch: Karen  
Account Number: 2022994967
2. Name of Bank: Absa Bank Operation Account  
Branch: Karen  
Account Number: 2022994975
3. Name of Bank: Absa Bank Tuition Account  
Branch: Karen  
Account Number: 2022994983
4. Name of Bank: Absa Bank Infrastructure Account  
Branch: Ngong  
Account Number: 2041186049
5. Name of Bank: Absa Bank Savings Account  
Branch: Karen  
Account Number: 0653543719
6. Name of Bank: Absa Bank Savings Account  
Branch: Karen  
Account Number: 0653581971  
MPESA Pay Bill No. **547434** attached to **2022994967** Absa bank account,

**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

**KEY SCHOOL INFORMATION AND MANAGEMENT (Continued)**

7. Name of Bank: Equity Bank CDF Account  
Branch: Ngong  
Account Number: 0730264720572

**(g) Independent Auditors**

Office of the Auditor General  
Anniversary Towers, University Way  
P.O. Box 30084  
GPO 00100  
Nairobi, Kenya



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

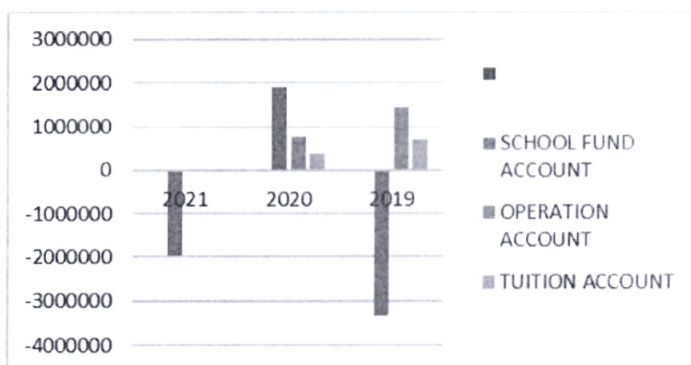
**II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL**

The following is a summary report of the performance of the school against the set performance evaluation criteria:

a) **Financial performance:**

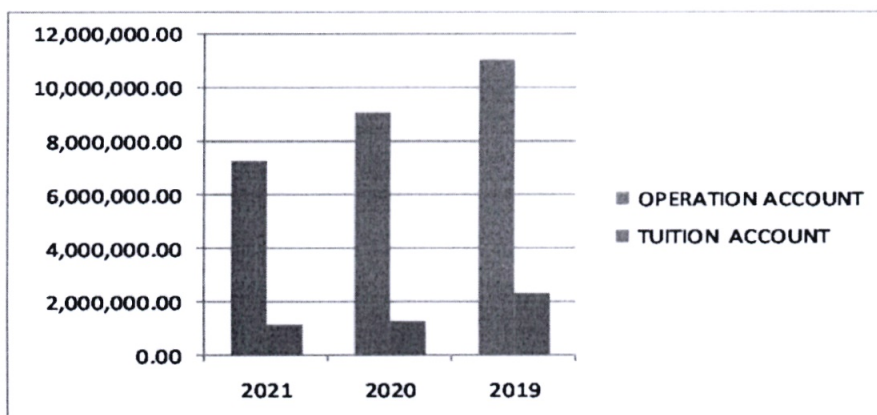
**SURPLUS/DEFICIT FOR THE YEAR AND A COMPARISON OF THE SAME FOR THE LAST THREE YEARS**

SN	ACCOUNTS	2021	2020	2019
1	SCHOOL FUND ACCOUNT	(1,970,135)	1,897,127	(3,329,524)
2	OPERATION ACCOUNT	(9,836)	771,768	1,466,524
3	TUITION ACCOUNT	176	377,341	713,719
	<b>TOTAL</b>	<b>(1,979,795)</b>	<b>4,301,829</b>	<b>(10,401,635)</b>



**Capitation grants from the Ministry of Education for the last three years**

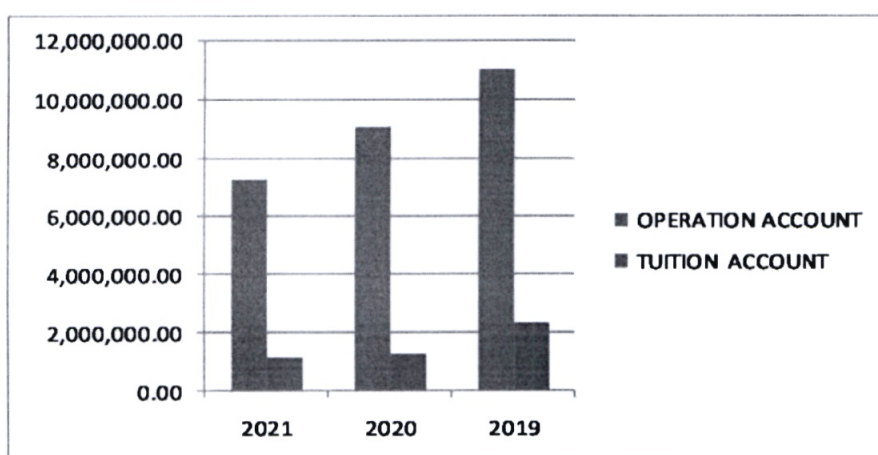
SN	ACCOUNTS	2021	2020	2019
1	OPERATION ACCOUNT	7,298,631.20	9,116,050.00	11,036,133.00
2	TUITION ACCOUNT	1,164,045.75	1,321,796.00	2,355,385.40
	<b>Total</b>	<b>8,462,676.95</b>	<b>10,437,846.00</b>	<b>13,391,518.40</b>



**Enomatasiani Girls Secondary School**  
**Public Secondary School**  
**Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2021**

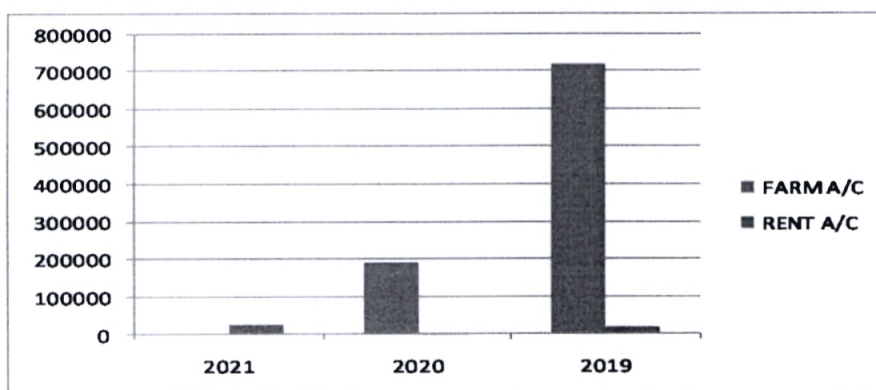
**Ratio of capitation grant per student over the last three years**

SN	ACCOUNTS	2021	2020	2019
1	OPERATION ACCOUNT	7,298,631.20	9,116,050.00	11,036,133.00
2	TUITION ACCOUNT	1,164,045.75	1,321,796.00	2,355,385.40
	<b>TOTAL</b>	<b>8,462,676.95</b>	<b>10,437,846.00</b>	<b>13,391,518.40</b>
	<b>Number of students</b>	<b>1111</b>	<b>876</b>	<b>698</b>
	<b>Ratio of Capitation per student</b>	<b>1:7618</b>	<b>1:11916</b>	<b>1:19186</b>



**A three-year overview of growth of other income(s) earned by the school.**

SN	ACCOUNTS	2021	2020	2019
1	FARM A/C	0	191,130	722,925
2	RENT A/C	25,430	1,500	15,500

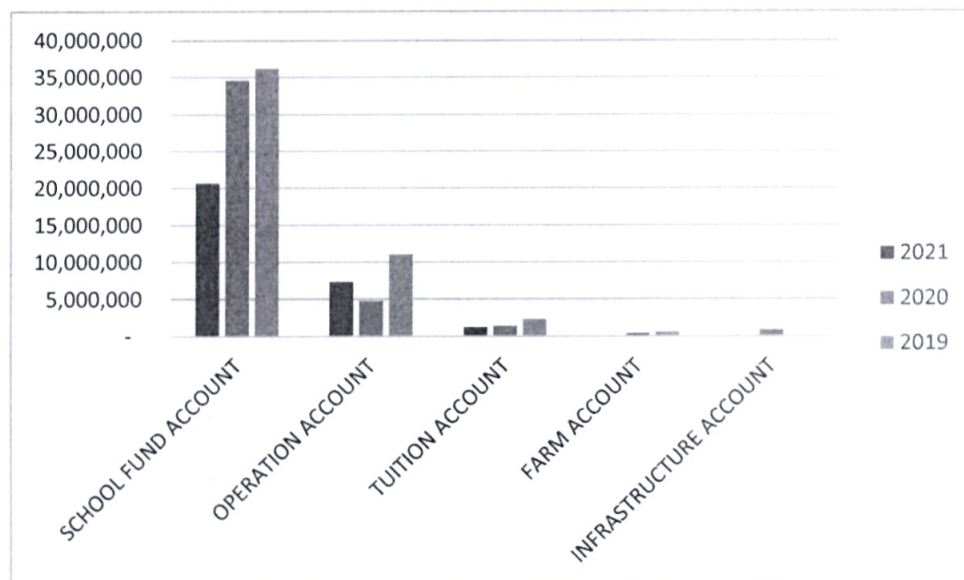




**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

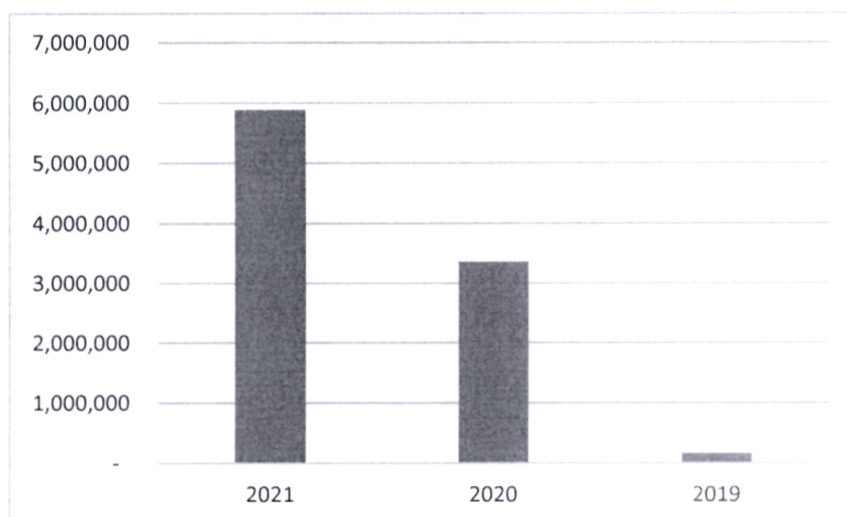
**A three-year overview of growth in expenditure of the school**

SN	ACCOUNTS	2021	2020	2019
1	SCHOOL FUND ACCOUNT	20,658,085	34,516,417	36,175,035
2	OPERATION ACCOUNT	7,308,467	4,745,606	11,002,743
3	TUITION ACCOUNT	1,163,870	1,347,182	2,329,238
4	FARM ACCOUNT	-	365,930	617,116
5	INFRASTRUCTURE ACCOUNT	-	824,047	-
	<b>TOTALS</b>	<b>29,130,422</b>	<b>41,799,182</b>	<b>50,124,132</b>
	<b>INCREASE/DECREASE</b>	<b>(12,668,760)</b>	<b>(8,324,950)</b>	



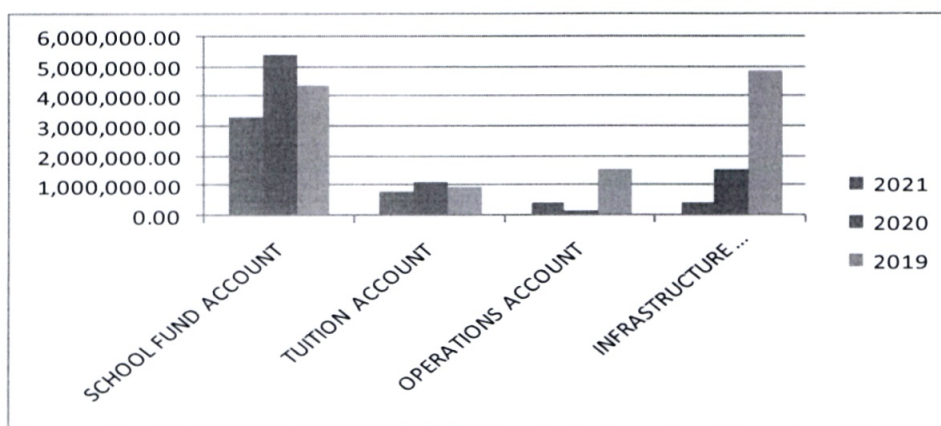
**Movement of debtors and creditors of the school over the last three years**

SN	ACCOUNTS	2021	2020	2019
	<b>DEBTORS</b>	<b>KSH</b>	<b>KSH</b>	<b>KSH</b>
1	SCHOOL FUND ACCOUNT	5,889,788	3,363,578	162,061
	<b>TOTALS</b>	<b>5,889,788</b>	<b>3,363,578</b>	<b>162,061</b>
	<b>INCREASE/DECREASE</b>	<b>2,526,210</b>	<b>3,201,517</b>	<b>-</b>



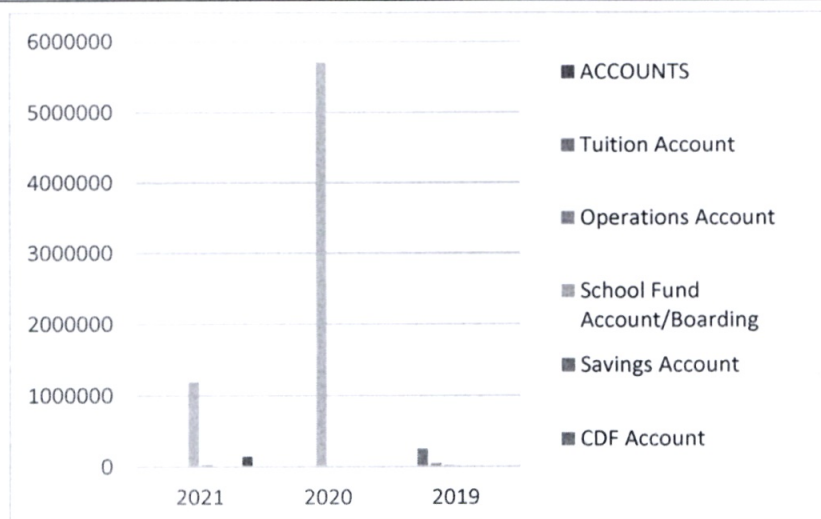
**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

SN	ACCOUNTS	2021	2020	2019
	<b>CREDITORS</b>			
1	SCHOOL FUND ACCOUNT	3,338,015	5,404,879	4,370,917
2	TUITION ACCOUNT	800,000	1,099,305	989,840
3	OPERATIONS ACCOUNT	451,680	136,180	1,561,500
4	INFRASTRUCTURE ACCOUNT	404,800	1,580,200	4,892,475
	<b>TOTALS</b>	<b>4,994,495</b>	<b>8,220,564</b>	<b>11,814,732</b>
	<b>INCREASE/DECREASE</b>	<b>(3,226,069)</b>	<b>(3,594,168)</b>	-



**Movement of cash and bank balances over the last three years**

SN	ACCOUNTS	2021	2020	2019
1	Tuition Account	972	796	252,049
2	Operations Account	3,460	13,037	49,583
3	School Fund Account/Boarding	1,186,537	5,699,857	26,148
4	Savings Account	27,222	-	-
5	CDF Account	-	-	-
6	Savings Account	4,193	-	-
7	Infrastructural Account	141,130	2,060	-
	<b>TOTALS</b>	<b>1,363,514</b>	<b>5,715,750</b>	<b>327,780</b>





**Enqomatasiyani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**B Teacher Student ratio:**

Between the month of July 2020 and June 2021, the status of the teaching staff is as follows; There are 41 teachers posted by the Teacher Service Commission and 2 recruited by the Board of Management. 10 teachers have been posted to school after 6 have transferred. The ratio of teacher to student is 41:1137, an approximate 1 teacher for every 28 students.

**NUMBER OF TEACHERS IN THE FOLLOWING SUBJECTS (including BOM Teachers)**

SUBJECT	ENGLISH	KISWAHILI	MATHEMATICS	BIOLOGY	CHEMISTRY	PHYSICS	HISTORY	CIVICS	GEOGRAPHY	AGRICULTURE	COMPUTER	MUSIC	BUSINESS	H/SCIENCE	TOTAL
No of teachers	7	7	10	6	9	4	8	7	5	2	1	2	4	2	41

**D Mean score in the 2021 KCSE:**

YEAR	MEAN SCORES	TARGETS
2021	5.660 C	7.5 B-
2020	6.500 C+	7.0 C+
2019	6.622 C+	7.2 C+

**E Number of students transitioning to higher learning**

Year	Registered Candidates	D+ and above	% Transition
2021	167	156	93.4
2020	128	128	100
2019	99	98	98.99

**F Capacity of the school:**

The school currently has a population of 1106 learners with the following facilities.

- 9 Dormitories
- 1 Dining hall
- 3 Science Laboratories
- 1 Computer lab
- 1 Home science lab
- 93 toilets

**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**G Development projects carried out by the school:**

S/N	PROJECT	YEAR	STATUS	AMOUNT	SOURCE OF FUND
1	Water Tower/18 cubicles wash room with suspended slab	201/2022	Complete	7,119,440.00	Parents
2	2 No. Classrooms with suspended slab	2021/2022	Complete	3,170,430.00	Maintenance & Improvement
3	3 No. Classroom – 2 <sup>nd</sup> floor	2021/2022	Complete	4,997,644.00	Maintenance & Improvement
4	Dormitory – 2 <sup>nd</sup> floor	2021/2022	Complete	13,122,970.00	Parents
5	Staff houses 3Bed room with suspended slab	2021/2022	Complete	3,953,400.00	Parents
6	1 No. Classroom with suspended slab	2021/2022	Complete	2,310,610.00	Parents

SECRETARY - B.O.M.  
ENOOMATASIANI GIRLS' SEC. SCHOOL  
P. O. Box 97 - 00208 NGONG HILLS  
Date: 31/07/2021 Sign: [Signature]

*Sign*

*School Principal*




**III. STATEMENT OF SCHOOL MANAGEMENT RESPONSIBILITY**

Section 81 (1) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, each National Government School shall prepare financial statements in respect of that school. Section 81 (3) requires the financial statements so prepared to be in a form that complies with relevant accounting standards as prescribed by the Public Sector Accounting Standards Board of Kenya from time to time.


Schedule 4 (Section 23) of the Education Act, 2013 requires the Board of Management of a public institution of basic education to be keep all proper books and records of accounts of the income, expenditure and assets of the institution.

The Board of Management of Enoomatasiani Girls Secondary School accepts responsibility for the school's financial statements, which have been prepared on the Cash Basis Method of Financial Reporting, using appropriate accounting policies in accordance with International Public Sector Accounting Standards (IPSAS).

The Board of Management is of the opinion that the school's financial statements give a true and fair view of the state of the school's transactions during the financial year ended 30<sup>th</sup> June, 2021, and of the school's financial position as at that date.

**Name:** Dr. Joseph Marete  
**Designation:** Chairman, School Board of Management  
**Sign:**   
**Date:** 31/7/24

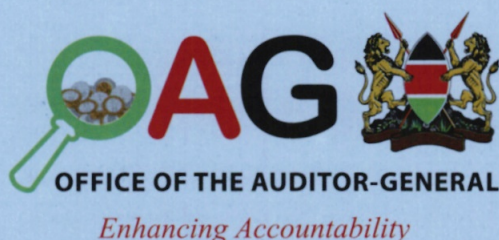
**Name:** Tabitha Mbabu  
**Designation:** School Principal & Secretary to Board of Management  
**Sign:**   
**Date:** 31/07/2024  


**Name:** Martin Musembi  
**Designation:** Bursar/ Finance Officer  
**Sign:**   
**Date:** 31/7/24



# REPUBLIC OF KENYA

Telephone: +254-(20) 3214000  
Email: info@oagkenya.go.ke  
Website: www.oagkenya.go.ke



**HEADQUARTERS**  
Anniversary Towers  
Monrovia Street  
P.O Box 30084-00100  
NAIROBI

## **REPORT OF THE AUDITOR-GENERAL ON ENOOMATASIANI GIRLS SECONDARY SCHOOL FOR THE SIX (6) MONTHS' PERIOD ENDED 30 JUNE, 2021 - KAJIADO COUNTY**

---

### **PREAMBLE**

I draw your attention to the contents of my report which is in three parts:

- A. Report on the Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements.
- B. Report on Lawfulness and Effectiveness in Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure Government achieves value for money and that such funds are applied for intended purpose.
- C. Report on the Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, risk management environment and internal controls, developed and implemented by those charged with governance for orderly, efficient and effective operations of the entity.

An unmodified opinion does not necessarily mean that an entity has complied with all relevant laws and regulations and that its internal controls, risk management and governance systems are properly designed and were working effectively in the financial year under review.

The three parts of the report are aimed at addressing the statutory roles and responsibilities of the Auditor-General as provided by Article 229 of the Constitution, the Public Finance Management Act, 2012 and the Public Audit Act, 2015. The three parts of the report when read together constitute the report of the Auditor-General.

### **REPORT ON THE FINANCIAL STATEMENTS**

#### **Qualified Opinion**

I have audited the accompanying financial statements of Enoomatasiani Girls Secondary School - Kajiado County set out on pages 14 to 30, which comprise of the statement of

---

*Report of the Auditor-General on Enoomatasiani Girls Secondary School for six (6) months' period ended 30 June, 2021 - Kajiado County*



financial assets and liabilities as at 30 June, 2021, and the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts for the period then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effect of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of Enoomatasiani Girls Secondary School - Kajiado County as at 30 June, 2021 and of its financial performance and its cash flows for the period then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

## **Basis for Qualified Opinion**

### **1. Unsupported Cash and Cash Equivalents Balances**

The statement of financial assets and financial liabilities reflects cash and cash equivalents as disclosed in Note 8 and 9 to the financial statements of Kshs.1,700,408. Included in the balance is cash balance of Kshs.336,894 comprising of operation account and school fund account balance of Kshs.723 and Kshs.336,171 respectively. However, the school fund balance of Kshs.336,171 was not supported by cash books, bank certificates and bank reconciliation statements.

In the circumstances, the accuracy and completeness of cash and cash equivalents balance of Kshs.1,700,408 could not be confirmed.

### **2. Accounts Receivables**

#### **2.1 Long Outstanding Accounts Receivables**

The statement of financial assets and financial liabilities reflects accounts receivables balance amount of Kshs.5,889,788 in respect of fees arrears as disclosed in Note 11 to the financial statements. However, included in the balance are receivables amounting to Kshs.2,404,268 which had been outstanding for more than two (2) years. However, there was no policy on the impairment of long outstanding fees arrears casting doubt on the fair statement of the accounts receivables balance.

In the circumstances, the accuracy, completeness and recoverability of the receivables balance of Kshs.5,889,788 could not be confirmed.

#### **2.2 Unsupported Accounts Receivables**

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.5,889,788 as disclosed in Note 11 to the financial statements. However,

*Report of the Auditor-General on Enoomatasiani Girls Secondary School for six (6) months' period ended 30 June, 2021- Kajiado County*



the supporting schedules, detailed aging analysis and issued invoices were not provided for audit.

In the circumstances, the accuracy of the accounts receivables balance of Kshs.5,889,788 could not be confirmed.

### **3. Unsupported Accounts Payables**

The statement of financial assets and financial liabilities and as disclosed in Note 12 to the financial statements reflects payables balance of Kshs.6,624,414. However, included in the balance are trade payables balance of Kshs.4,994,495, whose detailed aging analysis and respective tender and LPO/LSO was not provided for audit.

In the circumstances, the accuracy and completeness of trade payables balance of Kshs.6,624,414 could not be confirmed.

### **4. Variance between the Statement of Budgeted Versus Actual Amounts and the Approved Budget**

The statement of budgeted versus actual amounts for the year reflects the total income budget and total expenditure budget of Kshs.65,284,249 and Kshs.71,895,630 respectively. However, the approved budget provided for review reflected Kshs.63,404,700 and Kshs.65,537,840 respectively resulting unexplained variances of Kshs.1,879,549 and Kshs.6,357,790 respectively.

In the circumstances, the accuracy and completeness of the total income budget and total expenditure budget of Kshs.65,284,249 and Kshs.71,895,630 respectively could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the Enoomatasiani Girls Secondary School Management in accordance with ISSAI 130 on the Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

### **Emphasis of Matter**

#### **1. Budgetary Control and Performance**

The statement of budgeted versus actual amounts reflects final receipts budget and actual on a comparable basis of Kshs.65,284,249 and Kshs.27,150,627 respectively, resulting to an under-funding of Kshs.38,133,622 or 58% realization of the budget. However, the School spent a balance of Kshs.29,130,422 against actual receipts of Kshs.27,150,627 resulting to an under-utilization of Kshs.1,979,795 or 7% of actual receipts.

In the circumstances, under-funding and under-utilization affected the planned activities and may have impacted negatively on service delivery to the public.

My opinion is not modified in respect of this matter.

### **Key Audit Matters**

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. There were no key audit matters to report in the year under review.

## **REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES**

### **Conclusion**

As required by Article 229(6) of the Constitution, based on the audit procedures performed, except for the matters described in the Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources section of my report, I confirm that, nothing else has come to my attention to cause me to believe that public resources have not been applied lawfully and in an effective way.

### **Basis for Conclusion**

#### **1. Late Submission of Financial Statements**

During the year under review, Management submitted the financial statements on 7 October, 2022 instead of the statutory deadline of 30 September, 2021. This was contrary to the Ministry of Education circular Ref.No:MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which stated that the School's financial statements should be ready by 30 September, 2021 in compliance with Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

In the circumstances, Management was in breach of the law.

#### **2. Failure to Maintain a Separate Account for Own Generated Income**

The statement of receipts and payments as disclosed in Note 4 of the financial statements reflects other receipts amount of Kshs.25,430 in respect of rental income. However, rental income is collected through the School fund account. This was contrary to Ministry of Education Circular Ref. No:MOE.HQS/3/13/3 on guidelines on implementation of Free Day Secondary Education (FDSE) requiring schools with income generating activities to open separate bank accounts for the stream of income and account for it in accordance with financial regulations.

In the circumstances, Management was in breach of the law.



### **3. Irregular Salary Payments**

The statement of receipts and payments reflects payment for operations amount of Kshs.7,308,467 as disclosed in Note 6 to the financial statements. Included this amount is personnel emoluments amounting to Kshs.1,644,427. Additionally, Note 7 to the financial statements also reflects personnel emoluments amount of Kshs.953,138. However, review of the salary expenditures revealed that salary payments and increments were paid by the School without a salary structures and remuneration scales of the non-teaching staff which should be commensurate with their job description.

In the circumstances, the regularity of the salary payments could not be confirmed.

### **4. Non-Compliance with the Public Sector Accounting Standards Board Reporting Requirements**

The School did not submit financial statements for eighteen (18) months contrary to the Public Sector Accounting Standards (PSASB) guidelines on implementation of the International Public Sector Accounting Standards (IPSAS) by secondary schools in Kenya dated 10 August, 2021 which requires the first financial statements after adoption of the IPSAS to be presented for eighteen (18) months from 1 January, 2020 to 30 June, 2021.

Additionally, no journal entry adjustments have been produced to justify the removal of the opening balances (2019/2020) in the revised financial statements.

In the circumstances, Management was in breach of the PSASB guidelines. Further, lack relevant information may affect users' reliance on the financial statements for decision making.

### **5. Lack of a Procurement Plan**

The statement of receipts and payments reflects an amount of Kshs.27,150,627 and Kshs.29,130,422 in respect of total receipts and payments respectively. However, during the year Management did not prepare an Annual Procurement Plan as part of the annual budget preparation process. This was contrary to Regulation 40 of the Public Procurement and Asset Disposal Regulations, 2020 which states that 'a procuring entity prepare a procurement plan for each financial year as part of the annual budget preparation process'.

In the circumstances, Management was in breach of the law.

### **6. Failure to Prepare School Improvement Plan**

During the year under review, the School did not have an approved School Improvement Plan, contrary to Section 2.2 of the Ministry of Education Operation Manual for Utilization of Learner Capitation Grant and Other School Funds, which requires schools to identify in every three-year school improvement planning cycle, one priority area in each of the four key areas which include curriculum implementation, foundational literacy and



numeracy outcomes, an enabling environment for learning and parental involvement and community engagement for implementation.

In the circumstances, Management was in breach of the law.

## **7. Losses in Farming Activities**

Note 4 of the statement of receipts and payments reflects income from farming activities which has a Nil amount while Note 7 to the financial statements reflects expenses on income generating activities amounting to Kshs.324,400 resulting in a deficit of an amount of Kshs.324,400.

In the circumstances, the sustainability of the farming activities as profitable venture could not be confirmed.

The audit was conducted in accordance with the ISSAI 4000. The standard requires that I comply with ethical requirements and plan and perform the audit to obtain assurance about whether the activities, financial transactions and information reflected in the financial statements comply, in all material respects, with the authorities that govern them.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

## **REPORT ON THE EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE**

### **Conclusion**

As required by Section 7(1)(a) of the Public Audit Act, 2015 and based on the audit procedures performed, except for the matters described in the Basis for conclusion on Effectiveness of Internal Controls, Risk Management and Governance Section of my report, I confirm that, nothing else has come to my attention to cause me to believe that internal controls, risk management and governance were not effective.

### **Basis for Conclusion**

#### **1. Inadequate Controls in Budgeting**

During the year under review, scrutiny of the Schools' budget records revealed that the approved budget was prepared for the academic year 2021 (January - December, 2021) and not the financial year 2020/2021. Additionally, Members of the Board of Management (BOM) approved the budget but minutes approving the budget did not specify the projected income and expenditure that was actually approved.

Further, the budget for the year was not signed and stamped as approved and there were no supporting documents to show that the budgets were tabled and discussed during the School Annual General Meeting.

In the circumstances, the adequacy of internal controls on oversight by the Board of Management could not be confirmed.

## **2. Inadequate Management of School Text Books**

During the financial year under review, the School received 4,610 text books from the Ministry of Education. However, review of the records revealed that there was no record of movement of the books from the stores to the library and to the students. Also, the register of books indicating the title of book, date acquired and the serial numbers was not provided. Additionally, the stores record revealed that there was no stock take of books at the close of the financial year and records of lost books were not maintained.

Further, records showed a variance between the books received, issued and the balance in store resulting to 4,246 unaccounted for books with an estimated unit price of 600 per book totalling Kshs.2,547,600.

In the circumstances, the adequacy of internal controls for text books management could not be confirmed.

## **3. Incomplete Fixed Assets Register**

Annex two (2) to the financial statements reflects fixed assets held by the School as at 30 June, 2021 valued at a computed historical cost of Kshs.370,517,200. However, the assets register does not have essential details such as dates of acquisition, historical costs, current values, remaining useful life, additions/disposals during the year and salvage value where applicable. This is contrary to Regulation 143(1) of the Public Finance Regulations of 2015 on asset management and Section 162(2) of Public Procurement and Disposal Act of 2015 on management of inventory, stores and assets.

In the circumstances, the adequacy of the internal controls on assets management could not be confirmed.

## **4. Lack of Board Committees**

Review of records and documents relating to the Board of Management for the School revealed that the Board of Management did not constitute a human rights and students' welfare committee as required in Section 61(2) of the Basic Education Act, 2013.

Further, during the year under review, the School had not constituted an audit committee and an internal audit unit as required by Regulation 166(1) and (2) of the Public Finance Management (National Government), 2015 which states that, the internal audit unit of a National Government entity to assess effectiveness of the School through an internal performance appraisal commenting on its effectiveness in the annual report to The National Treasury.



In the circumstances, the adequacy of the oversight role provided by the Board could not be confirmed.

## **5. Inadequate number of Board Meetings**

During the financial year under review, records showed that the Board of Management conducted board meetings twice in the financial year. This is contravention with Section 6(1) of the Fourth Schedule of the Basic Education Act, 2013 which requires a Board of Management to meet at least once every four (4) months.

In the circumstances, the adequacy of the oversight role provided by the Board could not be confirmed.

## **6. Lack of Insurance Cover for Fixed Assets**

Annex two (2) to the financial statements reflects fixed assets held by the School as at 30 June, 2021 valued at a computed historical cost of Kshs.370,517,200. However, there was no insurance cover in place for property and other assets to cover for any eventuality of fire, theft or any other unforeseen calamities.

In the circumstances, the adequacy of internal controls to mitigate against risks could not be confirmed.

## **7. Failure to Prepare Procurement Documents**

The statement of receipts and payments and as disclosed in Note 7 to the financial statements reflects boarding and school fund payments of Kshs.19,178,598 which includes procurement of boarding equipment and stores of Kshs.5,996,163 and repairs and maintenance and improvements of Kshs.5,727,088. However, supporting documents were not provided to show the list of registered suppliers for different categories of supplies, tenders specifications and evaluation criteria, tender registers and advertisements for tenders. Additionally, there were no professional opinions prepared on evaluated and successful bidding and there were no contract agreements for goods and services tenders awarded.

In the circumstances, the adequacy of internal controls on procurement documentation could not be confirmed.

## **8. Lack of Land Ownership Documents**

Annex two (2) to the financial statements reflects summary of fixed assets held by the School as at 30 June, 2021 valued at a computed historical cost of Kshs.370,517,200. Included in the summary is land valued at an amount of Kshs.360,000,000. However, land ownership documents were not provided for audit.

In the circumstances, the ownership and safe custody of the fixed assets could not be confirmed.



The audit was conducted in accordance with the ISSAI 2315 and ISSAI 2330. The standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal controls, risk management and overall governance were operating effectively, in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

### **Responsibilities of Management and those Charged with Governance**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis) and for maintaining effective internal control as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal control, risk management and governance.

In preparing the financial statements, Management is responsible for assessing the Fund's ability to continue to sustain its services, disclosing, as applicable, matters related to sustainability of services and using the applicable basis of accounting unless Management is aware of the intention to terminate the School or to cease operations.

Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

In addition to the responsibility for the preparation and presentation of the financial statements described above, Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities which govern them, and that public resources are applied in an effective way.

Those charged with governance are responsible for overseeing the School's financial reporting process, reviewing the effectiveness of how Management monitors compliance with relevant legislative and regulatory requirements, ensuring that effective processes and systems are in place to address key roles and responsibilities in relation to governance and risk management, and ensuring the adequacy and effectiveness of the control environment.

### **Auditor-General's Responsibilities for the Audit**

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion in accordance with the provisions of Section 48 of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect



a material misstatement and weakness when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

In addition to the audit of the financial statements, a compliance audit is planned and performed to express a conclusion about whether, in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way, in accordance with the provisions of Article 229(6) of the Constitution and submit the audit report in compliance with Article 229(7) of the Constitution.

Further, in planning and performing the audit of the financial statements and audit of compliance, I consider internal control in order to give an assurance on the effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Because of its inherent limitations, internal controls may not prevent or detect misstatements and instances of non-compliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the policies and procedures may deteriorate.

As part of an audit conducted in accordance with ISSAIs, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Management.
- Conclude on the appropriateness of Management's use of applicable basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's

ability to continue to sustain its services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the School to cease continue to sustain its services.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information and business activities of the Fund to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

I communicate with Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that are identified during the audit.

I also provide Management with a statement that I have complied with relevant ethical requirements regarding independence and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and where applicable, related safeguards.

  
FCPA Nancy Gathungu, CBS  
AUDITOR-GENERAL

Nairobi

28 October, 2024



**Encomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**V. STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30<sup>TH</sup> JUNE 2021**

DESCRIPTION OF VOTE HEAD	Note	2020-2021	2019-2020
		Kshs	Kshs
<b>RECEIPTS</b>			
Capitation grants for tuition	1	1,164,046	-
Capitation grants for operations	2	7,298,631	-
School Fund Income- Parents' Contributions	3	18,662,520	-
School Fund Income- Other receipts	4	25,430	-
Proceeds from borrowings		-	-
<b>TOTAL RECEIPTS</b>		<b>27,150,627</b>	<b>-</b>
<b>PAYMENTS</b>			
Payments for Tuition	5	1,163,870	-
Payments for operations	6	7,308,467	-
Boarding and school fund payments	7	20,658,085	-
<b>TOTAL PAYMENTS</b>		<b>29,130,422</b>	<b>-</b>
<b>SURPLUS/DEFICIT</b>		<b>(1,979,795)</b>	<b>-</b>

The school financial statements were approved on 31/7/24 2024 and signed by:

Sign: 

Name JOSEPH MARETE

Chair BOM

Date 31/7/24

Sign 

Name TABITHA MBARI

School Principal/  
Secretary to BOM

Date

Sign 

Name MARTIN MUSINGI

Bursar/  
Finance Officer

Date 31/7/24

SECRETARY - B.O.M.  
ENCOMATASIANI GIRLS' SEC. SCHOOL  
P. O. Box 97 - 00208 NGONG HILLS

Date:.....Sign:.....

**Enomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**VI. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT  
30<sup>TH</sup> JUNE 2021**

	Note	2020-2021	2019-2020
		Kshs	Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	8	1,363,514	-
Cash Balances	9	336,894	-
Short term Investment	10	-	-
<b>Total Cash and cash equivalent</b>		<b><u>1,700,408</u></b>	-
Account's receivables	11	5,889,788	-
<b>TOTAL FINANCIAL ASSETS</b>		<b>7,590,196</b>	-
<b>FINANCIAL LIABILITIES</b>			
Accounts Payables	12	(6,624,414)	-
<b>NET FINANCIAL ASSETS</b>		<b>965,782</b>	-
<b>REPRESENTED BY</b>			
Accumulated Fund b/fwd	13	2,945,577	-
Surplus/Deficit for the year		(1,979,795)	-
<b>NET FINANCIAL POSITION</b>		<b>965,782</b>	-

The School's financial statements were approved on 31/7/24 2024 and signed by:

Name: Joseph Marete  
Chairman, BoM

Sign: 

Date: 31/7/24

Name: Tabitha Mbabu  
School Principal/Secretary  
to BoM

Sign: 

Date: **SECRETARY - B.O.M.**  
**ENCOMATASIANI GIRLS' SEC. SCHOOL**  
**P. O. Box 97 - 00208 NGONG HILLS**

Date:.....Sign:.....

Name: Martin Musembi  
Bursar/Finance

Sign: 

Date: 31/7/24



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**VII. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE 2021**

		2020-2021	2019-2020
		Kshs	Kshs
<b>Receipts for operating income</b>			
Capitation grants for tuition	1	1,164,046	-
Capitation grants for operations	2	7,298,631	-
School fund income- Parents contributions/ fees	3	18,662,520	-
School fund income- other receipts	4	25,430	-
<b>Total receipts</b>		<b>27,150,627</b>	<b>-</b>
<b>Payments</b>			
Payments for Tuition	5	1,163,870	-
Payments for operations	6	7,308,467	-
Boarding and school fund payments	7	20,658,085	-
<b>Total payments</b>		<b>29,130,422</b>	<b>-</b>
<b>Net cash flow from operating activities</b>		<b>(1,979,795)</b>	<b>-</b>
<b>Adjustments</b>			
Accounts Receivable Increase /Decrease		(2,526,210)	
Accounts Payable Increase / Decrease		198,142	
<b>CASHFLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from Sale of Assets		-	-
Acquisition of Assets		-	-
Proceeds from investments		-	-
Purchase of investments		-	-
<b>Net cash flows from Investing Activities</b>		<b>-</b>	<b>-</b>
<b>CASHFLOW FROM BORROWING ACTIVITIES</b>			
Proceeds from borrowings/ loans		-	-
Repayment of principal borrowings		-	-
<b>Net cash flow from financing activities</b>		<b>-</b>	<b>-</b>
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>		<b>(4,307,863)</b>	<b>-</b>
<b>Cash and cash equivalent at BEGINNING of the year</b>		<b>6,008,271</b>	<b>-</b>
<b>Cash and cash equivalent at END of the year</b>		<b>1,700,408</b>	<b>-</b>

Enoomatasiani Girls Secondary School  
Public Secondary School  
Reports and Financial Statements  
For the year ended 30<sup>th</sup> June 2021

VIII. STATEMENT OF BUDGETED VERSUS ACTUAL AMOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2021

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
<b>RECEIPTS</b>						
<i>(1) CAPITATION GRANT ON TUITION</i>						
Teaching / learning materials	1,408,500	-	1,408,500	1,164,046	244,454	83
<i>(2) CAPITATION GRANT ON OPERATIONS</i>						
Personnel emoluments	2,844,000	-	2,844,000	1,404,506	1,439,494	49
Repairs and maintenance	5,400,000	-	5,400,000	3,576,000	1,824,000	66
Local transport / travelling	1,422,000	-	1,422,000	816,830	605,170	57
Electricity and water	1,422,000	-	1,422,000	816,830	605,170	57
Medical	-	-	-	-	-	-
Administration costs	1,422,000	-	1,422,000	684,465.00	737,535	48
Activity	1,350,000	-	1,350,000	-	-	-
Gratuity	-	-	-	-	-	-
SMASSE	-	-	-	-	-	-
<i>(3) FEES CHARGED ON PARENTS</i>						
Personnel emoluments	4,644,000	-	4,644,000	866,278	3,777,722	19
Repairs and maintenance	11,880,000	-	11,880,000	3,077,203	8,802,797	26
Local transport / travelling	2,322,000	-	2,322,000	196,461	2,125,539	8
Electricity and water	2,322,000	-	2,322,000	1,494,102	827,898	64
Medical	-	-	-	-	-	-



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Administration costs	2,322,000	-	2,322,000	533,908	1,788,092	23
Activity	225,000	-	225,000	42,600	182,400	19
SMASSE	-	-	-	-	-	-
Fee on Boarding Equipment and Stores	22,991,850	-	22,991,850	10,777,569	12,214,281	47
Fees Arrears	44,480	-	44,480	44,480	-	100
Prepayments	1,629,919	-	1,629,919	1,629,919	-	100
<b>OTHER INCOME</b>						
Rent income	-	-	-	25,430	-	-
Income from farming activities	1,634,500	-	1,634,500	-	-	-
Insurance compensation	-	-	-	-	-	-
Income from Posho mill	-	-	-	-	-	-
Income from Bus Hire	-	-	-	-	-	-
Fee for hire of ground and equipment	-	-	-	-	-	-
Interest income	-	-	-	-	-	-
Income from Grants and donations	-	-	-	-	-	100
Income from any other investment	-	-	-	-	-	-
<b>TOTAL INCOME</b>	<b>65,284,249</b>		<b>65,284,249</b>	<b>27,150,627</b>	<b>38,133,622</b>	<b>42</b>
<b>(1) EXPENDITURE FOR TUITION</b>						
Textbooks and reference materials	50,000	-	50,000	-	-	-
Exercise books	1,331,940	-	1,331,940	91,350	1,240,590	7

**Enoomatasiani Girls Secondary School**  
**Public Secondary School**  
**Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2021**

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
Laboratory equipment	1,050,000	-	1,050,000	432,135	617,865	41
Internal exams	84,920	-	84,920	-	-	-
Teaching / learning materials	429,320	-	429,320	-	356,320	17
Chalks	28,200	-	28,200	-	-	-
Exams and assessment	-	-	-	-	-	-
Administration costs	-	-	-	-	-	-
Bank Charges	-	-	-	3,430.00	-	-
Creditors	636,955	-	636,955	636,955	-	100
<b>(2) EXPENDITURE FOR OPERATIONS</b>						
Personnel emoluments	2,494,702.40	-	2,494,702.40	1,644,427	850,275	66
Repairs, maintenance & improvements	8,873,679	-	8,873,679	3,863,600	5,010,079	44
Local transport / travelling	747,895	-	747,895	213,343	534,552	29
Electricity, water and conservancy	1,554,000	-	1,554,000	1,125,559	428,441	72
Medical	-	-	-	-	-	-
Administration costs	1,664,434	-	1,664,434	325,350	1,339,084	20
Activity Expenses	-	-	575,437	-	-	-
Creditors	136,188	-	136,188	136,188	-	100
Gratuity	-	-	-	-	-	-
SMASSE	-	-	-	-	-	-
<b>(3) EXPENDITURE FOR SCHOOL FUND</b>						
Personnel emoluments	3,742,053.60	-	3,742,053.60	953,138	2,788,916	25
Repairs, maintenance and	11,831,572	-	11,831,572	2,678,643	9,152,929	23



**Enoomatasiani Girls Secondary School**  
**Public Secondary School**  
**Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2021**

Receipt/expenses Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilization Difference	% of Utilization
	a	b	c=a+b	d	e=c-d	f=d/c %
	Kshs	Kshs			Kshs	Kshs
improvements						
Local transport / travelling	1,282,105	-	1,282,105	520,116	761,989	41
Electricity, water and conservancy	2,664,000	-	2,664,000	579,610	2,084,390	22
Medical Expenses	-	-	-	-	-	-
Administration costs	2,853,316	-	2,853,316	2,904,873	-51,557	102
Activity	959,063	-	959,063	100,060	859,003	10
Gratuity	-	-	-	-	-	-
Lunch programme	-	-	-	-	-	-
Boarding Equipment and Stores	21,830,490	-	21,830,490	5,521,885	16,308,605	25
Rent Expenses	-	-	-	-	-	-
Farm Expenses	-	-	-	324,400	-	-
Loan Interest Repayment	-	-	-	-	-	-
Bank Charges	3,340	-	3,340	3,340	-	100
Loan Principal Repayment	-	-	-	-	-	-
Creditor – School Fund A/C	4,072,929	-	4,072,929	4,072,929	-	100
Creditor – Infrastructure A/C	1,580,200	-	1,580,200	1,580,200	-	100
Prepayments	10,000	-	10,000	10,000	-	100
Acquisition of Assets	1,408,891	-	1,408,891	1,408,891	-	100
<b>TOTALS</b>	<b>71,320,193</b>	<b>-</b>	<b>71,895,630</b>	<b>29,130,422</b>	<b>42,765,208</b>	<b>41</b>

- i. The school has only received 40% of the expected revenue from 4<sup>th</sup> January 2021 to 30<sup>th</sup> June 2021
- ii. The school has only utilized 33.53% of the fees collected from 4<sup>th</sup> January 2021 to 30<sup>th</sup> June, 2021

## **IX. SIGNIFICANT ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of these financial statements are set out below:

### **1. Statement of compliance and basis of preparation**

The financial statements have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS) with particular emphasis on Cash Basis Financial Reporting under the Cash Basis of Accounting and applicable government legislations and regulations. The financial statements comply with and conform to the form of presentation prescribed by the Public Sector Accounting Standards Board of Kenya.

This cash basis of accounting has been supplemented with accounting for; a) receivables that include imprest, salary advances and other receivables and b) payables that include deposits and retentions and payables from operations.

The financial statements are presented in Kenya Shillings, which is the functional and reporting currency of the *school* and all values are rounded to the nearest Kenya Shilling (Kshs). The accounting policies adopted have been consistently applied to all the years presented.

### **2. Recognition of receipts and payments**

The *school* recognises all receipts from the various sources when the event occurs and the related cash has actually been received by the *school*. In addition, the *school* recognises all expenses when the event occurs and the related cash has actually been paid out by the *school*.

### **3. In-kind contributions**

In-kind contributions are donations that are made to the *school* in the form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment or personnel services. Where the financial value received for in-kind contributions can be reliably determined, the *school* includes such value in the statement of receipts and payments both as a receipt and as a payment in equal and opposite amounts; otherwise, the contribution is not recorded.

### **4. Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value. Bank account balances include amounts held at various financial institutions at the end of the financial year.



**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**5. Accounts Receivable**

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as expenditure when fully accounted for by the imprest or AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

**6. Accounts Payable**

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized as accounts payables. This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted by National Government Ministries and agencies. Other liabilities including pending bills are disclosed in the financial statements. Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years.

**7. Non-current assets**

Non-current assets are expensed at the time of acquisition while disposal proceeds are recognized as receipts at the time of disposal. However, the acquisitions and disposals are reflected in the school fixed asset register a summary of which is provided as a memorandum to these financial statements.

**8. Budget**

The budget is developed on the same accounting basis (cash basis), the same accounts classification basis, and for the same period as the financial statements. The *school's* budget was approved by the School Board of Management. A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements.

**9. Comparative figures**

Where necessary comparative figures for the previous financial year have been amended or reconfigured to conform to the required changes in presentation.

**10. Subsequent events**

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30<sup>th</sup> June 2021.

**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

**X. NOTES TO THE FINANCIAL STATEMENTS**

**1 CAPITATION GRANT FOR TUITION**

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	-	-
Laboratory equipment	-	-
Internal exams	-	-
Teaching / learning materials	1,164,046	-
Chalks	-	-
Exams and assessment	-	-
Teachers guides	-	-
<b>Total</b>	<b>1,164,046</b>	-

**2 CAPITATION GRANT FOR OPERATIONS**

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1,404,506	-
Repairs and maintenance	3,576,000	-
Local transport / travelling	816,830	-
Electricity and water	816,830	-
Medical	-	-
Administration costs	684,465	-
Activity	-	-
<b>Total</b>	<b>7,298,631</b>	-

**3 PARENTS CONTRIBUTION/FEES - SCHOOL FUND ACCOUNT**

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	866,278	-
Repairs and maintenance	3,077,203	-
Local transport / travelling	196,461	-
Electricity and water	1,494,102	-
Medical	-	-
Administration costs	533,908	-
Activity	42,600	-
BES	10,777,569	-
Fees Arrears	44,480	-
Prepayments	1,629,919	-
<b>Total</b>	<b>18,662,520</b>	-



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT**

	2020-2021	2019-2020
	Kshs	Kshs
Fee on Boarding Equipment and Stores	-	-
Rent income	25,430	-
Income from farming activities	-	-
Insurance compensation	-	-
Income from Posho mill	-	-
Income from Bus Hire	-	-
Fee for hire of ground and equipment	-	-
Income from grants and donations*	-	-
Interest income	-	-
Dividends income	-	-
<b>Total</b>	<b>25,430</b>	<b>-</b>

**5 PAYMENTS FOR TUITION**

	2020-2021	2019-2020
	Kshs	Kshs
Textbooks and reference materials	-	-
Exercise books	91,350	-
Laboratory equipment	432,135	-
Internal exams	-	-
Teaching / learning materials	-	-
Chalks	-	-
Exams and assessment	-	-
Teachers guides	-	-
Administration Costs	-	-
Creditors	636,955	-
Bank Charges	3,430	-
<b>Total</b>	<b>1,163,870</b>	<b>-</b>

**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**6 PAYMENTS FOR OPERATIONS**

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	1,644,427	-
Service Gratuity	-	-
Administration Cost	325,350	-
Repairs and maintenance & improvements	3,863,600	-
Local transport / travelling	213,343	-
Electricity and water	1,125,559	-
Creditors	136,188	-
Medical	-	-
Activity Expenses	-	-
SMASSE	-	-
Insurance Cost	-	-
Bank Charges	-	-
Acquisition of Assets	-	-
<b>TOTAL</b>	<b>7,308,467</b>	<b>-</b>

**7 BOARDING AND SCHOOL FUND PAYMENTS**

	2020-2021	2019-2020
	Kshs	Kshs
Personnel emoluments	953,138	-
Repairs and maintenance & Improvements	2,678,643	-
Local transport / travelling	520,116	-
Electricity and water	579,610	-
Medical Expenses	-	-
Administration costs	2,904,873	-
Bank Charges	3,340	-
Expenses on Income Generating Activities – Farm A/C	324,400	-
Fee on Boarding Equipment and Stores	5,521,885	-
Activity Expenses	100,060	-
Insurance Cost (Life Property)	-	-
Loan Principal repayment	-	-
Loan Interest repayment	-	-
Acquisition of Assets	1,408,891	-
Creditor – School Fund A/C	4,072,929	-
Creditor – Infrastructure A/C	1,580,200	-
Prepayments	10,000	-
<b>TOTAL</b>	<b>20,658,085</b>	<b>-</b>



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**8 BANK ACCOUNTS**

Name of Bank, Account No. & currency	Bank Account Number	2020-2021	2019-2020
		Kshs	Kshs
Tuition Account	2022994983	972	-
Operations Account	2022994975	3,460	-
School Fund Account/Boarding	2022994967	1,186,537	-
Savings Account	0653543719	27,222	-
CDF Account	0730264720572	-	-
Savings Account	0653581971	4,193	-
Infrastructural Account	2041186049	141,130	-
<b>Total</b>		<b>1,363,514</b>	-

**9 CASH IN HAND**

Description	2020-2021	2019-2020
	Kshs	Kshs
Tuition Account	-	-
Operation Account	723	-
School Fund account	336,171	-
<b>Total</b>	<b>336,894</b>	-

**10 SHORT TERM INVESTMENTS**

Description	2020-2021	2019-2020
	Kshs	Kshs
Cooperative shares	-	-
Treasury Bills	-	-
Fixed deposit	-	-
Equity stock	-	-
Other investments	-	-
<b>Total</b>	-	-

**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**11 ACCOUNTS RECEIVABLE**

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears	5,889,788	-
Other non-fees receivables	-	-
Salary advances	-	-
Imprest	-	-
<b>Total</b>	<b>5,889,788</b>	<b>-</b>

Ageing of the fees / non fees arrears is shown below:

Description	2020-2021	2019-2020
	Kshs	Kshs
Fees arrears for current year	3,063,895	-
Fees arrears for the previous year	466,105	-
Fees arrears for prior periods (over two years)	2,404,268	-
Less Arrears recovered	(44,480)	-
<b>Total</b>	<b>5,889,788</b>	<b>-</b>

**12 ACCOUNTS PAYABLE**

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors (See ageing below and appendix 1)	4,994,495	-
Prepaid fees	1,629,919	-
Retention monies	-	-
<b>Total</b>	<b>6,624,414</b>	<b>-</b>

Ageing of the creditor's arrears is shown below:

Description	2020-2021	2019-2020
	Kshs	Kshs
Trade creditors for current year	4,994,495	-
Trade creditors for the previous year	6,426,272	-
Trade creditors for prior periods (over two years)	-	-
Less Creditors paid	(6,426,272)	-
<b>Total</b>	<b>4,994,495</b>	<b>-</b>



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**13 FUND BALANCE BROUGHT FORWARD**

<b>Description</b>	<b>2020-2021</b>	<b>2019-2020</b>
	<b>Kshs</b>	<b>Kshs</b>
Bank balances	5,715,750	-
Cash balances	292,521	-
Short Term Investments	-	-
Receivables	3,363,578	-
Payables	(6,426,272)	-
<b>Total</b>	<b>2,945,577</b>	<b>-</b>

**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**Other important disclosure notes**

IPSAS 1 encourages an entity to disclose accrual related information in relation to an entity's assets and liabilities. The notes outlined below are disclosure notes in relation to the school's non- financial assets and liabilities.

**14 Non-current Liabilities Summary**

Description	2020-2021	2019-2020
	Kshs	Kshs
Bank loan(s)	-	-
Outstanding Leases	-	-
Hire purchase	-	-
Gratuity and leave provision	-	-
<b>Total</b>	-	-

**15 Biological assets**

Description	Numbers	2020-2021	2019-2020
		Kshs	Kshs
Cattle	11	610,000	-
Goats		-	-
Trees		-	-
Coffee or tea plantation		-	-
Poultry		-	-
<b>Total</b>		<b>610,000</b>	-

**16 Borrowings**

Description	2020-2021	2019-2020
	KShs	KShs
<b>a) Borrowings</b>		
Borrowing at beginning of the year	-	-
Borrowings during the year	-	-
Repayments of during the year	(-)	(-)
<b>Balance at end of the year</b>	-	-

**17 Stock/ Inventory**

Description	2020-2021	2019-2020
	KShs	KShs
Stock/ inventory at beginning of the year	-	-
Stock/ inventory purchased during the year	-	-
Stock/ inventory issued during the year	(-)	(-)
<b>Balance at end of the year</b>	-	-



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Report and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

**18 PROGRESS ON FOLLOW UP OF AUDITOR RECOMMENDATIONS**

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor.

Ref No.	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)

**SECRETARY - B.O.M.  
ENOOMATASIANI GIRLS' SEC. SCHOOL  
P. O. Box 97 - 00208 NGONG HILLS**

Date:.....Sign:.....

*KPC*

-----  
Sign and Date  
Principal

Enoomatasiani Girls Secondary School  
Public Secondary School  
Reports and Financial Statements  
For the year ended 30<sup>th</sup> June 2021

ANNEX 1 - ANALYSIS OF PENDING ACCOUNTS PAYABLE

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance 2021	Outstanding Balance 2020	Comments
	a	b	c	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
<b>Construction of buildings</b>						
1 Hamwe Logistics	2,713,755	2020-2021	-	2,713,755	-	
<b>Sub-Total</b>	<b>3,397,425</b>			<b>2,713,755</b>	<b>-</b>	
<b>Supply of goods</b>						
3 Makos Nyama Point	107,100	2020-2021	-	107,100	-	
4 Eunpat Investment	32,750	2020-2021	-	32,750	-	
5 Jacto Services	22,500	2020-2021	-	22,500	-	
6 Simuch Enterprises	29,740	2020-2021	-	29,740	-	
7 Major M	118,300	2020-2021	-	118,300	-	
8 Benson Mwaura	12,000	2020-2021	-	12,000	-	
9 Anthony Mwaura	8,000	2020-2021	-	8,000	-	
10 Ndensy Enterprises	451,680	2020-2021	-	451,680	-	
11 Central Scientific	800,000	2020-2021	-	800,000	-	
12. Sky Power Africa	278,870	2020-2021	-	683,670	-	
<b>Sub-Total</b>	<b>1,582,070</b>			<b>2,265,740</b>	<b>-</b>	
<b>Supply of services</b>						
12 Pathway security	15,000	2020-2021	-	15,000	-	
<b>Sub-Total</b>	<b>15,000</b>			<b>15,000</b>	<b>-</b>	
<b>Grand Total</b>	<b>3,397,425</b>			<b>4,994,495</b>	<b>-</b>	



**Enoomatasiani Girls Secondary School  
Public Secondary School  
Reports and Financial Statements  
For the year ended 30<sup>th</sup> June 2021**

---

**ANNEX 2 – SUMMARY OF FIXED ASSETS REGISTER**

<b>Asset class</b>	<b>Date purchased</b>	<b>Historical Cost b/f (Kshs) 1<sup>st</sup> July 2020</b>	<b>Additions during the year (Kshs)</b>	<b>Historical Cost c/f (Kshs) 30<sup>th</sup> June 2021</b>
Land 1	Balance b/f 01/01/2021	360,000,000	-	360,000,000
Buildings and structures		-	-	-
Motor vehicles	Balance b/f 01/01/2021	5,000,000	-	5,000,000
Office equipment, furniture and fittings	Balance b/f 01/01/2021	2,461,000	-	2,461,000
ICT Equipment, and Other ICT Assets	Balance b/f 01/01/2021	2,047,200	-	2,047,200
Tools and apparatus		-	-	-
Textbooks		-	-	-
Other Machinery and Equipment	Balance b/f 01/01/2021	360,000	360,000	720,000
Intangible assets- soft ware	Balance b/f 01/01/2021	289,000	-	289,000
<b>Total</b>		<b>370,157,200</b>	<b>360,000</b>	<b>370,517,200</b>

