

REPUBLIC OF KENYA



REPORT

THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 08 MAR 2023	DAY:
TABLED BY:	Hon. Owen Baya, CBS, MP
CLERK-AT-THE-TABLE:	Deputy Majority Leader Christine Ndiritu

OF

THE AUDITOR-GENERAL

ON

ZIWA TECHNICAL TRAINING INSTITUTE

**FOR THE YEAR ENDED
30 JUNE, 2021**





OFFICE OF THE AUDITOR -GENERAL
CENTRAL RIFT REGIONAL OFFICE

16 AUG 2022

RECEIVED

P. O. Box 2774 - 30100, ELDORET

International Public Sector Accounting Standards (IPSAS)

Ziwa Technical Training Institute

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED
30th June 2021

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

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

I.	KEY ENTITY INFORMATION AND MANAGEMENT	iii
II.	KEY ENTITY INFORMATION AND MANAGEMENT (Continued)	v
III.	THE BOARD OF GOVERNORS	vi
IV.	MANAGEMENT TEAM	xii
VI.	CHAIRMAN'S STATEMENT	xv
VII.	REPORT OF THE PRINCIPAL	xvi
VIII.	CORPORATE GOVERNANCE STATEMENT	xxii
IX.	MANAGEMENT DISCUSSION AND ANALYSIS	xxiii
X.	CORPORATE SOCIAL RESPONSIBILITY STATEMENT/ SUSTAINABILITY REPORTING	xxvii
XII.	STATEMENT OF BOARD OF GOVERNORS MEMBERS' RESPONSIBILITIES	xxxviii
XIII.	REPORT OF THE INDEPENDENT AUDITORS ON THE ZIWA TECHNICAL TRAINING INSTITUTE	1
XV.	STATEMENT OF FINANCIAL POSITION AS AT 30 TH JUNE 2020	3
XVI.	STATEMENT OF CHANGES IN NET ASSET FOR THE YEAR ENDED 30 JUNE 2021	4
XVII.	STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2020	5
XVIII.	NOTES TO THE FINANCIAL STATEMENTS	7
XXXI.	APPENDIX II: PROJECTS IMPLEMENTED BY THE ENTITY	43
XXXII.	APPENDIX III: INTER-ENTITY TRANSFERS	44

I. KEY ENTITY INFORMATION AND MANAGEMENT

(a) Background information

Ziwa Technical Training Institute was established under TVET Act 2013 on 1st Jan 2014 and it is domiciled in Kenya. The college is under the Ministry of Education.

(b) Principal Activities

The principal activity of the college is to offer vocational education and training at diploma level as per the TVET Act 2013.

Its mission and vision statements are:

- To be centre of excellence in technology and innovation and
- To train and nurture human capital for a dynamic economy respectively.

(c) Key Management

The entity's day-to-day management is under the following key organs:

- Board of Governors
- Accounting officer/ Principal
- Management team

(d) Fiduciary Management

The key management personnel who held office during the financial year ended 30th June 2020 and who had direct fiduciary responsibility were:

No.	Designation	Name
1.	Principal	-Mr. Moses Kiprono Sabulei
2.	Deputy Principal Admin	-Mr Coory Kipkemboi
3.	Deputy Principal Academics	-Mrs. Mary Mueni Kivuva
4.	Finance Officer	-Mr. Augustine kipkoech
5.	Registrar	-Mr David Rotich
6.	Dean of Students	-Mr. Nushion Ronoh
7.	HOD Engineering	-Mr. David Kosgei
8.	HOD Business	-Mr. Patrick Chirchir
9.	HOD Applied	- Shadrack Korir
10.	HOD Building	-Lucy Bosibori
11.	HOD Mechanical	-Kipkemei Tanui
12.	HOD ICT	-William Kebenei
13.	Head of Procurement	-Mr. Betwel K. Serony

(e) Fiduciary Oversight Arrangements

Ziwa Technical Training Institute Board has two basic fiduciary duties which it owes to the government of Kenya:

- a. Duty of care
- b. Duty of loyalty

The Board members must therefore act in good faith with the care of a prudent person, and in the best interest of the college.

They should refrain from self-dealing, usurping college opportunities and receiving improper personal benefits.

They should make decision on an informed basis, in good faith and in the honest belief that the action is taken in the best interest of the college.

Generally, all officers owe the same fiduciary duties as the Board and therefore the officers owe the duty to keep the Board informed, the officers with greater knowledge are subject to higher standards of scrutiny and liability.

The Board has therefore constituted an audit committee, which consist of three members who are not part of the college management. Its basic responsibility is to provide oversight of the financial reporting process, the audit process, the college system of internal controls and compliance with laws and regulations

The audit committee is also expected to review significant accounting and reporting issues and recent professional and regulatory pronouncements to understand the potential impact on financial statements.

The committee reviews the results of an audit with the management and external auditors.

It is also responsible for the appointment, compensation and oversight of the work of the auditor.

The internal auditor reports directly to the committee.

The audit committee meets separately with the external auditors to discuss matters that the committee or the auditors believe should be discussed privately. This committee also reviews proposed audit approaches and handle coordination of the audit effort with internal audit staff. The committee approves the audit plan, reviews staffing and organization of the function, and meet with internal auditors and the management on a periodic basis to discuss matters of concern that may arise.

Audit committee have authority over its own budget.

While Board should seek members who can provide a diverse range of competent perspective based on their experience and expertise, it is nevertheless imperative that the audit committee members are knowledgeable and conversant in the language of finance and accounting.

Other oversight activities include project management where by the public works office is appointed as the project manager. The project manager advises the Board on the progress of the project.

II. KEY ENTITY INFORMATION AND MANAGEMENT (Continued)

(f) Headquarters

Ziwa Technical Training Institute
P.O. Box 1055-30100
ELDORET, KENYA

(g) Contacts

Telephone: (+254) 705981111
(+254)735981111
E-mail: ziwatti@gmail.com
Website: www.ziwatti.ac.ke

(h) Bankers

1. Co-operative Bank of Kenya
P.O. Box 2948,
Eldoret, Kenya.
2. Kenya Commercial Bank
P.O. Box 6788-30100,
Eldoret, Kenya.

(i) Independent Auditors

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

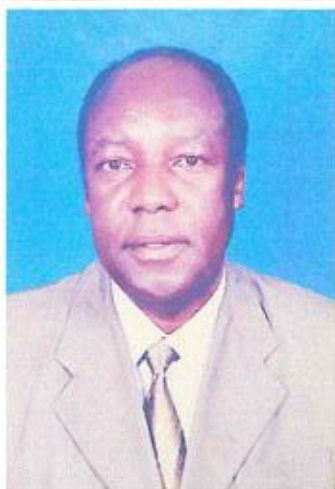
(j) Principal Legal Adviser

The Attorney General
State Law Office
Harambee Avenue
P.O. Box 40112
City Square 00200
Nairobi, Kenya

City Square 00200
Nairobi, Kenya

I. THE BOARD OF GOVERNORS

1. MR. Elkana. K.
Lagatt
(Board Chairman)



Mr Elkana Lagatt was born in 1957 in Nandi county, Kenya. He has the following qualifications: He is a holder of master's degree in Education. Course attended includes;

- i. Kenya Schools of Government- Strategic Leadership Development Program.
- ii. Mashav Education training Centre- Education for sustainable Development
- iii. Bristol University UK (2000-2001) MED
- iv. University of East Africa Baraton (1996) Educational Leadership.
- v. KEMI – Management (1998)

Professional Responsibilities

- Kenya institute of Special Education(KISE)- Jan 2009-July 2017
- Deputy Director (KISE)- Nov 2007- Dec 2008
- Kenya Science Teachers College (KSTC) Jan 2006-2007.
- Snr. Principal & Later Chief Principal Kapsabet Boys. 1994- Dec 2005
- Uasin-Gishu High School (Principal) 1998-1994.
- Kipsangui High School (Head Teacher) 1986-1987.

His past membership

Association of special Needs Education.2009 – 2017), Academic board (KICD)-2007-2017, Principals associations(TTC'S) - 2005-2017, Member of Seniors Management(MOE) - 2009-2017, Academic Board ACK Diocese of Eldoret-2009-2012, Council Member (KNEC)- 2006-2007, Kenya Secondary Schools Ass. -1986-2005.

2. MR. DANIEL
NYARIKI
ONYWOKI
(Board Secretary)





Mr. Daniel Nyariki, principal Ziwa Technical Training Institute was transferred to this institution on 12th January 2022. He is a holder of B.Ed.(sc) (Maths/Physics) from Kenyatta University. He has a working experience of 33 years of which 23 years as principal. He has come to Ziwa TTI with a very rich experience in institutional management having done KESI induction course, Diploma in Educational Management and Many other KATTI organised seminars/workshops.

He has also attended many trainings internationally namely, China, Canada, South Africa, Ghana and Brazil among many.

At Ziwa TTI he has already embarked on a number of programmes to improve the face of the institution. These include actualising the institutional park, held the students culture week, held the students' council election and increased the number of security lights.

In the near future he has plans to construct a modern state of the art gate and putting cabros on the main college road and paving the paths and also complete the administration block and ICT centre. All that he intends to achieve through prudent utilization of resources with an aim of making savings to cater for the implementation of the projects. On academic excellence he has tasked the HODs together with the Deputy Principals Academics to come up with departmental targets and finally the college target with commensurate rewards.

Finally Ziwa TTI is being Audited by the Auditor General's Office from this financial years and will cover three years starting from 1st July 2018-30th June 2021

<p>3. Roda Chemutai Misoi</p>		<p>Roda Chemutai Misoi was Born on the 10th of June 1984. Her Academic Qualification are; Bachelor of Business Administration (Accounting Option) University of East Africa Baraton 2005-2009 KCSE; St. Cecilia Girls Misikhu. (2001-2004). KCPE; The Crane Academy (1993-2000). Professionals Leadership</p> <ul style="list-style-type: none"> • Member of Board of Governor's at Sabatia technical & Vocational College. • Chairperson Finance, infrastructure and development committee at Sabatia technical & Vocational College. <p>She has worked in the following areas;</p> <ul style="list-style-type: none"> • 2016 to Date; Managing Director at Tanasha Enterprises & Tanasha Steel limited. • Manager at Ndama Distributors – 2015-2016. • Business Development Officer at Kenya Women Finance Trust Limited Eldoret branch. 2011-2013. • Tied Life Agent at Insurance Company of East Africa limited Eldoret. (2010-2011). • Receptionist at Rift Valley Bottles Ltd Eldoret.
<p>4. Mutheu .V. Paul Mutei</p>		<p>Mrs. Virginia Mutheu Paul was born on the 1st of January 1972.</p> <p>Academic Qualification</p> <ul style="list-style-type: none"> • She has a PHD in communication studies – Moi University 2017. • Masters of philosophy in Educational communication technology-Moi University 2007. • Bachelor of Education arts(Eng. & LIT) • Diploma in public Relations Management. KIMs

<p>5. MR. ADAN ALI HASSAN</p>		<p>Mr. Adan Ali Hassan was born on 4th August 1988.</p> <p>Academic Qualification</p> <ul style="list-style-type: none"> • Bachelor's Degree in business management (purchasing and supplies option) • Diploma in Human Resource Management-University of Nairobi • Diploma in Disaster Management-UNDP training • Certificate in computer- Mekk Computer College • He has worked in the following areas; • Served as a government officer in the office of the president, provisional administration and internal security-2008-2011 • Involved in the implementation of USAID-OTI/KTI programmes -2009-2011 • Served in procurement and supplies office-2012-2013 • Served in accounts office-2014-2015 • Director Track Mark East Africa-2016-2020 <p>Other accomplishments</p> <ul style="list-style-type: none"> • coordination of peace projects • coordination of youth programmes
<p>6. Viola Maina</p>		<p>Viola Maina studied her O- level certificate course at Kipsigis Girls from the year 1984-1987 where she proceeded for her A-level certificate at Chogoria Girls High School Meru in the year 1988-1989. She is a holder of Bachelor's degree from University of Nairobi (Geography and Political Sciences) (1990-1993) she is also a holder of Honours Degree Program (Environment and Geographical Sciences) (1995)</p>

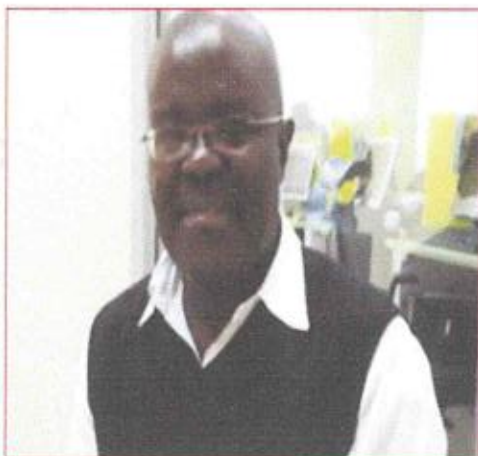
7. Daniel Kirongo



Mr. Daniel Kipkomei Kirongo was born on 4th February 1988. He did his Primary Education Course at Sinendet Primary School from the year 1997-2006. He later on proceeded to Tulon Secondary School and did his KCSE examination in the year 2008.

Mr. Daniel Kipkomei Kirongo is a holder of Bachelor of Education Arts degree from Kenyatta University (KU). He is currently the personal assistant to Soy Constituency Member of Parliament.

8. Agunda Ochanda



Mr. Agunda Ochanda was born on 28th February 1962. He is a holder of the following qualifications

1. Certified Human Resource Professional
2. Master of Business Administration
3. Diploma in Health Systems Management
4. Certified Secretary
5. Strategic Leadership Development Programme(SLDP)
6. Advanced Level Certificate (KNEC)
7. Ordinary Level Certificate Award

He has vast experience for he has worked for over 15 years at Co-operate and senior level management position.

Developed several key institutional strategies and Policies

He has worked as;

HR Consultancies Governance Audits and Entrepreneur

Moi Teaching and Referral Hospital-as a Deputy Director (Administration and Finance)

He is a member of the following professional bodies

Kenya Institute of Management

Institute of Certified Secretaries

Institute of Human Resource Management of Kenya.

9. Arch. Nicholas Koech



Mr Nicholas Tirop Koech was born on 17th November 1985.

He is a registered architect (by Board of Registration of Architects and Quantity Surveyors) in good standing

He is a holder of Bachelor's degree (Bachelor of Architecture) from University of Nairobi. He completed his secondary school education in the year 2003 at Starehe Boys Centre after completing his Primary School Education in the year 1999 at Mosoriot Primary School. He has worked as an architecture (2008-2009) at Studio Partners Architects in Nairobi where he worked in a number of projects including commercial, Institutional and Residential assignments. He has also worked as a Project Architect at Archgrid Systems whereby he was in charge of project implementation from feasibility studies, preliminary designs, detailed designs etc. Currently he is the Principal Architect at House of Architecture Ltd. He is in charge of administration of projects implementation, feasibility studies , preliminary designs and other related activities.






10. Mr. Gichuru Mutulili









Mr. Gichuru Mutulili was born on 3rd September 1966. He is the current TVET Director for Uasin-Gishu, Nandi and Elgeyo Marakwet counties. He is the Ministry's representative in the Board and therefore, provides advice and guidance on Ministry's strategic goals, mandate and policy direction.

He holds Master's in Business Administration (Management Information Systems) and Bachelor of Education degree (Mathematics and Business Studies). He has a wealth of experience in public service particularly in Education management ISQ training performance management, project management, financial management, procurement management and monitoring and evaluation of programmes and projects. He has served as a teacher and education officer in various positions and counties,


IV. MANAGEMENT TEAM

1. Mr. Daniel Nyariki (Principal)		<ul style="list-style-type: none"> -College accounting officer. -Recruitment of college staff -Secretary to the Board of governors. -Overseeing daily operations of the institution -Implementation of college policies
2. Mr. Coory Kipkemboi (Deputy principal administration)		<ul style="list-style-type: none"> -Deputise the principal -Train students -Supervise training in the college -Supervise the non-teaching staff work
3.Mrs. Mary Kivuva (Ag. Deputy Principal Academics)		<ul style="list-style-type: none"> Deputise the principal -Train students -Supervise training in the college -Head of Academics at the institute
3. Mr David Rotich (Ag. Registrar)		<ul style="list-style-type: none"> - Ag Registrar - Train applied science students - In charge of admissions - In charge of marketing of institutes' courses. - In charge of external examinations
4. Nushion Ronoh (Ag. Dean of students)		<ul style="list-style-type: none"> - In charge of Students - In charge of all student's activities - In charge of students Discipline - Supervising Catering Services

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

5. Mr Patrick Chirchir HOD Business department		<ul style="list-style-type: none"> -Head the business department -Train business students -Supervising teaching in the department -Advising the principal on staffing of the department
6. Lucy Bosibori HOD Building and Civil Engineering.		<ul style="list-style-type: none"> -Head of the Building and Civil Engineering. -Supervising Teaching in his Department -Enrol student in the Building and civil department -Advising the principal on staffing of the department
7. Kipkemei Tanui HOD Mechanical Engineering		<ul style="list-style-type: none"> -Head of the Mechanical Engineering. -Supervising Teaching in his Department. -Enrol student in the Mechanical department. -Advising the principal on staffing of the department
8. Raisa Chemutai HOD Applied		<ul style="list-style-type: none"> -Head of the Applied Science Department. -Supervising Teaching in his Department. -Enrol student in the Applied Science department. -Advising the principal on staffing of the department
9. HOD ICT William Kebenei		<ul style="list-style-type: none"> -Head of the Applied Science Department. -Supervising Teaching in his Department. -Enrol student in the Applied Science department. -Advising the principal on staffing of the department
10. Mr. Augustine Kipkoech Finance Officer		<ul style="list-style-type: none"> -Preparation of books of accounts. -Budgeting -Preparation of payroll and processing of employee's salary. -Preparation of suppliers payments and reconciliation of their balances.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

<p>11. Mr. Betwel Seroney Procurement Officer</p>		<ul style="list-style-type: none">-Receiving and keeping records of all incoming and outgoing goods from the central stores;-Maintains ledgers professionally, for permanent expendable and consumables-Issuing of goods to persons and departments-Stock taking.
-------------------------------------------------------	-----------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

V. CHAIRMAN'S STATEMENT

Welcome to the 3rd edition of our integrated financial reports.

In this year Ziwa Technical Training Institute has seen a great deal of progress though with some challenges. It is in this year that the college has completed construction of most of the projects it started previously. The main projects that have been completed are the following:

- (i) Renovation and completion of the Mechanical and Automotive Workshop. (9,060,580.00)
- (ii) Renovation works (Male and Female Hostels), Partitioning, Toilets, Fencing and Associated civil works. (9,063,680.00)
- (iii) Construction of library tuition and class rooms (Kshs. 17,721,980.00)
- (iv) Construction of Male hostel (8,639,445)

The college managed to honour its obligation in repayment of the asset financing by NIC bank for purchase of college mini bus KCP 626 K costing 5,150,000. Repayment will be made in 60 monthly instalments of 111,790 totalling up to 6,707,400.

The student population increased this year from 1,752 to 2,048 this year. There was also an increase in trainer's population of whom most of them were employed by the Board.

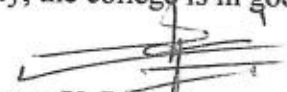
Like last year the College Board consists of 10 Board members of whom one member is an executive member while the rest are non-executive members. The board has been organised into three committees namely:

- i. Audit and Risk committee
- ii. Finance and development committee
- iii. Education and Human Resource committee

Despite the above progress the college has faced some challenges which emanates from the increased population and shortage of resources to carry out the college's requirements.

1. Shortage of clean water in the college has been a challenge especially during dry seasons. This has forced the college to hire tractors and water tanks to supply water to the college which has proved to be very expensive and its safety to the users not guaranteed. In search of a better solution to this problem the board has been in consultation with the county government of Uasin-Gishu to drill a bore hole in the college compound.
2. Fees collection has been another challenge that the college is facing. In the year 2020-2021 the college failed to collect fees as per its expectation partly due to COVID-19 pandemic and partly due to other factors.
3. The college could not continue with its normal training because of the outbreak of COVID-19 pandemic and inadequate of open and distance learning infrastructure. The board therefore decided to acquire an e-learning platform to ease on this problem.

Generally, the college is in good position to train the students.


Mr. Elkana K. Lagatt.
BOARD CHAIRMAN

REPORT OF THE PRINCIPAL

It is in this year (2020-2021) that Ziwa Technical Training Institute is celebrating four years since it started operations. Year 2020-2021 is very important in Ziwa Technical Training Institute calendar since it is in this year that very important growth and development steps have been made. Very important projects have been completed.

Fees collection was a great challenge in this year, the college managed to collect a total of 14,203,912 Kenya Shillings only. This was approximately 30 % of the total expected fees. The management team is discussing various ways to adopt to ensure that in future fees is collected effectively.

The college generally depended on capitation grants from the government. We received a total of Ksh 40,496,840 as government grants, as illustrated by our statements of accounts, which was not enough to cater for our operations, this led the college into accumulation of credit totalling to over 10 million which was majorly boarding and tuition expenses for NYS students.

Despite many financial challenges faced by the college the Board managed to initiate a number of projects which most of them were in progress by the end of this year.

Among these projects are:

Purchase of 58 Seat Bus (Kshs 11,661,500)

This Year (2021) The College managed to purchase a 58 seater Bus at a cost of Kshs. (11,661,500). This is a great achievement to the entire School.

(i) Renovation of Six High School Classes.

This project was sponsored by Soy County Development Fund. The No. of classes Renovated Were Six, renovation included;

- Replacement of ceiling Boards in all the classes
- Hacking and plastering of floors of all the classes and Veranda.
- Plastering and painting of the walls (inside and outside).
- Roof painting.
- Replacement of all broken window pens.

By the end of the year 2020 this project was 100% complete.

(ii) Building of a New Male Hostels.

Due to increased number of expected students, the college was forced to do completion of the hostel that was not yet completed.

(iii) Construction of Water Packaging Plant/Security office.

The project was constructed by the institution as an income generating project. The project is fully equipped, although the security house is yet to be completed.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

(iv) Construction of Main Store.

The project commenced on May 2021 and was completed in June 2021, This project was necessary due to lack of enough space for storage.

The project is complete and it is already in use.

(v) Renovation of Main Gate and Security office.

The areas of renovations at the gate were as follows;

- Painting of the gate and security office.
- Painting of the School Sign Post.
- Constructions of the hand wash Area.

Despite the above progress taken by the college, there are several challenges facing it. Among this challenge are the following:

- Shortage of clean water for use in the college, this college relies on well water which is actually not reliable during dry season and it therefore forces the college to purchase water from other places and therefore making operations very expensive. This source of water is also not safe for the students in the college
- Limited human resource.

Due to limited financial resources the college has been sceptical in recruiting more staff that is actually required. This has sometimes piled pressure on the small human resource currently available in the college.

However, this college has a great potential to perform better than how it has performed in the past. If all the necessary facilities and resources can be availed this college can tap more students within its student's rich environment and successfully impart knowledge on them.


Stamp: ZIWA TECHNICAL TRAINING INSTITUTE
05 AUG 2022
Sign.....
P.O. Box 1055-30100, ELDORET

MR. DANIEL NYARIKI ONYWOKI
PRINCIPAL (C.E.O)

STATEMENT OF PERFORMANCE AGAINST PREDETERMINED OBJECTIVES

Section 81 Subsection 2(f) of Public Finance Management Act, 2012 requires the accounting officer to include in the financial statement a statement of the national government entity's performance against predetermined objectives.

Ziwa Technical Training Institute has four strategic pillars and objectives within current Strategic Plan for the FY 2021-2026.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

Ziwa Technical Training institute develops its annual work plans based on the above four pillars. Assessment of the Board's performance against its annual work plan is done on a quarterly basis. The institute achieved its performance targets set for the FY2020/2021. Its strategic pillars, are as indicated in the diagram below:

Strategic Pillar	Objective	Key Performance Indicators	Activities	Achievements
1. To promote high standards in training and learning.	i. To initiate market-driven and relevant training programmes ii. To develop an internal quality assurance system iii. To develop partnerships and exchange programmes	i. List of new programmes mounted ii. Available reports on needs assessment iii. Evaluation reports iv. No of staff trained v. No of new technologies used vi. No of equipment and facilities acquired	i. Practical oriented training and learning ii. Mounting of new programmes iii. Tracking and reporting of training and learning iv. Use of new technologies in training and learning	i. Four additional programmes mounted ii. Blended online / in person learning and training iii. Reports of assessment and evaluation availed iv. Four renovated class rooms.
2. To have adequate physical infrastructure and facilities to train and learn	i. To budget for adequate facilities and infrastructure. ii. To procure adequate facilities and infrastructure.	iii. Number of equipment and facilities acquired iv. Funds approved v. Purchase of the required equipment. vi. New technologies installed and used	i. procurement process for new equipment and infrastructure ii. Budgetary/ procurement process put in place. iv. Construction of facilities and infrastructure	i. Workshops and laboratories equipped ii. Two hostels build iii. Electrical and mechanical engineering workshops equipped

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

<p>3. To institutionalise good governance practices at the institution.</p>	<p>i. To develop the requisite college policies and guidelines.</p> <p>ii. To restructure the Board and Board committees.</p> <p>iii. To sensitize students and staff on good governance practices and acquaint them to the policies.</p> <p>iv. To revise strategic plan</p>	<p>i. Revised strategic plan</p> <p>ii. New board structure</p> <p>iii. New administrative and organization structures</p> <p>iv. No of staff and students sensitized</p> <p>v. Number of conferences</p> <p>vi. No of exhibitions</p> <p>vii. No of tasks accomplished</p> <p>viii. Updated web page</p> <p>ix. Increased number of collaborations</p> <p>x. No of signed contracts</p> <p>xi. No of meetings</p> <p>xii. No of funding opportunities</p> <p>xiii. No of donors</p> <p>xiv. Available staff development policy</p> <p>xv. Recruitment in an open and transparent manner</p> <p>xvii. Advertised and recruit for position</p> <p>xviii. Conduct need assessment and training</p>	<p>i. Revision of the strategic plan</p> <p>ii. Capacity building for the BOG members</p> <p>iii. Sensitize staff and students</p> <p>iv. Hold conference</p> <p>v. Hold exhibitions</p> <p>vi. Driving school established in Partnership with Berru Driving school</p> <p>vii. Hold meetings</p> <p>viii. Sensitize students on alternative sources of tuition funding.</p>	<p>i. Strategic plan revised</p> <p>ii. new board capacity built</p> <p>iii. staff and students sensitized</p> <p>iv. two conferences held</p> <p>v. no exhibitions held due to COVID-19 situation</p> <p>vi. no of meetings held NG-CDG, county bursaries, and other bursaries schemes secures.</p> <p>vii.</p>
-----------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

4. To have adequate competent staff.	<p>i. To develop the college staff establishment To develop Human Resource Policy. To conduct skills gap analysis.</p> <p>ii.</p> <p>iii.</p>	<p>i. Available staff development policy</p> <p>ii. Recruitment in an open and transparent manner</p> <p>iii. Advertised and recruit for position</p> <p>iv. Conduct need assessment and training</p>	<p>i.</p> <p>ii. Draft a Human Resource policy and appraisal tools Recruit according to establishment adhering to openness and transparency</p>	<p>Availability of staff hiring tool and development policy Advertisement and recruitment for different positions</p>
--------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------

VIII. CORPORATE GOVERNANCE STATEMENT

Ziwa Technical Training Institute Board of Governors recognizes its accountability to the government and to the public at large and therefore it values honesty, openness and integrity in governance. It ensures that the college is governed according to the relevant laws and regulations.

The Board consist of one (1) executive member while the rest nine (9) are non-executive members. Members of the Board are drawn from different professional fields hence bringing into board different skills and experience.

The Principal carries out day to day activities of the college on behave of the board, however, the Board retains its accountability to the government to ensure that the college is managed diligently.

Board Meetings

There are at least three meetings in a year as per the TVET Act 2013. The Chairperson presides over every meeting at which he is present, but in the absence of the Chairperson the members present may elect one from among their number to preside.

The quorum for the Board meeting is seven members.

Sub-committee meetings are held from time to time depending on agency of the matters at hand.

Committees of the Board

Ziwa Technical Training Institute board has three standing committees namely:

- i. Education committee
- ii. Finance committee
- iii. Development committee

Education committee

Education committee consist of three members. Its responsibilities are:

- i. Overseeing the conduct of education and training in the institution in accordance with the provisions of TVET Act 2013.
- ii. Promoting and maintaining standards, quality and relevance in education and training in the institution in accordance to TVET Act 2013.
- iii. Developing and reviewing programs for training and to make representations thereon to the Board.
- iv. Regulating the admission and exclusion of students from the institution, subject to a qualifications framework and provision of TVET Act 2013.
- v. Approving collaboration or association with other institutions and industries in and outside Kenya.
- vi. Recruiting and appointing trainers from among qualified professionals and practising trades persons in relevant sectors of industry
- vii. Making regulations governing organization, conduct and discipline of the staff and students.

Finance committee

Finance committee ensures that there is proper management of college finances as per the PFM Act 2013. It also does the following functions as per the TVET Act 2013.

- i. Prepare annual estimates of revenue and expenditure for the institution and incurring expenditure on behalf of the college.
- ii. Determine fees payable and prescribe condition under which fees may be remitted in part or in whole in accordance with the guidelines developed under the provisions of TVET Act 2013.

viii. Development committee

This committee consists of three members. Its responsibilities are as follows:

- i. It ensures that the college has kept proper records of its fixed assets and maintains them properly.
- ii. Administering and managing the property of the institution.
- iii. Develops and implements the institution's strategic plan.
- iv. Determining suitable terms and conditions of service for support staff, trainers and instructors and remunerating the staff of the institutions, in consideration of applicable laws.
- v. It carries out analysis of the college assets and ensures that the college directs funds to the suitable projects.
- vi. It ensures that the college has followed procurement laws in acquisition and development of college assets.
- vii. It ensures that the budget allocations to development projects are reasonable and the budget is strictly executed in every particular year.

Board's accountability

Despite delegation of its duties to different committees, the Board is fully aware of its accountability to the government of Kenya.

Resignation of appointment, Revocation of appointment, and vacation of office.

Ziwa Technical Training Institute applies provisions Second schedule of TVET Act when dealing with resignation of appointment, revocation of appointment and vacation of office by Board members.

Boards succession planning

Ziwa Technical Training Institute has taken a holistic board succession planning approach whereby the nomination committee, after considering the strategic direction of the college, plays a critical role in analysing the needs of every board. The Board's tenure is three years and the existing members can be re-nominated for another one term except the chairman. The college has kept a bank of CVs for those who have been identified as potential and therefore in case of any vacancy it will be easily replaced.

Conflict of interest

Ziwa Technical Training Institute applies provisions of the Second schedule of TVET Act as far as Conflicts of interests are concerned

IX. MANAGEMENT DISCUSSION AND ANALYSIS

This team is constituted by officers holding the following positions:

1. The Principal
2. The Deputy Principal Administrations
3. The Deputy Principal Academics
4. The Registrar
5. The Dean of students
6. HODs
7. The Finance Officer and procurement officer.
8. The Procurement Officer

The year 2020-2021 was characterised by increased students' enrolment which necessitated construction of more classrooms.

30 BOG trainers were recruited to supplement the TSC recruited ones. This was as a result of increased number of students and courses. The Board decided to employ more non-teaching staff to ensure efficient service delivery to the clients.

Due to increased population the college saw increased consumption of practical and other learning materials which doubled the previous year requirements.

The college also constructed and renovated the following buildings to facilitate Accommodation:

- **Construction of a new male hostel and renovation of male Hostel.**

The college decided to construct a new hostel, and to renovate the former high school library so as to accommodate the growing number of students.

This project was facilitated by the institute and it was completed on time and it is already in use.

- **Building of new Toilets and Bathrooms besides the new Hostel.**

This work involved Building of new toilets and bathrooms to be used by the new NYS students who enrolled this year.

Acquisition of 58 seat Bus

The board decided to acquire a college Bus to streamline college activities. This Bus was acquired at a cost of Ksh.11, 661,500 through co-operative bank asset financing where by the college paid 2, 000,000 and the bank financed the rest. This bus will therefore be used to carry college students during college activities and events. It will also be used by the college staff. The management team in consultation with the board through the principal decided not to hire the bus to the community.

- **Renovation of 6 High school classes.**

The college decided to renovate 6 former High School classrooms to ease on shortage of classes. This work was carried out by the County Government Funds, and students will benefit from this project.

- **Construction of water Processing and packaging plant**

This project

- **Acquisition and fitting of an interior gate with security offices at the institution.**

For security purposes the college decided to install a gate to avoid unnecessary movements in and out of the college. The gate was acquired at a cost of 45,150.

Students' projects that are required by KNEC such as in Applied Sciences (General Agriculture, Engineering –electrical equipment)

The college acquired one dairy cow for practical purposes and also to supply milk to the college at an affordable cost.

Psycho social and financial support to staff and students during times of sickness, bereavement to ensure empathy of the institution and strong social bonding

Financial support to clubs and societies as they undertake activities within and outside the college such as cleaning and visiting children's homes.

Expenses incurred by the institution in facilitation of assessment of trainees. This involves travel, meals and accommodation.

The college also incurred expenses in respect to acquisition of stationery used during training of learner's and for examination purposes

The college also acquired a second hand motor vehicle which is used for practical purposes by mechanical engineering department.

Since the college has challenges in acquisition of clean water especially between November and March every year, management team decided to acquire a water harvesting tanks and construct their metallic stands. This project has since then helped the institution to supply clean water to both the students and the trainers.

The college had purchase a 33 passenger bus from Isuzu East Africa but due to an increased number of students population the van and the 33 passenger bus could not serve the college properly especially during sports and other activities, therefore the board decided to acquire another 58 seat Bus from Isuzu East Africa.

The college facilitated the students' council election, which was carried out fairly, freely and peacefully. This was later followed by induction of the elected students' officials.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

In this year 2020, Ziwa High School vacated the classes and renovation was done for the six classes and currently all the Six classes are operational

The Board also decided to beef the college security by ensuring that the gate and the security office was fully renovated.

ICT department has been expanded and this necessitated purchase of furniture (chairs and computer tables) and desk tops.

The college also facilitated examination of students through provision of transport for delivery and collection of exams, registration of students to the relevant examination bodies e.g. KNEC and KASNEB.

The college also undertook repairs and maintenance activities in the college which included painting of the old building.

Generally, the college has performed to its best despite challenges that it faced along the way.


CHIEF PRINCIPAL
ZIWA TECHNICAL TRAINING INSTITUTE
05 AUG 2022
Sign.....
P.O. Box 1055-30100, ELDORET

Mr. Daniel Nyariki Onywoki
CHIEF PRINCIPAL

ENVIRONMENTAL AND SUSTAINABILITY REPORTING

1. CORPORATE SOCIAL RESPONSIBILITY STATEMENT/SUSTAINABILITY REPORTING

Ziwa Technical Training Institute exists to train and nurture human capital for a dynamic economy. This is our purpose; the driving force behind everything we do. It's what guides us to deliver our strategies, which are founded on three pillars. Promoting high standards in training and learning, having adequate physical infrastructure to facilitate training and learning, institutionalising good governance practices at the institute. Below is a brief highlight of our achievements in each pillar

1. Environmental performance

- i. At Ziwa Technical Training Institute we promote activities that use energy effectively and reduce CO² emissions we advance resources recycling, use methods that minimise water wastage (especially during farm irrigation), enhance chemical substance management e.g. farm chemicals and also take biodiversity into consideration throughout the life cycle of our products
- ii. We pay strict observance to environmental laws and ordinances and to environmental practices agreed upon with partner organizations e.g. NEMA.
- iii. We pay strict observance to environmental education, awareness activities and information disclosure.
- iv. We contributed to society by lending co-operation and support to the environmental activities of local and central government and other related organizations.
- v. Ziwa Technical Training Institute applies the provisions of National Environment Policy 2013 in every matter concerning environment.

2. Employee welfare

Human Resource Policies and Procedures

- 1 Our human resource policies and procedures are formal commitments to how we treat employees. The following policies and procedures have been developed over time, taking into account wherever possible of the views of employees.
- 2 Our aim is to provide a supportive working environment that helps employees feel valued and rewards behaviour that helps us to develop as an organization and achieve our overall objectives.

12. If you feel that they can be improved, please discuss with the HR Team

These policies and procedures do not form part of any contract of employment and are subject to change at the Board's discretion.

ZTTI's total reward framework

At ZTTI, we take care to promote an environment in which people feel appreciated and empowered. We believe that people work best when they feel rewarded – not just by external factors such as good pay, pensions and terms and conditions, but also by the internal factors that motivate them as individuals.

For this reason, we have adopted a total reward framework in which we explicitly value the financial and non-financial motivators.

The financial rewards include the following:

Base pay

The non-financial rewards include the following

Learning and development

Quality of work life

Employee assistance programme

We provide a confidential employee assistance programme which is available to all staff. The provider of this service can help staff with a wide range of stressful issues such as bereavement, and relationship, legal and financial problems.

Recruitment and Selection Policy

Our aim is to ensure that we appoint high quality employees and conform to the relevant laws and regulations, well suited to the Institution and to the job concerned, always selecting on merit and in ways which conform to the best practice in diversity and equal opportunities.

Established Posts

- i. Ziwa TTI Executive monitors, and from time to time agrees revisions, to the employee establishment. All requests to fill vacancies must firstly be discussed with HR. If recruitment is required it must be considered and approved by the Board, using a Proposal to appoint template.
- ii. Requests to the Principal to appoint staff must include a job description, person specification and team structure diagram. The job description and person specification will be available for candidates to see as part of the recruitment process. The person specification provides the basis of the selection criteria and methods to be used.
- iii. The following principles for recruitment will apply:
 - A proposal to appoint will need to be approved and signed by the Principal;
 - All posts will be advertised for 10 days (occasionally we may decide to advertise internally only, and if we do not recruit we will then advertise for 10 days).
 - If the vacancy still exists options such as secondment, sandwich placement, apprenticeships, will be considered, and if appropriate the necessary steps taken;
 - If the vacancy still exists, advertise externally, using fixed term appointments where appropriate, but with the ability to appoint permanently if required;

Extension of Existing Fixed Term Contracts of Employment

Ziwa Technical Training Institute [ZTTI] Principal approval is required for the extension of fixed term contracts where the cumulative contract period will exceed 12 months. This arrangement does not apply to posts to be extended for periods of less than 12 months.

We have a standard practice of reviewing the possible need to extend a fixed term contract two thirds through the contract period or three months before the end of the contract, whichever is shorter.

The criteria for deciding whether to extend should take account of not only whether the work needs to be done at the cost incurred by continued employment of the person concerned, but also of wider organisational issues, such as resource becoming available through colleagues returning from extended leave, or existing activities coming to an end.

Conversion of Fixed Term Contracts into Open Ended Contracts

As with temporary promotions, we will normally only convert fixed term positions to substantive positions without a further recruitment exercise if the individual has secured the post through an open recruitment competition, has been in post for a minimum period, normally 12 months, and if all of the following conditions apply:

- it is agreed that there is a continued need for the post;
- there are no returners to the Board with the appropriate skills who need redeploying to a post at that grade;
- the temporary post holder has performed well (very good or above);
- there are no other individuals on a fixed term contract at the same level, who meet all of the conditions above, and whose posts aren't being made substantive.

By only converting fixed term posts to permanent positions when there has already been a competitive process and where there are no other individuals in a similar position we are ensuring no individuals are disadvantaged by the process.

13. Market place practices

At Ziwa TTI We promote fair competition whichever form it might be, the following are some of the rules which guide activities of our officers to ensure that they don't interfere with fair competition.

Anti-competitive behavior prohibited by such rules includes:

- Collusion – when companies secretly communicate or agree on how they will compete, or appear to compete, in the marketplace. This can occur when two or more companies agree to: fix, control or maintain prices; set the terms under which they will provide or obtain products or services; or allocate clients or market segments.
- Bid-rigging – when competitors artificially manipulate the bidding process so that the outcome is pre-determined or free and fair competition is otherwise limited or hindered. Any agreement between competitors involving a bid may be considered bid-rigging. Bid-rigging can take various forms, including comparing bids prior to submission, agreeing to refrain from bidding; agreeing to withdraw a bid; knowingly submitting non-competitive bids; and agreeing to rig bids to create sham competition.

- Abuse of a dominant position or monopoly power -when a business that has market power to affect prices or output unilaterally takes anti-competitive actions without sufficient business justification.
- Tying – when a company with market power forces customers to take products or services that they do not want or need. This can occur when a company with market power requires a client to purchase one product in order to get another product that the client wants.
- Improper exclusive dealing – when a company with a requisite level of market power agrees with others to do business/not do business with another party or parties or refuses to deal with another party or parties.

Employees Responsibility

Ziwa TTI colleagues are required to comply with applicable Competition Act 2019 and other laws and compete fairly and ethically for business. The following guidelines will ensure fair business conduct and appropriate competition in Ziwa TTI business conduct.

Avoiding Collusion

Employees are not permitted to:

- Share Ziwa TTI's competitively sensitive information with suppliers.
- Share as an intermediary or conduit to share non-public competitively sensitive information between or among competitors or groups of competitors, such as clients, insurers, re-insurers, service providers or other third parties;
- Allocate customers, lines of business or territories among competitors, such as insurers, reinsurers or service providers; or

Ziwa TTI's and its employee can be held liable for an antitrust violation for disclosing competitively sensitive information. Competitively sensitive information can include:

- Current or future pricing or the terms of services offered to customers, including plans for price changes or differential pricing;
- Strategic plans or data on market share, distribution practices, costs or quantities of sales;
- Business or competitive strategies; or
- Information about prices, output, employees, costs or other confidential information.

Avoiding Bid-Rigging

When conducting or managing a bidding process on behalf of clients Ziwa TTI's employees are not permitted to:

- Assist bidders or potential bidders in communicating with each other about their current prices, competitive strategies or bid responses;
- Facilitate or encourage collusion or coordination among bidders/potential bidders or discourage aggressive bidding;

- Allocate or attempt to allocate particular business or opportunities to one particular bidder over another or steer bidders/potential bidders clear of competing with one another;
- Solicit or knowingly accept bids that are designed or intended to not win business;
- Directly or indirectly knowingly accept from or request of any bidder false, fictitious, inflated or artificial bids or any bid that does not accurately represent the bidder's best offer;
- Agree in advance to protect or assign business to a given company without the client's prior approval;
- Provide any bidder/potential bidder (including the current provider of the product or service) preferential treatment of any kind, unless previously approved by the client;
- Provide a bidding company any information relating to another firm's bid or pricing targets or ranges, without client approval; or
- Forgo reviewing bidding procedures with the client in advance of engaging in the bid.

Avoiding Tying, Exclusive Dealing or Predatory Pricing

Ziwa TTI's employees are not permitted to:

- Force customers to take products or services that do not pertain to or benefit their personal or business interests;
- Sell a packaged bundle of products without first making sure that Ziwa TTI's management has first reviewed the pricing and conditions associated with the offer;
- Agree to conduct business exclusively with one party, such as an insurer, reinsurer, supplier or client;
- Agree with one party to exclusively conduct business with another party or not to conduct business with another party; or
- Refuse to conduct business with one party, unless that party is a risk to the firm for any reason, including a business conflict of interest, antitrust, or other reason pertaining to IAG's compliance policies.

Participation in Trade Associations

Ziwa Technical Training institute employee who participates in a trade, industry or professional group, should not use this group as a forum for reaching unlawful agreements or improperly exchanging competitively sensitive information. When joining any external association applicable to IAG's line of business, IAG colleagues should:

- Review the agenda of each organization meeting in advance and not attend if it appears that inappropriate subjects will be discussed; and
- If the discussion includes competitively sensitive subjects, like prices, costs, or terms offered to clients, indicate that the subject is inappropriate and cease communication with the group.

If required, IAG colleagues should remove themselves from the meeting or conversation and request that their departure time be recorded in the organization's meeting minutes. Colleagues are required to immediately report the events of the meeting to IAG's legal advisors.

Maintaining Accurate Records and Reporting

Any interactions Ziwa TTI's employee have with competitors or suppliers and any records created relating to the interaction, such as e-mail messages, must be accurately recorded. If an employee becomes aware of antitrust or competition-related inquiries from a government agency, they are required to contact the management immediately. Further, if an employee becomes aware or suspects any violation of this policy by another colleague, they are required to contact the management immediately.

Management Responsibilities

Ziwa TTI's management is responsible for assessing the colleges risk related to the Competition Act and antitrust laws and to develop appropriate mitigation procedures relative to the colleges' level of risk, which may include communications, controls, training, certifications, monitoring and/or documentation requirements. Ziwa TTI's management is also responsible for determining, on a risk-based basis, which categories of vendors and third party service providers present a risk of violating the Competition Act and antitrust laws and the controls that should be put in place relative to that risk. In addition, they are responsible for determining the circumstances in which it is appropriate to obtain the agreement of third parties to comply with this policy. All employees are responsible for reporting any violations of this policy to the principal.

Training and Auditing

All employees are required to undergo training required on this policy. Internal auditing to monitor employee compliance with this policy will be annually and periodically performed, as required. Findings of these audits will be reported to the principal. Failure to comply with this policy may result in disciplinary action in accordance with local laws and/or internal Company procedures, up to and including, termination of employment or contract for services.

4 CORPORATE GOVERNANCE STATEMENT

Ziwa Technical Training Institute Board of Governors recognizes its accountability to the government and to the public at large and therefore it values honesty, openness and integrity in governance. It ensures that the college is governed according to the relevant laws and regulations.

The Board consist of one (1) executive member while the rest nine (9) are non-executive members. Members of the Board are drawn from different professional fields hence bringing into board different skills and experience.

The Principal carries out day to day activities of the college on behave of the board, however, the Board retain its accountability to the government to ensure that the college is managed diligently.

Board Meetings

There are at least three meetings in a year as per the TVET Act 2013. The Chairperson presides over every meeting at which he is present, but in the absence of the Chairperson the members present may elect one from among their number to preside.

The quorum for the Board meeting is seven members which include five appointed members.

Sub-committee meetings are held from time to time depending on agency of the matters at hand.

1. Committees of the Board

Ziwa Technical Training Institute board has three standing committees namely:

- i. Education committee
- ii. Finance committee
- iii. Development committee
- iv.

2. Education committee

Education committee consist of three members. Its responsibilities are:

- (i) Overseeing the conduct of education and training in the institution in accordance with the provisions of TVET Act 2013.
- (ii) Promoting and maintaining standards, quality and relevance in education and training in the institution in accordance to TVET Act 2013.
- (iii) Developing and reviewing programs for training and to make representations thereon to the Board.
- (iv) Regulating the admission and exclusion of students from the institution, subject to a qualifications framework and provision of TVET Act 2013.
- (v) Approving collaboration or association with other institutions and industries in and outside Kenya.
- (vi) Recruiting and appointing trainers from among qualified professionals and practising trades persons in relevant sectors of industry
- (vii) Making regulations governing organization, conduct and discipline of the staff and students.

3. Finance committee

Finance committee ensures that there is proper management of college finances as per the PFM Act 2013. It also does the following functions as per the TVET Act 2013.

- i. Prepare annual estimates of revenue and expenditure for the institution and incurring expenditure on behave of the college.
- ii. Determine fees payable and prescribe condition under which fees may be remitted in part or in whole in accordance with the guidelines developed under the provisions of TVET Act 2013.

4. Development committee

This committee consist of three members. Its responsibilities are as follows:

- a. It ensures that the college has kept proper records of its fixed assets and maintains them properly.
- b. Administering and managing the property of the institution.
- c. Develops and implement the institutions strategic plan.
- d. Determining suitable terms and conditions of service for support staff, trainers and instructors and remunerating the staff of the institutions, in consideration of applicable laws.
- e. It carries out analysis of the college assets and ensures that the college directs funds to the suitable projects.
- f. It ensures that the college has followed procurement laws in acquisition and development of college assets.
- g. It ensures that the budget allocations to development projects are reasonable and the budget is strictly executed in every particular year.

Board's accountability

Despite delegation of its duties to different committees, the Board is fully aware of its accountability to the government of Kenya.

Resignation of appointment, Revocation of appointment, and vacation of office.

Ziwa Technical Training Institute applies provisions Second schedule of TVET Act when dealing with resignation of appointment, revocation of appointment and vacation of office by Board members.

Boards succession planning

Ziwa Technical Training Institute has taken a holistic board succession planning approach whereby the Nomination committee, after considering the strategic direction of the college, plays a critical role in analysing the needs of every board. The board's tenure is three years and the existing members can be re-nominated for another one term except the chairman. The college has kept a bank of curriculum vitas for those who have been identified as potential and therefore in case of any vacancy it will be easily replaced.

Conflict of interest

Ziwa Technical Training Institute applies provisions of the Second schedule of TVET Act as far as Conflicts of interests are concerned.

Ziwa Technical Training Institute is committed in building a sustainable community, its activities are carried out in the line with the global sustainable goals of the year 2020-2021. The Board and the management recognises its responsibilities in sustainability development.

This report therefore outlines our progress in sustainability development. We also prepare this report to create awareness of sustainability challenges we face as a society and to ensure that these remains part of the discussion in Kenya.

Ziwa Technical Training Institute Board and management recognise the principles ... the development goals (SDG). We aspire to use our resources to transform lives and contribute sustainable living. In pursuit of sustainability Ziwa Technical Training Institute carried out the following activities in the year 2020-2021.

3. Sustainability strategy and profile

- Supporting of talented persons in the community- The institute has supported very many youths in developing their talents by providing financial support.
- Planting of trees; The institute has in many occasions planted trees within the institute and supplied tree seedlings to the society.
- Use of energy saving stoves
- Donation of water tanks to the community.
- Give food to under privilege students in the college.
- Quality Education
- Gender Equality
- Reduce waste and increase efficiency

4. Employee welfare

- Uses of public service commission laid down procedures
- Workshops / sensitizations during meetings
- Operationalization of office of career services.
- Uses of certificates
- OSHA (PPE'S, Fire Extinguisher's, Enough Wash Rooms)

5. Market place practices-

- Students council elections which mimics national elections
- Interviews for candidates who have applied positions in the institute
- Fairly tender process government following procurement act
- Payment of Suppliers on time
- Involving stakeholders in advertisement
- Use of qualified marketing agents

6. Community Engagements

- Donation of Food stuffs and visitation of children Homes
- Social support to ailing stakeholders/bereaved
- Cleaning of nearby Centre
- Educating special trainee
- Donation of ken tanks to churches nearby centre

X. REPORT OF THE BOARD OF GOVERNORS

The Council/Board members submit their report together with the audited financial statements for the year ended June 30, 2021, which show the state of the college affairs.

Principal activities

The principal activity of the college is to offer vocational education and training at diploma level as per the TVET Act 2013.

Its mission and vision statements are:

To be centre of excellence in technology and innovation and

To train and nurture human capital for a dynamic economy respectively.

Results

The results of the entity for the year ended June 30 2021 are set out on page 1 to 6.

BOARD OF GOVERNORS

The members of the Board who served during the year are shown on page v-vii. During the year no director retired.

MANAGEMENT DISCUSSION AND ANALYSIS

ENVIRONMENTAL AND SUSTAINABILITY REPORTING

REPORT OF THE BOARD OF GOVERNORS

The Board members submit their report together with the audited financial statements for the year ended June 30, 2021 which shows the state of the college affairs.

Principal activities

The principal activities of the college are to teach, train and research in TVET.

Results

The results of the entity for the year ended June 30, 2021 are set out on page 1 to 5.

BOARD OF GOVERNORS

The members of the Board who served during the year are shown on page vii to viii.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

Auditors

The Auditor General is responsible for the statutory audit of the college in accordance with Article 229 of the Constitution of Kenya and the Public Audit Act 2015.

By Order of the Board

Corporate Secretary

Nairobi

Date:.....

XI. STATEMENT OF BOARD OF GOVERNORS RESPONSIBILITIES

Section 81 of the Public Finance Management Act, 2012 and section 29 of schedule 2 of the Technical and Vocational Education and Training Act, 2013 require the Board members to prepare financial statements in respect of that entity, which give a true and fair view of the state of affairs of the entity at the end of the financial year and the operating results of the entity for that year. The Board members are also required to ensure that the entity keeps proper accounting records which disclose with reasonable accuracy the financial position of the college. The Board members are also responsible for safeguarding the assets of the entity.

The Board members are responsible for the preparation and presentation of the entity's financial statements, which give a true and fair view of the state of affairs of the entity for and as at the end of the financial year ended on June 30, 2021. This responsibility includes: (i) maintaining adequate financial management arrangements and ensuring that these continue to be effective throughout the reporting period; (ii) maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the entity; (iii) designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements, and ensuring that they are free from material misstatements, whether due to error or fraud; (iv) safeguarding the assets of the entity; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Board members accept responsibility for the entity's financial statements, which have been prepared using appropriate accounting policies supported by reasonable and prudent judgements and estimates, in conformity with International Public Sector Accounting Standards (IPSAS), and in the manner required by the PFM Act, 2012 and the TVET Act. The Board members are of the opinion that the entity's financial statements give a true and fair view of the state of entity's transactions during the financial year ended June 30, 2021, and of the entity's financial position as at that date. The Board members further confirm the completeness of the accounting records maintained for the entity, which have been relied upon in the preparation of the entity's financial statements as well as the adequacy of the systems of internal financial control.

Nothing has come to the attention of the Board members to indicate that the entity will not remain a going concern for at least the next twelve months from the date of this statement.

Approval of the financial statements

The entity's financial statements were approved by the Board on 5th August 2022 and signed on its behalf by:

Name ELIKANAH K. LAGATT

Signature

Chairman of the Board

Name Daniel O. Nyariki

Signature

Accounting officer/Principal



REPUBLIC OF KENYA

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



Enhancing Accountability

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

REPORT OF THE AUDITOR-GENERAL ON ZIWA TECHNICAL TRAINING INSTITUTE FOR THE YEAR ENDED 30 JUNE, 2021

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 the 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, the risk management environment, and the 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 Ziwa Technical Training Institute set out on pages 1 to 44, which comprise of the statement of financial position as at 30 June, 2021, and the statement of financial performance, statement of changes in net assets, statement of cash flows and statement of comparison of budget and actual amount for the year 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 the Ziwa Technical Training Institute as at 30 June, 2021, and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Accrual Basis) and comply with the Public Finance Management Act, 2012 and the Technical and Vocational Education and Training Act, 2013.

Basis for Qualified Opinion

1. Inaccuracies in Cash and Cash Equivalents

The statement of financial position reflects negative cash and cash equivalents balance of Kshs.42,553,122 as disclosed in Note 28 to the financial statements. Review of the bank reconciliation statement reflects receipts in the bank statement not yet reflected in the cash book of Kshs.35,148,678 dating back to March, 2016. Further, analysis of bank reconciliations on the development bank account held at Cooperative Bank revealed unrepresented cheques totalling Kshs.19,027,592 out of which Kshs.11,810,725 were stale by 30 June, 2021 and had not been reversed.

In addition, review of the Mpesa and bank statements revealed overdrawn by the management totalling Kshs.44,335,756 during the financial year as at 30 June, 2021. Management did not provide prior approval of the overdraft by the Board.

In the circumstances, the accuracy and completeness of the negative cash and cash equivalents balance of Kshs.42,553,122 as at 30 June, 2021 could not be confirmed

2. Unsupported Inventory

The statement of financial position reflects inventory balance of Kshs.1,184,840. However, stock take report as at 30 June, 2021 was not provided for audit review.

In the circumstance, the accuracy and completeness of inventory balance of Kshs.1,184,840 as at 30 June, 2021 could not be confirmed.

3. Unsupported Receivables from Exchange Transactions

The statement of financial position and as disclosed under Note 28 to the financial statements reflects current portion of receivables from exchange transactions of Kshs.87,430,788 which were not supported with individual listing and aging analysis of debtors.

In the circumstances, the accuracy and completeness of the account's receivables balance of Kshs.87,430,788 could not be confirmed.

4. Unsupported Trade and Other Payables from Exchange Transactions

The statement of financial position and as disclosed under Note 36 to the financial statements reflects trade and other payables from exchange transactions of Kshs.34,034,763 which were not supported with individual listing and aging analysis of creditors.

In the circumstances, the accuracy and completeness of the trade and other payables from exchange transactions of Kshs.34,034,763 could not be confirmed.

5. Unsupported and Unaccounted for Repair and Maintenance

The statement of financial performance reflects repair and maintenance figure of Kshs.15,257,161 as disclosed in note 18 to the financial statements. However, examination of the payment vouchers provided for audit revealed the following audit issues:

- i. Payments amounting to Kshs.3,023,090 were not accounted for.
- ii. Examination of records provided for audit revealed that the institute received a proposal of Kshs.3,000,000 from a firm towards annual subscription and maintenance of Enterprise Resource Planning software. However, no procurement documents were provided for audit.

In the Circumstances, the accuracy and completeness of the repair and maintenance expenditure of Kshs.15,257,161 could not be confirmed

The audit was conducted in accordance with the International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the Ziwa Technical Training Institute 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.

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 matter(s) 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. Construction of Kacheliba Technical Training Institute

The Institute entered into a contract for the construction of the Kacheliba Technical Training Institute at a contract sum of Kshs.53,992,480. During the time of audit verification in May, 2022, the project was not yet complete, the contractor was not on site. Management had made payments of Kshs.47,852,647 against six (6) certificates representing 89% of the total project cost when the project had stalled.

In addition, Management had not put up a signboard on site. However, the sign post at the gate indicated that the project was being funded by National Government Constituency Development Fund - Kacheliba Constituency.

In the circumstances, it has not been possible to confirm that the public has obtained value for money.

2. Construction of Administration Block

The Institute entered into a contract for the construction of the administration block at contract sum of Kshs.34,441,375. However, the contractor was not on site and the project had stalled at which time Management had made payments of Kshs.13,162,842 against five (5) certificates representing 38% of the total contract sum.

In the circumstances, it has not been possible to confirm that the public has obtained value for money.

3. Construction of Kitelakapel Technical Training Institute

The Institute entered into a contract for the construction of the Construction of Kitelakapel Technical Training Institute at a contract price of Kshs.53,455,516. Management had made payments of Kshs.52,034,076 as at 30 June, 2021 against fifteen (15) certificates representing 97% of the contract cost. Although the Project was in use, cracks were noted on the floor and walls and the roof was leaking leaving stains on the ceiling board.

In the circumstances, it has not been possible to confirm that the public has obtained value for money.

4. Construction of Cherenganyi Technical Training Institute

The Institute entered into a contract for the construction of the Cherenganyi Technical Training Institute at a contract sum of Kshs.52,075,773. Management had made payments of Kshs.38,060,162 against ten (10) certificates representing 73.1% of the total contract sum. Although the building was complete and in use, the ownership document such as title deed, lease agreement of allotment letter were not provided for audit.

In the circumstances, it has not been possible to confirm that the public has obtained value for money.

5. Improper Constitution of the Board of Governors

The Institute had a Board of Governors composed of nine members which was inaugurated on 11 May, 2018. However, the Gazette notice on the appointment of the Board Members was not provided for audit. Further, none of the Board Members had financial literacy with the necessary qualifications and expertise in financial management. This was contrary to Section 1.1(6) of Mwongozo code of Governance for state corporations. In addition, the Board did not have an annual work plan.

In the circumstances, the Board as constituted is illegal and Management of the Institute breached the law.

The audit was conducted in accordance with 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 are in compliance, 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 EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the matter(s) 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 overall governance were not effective.

Basis for Conclusion

1. Lack of Staff Establishment and Human Resource Manual/Policy

During the financial year under review, the Institute operated without an approved staff establishment and human resource policy. Further, review of the payrolls for the financial year under review revealed that the Institute did not have job groups or salary scales. Management did not provide explanations on how they operated without approved documents and the lack of a career progression guidelines.

It was therefore not possible to determine how controls over recruitment, promotions, disciplinary matters and remuneration were handled in the absence of the policy documents.

2. Lack of Internal Audit Function and an Audit Committee of the Board

The Institute did not have an established internal audit function or an Audit Committee of the Board. This is contrary to Section 73 of the Public Finance Management Act, 2012 which provides for the establishment of an internal audit function and an Audit Committee of the Board. As such the Institute did not benefit from the assurance and advisory services from the internal audit function as well as oversight from the Audit Committee.

Consequently, oversight over governance risk and control could not be confirmed.

The audit was conducted in accordance with 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 control, risk management and 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 the Board of Governors

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Accrual 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 Institute's ability to continue to sustain its services, disclosing, as applicable, matters related to sustainability of services and using the going concern basis of accounting unless Management is aware of the intention to terminate the Institute 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.

The Board of Governors is responsible for overseeing the Institute'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 control 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 Institute policies and procedures may deteriorate.

As part of an audit conducted in accordance with ISSAIs, I exercise professional judgement and maintain professional scepticism 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 the Management.
- Conclude on the appropriateness of the Management's use of the 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 Institute'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 Institute to cease 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 Institute to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

I communicate with the 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.


CPA Nancy Gatungu, CBS
AUDITOR-GENERAL

Nairobi

11 October, 2022

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

III. STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2021

	Notes	2020-2021	2019-2020
		Kshs	Kshs
Revenue from non-exchange transactions			
Transfers from the National Government–capitation	6(a)	36,985,000	16,150,000
Grants from donors and development partners	7		
Transfers from other levels of government	8		
Public contributions and donations	9		
			16,150,000
Revenue from exchange transactions			
Rendering of services- Fees from students	10	132,031,454	47,986,255
Sale of goods	11		56,000
Rental revenue from facilities and equipment	12		
Finance income-external investments	13		
Other income	14		
Revenue from exchange transactions		132,032,454	48,042,255
Total revenue		169,017,454	64,192,255
Expenses			
Use of goods and services	15	386,350	8,159,910
Employee costs	16	13,161,750	11,491,749
Depreciation and amortization expense	18	9,379,931	6,627,330
Repairs and maintenance	19	15,257,161	2,181,021
General expenses	22	34,780,078	33,183,242
Finance costs	23	-	-
Total expenses		72,965,270	61,643,252
Net Surplus for the year		96,052,184	2,549,003

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

IV. STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2021

	Notes	2020-2021 Kshs	2019-2020 Kshs
Assets			
Current assets			
Cash and cash equivalents	27	(42,553,122)	(20,587,435)
Current portion of receivables from exchange transactions	28	87,430,788	80,228,867
Receivables from non-exchange transactions		-	-
Inventories	31	1,184,840	-
Investments		-	-
		46,062,506	59,641,432
Non-current assets			
Property, plant and equipment	32	284,832,108	226,577,188
Investments	33	-	-
Investment property	35	-	-
Long term receivables from exchange transactions	27(b)	-	-
		284,832,108	226,577,188
Total assets		330,894,614	286,218,620
Liabilities			
Current liabilities			
Trade and other payables from exchange transactions	36	34,034,763	-
Refundable deposits from customers	37	11,200	191,460
Current portion of borrowings	43	-	-
		34,045,963	191,460
Non-current liabilities			
Non-current employee benefit obligation	41	-	-
Non-current provisions	42	-	-
Borrowings	43	2,467,040	3,808,520
Service concession liability	44	-	-
Deferred tax liabilities	53	-	-
		2,467,040	3,808,520
Total liabilities		36,513,003	3,999,980
Net assets		294,381,611	282,218,640
Reserves			
Accumulated surplus		6,781,088	6,781,088
Capital Fund		224,879,720	128,827,536
Total net assets and liabilities		62,720,803	150,609,996
		294,381,611	282,218,640

The Financial Statements set out on pages 1 to 36 were signed on behalf of the Institute Council/ Board of Governors by:







Chairman of Council/Board of Governors Finance Officer

ICPAK No 24641

Principal



Date 5th August 2022

Date 5th Aug 2022

Date 5th Aug 2022

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

IV. STATEMENT OF CHANGES IN NET ASSET FOR THE YEAR ENDED 30 JUNE 2021

	Revaluati on reserve	Fair value adjustm ent reserve	Retained earnings	Capital/ Development Grants/Fund	Total
At July 1, 2019	-	-	-	-	-
Revaluation gain	-	-	-	-	-
Fair value adjustment on quoted investments	-	-	-	-	-
Total comprehensive income	-	-	-	-	-
Capital/Development grants received during the year	-	-	-	32,545,000	32,455,000
Transfer of depreciation/amortisation from capital fund to retained earnings	-	-	-	-	-
At June 30, 2020	-	-	-	91,662,670	91,662,670
At July 1, 2020	-	-	-	91,662,670	91,662,670
Revaluation gain	-	-	-	-	-
Fair value adjustment on quoted investments	-	-	-	-	-
Total comprehensive income	-	-	-	-	-
Capital/Development grants received during the year	-	-	-	47,473,540	47,473,540
Transfer of depreciation/amortisation from capital fund to retained earnings	-	-	-	-	-
At June 30, 2021	-	-	-	139,136,210	139,136,210

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

VI. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2021

		2020-2021	2019-2020
	Note	Kshs	Kshs
Cash flows from operating activities			
Receipts			
Transfers from other Government entities- Capitation grant		36,885,000	16,150,000
Transfer from Government entities- Operation grant			-
Transfer from National Government- Development grant			32,545,000
Rendering of services- Fees from students		14,203,912	47,986,255
Rendering of services- Tuition fees from NYS students		36,661,800	25,937,600
Sale of goods		1,000	56,000
Total Receipts		87,751,712	122,674,855
Payments			
Compensation of employees		13,161,750	8,159,910
Use of goods and services		386,350	11,491,749
General Expenses		34,780,078	33,183,242
Repair and Maintenance		15,257,161	2,181,021
Finance cost		-	-
Remuneration of Directors		-	-
Other payments		-	-
Grants and subsidies paid		-	-
Total Payments		63,585,339	55,015,922
Net cash flows from operating activities	45	24,166,373	67,658,933
Cash flows from investing activities			
Purchase of property, plant, equipment and intangible assets		47,473,540	42,249,290
Proceeds from sale of property, plant and Equipment			-
Decrease in non-current receivables			-
Increase in investments			-
Net cash flows used in investing activities		(23,307,167)	(9,677,958)
Cash flows from financing activities			
Proceeds from borrowings			-
Repayment of borrowings		1,341,480	1,341,480
Increase in deposits			
Net cash flows used in financing activities		(21,965,687)	(11,019,438)
Net increase/(decrease) in cash and cash equivalents			
Cash and cash equivalents at 1 JULY	26	(20,587,435)	(9,567,997)
Cash and cash equivalents at 30 JUNE	26	(42,553,122)	(20,587,435)

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

II. STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2021

	Original budget	Adjustments	Final budget	Actual on comparable basis	Performance difference
	2020-2021	2020-2021	2020-2021	2019-2020	2019-2020
Revenue	Kshs	Kshs	Kshs	Kshs	Kshs
Transfers from other Government entities – Capitation grants	51,390,000	0	51,390,000	16,150,000	35,240,000
Transfer from other Government entities- Operation grant	0	0	0	0	
Rendering of services- Fees from students	44,949,120	0	44,949,120	47,986,255	(3,037,135)
Rendering of services – Fees from NYS students	98,138,900	0	98,138,900	25,937,600	72,201,300
Sale of goods	0	0	0	56,000	
Development Grants	61,033,540	0	61,033,540	0	61,033,540
Total income	255,511,560	0	255,511,560	90,129,855	165,381,705
Expenses					
Compensation of employees	16,079,052	0	16,079,052	11,491,749	4,587,303
Use of Goods and services	1,865,000	0	1,865,000	8,159,910	(6,294,910)
Finance costs	0	0	0	0	0
Remuneration of directors	0	0	0	0	0
Development	63,033,540		63,033,540	0	63,033,540
Repair and Maintenance	7,259,200	0	7,259,200	2,181,021	5,078,179
General expenses	167,274,768	0	167,274,768	33,183,242	134,091,526
Total expenditure	255,511,560	0	255,511,560	55,015,922	200,495,638
Surplus for the period	0	0	0	35,113,933	(35,113,933)
Total expenditure	255,511,560	0	255,511,560	55,015,922	200,495,638

XVIII. NOTES TO THE FINANCIAL STATEMENTS

1. GENERAL INFORMATION

Ziwa Technical Training Institute is established by and derives its authority and accountability from TVET Act 2013. The entity is wholly owned by the Government of Kenya and is domiciled in Kenya. The principal activities of the college are to teach, train and research in TVET.

2. STATEMENT OF COMPLIANCE AND BASIS OF PREPARATION

The financial statements have been prepared on a historical cost basis except for the measurement at re-valued amounts of certain items of property, plant and equipment, marketable securities and financial instruments at fair value, impaired assets at their estimated recoverable amounts and actuarially determined liabilities at their present value. The preparation of financial statements in conformity with International Public Sector Accounting Standards (IPSAS) allows the use of estimates and assumptions. It also requires management to exercise judgement in the process of applying the *entity's* accounting policies. The areas involving a higher degree of judgement or complexity, or where assumptions and estimates are significant to the financial statements, are disclosed in Note xx

The financial statements have been prepared and presented in Kenya Shillings, which is the functional and reporting currency of the college.

The financial statements have been prepared in accordance with the PFM Act, the TVET Act, and International Public Sector Accounting Standards (IPSAS). The accounting policies adopted have been consistently applied to all the years presented.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

3. ADOPTION OF NEW AND REVISED STANDARDS

- i. Relevant new standards and amendments to published standards effective for the year ended 30 June 2021.

Standard	Impact
Other Improvements to IPSAS	<p>Applicable: 1st January 2021:</p> <p>a) Amendments to IPSAS 13, to include the appropriate references to IPSAS on impairment, in place of the current references to other international and/or national accounting frameworks.</p> <p>b) IPSAS 13, Leases and IPSAS 17, Property, Plant, and Equipment. Amendments to remove transitional provisions which should have been deleted when IPSAS 33, First Time Adoption of Accrual Basis International Public Sector Accounting Standards (IPSASs) was approved.</p> <p>c) IPSAS 21, Impairment of Non-Cash-Generating Assets and IPSAS 26, Impairment of Cash Generating Assets. Amendments to ensure consistency of impairment guidance to account for revalued assets in the scope of IPSAS 17, Property, Plant, and Equipment and IPSAS 31, Intangible Assets.</p> <p>d) IPSAS 33, First-time Adoption of Accrual Basis International Public Sector Accounting Standards (IPSASs). Amendments to the implementation guidance on deemed cost in IPSAS 33 to make it consistent with the core principles in the Standard.</p>

ZIWA TECHNICAL AND VOCATIONAL EDUCATION TRAINING (TVET)
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2021

NOTES TO THE FINANCIAL STATEMENTS (Continued)

ii. New and amended standards and interpretations in issue but not yet effective in the year ended 30 June 2021.

Standard	Effective date and impact:
IPSAS 41: Financial Instruments	<p>Applicable: 1st January 2023:</p> <p>The objective of IPSAS 41 is to establish principles for the financial reporting of financial assets and liabilities that will present relevant and useful information to users of financial statements for their assessment of the amounts, timing and uncertainty of an entity's future cash flows. IPSAS 41 provides users of financial statements with more useful information than IPSAS 29, by:</p> <ul style="list-style-type: none"> •Applying a single classification and measurement model for financial assets that considers the characteristics of the asset's cash flows and the objective for which the asset is held; •Applying a single forward-looking expected credit loss model that is applicable to all financial instruments subject to impairment testing; and •Applying an improved hedge accounting model that broadens the hedging arrangements in scope of the guidance. The model develops a strong link between an entity's risk management strategies and the accounting treatment for instruments held as part of the risk management strategy.
IPSAS 42: Social Benefits	<p>Applicable: 1st January 2023</p> <p>The objective of this Standard is to improve the relevance, faithful representativeness and comparability of the information that a reporting entity provides in its financial statements about social benefits. The information provided should help users of the financial statements and general-purpose financial reports assess:</p> <ul style="list-style-type: none"> (a) The nature of such social benefits provided by the entity; (b) The key features of the operation of those social benefit schemes; and (c) The impact of such social benefits provided on the entity's financial performance, financial position and cash flows.
Amendments to Other IPSAS resulting from IPSAS 41, Financial Instruments	<p>Applicable: 1st January 2023:</p> <ul style="list-style-type: none"> a) Amendments to IPSAS 5, to update the guidance related to the components of borrowing costs which were inadvertently omitted when IPSAS 41 was issued. b) Amendments to IPSAS 30, regarding illustrative examples on hedging and credit risk which were inadvertently omitted when IPSAS 41 was issued. c) Amendments to IPSAS 30, to update the guidance for accounting for financial guarantee contracts which were inadvertently omitted when IPSAS 41 was issued. d) Amendments to IPSAS 33, to update the guidance on classifying financial instruments on initial adoption of accrual basis IPSAS which were inadvertently omitted when IPSAS 41 was issued.

iii. Early adoption of standards

The college did not early – adopt any new or amended standards in year 2021.

4. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Revenue recognition

i) Revenue from non-exchange transactions

Transfers from other government entities

Revenues from non-exchange transactions with other government entities are measured at fair value and recognized on obtaining control of the asset (cash, goods, services and property) if the transfer is free from conditions and it is probable that the economic benefits or service potential related to the asset will flow to the entity and can be measured reliably. Recurrent grants are recognized in the statement of comprehensive income. Development/capital grants are recognized in the statement of financial position and realised in the statement of comprehensive income over the useful life of the assets that has been acquired using such funds

ii) Revenue from exchange transactions

Rendering of services

The entity recognizes revenue from rendering of services by reference to the stage of completion when the outcome of the transaction can be estimated reliably. The stage of completion is measured by reference to labour hours incurred to date as a percentage of total estimated labour hours.

Where the contract outcome cannot be measured reliably, revenue is recognized only to the extent that the expenses incurred are recoverable.

Sale of goods

Revenue from the sale of goods is recognized when the significant risks and rewards of ownership have been transferred to the buyer, usually on delivery of the goods and when the amount of revenue can be measured reliably and it is probable that the economic benefits or service potential associated with the transaction will flow to the entity.

Interest income

Interest income is accrued using the effective yield method. The effective yield discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount. The method applies this yield to the principal outstanding to determine interest income each period.

Dividends

Dividends or similar distributions must be recognized when the shareholder's or the entity's right to receive payments is established.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

a) Revenue recognition (Continued)

ii) Revenue from exchange transactions (continued)

Rental income

Rental income arising from operating leases on investment properties is accounted for on a straight-line basis over the lease terms and included in revenue.

b) Budget information

The original budget for FY 2020-2021 was approved by the Board on 23rd July 2021. Subsequent revisions or additional appropriations were made to the approved budget in accordance with specific approvals from the appropriate authorities. The additional appropriations are added to the original budget by the entity upon receiving the respective approvals in order to conclude the final budget.

The entity's budget is prepared on a different basis to the actual income and expenditure disclosed in the financial statements. The financial statements are prepared on accrual basis using a classification based on the nature of expenses in the statement of financial performance, whereas the budget is prepared on a cash basis. The amounts in the financial statements were recast from the accrual basis to the cash basis and reclassified by presentation to be on the same basis as the approved budget. A comparison of budget and actual amounts, prepared on a comparable basis to the approved budget, is then presented in the statement of comparison of budget and actual amounts.

In addition to the Basis difference, adjustments to amounts in the financial statements are also made for differences in the formats and classification schemes adopted for the presentation of the financial statements and the approved budget.

A statement to reconcile the actual amounts on a comparable basis included in the statement of comparison of budget and actual amounts and the actual as per the statement of financial performance has been presented on page 6 of these financial statements.

c) Taxes

Current income tax

The entity is exempt from paying taxes as per schedule *Cap 470 Paragraph 10*.

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c) Taxes (continued)

Sales tax/ Value Added Tax

Expenses and assets are recognized net of the amount of sales tax, except:

- When the sales tax incurred on a purchase of assets or services is not recoverable from the taxation authority, in which case, the sales tax is recognized as part of the cost of acquisition of the asset or as part of the expense item, as applicable.
- When receivables and payables are stated with the amount of sales tax included.

The net amount of sales tax recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the statement of financial position.

d) Investment property

Investment properties are measured initially at cost, including transaction costs. The carrying amount includes the replacement cost of components of an existing investment property at the time that cost is incurred if the recognition criteria are met and excludes the costs of day-to-day maintenance of an investment property.

Investment property acquired through a non-exchange transaction is measured at its fair value at the date of acquisition. Subsequent to initial recognition, investment properties are measured using the cost model and are depreciated over a period of 50 years.

Investment properties are derecognized either when they have been disposed of or when the investment property is permanently withdrawn from use and no future economic benefit or service potential is expected from its disposal. The difference between the net disposal proceeds and the carrying amount of the asset is recognized in the surplus or deficit in the period of de-recognition.

Transfers are made to or from investment property only when there is a change in use.

e) Property, plant and equipment

All property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the items. When significant parts of property, plant and equipment are required to be replaced at intervals, the entity recognizes such parts as individual assets with specific useful lives and depreciates them accordingly. Likewise, when a major inspection is performed, its cost is recognized in the carrying amount of the plant and equipment as a replacement if the recognition criteria are satisfied. All other repair and maintenance costs are recognized in surplus or deficit as incurred. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration the asset is initially measured at its fair value.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f) Leases

Finance leases are leases that transfer substantially the entire risks and benefits incidental to ownership of the leased item to the Entity. Assets held under a finance lease are capitalized at the commencement of the lease at the fair value of the leased property or, if lower, at the present value of the future minimum lease payments. The Entity also recognizes the associated lease liability at the inception of the lease. The liability recognized is measured as the present value of the future minimum lease payments at initial recognition.

Subsequent to initial recognition, lease payments are apportioned between finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are recognized as finance costs in surplus or deficit.

An asset held under a finance lease is depreciated over the useful life of the asset. However, if there is no reasonable certainty that the Entity will obtain ownership of the asset by the end of the lease term, the asset is depreciated over the shorter of the estimated useful life of the asset and the lease term.

Operating leases are leases that do not transfer substantially all the risks and benefits incidental to ownership of the leased item to the Entity. Operating lease payments are recognized as an operating expense in surplus or deficit on a straight-line basis over the lease term.

g) Intangible assets

Intangible assets acquired separately are initially recognized at cost. The cost of intangible assets acquired in a non-exchange transaction is their fair value at the date of the exchange. Following initial recognition, intangible assets are carried at cost less any accumulated amortization and accumulated impairment losses. Internally generated intangible assets, excluding capitalized development costs, are not capitalized and expenditure is reflected in surplus or deficit in the period in which the expenditure is incurred. The useful life of the intangible assets is assessed as either finite or indefinite

h) Research and development costs

The Entity expenses research costs as incurred. Development costs on an individual project are recognized as intangible assets when the Entity can demonstrate:

- The technical feasibility of completing the asset so that the asset will be available for use or sale
- Its intention to complete and its ability to use or sell the asset
- How the asset will generate future economic benefits or service potential
- The availability of resources to complete the asset
- The ability to measure reliably the expenditure during development.

Following initial recognition of an asset, the asset is carried at cost less any accumulated amortization and accumulated impairment losses. Amortization of the asset begins when development is complete and the asset is available for use. It is amortized over the period of expected future benefit. During the period of development, the asset is tested for impairment annually with any impairment losses recognized immediately in surplus or deficit.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Financial instruments

Financial assets

Initial recognition and measurement

Financial assets within the scope of IPSAS 29 Financial Instruments: Recognition and Measurement are classified as financial assets at fair value through surplus or deficit, loans and receivables, held-to-maturity investments or available-for-sale financial assets, as appropriate. The Entity determines the classification of its financial assets at initial recognition.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. After initial measurement, such financial assets are subsequently measured at amortized cost using the effective interest method, less impairment. Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate. Losses arising from impairment are recognized in the surplus or deficit.

Held-to-maturity

Non-derivative financial assets with fixed or determinable payments and fixed maturities are classified as held to maturity when the Entity has the positive intention and ability to hold it to maturity. After initial measurement, held-to-maturity investments are measured at amortized cost using the effective interest method, less impairment. Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate. The losses arising from impairment are recognized in surplus or deficit.

Impairment of financial assets

The Entity assesses at each reporting date whether there is objective evidence that a financial asset or an entity of financial assets is impaired. A financial asset or a entity of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events that has occurred after the initial recognition of the asset (an incurred 'loss event') and that loss event has an impact on the estimated future cash flows of the financial asset or the entity of financial assets that can be reliably estimated. Evidence of impairment may include the following indicators:

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Financial instruments (Continued)

Financial assets (Continued)

Impairment of financial assets (Continued)

- The debtors or an entity of debtors are experiencing significant financial difficulty
- Default or delinquency in interest or principal payments
- The probability that debtors will enter bankruptcy or other financial reorganization
- Observable data indicates a measurable decrease in estimated future cash flows (e.g. changes in arrears or economic conditions that correlate with defaults)

Financial liabilities

Initial recognition and measurement

Financial liabilities within the scope of IPSAS 29 are classified as financial liabilities at fair value through surplus or deficit or loans and borrowings, as appropriate. The Entity determines the classification of its financial liabilities at initial recognition.

All financial liabilities are recognized initially at fair value and, in the case of loans and borrowings, plus directly attributable transaction costs.

Loans and borrowing

After initial recognition, interest bearing loans and borrowings are subsequently measured at amortized cost using the effective interest method. Gains and losses are recognized in surplus or deficit when the liabilities are derecognized as well as through the effective interest method amortization process.

Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate.

i) Inventories

Inventory is measured at cost upon initial recognition. To the extent that inventory was received through non-exchange transactions (for no cost or for a nominal cost), the cost of the inventory is its fair value at the date of acquisition.

Costs incurred in bringing each product to its present location and conditions are accounted for, as follows:

- Raw materials: purchase cost using the weighted average cost method
- Finished goods and work in progress: cost of direct materials and labour and a proportion of manufacturing overheads based on the normal operating capacity, but excluding borrowing costs

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Inventories (Continued)

After initial recognition, inventory is measured at the lower of cost and net realizable value. However, to the extent that a class of inventory is distributed or deployed at no charge or for a nominal charge, that class of inventory is measured at the lower of cost and current replacement cost.

Net realizable value is the estimated selling price in the ordinary course of operations, less the estimated costs of completion and the estimated costs necessary to make the sale, exchange, or distribution.

Inventories are recognized as an expense when deployed for utilization or consumption in the ordinary course of operations of the Entity.

j) Provisions

Provisions are recognized when the Entity has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Where the Entity expects some or all of a provision to be reimbursed, for example, under an insurance contract, the reimbursement is recognized as a separate asset only when the reimbursement is virtually certain.

The expense relating to any provision is presented in the statement of financial performance net of any reimbursement.

Contingent liabilities

The Entity does not recognize a contingent liability but discloses details of any contingencies in the notes to the financial statements, unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

Contingent assets

The Entity does not recognize a contingent asset, but discloses details of a possible asset whose existence is contingent on the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Entity in the notes to the financial statements. Contingent assets are assessed continually to ensure that developments are appropriately reflected in the financial statements. If it has become virtually certain that an inflow of economic benefits or service potential will arise and the asset's value can be measured reliably, the asset and the related revenue are recognized in the financial statements of the period in which the change occurs.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

k) Nature and purpose of reserves

The Entity creates and maintains reserves in terms of specific requirements.

l) Changes in accounting policies and estimates

The Entity recognizes the effects of changes in accounting policy retrospectively. The effects of changes in accounting policy are applied prospectively if retrospective application is impractical.

m) Employee benefits

Retirement benefit plans

The Entity provides retirement benefits for its employees and directors. Defined contribution plans are post-employment benefit plans under which an entity pays fixed contributions into a separate entity (a fund), and will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods. The contributions to fund obligations for the payment of retirement benefits are charged against income in the year in which they become payable.

Defined benefit plans are post-employment benefit plans other than defined-contribution plans. The defined benefit funds are actuarially valued tri-annually on the projected unit credit method basis. Deficits identified are recovered through lump sum payments or increased future contributions on proportional basis to all participating employers. The contributions and lump sum payments reduce the post-employment benefit obligation.

n) Foreign currency transactions

Transactions in foreign currencies are initially accounted for at the ruling rate of exchange on the date of the transaction. Trade creditors or debtors denominated in foreign currency are reported at the statement of financial position reporting date by applying the exchange rate on that date. Exchange differences arising from the settlement of creditors, or from the reporting of creditors at rates different from those at which they were initially recorded during the period, are recognized as income or expenses in the period in which they arise.

o) Borrowing costs

Borrowing costs are capitalized against qualifying assets as part of property, plant and equipment.

Such borrowing costs are capitalized over the period during which the asset is being acquired or constructed and borrowings have been incurred. Capitalization ceases when construction of the asset is complete. Further borrowing costs are charged to the statement of financial performance.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

p) Related parties

The Entity regards a related party as a person or an entity with the ability to exert control individually or jointly, or to exercise significant influence over the Entity, or vice versa. Members of key management are regarded as related parties and comprise the directors, the CEO/principal and senior managers.

q) Service concession arrangements

The Entity analyses all aspects of service concession arrangements that it enters into in determining the appropriate accounting treatment and disclosure requirements. In particular, where a private party contributes an asset to the arrangement, the Entity recognizes that asset when, and only when, it controls or regulates the services. The operator must provide together with the asset, to whom it must provide them, and at what price. In the case of assets other than 'whole-of-life' assets, it controls, through ownership, beneficial entitlement or otherwise – any significant residual interest in the asset at the end of the arrangement. Any assets so recognized are measured at their fair value. To the extent that an asset has been recognized, the Entity also recognizes a corresponding liability, adjusted by a cash consideration paid or received.

r) 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 the Central Bank of Kenya and at various commercial banks at the end of the financial year. For the purposes of these financial statements, cash and cash equivalents also include short term cash imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year.

s) Comparative figures

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

t) 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 June 30, 2021.

5. SIGNIFICANT JUDGMENTS AND SOURCES OF ESTIMATION UNCERTAINTY

The preparation of the Entity's financial statements in conformity with IPSAS requires management to make judgments, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities, at the end of the reporting period. However, un certainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of the asset or liability affected in future periods.

Estimates and assumptions

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below. The Entity based its assumptions and estimates on parameters available when the consolidated financial statements were prepared. However, existing circumstances and assumptions about future developments may change due to market changes or circumstances arising beyond the control of the Entity. Such changes are reflected in the assumptions when they occur. IPSAS 1.140

Useful lives and residual values

The useful lives and residual values of assets are assessed using the following indicators to inform potential future use and value from disposal:

- The condition of the asset based on the assessment of experts employed by the Entity
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes
- The nature of the processes in which the asset is deployed
- Availability of funding to replace the asset
- Changes in the market in relation to the asset

Provisions

Provisions were raised and management determined an estimate based on the information available.

Provisions are measured at the management's best estimate of the expenditure required to settle the obligation at the reporting date and are discounted to present value where the effect is material.

NOTES TO THE FINANCIAL STATEMENTS (Continued)

6. (a) TRANSFERS FROM NATIONAL GOVERNMENT MINISTRIES

Description	2020-2021	2019-2020
	KShs	KShs
Unconditional grants		
Capitation grant	36,885,000	15,150,000
Operational grant	100,000	-
Capitation grant owing	-	-
Grant from CDF	-	1,000,000
Total government grants and subsidies	36,985,000	16,150,000

(b). TRANSFERS FROM MINISTRIES, DEPARTMENTS AND AGENCIES

Name of the Entity sending the grant	Amount recognized to Statement of Comprehensive Income KShs	Amount deferred under deferred income KShs	Amount recognised in capital fund. KShs	Total grant income during the year KShs	2020-2021 KShs
Ministry of Education	-	-	-	-	-
Total	-	-	-	-	-

7. GRANTS FROM DONORS AND DEVELOPMENT PARTNERS

Description	2020-2021	2019-2020
	KShs	KShs
JICA- Research grant	-	-
World Bank grants	-	-
Other grants	-	-
Total grants from development partners	-	-

Reconciliation of grants from donors and development partners

Description	2020-2021	2019-2020
	KShs	KShs
Balance unspent at the beginning of the year	-	-
Current year receipts	-	-
Conditions met –transferred to revenue	-	-
Condition to be met –remain liabilities	-	-

**ZIWA TECHNICAL AND VOCATIONAL EDUCATION TRAINING (TVET)
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2021**

Reconciliations of grant

8. TRANSFERS FROM OTHER LEVELS OF GOVERNMENT

Description	2020-2021	2019-2020
	KShs	KShs
Transfer from County		
Transfer from University		
Transfer from institute		
Total Transfers		

9. PUBLIC CONTRIBUTIONS AND DONATIONS

Description	2020-2021	2019-2020
	KShs	KShs
Public donations		
Donations from local leadership		
Donations from religious institutions		
Donations from alumni		
Other donations		
Total donations and sponsorships		

10. RENDERING OF SERVICES

Description	2020-2021	2019-2020
	KShs	KShs
Tuition fees from students	14,203,912	30,085,884.00
Tuition fees from NYS students	30,396,754	-
Tuition fees from students owing	87,430,788	17,900,371
Tuition fees from NYS students owing		-
Sale of goods	1,000	56,000
Total revenue from the rendering of services	132,032,454	48,042,255

NOTES TO THE FINANCIAL STATEMENTS (Continued)

11. SALE OF GOODS

Description	2020-2021	2019-2020
	KShs	KShs
Sale of goods		
Sale of tender documents		
Sale of publications		
Sale of farm produce		
Other(include in line with your organisation)		
Total revenue from the sale of goods		

12. RENTAL REVENUE FROM FACILITIES AND EQUIPMENT

Description	2020-2021	2019-2020
	KShs	KShs
Straight-line operating lease receipts		
Contingent rentals		
Total rentals		

13. FINANCE INCOME

Description	2020-2021	2019-2020
	KShs	KShs
Cash investments and fixed deposits		
Interest income from Treasury Bills		
Interest income from Treasury Bonds		
Interest from outstanding debtors		
Total finance income		

14. OTHER INCOME

Description	2020-2021	2019-2020
	KShs	KShs
Tenders	1,000	-
Total other income	1,000	-

**ZIWA TECHNICAL AND VOCATIONAL EDUCATION TRAINING (TVET)
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2021**

NOTES TO THE FINANCIAL STATEMENTS (Continued)

15. USE OF GOODS AND SERVICES

Description	2020-2021	2019-2020
	KShs	KShs
Catering	-	7,931,710
Medical expenses	386,350	228,200
Total goods and services	386,350	8,159,910

16. EMPLOYEE COSTS

	2020-2021	2019-2020
	KShs	KShs
Salaries and wages	11,840,448	10,126,896
PAYEE	97,072	237,473
Social contributions		
- NSSF Ksh790,680		
- NHIF Kshs433,550	1,224,230	1,127,380
Employees costs	13,161,750	11,491,749

17. REMUNERATION OF DIRECTORS

Description	2020-2021	2019-2020
	KShs	KShs
Chairman's Honoraria	-	285,000
Total	-	285,000

18. DEPRECIATION AND AMORTIZATION EXPENSE

Description	2020-2021	2019-2020
	KShs	KShs
Property, plant and equipment	9,379,931	6,627,330
Intangible assets		-
Investment property carried at cost		-
Total depreciation and amortization	9,379,931	6,627,330

19. REPAIRS AND MAINTENANCE

Description	2020-2021	2019-2020
	KShs	KShs
Repair and Maintenance expenses	15,257,161	2,181,021
Total repairs and maintenance	15,257,161	2,181,021

ZIWA TECHNICAL AND VOCATIONAL EDUCATION TRAINING (TVET)
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2021

NOTES TO THE FINANCIAL STATEMENTS (Continued)

20. CONTRACTED SERVICES

Description	2020-2021	2019-2020
	KShs	KShs
Actuarial valuations		
Investment valuations		
Property valuations		
Total contracted services		

21. GRANTS AND SUBSIDIES

Description	2020-2021	2019-2020
	KShs	KShs
Community development		
Education initiatives and programs		
Social development		
Community trust		
Sporting bodies		
Total grants and subsidies		

22. GENERAL EXPENSES

Description	2020-2021	2019-2020
	KShs	KShs
Admission expenses	-	139,500.00
Tuition expenses	3,926,777	1,718,560.50
Sport expenses	535,580	-
Electricity, water and conservancy	1,586,518	1,297,197.00
Administration expenses	9,173,941	10,714,155
Local Travel and Transport	1,696,199	1,673,472.00
KNEC Expenses	3,136,510	9,571,230.00
Caution expenses	500	12,000
Student Union	258,350	27,000.00
Class Practical	4,060,984	4,727,522.00
Attachment expenses	68,950	885,250.00
Farm expenses	441,530	-
Board induction	150,000	-
Activity	-	1,075,875.00
Stores	1,330,310	-
Operation expense	1,388,057	-
CSR	2,700	-
Boarding expenses	6,154,405	-
Water processing	868,767	-
Total general expenses	34,780,078	33,183,242

**ZIWA TECHNICAL AND VOCATIONAL EDUCATION TRAINING (TVET)
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2021**

23. FINANCE COSTS

Description	2020-2021	2019-2020
	KShs	KShs
Borrowings(amortized cost)*	-	-
Finance leases(amortized cost)	-	-
Unwinding of discount	-	-
Bank Charges	-	-
Interest on loans from commercial banks	-	-
Total finance costs	-	-

24. GAIN ON SALE OF ASSETS

Description	2020-2021	2019-2020
	KShs	KShs
Property, plant and equipment		
Intangible assets		
Other assets not capitalised		
Total gain on sale of assets		

25. UNREALIZED GAIN ON FAIR VALUE INVESTMENTS

Description	2020-2021	2019-2020
	KShs	KShs
Investments at fair value		
Total gain		

26. IMPAIRMENT LOSS

Description	2020-2021	2019-2020
	KShs	KShs
Property, plant and equipment		
Intangible assets		
Total impairment loss		

27. CASH AND CASH EQUIVALENTS

Description	2020-2021	2019-2020
	KShs	KShs
Current account		
Total cash and cash equivalents	(42,553,122)	(20,587,435)

27(a). DETAILED ANALYSIS OF CASH AND CASH EQUIVALENTS

Financial institution	Account number	2020-2021 KShs	2019-2020 KShs
a) Current account			
Cooperative Bank of Kenya	01129672837200	(43,670,153)	(21,662,419.46)
Sub- total			(21,662,419.46)
b) Development Account			
Cooperative Bank of Kenya	01129672837201	516,009	654,788.10
Sub- total			654,788.10
c)			
Others			
cash in hand	CASH	(359,960)	720,949
M pesa Pay bill	671672	1,266,625	(187,847)
NIC	1006362938	334,467	334,467
d) KCB Fees collection Account	1236084373	(305,643)	(447,372.48)
Sub- total			
Grand total		(42,553,122)	(20,587,435)

28. RECEIVABLES FROM EXCHANGE TRANSACTIONS

Description	2020-2021 KShs	2019-2020 KShs
Current receivables		
Student debtors	87,430,788	73,963,821
NYS Student debtors	-	6,265,046
Total current receivables	87,430,788	80,228,867

29.

**ZIWA TECHNICAL AND VOCATIONAL EDUCATION TRAINING (TVET)
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2021
NOTES TO THE FINANCIAL STATEMENTS (Continued)**

Description	2020-2021	2019-2020
	KShs	KShs
Non-current receivables		
Refundable deposits	-	-
Advance payments	-	-
Public organizations	-	-
Less: impairment allowance	-	-
Total	-	-
Current portion transferred to current receivables	-	-
Total non-current receivables	-	-
Total receivables	-	-

30. RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS

Description	2020-2021	2019-2020
	KShs	KShs
Current receivables		
Transfers from govt. entities	-	-
Total current receivables	-	-

31. INVENTORIES

Description	2020-2021	2019-2020
	KShs	KShs
Consumable stores	-	-
Maintenance stores	-	-
Health Unit stores	-	-
Electrical stores	-	-
Cleaning materials stores	-	-
Catering stores	-	-
Total inventories at the lower of cost and net realizable value	-	-

**ZIWA TECHNICAL AND VOCATIONAL EDUCATION TRAINING (TVET)
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021**

NOTES TO THE FINANCIAL STATEMENTS (Continued)

32. PROPERTY, PLANT AND EQUIPMENT

	Land and Buildings 2%	Motor vehicles 25%	Plant and Equipment 12.5%	Furniture and fittings 12.5%	Computers 33.3%	Other Assets (Specify) 12.5%	Intangible Assets	Capital Work in progress	Total
	Shs	Shs	Shs	Shs	Shs	Shs	Shs	Shs	
Cost									
At 1st July 2020 Bal	40,449,010	3,209,000	14,863	4,307,115	3,415,613	3,947,012	2,900,000	167,307,575	226,577,133
Additions	18,481,399	11,711,500	660,000	3,957,800	2,981,000	5,338,219	2,420,000	35,922,101	91,472,019
Disposals	-	-	-	-	-	-	-	-	-
Transfer adjustments	-	-	-	-	-	-	-	-	-
At 30 th June 2021	58,930,409	14,920,500	678,863	8,764,915	6,396,613	9,285,231	5,320,000	203,729,676	308,026,207
Depreciation and impairment									
At 1 July 2020	3,751,568	3,179,000	17,038	1,627,955	4,626,593	1,332,118	-	-	5,626,143
Depreciation for the year	1,178,608	3,730,125	84,858	1,095,614	2,130,072	1,160,654	-	-	9,379,931
Impairment	-	-	-	-	-	-	-	-	-
Accumulated depreciation at 30 June 2021	4,930,176	6,909,125	101,896	2,723,569	6,756,665	2,492,772	-	-	23,914,203
Net book values	54,000,233	8,011,375	576,967	6,041,346	360,052	6,792,459	5,320,000	203,729,676	284,832,108

W.I.P Includes: Construction of Library and Tuition block, Renovation of hostel, Construction of Kacheliba TVET, Construction of Kietakapel TTI and Construction of Cherangany TTI.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS (Continued)
33. INVESTMENTS

Description	2020-2021	2019-2020
	KShs	KShs
a) Investment in Treasury bills and bonds		
Financial institution		
CBK	-	-
CBK	-	-
Sub- total	-	-
b) Investment with Financial Institutions/ Banks		
Bank x	-	-
Bank y	-	-
Sub- total	-	-
c) Equity investments (specify)		
Equity/ shares in company xxx	-	-
Sub- total	-	-
Grand total	-	-

d) Shareholding in other entities

For investments in equity share listed under note 30 (c) above, list down the equity investments under the following categories:

Name of entity where investment is held	No of shares			Nominal value of shares	Fair value of shares	Fair value of shares
	Direct shareholding	Indirect shareholding	Effective shareholding		Current year	Prior year
	%	%	%	Shs	Shs	Shs
Entity A	-	-	-	-	-	-
Entity B	-	-	-	-	-	-
Entity C	-	-	-	-	-	-
Entity D	-	-	-	-	-	-
	-	-	-	-	-	-

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

34. INTANGIBLE ASSETS-SOFTWARE

Description	2020-2021	2019-2020
	KShs	KShs
Cost		
At beginning of the year	-	-
Additions	-	-
At end of the year	-	-
Additions-internal development	-	-
At end of the year	-	-
Amortization and impairment		
At beginning of the year	-	-
Amortization	-	-
At end of the year	-	-
Impairment loss	-	-
At end of the year	-	-
NBV	-	-

35. INVESTMENT PROPERTY

Description	2020-2021	2019-2020
	KShs	KShs
At beginning of the year	-	-
Additions	-	-
Fair value gain	-	-
Depreciation(when investment property is at cost)	-	-
At end of the year	-	-

36. TRADE AND OTHER PAYABLES FROM EXCHANGE TRANSACTIONS

Description	2020-2021	2019-2020
	KShs	KShs
Trade payables	34,034,763	-
Fees paid in advance	-	-
Employee advances	-	-
Third-party payments	-	-
Other payables	-	-
Total trade and other payables	34,034,763	-

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

NOTES TO THE FINANCIAL STATEMENTS (Continued)

37. REFUNDABLE DEPOSITS FROM CUSTOMERS/STUDENTS

Description	2020-2021	2019-2020
	KShs	KShs
Consumer deposits	-	-
Caution money	11,200	-
Other refundable deposits	-	-
Total deposits	11,200	-

38. CURRENT PROVISIONS

Description	Leave provision	Bonus provision	Other provision	Total
	KShs	KShs	KShs	KShs
Balance at the beginning of the year	-	-	-	-
Additional Provisions	-	-	-	-
Provision utilised	-	-	-	-
Change due to discount and time value for money	-	-	-	-
Transfers from non -current provisions	-	-	-	-
Total provisions	-	-	-	-

39. FINANCE LEASE OBLIGATION

Description	Minimum lease payments	Future finance charges	Present value of minimum lease payments	2020-2021
	KShs	KShs	KShs	KShs
Within current year	-	-	-	-
Long term portion of lease payments	-	-	-	-
Total provisions	-	-	-	-

40. DEFERRED INCOME

Description	2020-2021	2019-2020
	KShs	KShs
National government	-	-
International funders	-	-
Public contributions and donations	-	-
Total deferred income	-	-

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

NOTES TO THE FINANCIAL STATEMENTS (Continued)

The deferred income movement is as follows:

	National government	International funders/donors	Public contributions and donations	Total
Balance brought forward	-	-	-	-
Additions during the year	-	-	-	-
Transfers to Capital fund	-	-	-	-
Transfers to income statement	-	-	-	-
Other transfers	-	-	-	-
Balance carried forward	-	-	-	-

41. EMPLOYEE BENEFIT OBLIGATIONS

Description	Defined benefit plan	Post-employment medical benefits	Other Provisions	2020-2021	2019-2020
	KShs	KShs	KShs	KShs	KShs
Current benefit obligation	-	-	-	-	-
Non-current benefit obligation	-	-	-	-	-
Total employee benefits obligation	-	-	-	-	-

The college does not operate a defined benefit scheme for the employees.

The college contributes to the statutory National Social Security Fund (NSSF). This is a defined contribution scheme registered under the National Social Security Act. The college's obligation under the scheme is limited to specific contributions legislated from time to time and is currently at Kshs. 360 per employee per month.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

42. NON-CURRENT PROVISIONS

Description	Long service leave	Gratuity	Other Provisions	Total
	KShs	KShs	KShs	KShs
Balance at the beginning of the year	-	-	-	-
Additional Provisions	-	-	-	-
Provision utilised	-	-	-	-
Change due to discount and time value for money	-	-	-	-
Less: Current portion	-	-	-	-
Total deferred income	-	-	-	-

43. BORROWINGS

Description	2020-2021	2019-2020
	KShs	KShs
Balance at beginning of the period	-	-
External borrowings during the year	-	-
Domestic borrowings during the year	-	-
Repayments of external borrowings during the year	-	-
Repayments of domestics borrowings during the year	-	-
Balance at end of the period	-	-

43 a) ANALYSIS OF EXTERNAL AND DOMESTIC BORROWINGS

	2020-2021	2019-2020
	KShs	KShs
External Borrowings		
Dollar denominated loan	-	-
Sterling Pound denominated loan from	-	-
Euro denominated loan from	-	-
Domestic Borrowings		
Kenya Shilling loan from KCB	-	-
Kenya Shilling loan from Barclays Bank	-	-
Kenya Shilling loan from Consolidated Bank	-	-
Total balance at end of the year	-	-

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS (Continued)

43b) BREAKDOWN OF LONG AND SHORT TERM BORROWINGS

Description	2020-2021	2019-2020
	KShs	KShs
Short term borrowings(current portion)	-	-
Long term borrowings	2,467,040	-
Total	2,467,040	-

44. SERVICE CONCESSION ARRANGEMENTS

Description	2020-2021	2019-2020
	KShs	KShs
Fair value of service concession assets recognized under PPE	-	-
Accumulated depreciation to date	-	-
Net carrying amount	-	-
Service concession liability at beginning of the year	-	-
Service concession revenue recognized	-	-
Service concession liability at end of the year	-	-

45. CASH GENERATED FROM OPERATIONS

	2020-2021	2019-2020
	KShs	KShs
Surplus for the year before tax		
Adjusted for:		
Depreciation	-	-
Non-cash grants received	-	-
Contributed assets	-	-
Impairment	-	-
Gains and losses on disposal of assets	-	-
Contribution to provisions	-	-
Contribution to impairment allowance	-	-
Finance income	-	-
Finance cost	-	-
Working Capital adjustments		
Increase in inventory	-	-
Increase in receivables	-	-
Increase in deferred income	-	-
Increase in payables	-	-
Increase in payments received in advance	-	-
Net cash flow from operating activities	-	-

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS (Continued)

46. FINANCIAL RISK MANAGEMENT

The entity's activities expose it to a variety of financial risks including credit and liquidity risks and effects of changes in foreign currency. The company's overall risk management programme focuses on unpredictability of changes in the business environment and seeks to minimise the potential adverse effect of such risks on its performance by setting acceptable levels of risk. The company does not hedge any risks and has in place policies to ensure that credit is only extended to customers with an established credit history.

The entity's financial risk management objectives and policies are detailed below:

(i) Credit risk

The entity has exposure to credit risk, which is the risk that a counterparty will be unable to pay amounts in full when due. Credit risk arises from cash and cash equivalents, and deposits with banks, as well as trade and other receivables and available-for-sale financial investments.

Management assesses the credit quality of each customer, taking into account its financial position, past experience and other factors. Individual risk limits are set based on internal or external assessment in accordance with limits set by the directors. The amounts presented in the statement of financial position are net of allowances for doubtful receivables, estimated by the company's management based on prior experience and their assessment of the current economic environment.

The carrying amount of financial assets recorded in the financial statements representing the entity's maximum exposure to credit risk without taking account of the value of any collateral obtained is made up as follows:

NOTES TO THE FINANCIAL STATEMENTS (Continued)

	Total amount Kshs	Fully performing Kshs	Past due Kshs	Impaired Kshs
At 30 June 2020				
Receivables from exchange transactions	-	-	-	-
Receivables from non-exchange transactions	-	-	-	-
Bank balances	-	-	-	-
Total	-	-	-	-
At 30 June 2021				
Receivables from exchange transactions	-	-	-	-
Receivables from non-exchange transactions	-	-	-	-
Bank balances	-	-	-	-
Total	-	-	-	-

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

46. FINANCIAL RISK MANAGEMENT (Continued)

(i) Credit risk (continued)

The customers under the fully performing category are paying their debts as they continue trading. The credit risk associated with these receivables is minimal and the allowance for uncollectible amounts that the company has recognised in the financial statements is considered adequate to cover any potentially irrecoverable amounts.

The entity has significant concentration of credit risk on amounts due from xxxx

The board of directors sets the company's credit policies and objectives and lays down parameters within which the various aspects of credit risk management are operated.

(ii) Liquidity risk management

Ultimate responsibility for liquidity risk management rests with the entity's directors, who have built an appropriate liquidity risk management framework for the management of the entity's short, medium and long-term funding and liquidity management requirements. The entity manages liquidity risk through continuous monitoring of forecasts and actual cash flows.

The table below represents cash flows payable by the company under non-derivative financial liabilities by their remaining contractual maturities at the reporting date. The amounts disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Less than 1 month	Between 1-3 months	Over 5 months	Total
	Kshs	Kshs	Kshs	Kshs
At 30 June 2020				
Trade payables	-	-	-	-
Current portion of borrowings	-	-	-	-
Provisions	-	-	-	-
Deferred income	-	-	-	-
Employee benefit obligation	-	-	-	-
Total	-	-	-	-
At 30 June 2021				
Trade payables	-	-	-	-
Current portion of borrowings	-	-	-	-
Provisions	-	-	-	-
Deferred income	-	-	-	-
Employee benefit obligation	-	-	-	-
Total	-	-	-	-

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS (Continued)

46. FINANCIAL RISK MANAGEMENT (Continued)

(iii) Market risk

The board has put in place an internal audit function to assist it in assessing the risk faced by the entity on an ongoing basis, evaluate and test the design and effectiveness of its internal accounting and operational controls.

Market risk is the risk arising from changes in market prices, such as interest rate, equity prices and foreign exchange rates which will affect the entity's income or the value of its holding of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return. Overall responsibility for managing market risk rests with the Audit and Risk Management Committee.

The company's Finance Department is responsible for the development of detailed risk management policies (subject to review and approval by Audit and Risk Management Committee) and for the day to day implementation of those policies.

There has been no change to the entity's exposure to market risks or the manner in which it manages and measures the risk.

a) Foreign currency risk

The entity has transactional currency exposures. Such exposure arises through purchases of goods and services that are done in currencies other than the local currency. Invoices denominated in foreign currencies are paid after 30 days from the date of the invoice and conversion at the time of payment is done using the prevailing exchange rate.

The carrying amount of the entity's foreign currency denominated monetary assets and monetary liabilities at the end of the reporting period are as follows:

	Ksh	Other currencies	Total
	Kshs	Kshs	Kshs
At 30 June 2021			
Financial assets(investments, cash ,debtors)	-	-	-
Liabilities			
Trade and other payables	-	-	-
Borrowings	-	-	-
Net foreign currency asset/(liability)	-	-	-

The entity manages foreign exchange risk form future commercial transactions and recognised assets and liabilities by projecting for expected sales proceeds and matching the same with expected payments.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

NOTES TO THE FINANCIAL STATEMENTS (Continued)

46. FINANCIAL RISK MANAGEMENT (Continued)

(iii) Market risk (Continued)

a) Foreign currency risk (Continued)

	Ksh	Other currencies	Total
	Kshs	Kshs	Kshs
At 30 June 2021			
Financial assets(investments, cash ,debtors)	-	-	-
Liabilities			
Trade and other payables	-	-	-
Borrowings	-	-	-
Net foreign currency asset/(liability)	-	-	-

Foreign currency sensitivity analysis

The following table demonstrates the effect on the company's statement of comprehensive income on applying the sensitivity for a reasonable possible change in the exchange rate of the three main transaction currencies, with all other variables held constant. The reverse would also occur if the Kenya Shilling appreciated with all other variables held constant.

	Change in currency rate	Effect on Profit before tax	Effect on equity
	Kshs	Kshs	Kshs
20xx			
Euro	10%	-	-
USD	10%	-	-
20xx			
Euro	10%	-	-
USD	10%	-	-

b) Interest rate risk

Interest rate risk is the risk that the entity's financial condition may be adversely affected as a result of changes in interest rate levels. The company's interest rate risk arises from bank deposits. This exposes the company to cash flow interest rate risk. The interest rate risk exposure arises mainly from interest rate movements on the company's deposits.

Management of interest rate risk

To manage the interest rate risk, management has endeavoured to bank with institutions that offer favourable interest rates.

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS (Continued)

46 FINANCIAL RISK MANAGEMENT (Continued)

(iii) Market risk (Continued)

b) Interest rate risk(continued)

Sensitivity analysis

The entity analyses its interest rate exposure on a dynamic basis by conducting a sensitivity analysis. This involves determining the impact on profit or loss of defined rate shifts. The sensitivity analysis for interest rate risk assumes that all other variables, in particular foreign exchange rates, remain constant. The analysis has been performed on the same basis as the prior year.

Using the end of the year figures, the sensitivity analysis indicates the impact on the statement of comprehensive income if current floating interest rates increase/decrease by one percentage point as a decrease/increase of KShs xxx (2016: KShs xxx). A rate increase/decrease of 5% would result in a decrease/increase in profit before tax of KShs xxx (2012 – KShs xxx)

iv) Capital Risk Management

The objective of the entity's capital risk management is to safeguard the Board's ability to continue as a going concern. The entity capital structure comprises of the following funds:

	2020-2021	2019-2020
	Kshs	Kshs
Revaluation reserve	-	-
Retained earnings	-	-
Capital reserve	-	-
Total funds	-	-
Total borrowings	-	-
Less: cash and bank balances	-	-
Net debt/(excess cash and cash equivalents)	-	-
Gearing	-	-

**ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021**

NOTES TO THE FINANCIAL STATEMENTS (Continued)

47. RELATED PARTY BALANCES

Nature of related party relationships

Entities and other parties related to the entity include those parties who have ability to exercise control or exercise significant influence over its operating and financial decisions. Related parties include management personnel, their associates and close family members.

Government of Kenya

The Government of Kenya is the principal shareholder of the *entity*, holding 100% of the *entity's* equity interest. The Government of Kenya has provided full guarantees to all long-term lenders of the entity, both domestic and external. Other related parties include:

- i) The National Government;
- ii) The Parent Ministry;
- iii) Key management;
- iv) Board of directors;

	2020-2021	2019-2020
	Kshs	Kshs
Transactions with related parties		
a) Sales to related parties		
Sales of goods to ...	-	-
Sales of services ..	-	-
Total	-	-
b) Grants from the Government		
Grants from National Government	-	-
Grants from County Government	-	-
Donations in kind	-	-
Total	-	-
c) Expenses incurred on behalf of related party		
Payments of salaries and wages for xxx employees	-	-
Payments for goods and services for xxx	-	-
Total	-	-
d) Key management compensation		
Directors' emoluments	-	-
Compensation to the CEO	-	-
Compensation to key management	-	-
Total	-	-

**ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021**

NOTES TO THE FINANCIAL STATEMENTS (Continued)

48. SEGMENT INFORMATION

Ziwa TTI does not operate other segments.

49. CONTINGENT ASSETS AND CONTINGENT LIABILITIES

The college doesn't have any contingent liability at the moment.

50. CAPITAL COMMITMENTS

Capital commitments	2020-2021	2019-2020
	Kshs	Kshs
Mini bus loan	1,341,480	1,341,480
Bus loan	3,557,364	-
Total	4,898,844	1,341,480

51. EVENTS AFTER THE REPORTING PERIOD

There were no material adjusting and non- adjusting events after the reporting period.

52. ULTIMATE AND HOLDING ENTITY

The entity is a State Corporation/ or a Semi- Autonomous Government Agency under the Ministry of xxx. Its ultimate parent is the Government of Kenya.

53. Currency

The financial statements are presented in Kenya Shillings (Kshs).

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

XIX. APPENDICES

APPENDIX 1: 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. We have nominated focal persons to resolve the various issues as shown below with the associated time frame within which we expect the issues to be resolved.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)

Guidance Notes:

- Use the same reference numbers as contained in the external audit report;
- Obtain the "Issue/Observation" and "management comments", required above, from final external audit report that is signed by Management;
- Before approving the report, discuss the timeframe with the appointed Focal Point persons within your entity responsible for implementation of each issue;
- Indicate the status of "Resolved" or "Not Resolved" by the date of submitting this report to National Treasury.

Principal

Date: 5th Aug 2022



Chairman of the Board

Date: 5th Aug 2022

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

1. APPENDIX II: PROJECTS IMPLEMENTED BY THE ENTITY

Projects

Projects implemented by Ziwa TTI Funded by development partners

Project title	Project Number	Donor	Period/duration	Donor commitment	Separate donor reporting required as per the donor agreement (Yes/No)	Consolidated in these financial statements (Yes/No)
1	Kacheliba TVC Twin Workshop Classrooms and Office block	Ministry of Education And Kacheliba CDF	1 Year	53,992,480	NO	YES

Status of Projects completion

	Project	Total project Cost	Total expended to date	Completion % to date	Budget	Actual	Sources of funds
1	Administration and ICT centre	34,441,241	11,867,464	70%	34,441,241	11,867,464	College savings
2	Male Hostel	9,063,680	9,063,680	80%	9,063,680	9,063,680	College savings
3	Kacheliba TVC	53,992,480	35,855,199	70%	53,992,480	35,855,199	MoE
4	Kitelakapel TTI	53,455,516	53,455,516	100%	53,455,516	53,455,516	MoE
5	Cherangany TTI	52,075,773	52,075,773	100%	52,075,773	52,075,773	MoE
6	Construction of college store	1,843,970	1,843,970	30%	1,843,970	1,843,970	College savings

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

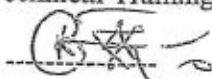
2. APPENDIX III: INTER-ENTITY TRANSFERS

ENTITY NAME:		ZIWA TECHNICAL TRAINING INSTITUTE		
Break down of Transfers from the State Department of Vocational and Technical Training				
	FY 2020/2021			
a.	Recurrent Grants			
		<u>Bank Statement Date</u>	<u>Amount (KShs)</u>	<u>FY to which the amounts relate</u>
		3 rd July 2020	7,590,000	2019/2020
		6 th November 2020	9,952,500	2020/2021
		12 th February 2021	9,952,500	2020/2021
		30 March 2021	9,390,000	2020/2021
		Total	36,885,000	
b.	Development Grants			
		<u>Bank Statement Date</u>	<u>Amount (KShs)</u>	<u>FY to which the amounts relate</u>
		9 TH SEP 2021	3,466,667	2021-2022
		Total	3,466,667	

The above amounts have been communicated to and reconciled with the parent Ministry

Finance Officer
 Ziwa Technical Training Institute

Sign



Head of Accounting Unit
 Ministry of Education

Sign-----

ZIWA TECHNICAL TRAINING INSTITUTE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2021

Name of the Donor Transferring the funds	Date received	Nature: Recurrent/Deve lopment/Others	Total Amount - KES	Where Recorded/recognized					Total Transfers during the Year
				Statement of Financial Performance	Capital Fund	Deferre d Income	Receivables	Others - must be specific	
Ministry of Education	3 rd July 2020	Capitation grants	7,590,000				7,590,000		7,590,000
Ministry of Education	6 th November 2020	Capitation grants	9,952,500	9,952,500					9,952,000
Ministry of Education	12 th February 2021	Capitation	9,952,500	9,952,000					9,952,000
Ministry of Education	30 th March 2021	Capitation	9,390,000	9,390,000					9,390,000
Ministry of Education	9 th Sept 2020	Development grants- Kacheliba TVC	3,466,667		3,466,667				3,466,667
Total			40,351,667	30,294,500	3,466,667		7,590,000		40,351,667