

REPUBLIC OF KENYA



OFFICE OF THE AUDITOR-GENERAL

Enhancing Accountability

REPORT

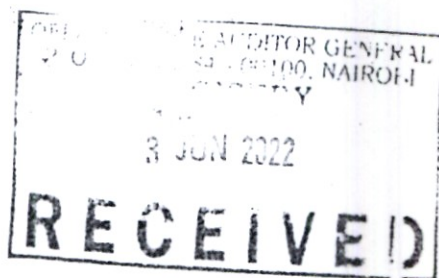
OF

THE AUDITOR-GENERAL

ON

**NATIONAL EMPLOYMENT
AUTHORITY (NEA)**

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



Employment opportunities for all

NATIONAL EMPLOYMENT AUTHORITY

NATIONAL EMPLOYMENT AUTHORITY

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDING
30TH JUNE, 2021.

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

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I. KEY ENTITY INFORMATION

(a) Background information

The National Employment Authority (NEA) was established on 21st April, 2016 by an Act of Parliament (the National Employment Authority Act 2016) which effectively provided the legal framework and mandates for its operations. The Authority was created out of the then National Employment Bureau (NEB) which was one of the Departments in the Ministry of Labour and Social Protection. The National Employment Authority is domiciled in Kenya and has branches in various counties.

(b) Principal Activities

The principal activity of the NEA is to provide for a comprehensive institutional framework for employment management; enhancement of employment promotion interventions; and increasing access to employment by the youth, minorities and marginalized groups for connected purposes.

(c) Key Management

The Authority's day-to-day management is vested in the following:

- i. Eight (8) Board of Directors
- ii. The Ag. Director General
- iii. Four (4) Departmental Directors
- iv. Four (4) Section Managers

(d) Fiduciary Management

The key management personnel who held office during the financial year ended 30th June 2021 and who had direct fiduciary responsibility were:

Designation	Name
1. The Ag. Director General	Ms. Edith Okoki
2. Director Corporate Services	Mr. Caleb Okelo
3. Director Strategy and Quality Management	Mr. Festus Mutuse
4. Director Labour Migration	Mr. Joseph Njue
5. Head of Finance	Mr. Michael Mutua
6. Head of Procurement	Mr. James Mwangi

v.

(e) Fiduciary Oversight Arrangements

The Authority has three committees in line with The Code of Governance for State Corporations (Mwongozo) guidelines namely;

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- i. Finance, Human Resource and Governance
- ii. Employment, Promotion Services and Strategy
- iii. Audit Risk and Compliance

The Board committees consider management reports ahead of the Full Board meeting. This allows for in-depth consideration of issues to enable decision-making. After scrutiny, the specific committee presents its report and recommendations to the Full Board for consideration.

(f) Entity Headquarters

P.O. Box 25780-00100
Kasarani Seasons
Nairobi, Kenya

(g) Entity Contacts

Telephone: +207855746/7
E-mail: dg.nea@nea.go.ke OR info@nea.go.ke
Website: www.nea.go.ke

(h) Entity Bankers

Kenya Commercial Bank
Milimani Branch
P.O BOX 69695-00400
Nairobi, Kenya

(i) Independent Auditors

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

(j) Principal Legal Adviser

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

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II. THE BOARD OF DIRECTORS

Prof. Grace Cheserek

Chairperson of Board, National Employment Authority



Prof. Cheserek has vast experience in Strategic Leadership and Management having worked for over 15 years as a Head of Department in the university and with university teaching experience of 17 years

She also has experience in National Government Assignments and Policy development.

Currently she is an Associate Professor in Environmental Human Ecology at the University of Eldoret.

She is also the **Lead Environmental Consultant**– Social Impacts & Social Safeguards in projects and programmes; environmental policy development and capacity building

Prof. Cheserek holds a Doctor of Philosophy in Environmental Human Ecology from Moi University, a Master of Philosophy in Environmental Studies from Moi University, and a Bachelor of Arts (Social Work), University of Nairobi.

She has professional training in, Strategic Leadership and Management, Quality Management Performance Contracting, Leadership Training, Research and Strategic Management in Higher Education Institutions and *Project Planning and Management*.

Membership to Professional Bodies

- o Kenya Institute of Environmental Experts (KIE)
- o Kenya Institute of Management, (Associate member)
- o Kenya DAAD Scholars Association (KDSA)
- o National Environmental Management Authority (NEMA)



Mrs. Jacqueline Mugo – Federation of Kenya Employers

Executive Director of the Federation of Kenya Employers. She is a lawyer by profession and has wide experience in Legal practice, human resource management and leadership. She holds a Bachelor of Laws (LLB, Hons), from the University of Nairobi, Advocate of the High Court of Kenya, and a Higher Diploma in Human Resource Management from the Institute of Personnel Management.

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Other national duties include: A Commissioner at the Salaries and Remuneration Commission, a Trustee of the National Social Security Fund (NSSF) Board of Trustees, a member of the Board of the Higher Education Loans Board (HELB). At the international level she is a titular member of the Governing Body of the International Labour Organization (ILO), member of the Management Board of the International Organization of Employers (IOE).

Mrs. Mugo was the Chairperson of the East African Employers' Organization (EAEO) and is also currently serving as the Secretary General of Business Africa – the voice of Employers on the African Continent and represents employers on various forums in the continent including the African Union and the ACP-EU Follow-up Committee on Economic Partnership Agreements and the Joint EU-Africa Parliamentary Assembly (JPA).

Joan Adisi Machayo (Mrs.) – Public Service Commission



Joan is the Alternate Director, representing the Secretary/Chief Executive Officer, Public Service Commission. She has Over 25 years' experience in the public service in human resource management and administration. Highly detailed, motivated, process driven and proactive person who embraces the opportunity to help grow an institution where innovation, creativity and inspiration meet.

Director Machayo started her career in 1990 as an Executive Officer, Ministry of Health. In 1999, she was Personnel and Administration Officer where she has rose through the ranks to the Director Human Resource Management and Development in 2017.

At the PSC, she specializes in Overall Human Resource Management and development function, including the human resource strategy for the public service, Policy formulation, review, monitoring and evaluation. Developing Human Resource in the public service, including ensuring prudent management of training resources, Technical support and capacity building for the public service and state agencies. Review of performance management and service improvement strategies for the public service, Development and review of the discipline and grievance management policies for the public service and Management of labor relations.

Director Joan Machayo holds a Bachelor of Arts degree from the University of Nairobi (1989) and Master of Business Administration (Human Resource Management (2006). She is currently pursuing a PhD in Business Administration (Strategic Management) since 2012. She is a full member of the Institute of Human Resource Management, Institute of Certified Public Secretaries of Kenya (ICPSK) and a member of African Association of Public Administration.

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Vincent C. Kigen (Mr.)- National Youth Council



Bachelor of Arts in Leadership and Management 2019 – Ongoing.
Bachelor of Arts Public Administration, Political Science & Sociology, 2012.
Advanced Diploma in Business Management, 2008.
Diploma in Business Management, 2007.

Nafula Wafula (Ms.) – National Youth Council



Ms. Nafula is an advocate for gender equality and human rights and is passionate about Pan-Africanism, youth empowerment and social justice. She is currently the Vice Chairperson for Policy and Advocacy at the Commonwealth Youth Council. She is also the Programs Director at Brydges Centre, an organization that provides child rescue and protection services, education and economic empowerment to at-risk youth and out-of-school girls. Nafula currently leads the centre's skills development program which has successfully trained 227 young people in vocational skills, tech, entrepreneurship, and employability skills. She is a consultant with a focus on gender mainstreaming, gender-based violence prevention and intervention, advocacy and effective campaigning and meaningful youth engagement. She currently serves on the board of International Youth Foundation (IYF) and is a board member of Siasa Place, a youth serving organization focused on meaningful youth engagement and participation in political leadership, as well as the Global Network of Women's Shelters. She serves on the Board of the National Employment Authority, which provides for a comprehensive institutional framework for: employment management; enhancement of employment promotion interventions; and increasing access to employment by the youth, minorities and marginalized groups and for connected purposes.

Nafula was selected for the prestigious 2019 Future Leaders Connect program and is a Laureate Global Fellow (2015), an East Africa Acumen Fellow (2015), a Spark Kenya Change maker (2015), and an Associate Fellow of the Royal Commonwealth Society. She is also a founding member of the Commonwealth Youth, Gender and Equality Network (CYGEN) on which she previously served as an executive member addressing early and child marriage, and a member of the committee addressing issues affecting youth transitioning from education to employment.

She holds a Law Degree from Jomo Kenyatta University of Agriculture and Technology.

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Maren Omondi (Mrs.) – Kenya Association of Technical Training Institution



Bachelor of Education (University of Eastern Africa – Baraton), 1987.

Master of Education - Guidance and Counselling (Egerton University), 2006.

Diploma in Business Management (Kenya Institute of Management), 2013

PhD in Educational Psychology – ongoing (Jaramogi Oginga Odinga University of Science and Technology)

Maren Omondi has a wide experience in financial and human resource management having been a Principal of TVET institutions from 2009 to date:

- 1992 to 2009: Trainer, Ramogi Institute of Advanced Technology
- 2009 to 2012: Principal, Moi Institute of Technology
- 2012 to 2015: Principal, Baringo Technical College
- 2015 to 2019: Principal, Shamberere Technical Training Institute
- 2019 to date: Principal, Ramogi Institute of Advanced Technology.

She completed Senior Leadership Development Program (Kenya School of Government) and has held key leadership positions in Kenya Association of Technical Training Institutions (KATTI).

- 2016-2018: Secretary, KATTI Western Region.
- 2018-2019: Chairperson, KATTI Western Region
- 2019- Date: Secretary General KATTI.

Maren has participated in several workshops and seminars in auditing, financial management, procurement, governance, and management of institutions among others, and in international workshops on TVET issues.

She is a Member of Kenya Guidance, Counselling and Psychological Association.

Amb. Michael Oyugi – Ministry of Foreign Affairs



Amb. Michael Adipo Okoth Oyugi is currently the Director for Diaspora & Consular Affairs at the Ministry of Foreign Affairs, Nairobi, Kenya. Prior to this appointment, he served as Kenya's Ambassador to Austria, Hungary, Slovakia, and Permanent Representative to the United Nations & International Organizations based in Vienna. During this time, he chaired or co-chaired various Committees or Working Groups of the UN Organizations based in Vienna. He was also a member of The

Multilateral Committee of Ambassadors of The International Peace Institute, Vienna Chapter. Ambassador Oyugi has led numerous Kenya delegations to various UN conferences and has

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also served in various other capacities in the Kenyan Foreign Service.

Ambassador Oyugi is a career diplomat of longstanding in the Ministry of Foreign Affairs of Kenya specializing in multilateral diplomacy. He has been on posting in Kenyan Embassies/Missions in France, Switzerland, Ethiopia, and Austria. He holds a B.A. degree in International Relations and French language from the University of Nairobi, and post – graduate diploma of specialization in international relations and in multilateral diplomacy from the Geneva Institute of Graduate Studies. He also studied diplomacy and international relations at the Rio Branco Institute in Brasilia, Brazil.

Mrs. Joyce Mwale –Ministry of Labour and Social Protection



Ms. Joyce Mwale holds an Executive Master of Administration from the Eastern and Southern Africa Management Institute (ESAMI) and a Bachelor of Arts degree from Kenyatta university. She is a member of the African Association of Public Administration (AAPAM).

She joined the National Employment Authority as a Board Director in October 2020 as a representative of the Principal Secretary, State Department for Labour. She is currently the Director of Administration in the state Department. Prior to the appointment, Ms. Mwale served in the National Industrial Training Authority's Board.

Joyce has 24 years of working experience in Government in the field of Administration and leadership where she has risen through the ranks from a District Officer to the current position of Director of Administration. She has vast training in management, leadership, and human resource fields.

She has also worked in the Office of the president, Ministry of education and the Ministry of Defense.

Ainea Martin Omuse - National Treasury



Omuse, is a Certified Public Accountant (CPAK). He holds a master's degree in Business Administration (MBA) and a bachelor's degree in Business Management (BBM) from Masinde Muliro University.

Other courses attended include Senior Management course - KSG Mombasa, Strategic Leadership Development Programme - KSG Baringo, and Certified Fraud Examiner Course. He is a member of professional bodies including Institute of Certified Public Accountant Kenya (ICPAK), Institute of Internal Auditors (IIA) and Kenya Institute of

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Management (KIM).




Director Omuse started his career in 2005 as Internal Auditor National Treasury. He worked in various National Government sub county treasury including Kakamega, Keiyo, Pokot Central and Kwanza in Trans Nzoia County. He changed from being an Auditor to an Accountant in 2017 and currently he is a Deputy Accountant General - National Treasury Nairobi.

Omuse joined the National Employment Authority Board of Directors in July 2020 as the alternate Director representing Principal Secretary -National Treasury.

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III. KEY MANAGEMENT

This comprises the Ag. Director General and top management that is responsible for the day-to-day running of the Authority and implementation of key policies passed by the Board.

	<p>1. Edith Okoki Ag. Director General Edith Okoki is the Ag. Director General, National Employment Authority. She has vast experience in Employment promotion and strategies, Research and data Management, Labour Migration Management and Human Resource Management. In addition to this practical experience, she holds a Master's degree in Business Administration, Bachelor of Law degree and a Bachelor of Arts degree in Public Administration.</p>
	<p>2. Festus Mutuse Ag. Strategy and Quality Assurance Master of Business Administration, BA in Business and Economics Mr. Mutuse joined the National Employment Authority in April 2018 He is the Acting Director Strategy and Quality Assurance. He has vast experience in planning, employment promotion and strategies, Research and data Management, Labour Migration Management and Human Resource Management. He is a full member of the Institute of Human Resource Management</p>
	<p>3. Mr. Michael Mutua Ag. Head of Finance Bachelor of Arts (Economic & Business Studies MBA Finance (On-going at KU)</p>
<p>4. CPA Ernest Lukayu Head of Accounting Unit Ministry of Labour and Social Protection</p>	

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IV. CHAIRPERSON'S STATEMENT

The Board, through its three Board Committees, continued to exercise its oversight role and providing strategic direction to the Authority in line with the NEA Act 2016, State Corporations Act, and Mwongozo guidelines. During the financial year 2020/2021, the Authority accomplished various milestones in line with the financial resources that were availed. During the period, the Authority's Strategic Plan 2018-2022 was reviewed. The Plan provides a blueprint and the basis of our core activities and mandate from where the Authority's performance will be measured and upraised. The plan is aligned to the Kenyan Vision 2030; Medium Term Plan and the NEA Act, 2016. The following operationalization manuals were also developed. These were; the Human Resource Policy and Procedures Manual, Organizational Structure, Proposed Staffing Levels and Career Progression Guidelines. Further, the National Internship Policy and Guidelines were finalized and are awaiting Cabinet approval to pave way for the rolling out of the National Internship Programme. Implementation of the Programme will help to enhance employability of the young graduates leaving universities and tertiary institutions thus assisting to reduce unemployment among young Kenyan graduates.

The Board remains focused on its mandate regarding addressing the country's employment challenge. To this end implementation of the National Employment Policy and Strategy for Kenya are on course for purposes of exploring job opportunities for Kenyans, particularly the youth, minorities and marginalized. The overall goal is to promote full employment and access to employment opportunities for all. The Authority seeks partnership and collaboration with stakeholders for purposes of tackling unemployment in the country. In this regard, the Authority liaises closely with the mother Ministry and other organizations/institutions at local and international levels for the realization of this noble cause.

The greatest challenge to the Authority is lack of adequate staff. Majority of the seconded staff are nearing retirement age. This has continued to hamper effective service delivery and fulfilment of the Authority's mandate. Our success as an Authority is pegged on how we handle these challenges in the next few years to come.

I take this opportunity to acknowledge the commitment and contribution of my fellow Board members during the year under review and thank our Ag. Director General Mrs. Edith Okoki and her team for their continued excellent work. I also extend my appreciation to the Cabinet Secretary for the Ministry of Labour and Social Protection, Hon Simon Chelungui and the Principal Secretary, State Department for Labour, Mr. Peter Tum, for their continued leadership and guidance.



Prof. Grace Cheserek
CHAIRPERSON

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V. DIRECTOR GENERAL'S STATEMENT

The Authority's mandate and core activities are anchored in the National Employment Authority Act 2016 and guided by the State Corporations Act, and Mwongozo guidelines. The Authority's functions include creation of interventions to increase access to employment opportunities to Kenyans, particularly the youth, minorities and marginalized. Further, the Authority advises the government on the development and implementation of policies and programmes for employment promotion locally and abroad.

Achievements

Under the able strategic leadership and guidance of our Board, the management and staff of the Authority managed to accomplish various targets that were set in the financial year 2020/2021. The Strategic Plan 2018-2022 was finalized. The Strategic Plan was reviewed to align it to the NEA Operationalization Instruments. It will guide implementation of the Authority's strategic programmes and activities for the next five years in line with Kenya's Vision 2030 and Medium-Term Plan.

A total of 66,336 job seekers were placed in employment locally and abroad. 70% are in non-skilled or semi-skilled (domestic workers, cleaners, security & protective and in construction industry) while about 30% are engaged in skilled and professional cadre (Hospitality, Aviation, Engineering and Technicians, Sales and marketing, High level, and middle management)

The period under contemplation also saw the operationalization of the Curriculum on Homecare Management that was launched in 2018. In developing the Curriculum, NEA took cognize of fact that despite the increase in demand for Homecare workers, both locally and abroad, there has not been any national training curriculum to guide training providers in this sector. The curriculum aims at creating a qualified, productive, healthy workforce with practical knowledge and skills in homecare management. It promotes knowledge, skills, values, and attitude that will enable them to manage or perform operations of homecare services in private households, children's homes, hospitals, hostels, and boarding institutions both locally and abroad.

Lack of pre-departure training for Kenyan migrant workers results in some of them experiencing culture shock in the country of destination; this affects their productivity and often leads to absconding of duty and subsequent premature termination of employment contracts. The challenges associated with lack of pre-departure training and orientation mainly affect the unskilled and semi-skilled workers. The Pre departure and Life skills Course Units of the Curriculum therefore aims at acquainting migrant workers to envisaged challenges in the new environment in the host country. Twenty-Four (24) training Institutions were accredited to undertake

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training on the curriculum on Home Care Management course. Over 67,521 migrant workers were trained in readiness to take up foreign jobs.

The Authority vetted and registered 302 Private Recruitment Agencies involved in registration and placement of job seekers locally and abroad through the Inter-ministerial vetting committee. Most of the registered recruitment agencies were those exporting labour to foreign countries majority being in the GCC. The Regulations for Private Employment Agencies were also reviewed and submitted to AGs office.

The NEA offices were equipped with internet connectivity and installation of orange land line. Five (5) Regional Offices (Nyeri, Nakuru, Embu, Nairobi and Kakamega) and 7 County offices (Isiolo, Meru, Machakos, Kisii, Homa Bay, Kericho and Embakasi) were networked. The Authority developed a web-based services (NEAIMS) for registration of jobseekers, interns, employers, and private employment agencies. A mobile application to facilitate jobseekers was also developed. Through this, the jobseekers are able to register and secure vacancies online on their mobile phones while employers are also able to post job vacancies using the system.

The Authority finalized the National Internship Policy and Guidelines that will assist in the placement of graduates from universities and other tertiary institutions into internship positions. Internship is aimed at exposing the graduates into the world of work and to enhance their employability skills and personal career development. A portal under the web-based services (NEAIMS) was developed for registration of jobseekers, interns, Employers and Private Recruitment Agencies was developed to facilitate jobseeker's registration and placement.

Challenges

The staff shortage remained acute, in some instances, several county employment offices are being manned by one staff. At the same time, several staff are due to retire or are retiring in the next one year. The Board is closely pursuing the issue of recruitment with the relevant authorities.

Collaborations

The Authority continues to collaborate with the mother Ministry, National Industrial Training Authority, the PSC, the Youth Fund, and other Government agencies to streamline employment, internship and labour migration management in the Country. Internationally and regionally, the Authority collaborates with ILO, IOM, WAPES, AAPES, EAC Secretariat, and Northern Corridor Integration Projects in the development, implementation and monitoring of conventions, Laws and Policies related to employment issues. The Authority intends to reach out to other institutions and stakeholders in its quest for continuous development and modernization of the labour market information.

Appreciation

I am grateful to the leadership of the Ministry of Labour and Social Protection and all stakeholders for the support given to the Authority in the financial year 2020/2021.

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Appreciation

I am grateful to the leadership of the Ministry of Labour and Social Protection and all stakeholders for the support given to the Authority in the financial year 2020/2021. My profound thanks also go to the Chair of the Board and Board Members for the support and guidance provided during the year; and to the staff at the Authority for their collective effort made in ensuring that the Authority fulfilled its mandate. This report is a testimony to the great work put in to ensure compliance with the law and value for money to the citizens of our great country.



Mrs. Edith Okoki

Ag. DIRECTOR GENERAL

VI. STATEMENT OF NEA PERFORMANCE AGAINST PREDETERMINED OBJECTIVES FOR FY 2020/21

Formulation and Implementation of Employment Policies and Strategies

The National Employment Authority is mandated to formulate employment policies and strategies. This is consistent with the conviction that promotion of adequate, productive and sustainable employment opportunities can best be achieved on the basis of an integrated policy agenda that brings together the goals of rights at work, employment, social protection and social dialogue in a coherent, development-oriented and gender-equitable manner.

The National Employment Authority will operationalize the National Employment Policy and Strategy for Kenya which was approved by Parliament in August 2015. The Policy is anchored on the understanding that Kenya has to achieve her national goals and international commitments to realize meaningful progress in socio-economic development. This largely depends on the extent to which the country is able to create and nurture a competitive and adaptive human resource base to meet the requirements of a rapidly industrializing and globalizing economy. In this respect, this policy seeks to promote: productivity, national competitiveness and economic growth; creation of decent employment opportunities; creation of green jobs; building of a pool of skilled, adaptive, self-reliant and enterprising labour force; and pursuit of short, medium and long-term employment creation and poverty reduction strategies. It also aims at improving labour market efficiency, strengthening the labour administration system and social dialogue, and promoting public-private partnership in employment creation.

Provision of Public Employment Services

An effective employment service is important in facilitating job search, job matching and reducing unemployment spells. In Kenya, public employment services are offered by this Authority and accredited private employment agencies. The private employment agencies are mostly concentrated in the main urban centers leaving many parts of the country without such services. This limits the effectiveness of their complementary services in providing labour market information and facilitating matching of job seekers with employers.

The ILO Convention No. 88 on Employment Services requires each Member State to maintain and ensure a free Public Employment Service. The Convention also requires that a Public Employment Service consists of a national system of employment offices under the direction of a national authority and a network of local and, where appropriate, regional offices, sufficient in number to serve each geographical area of the country and conveniently located for employers and workers. The National Employment Authority (NEA) is mandated to undertake public employment services in Kenya. It has a network of 25 Employment Officers in 27 counties across the country.

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Appreciation

I am grateful to the leadership of the Ministry of Labour and Social Protection and all stakeholders for the support given to the Authority in the financial year 2020/2021. My profound thanks also go to the Chair of the Board and Board Members for the support and guidance provided during the year; and to the staff at the Authority for their collective effort made in ensuring that the Authority fulfilled its mandate. This report is a testimony to the great work put in to ensure compliance with the law and value for money to the citizens of our great country.



Mrs. Edith Okoki

Ag. DIRECTOR GENERAL

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The functions of the Employment Offices include: promotion and monitoring employment creation programmes in the regions; collection and provision of Labour Market Information; registration and placement of job seekers; provision of vocational information, guidance and employment counseling; and registration of private employment agencies. In order to enhance public employment services, the Authority intends to re-engineer and transform the existing Employment Offices into Employment Centres. New Employment Centres will also be established with the goal of having one in every county. The Centres will be one-stop shops for employment services which will be expanded to cover pre-departure training for migrant Kenyan workers, empowerment of jobseekers especially the youth, and development and implementation of special employment programmes for vulnerable groups

Administration of Foreign Employment

More Kenyans continue to seek for employment opportunities abroad due to high levels of unemployment in the country hence the need to regulate foreign employment. However, a number of Kenyan migrant workers face numerous challenges in their countries of destination. This creates the need for proper administration of foreign employment mainly to promote employment of Kenyans abroad and ensure fair terms and conditions of employment for them. The role of the Authority in foreign employment administration involves: licensing and accreditation of private employment agencies; regulation of the activities of private employment agencies; collection, analysis and dissemination of labour market information; and building the capacities of private employment agencies

The government intends to harmonize and place all the foreign employment functions and activities under the National Employment Authority in order to streamline foreign employment administration. In addition, the Government intends to post employment attachés to strategic missions abroad in countries which are popular with migrant Kenyan workers. The attachés will be expected to play an active role in sourcing for jobs outside the country, facilitating linkages between Kenya and the destination countries in the management of labour migration and resolving disputes that may arise in the course of employment.

The National Employment Authority, in collaboration with the National Industrial Training Authority (NITA), International Organization for Migration (IOM) and the Youth Enterprise Development Fund (YEDF), will design foreign employment orientation and re-entry programmes to prepare and sensitize Kenyans on the nature of jobs abroad, their terms and conditions, the rights, obligations and remedies of the workers in case of violations, and pre-departure preparations for the job seekers. The Authority will also administer regulations on accreditation of private employment agencies in order to ensure orderly migration of Kenyan labour and protect our citizens from exploitation. The Authority will further pursue the strategies in the Diaspora Policy in order to mainstream Kenyan Diaspora in the country's development agenda.

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VII. CORPORATE GOVERNANCE STATEMENT

Introduction

The Board of the National Employment Authority regards corporate governance as pivotal to the attainment of the Board's core mandates and ensuring that the Authority is managed to facilitate employment and internship to the youth, marginalized groups, and minority effectively.

Board Composition and Appointment

The National Employment Authority comprises of a chairperson and nine (9) non-executives board members, one (1) represent the private sector institutions and eight (8) members represents the public sector. Each member is eligible to serve for a maximum of two terms of three (3) years each. The Chairperson of the Board is appointed by the Cabinet Secretary responsible for labour.

Board Roles and Responsibilities

The Board members are independent of management, they appoint the Director General and establish a framework for the delegation of authority and ensure succession planning for the Director General and senior management is in place. Their role is to advise, constructively challenge and monitor the success of the management in delivering the agreed performance targets set out by the Board.

The roles and responsibilities of the Chairperson of the Board, the board members and Director General remain distinct and separate which ensures a balance of power of authority and provides for checks and balances such that no one individual has unfettered powers of decision making. Their roles have been documented and are expected to be independent and free from conflict upon appointment.

The Chairperson provides overall leadership to the Board without limiting the principles of collective responsibility for Board's decisions. The Chairperson builds an effective board and sets the board agenda in consultation with the Secretary/Director General and ensures effective communication to stakeholders.

The Director General is responsible to the Board and takes the overall responsibility for the management of the National Employment Authority for effective and efficient day-to-day running of its affairs. The Director General recommends the strategy to the Board, implements it, and makes operational decisions. Noting that the position also doubles as the secretary to the Board, the Director General ensures appropriate and timely information flows within the Board, its committees and management.

Other roles include:

- (a) Determine the organization's mission, vision, purpose and core values.
- (b) Set and oversee the overall strategy and approve significant policies of the organization.
- (c) Ensure the strategy is aligned with the purpose of the organization and the legitimate interests and expectations of its shareholders and other stakeholders.

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- (d) Ensure that the strategy of the organization is aligned to the long-term goals of the organization on sustainability so as not to compromise the ability of future generations to meet their own needs.
- (e) Ensure availability of adequate resources for the achievement of the organization's objectives.

Board Meetings Attendance

The National Employment Authority Act provides that the Board shall meet at least four times in every financial year and not more than four months shall elapse between the date of one meeting and the date of the next meeting. The chairperson may, and upon requisition in writing by at least five members, convene a special meeting of the Board at any time for the transaction of the business of the Board.

The table below details board membership and attendance at scheduled board meetings during the year: -

Board Membership and Attendance of Meetings.

Board Member	Classification	Sector	Organization	Attendance
Prof. Grace Cheserek	Chairperson	Public	University of Eldoret	4/4
Mrs. Joyce Mwale	Member	Public	Ministry of, Labour and Social Protection, State Department for Labour.	6/8
Marren Omondi	Member	Public	Kenya Association of Technical Training Institutions	7/8
Mr. Vincent C. Kigen	Member	Private	National Youth Council	8/8
Mr. Michael Oyugi	Member	Public	Ministry of Foreign affairs and International Trade	8/8
Ms Nafula Wafula	Member	Private	National Youth Council	8/8
Mrs. Jacqueline Mugo	Member	Private	Federation of Kenya Employers	8/8
Mrs. Joan Machayo	Member	Public	Public Service Commission	7/8
Mr. Martin Omuse	Member	Public	National Treasury	8/8
Mrs. Edith Okoki	Ag. Director General	Public	National Employment Authority	8/8

Board Committees and Responsibilities

The Board delegates certain functions to well-structured committees but without abdicating its own responsibilities. The Board has developed a committee structure that assists in the execution of its duties, powers and authorities. Terms of Reference guide each Committee, which outlines its responsibilities as mandated by the Board. The Committees are appropriately constituted drawing membership from

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amongst the board members with appropriate skills and experience. The Board may co-opt into the membership of the committees established any person whose knowledge and expertise may be required.

The committees are expected to operate transparently, ensure full disclosure to the Board and conduct themselves within the rules and procedures set out by the board. Matters deliberated by the Committees are presented to the board by the respective chairperson during the next board meeting. The Board Committees and their Tor's are as below:

1. Finance, Human Resource and Governance committee

The Finance, Human Resource and Governance committee assists the board in fulfilling its oversight responsibilities for funds collection, sourcing of funds, allocation and disbursements, review of budgets and implementation of reports.

The responsibilities of the committee are as follows: -

- 1) To approve and maintain budgetary systems of the Authority.
- 2) Monitor the financial reporting process to ensure compliance with all regulatory returns and reports as required to be filed.
- 3) Review, approve or recommend to the Board as appropriate all matters pertaining to investments.
- 4) Review the annual procurement plan.
- 5) To receive a quarterly report on the actual expenditure compared to budget
- 6) To approve recommendations on Terms of Conditions of Employment in the Authority, recruitment functions and staff appraisals.
- 7) To ensure that effective management succession planning and management development plans are in place.
- 8) To approve programmes and policies involving the overall compensation of employees and Authority's collective bargaining agreement.
- 9) To review and monitor corporate performance against approved targets.
- 10) Review the Authority's corporate governance policies and practices.
- 11) Implement a system for the regular assessment of the Board and its committees with respect to their respective mandates and charters and carry out an annual assessment of individual directors.
- 12) Establish and oversee internal procedures and monitoring systems to promote compliance with applicable laws, regulations, and standards.
- 13) Ensure a Comprehensive and independent Legal Audit is carried out at least once every two years.

Committee Membership

Name	
Mr. Vincent Cheruiyot Kigen	Chairman
Mrs. Joan Machayo	Member
Mrs. Marren Omondi	Member
Mr. Ainea Omuse	Member

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Mrs. Joyce Mwale	Member
Mrs. Jacqueline Mugo	Member
Mrs. Edith Okoki	Ag. Director General

Board Members Induction and Training

During the year, the new board members were inducted on 'Mwongozo' at a workshop held in Mombasa. Board members were also trained in corporate governance.

2. Employment Promotion Services and Strategy committee

The responsibilities of the committee are as follows: -

1. To ensure the implementation of national policies on employment.
2. To approve strategies on formulation of Employment policies and strategies national and county governments
3. Develop regulations to facilitate effective labour migration management.
4. Monitor Employment and placement of job seekers in formal and informal or any other form of employment locally and internationally.
5. Advice on Employment policy reviews.

Committee Membership

Name	Position
Mrs. Jacqueline Mugo	Chairman
Mr. Michael Oyugi	Member
Mrs Joan Machayo	Member
Ms Nafula Wafula	Member
Mrs. Marren Omondi	Member
Mr. Vincent C. Kigen	Member
Mrs. Joyce Mwale	Member
Mrs. Edith Okoki	Ag. Director General

3. Audit & Risk Management committee

The Audit & Risk Management committee reviews the annual financial statements of the Authority, focusing particularly on; Compliance with Government Financial Regulations, International Accounting Standards, other legal requirements and best practice.

The responsibilities of the committee are as follows: -

1. Discuss and review the management letter and any other communications between the external auditor(s) and management.
2. Consider the major findings of internal investigations and management's response.
3. To approve and monitor compliance with significant policies and procedures which have a material impact on the operations of the Authority.

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4. Review of the adequacy, scope, functions and resources of the internal audit function, and ensure that it has the necessary authority to carry out its work.
5. Review the compliance and effectiveness of the Authority's accounting and internal control systems.
6. Review and make recommendations on management programs established to monitor compliance issues.
7. Ensure the careful and responsible management of resources entrusted upon the Authority.
8. Promote and enhance corporate accountability- ensuring effectiveness, efficiency, accountability, transparency and integrity of people, structures and processes among others.
9. Establish a NEA risk management policy.
10. To understand and monitor the principal risks of the environment under which the Authority operates and to oversee appropriate risk management.
11. Review guidelines, policies from Management with respect to risk assessment, risk management and major financial risk exposures.
12. Review the implementation of the Risk management framework on a quarterly basis.
13. Appoint and evaluate a committee responsible for risk management in the Authority

Committee Membership

Name	Position
Maren Omondi	Chairman
Ms Nafula Wafula	Member
Mr. Michael Oyugi	Member
Mr. Ainea Martin Omuse	Member

Conflict of Interest, Code of Conduct and Ethics

During the year, board members and employees demonstrated their commitment to the public service through professionalism, integrity, moral and ethical requirements with no conflict of interest. They also showed political neutrality through compliance with relevant laws.

Appointment and Removal of Directors

The NEA Act provides for the Cabinet Secretary responsible for Labour to appoint the Chairperson.

The Board of Directors are nominated by the organizations of representation from both the public and private sector, appointed, and gazetted by the Cabinet Secretary. The appointed Directors serve for a term of three (3) years and are eligible for re-appointment for one further and final term of three years.

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VIII. MANAGEMENT DISCUSSION AND ANALYSIS

The National Employment Authority management team oversees development and implementation of annual budget approved by the National Employment Authority Board. NEA management therefore monitors the implementation of approved budget in line with the PFM Act 2012, Public Procurement and Assets Disposal Act 2015, Corporate Work Plan and the Performance Contract during the Financial Year. The Management gives advice to the Board of Directors on issues related to budget implementation and prepares quarterly, semi-annual, and annual reports to The National Treasury. This promotes accountability and transparency in the use of public financial resources.

The approved budget for 2020/21 FY for the National Employment Authority was KShs.275 million comprising of a government grant of KShs.245 million and Internally Generated Revenue (AIA) of KShs.30 million. The Authority on the other hand received KShs.245 million from the parent State Department for Labour and therefore the actual receipt is what the Authority could account for.

It is worthy to note that in terms of revenue generated through fees charged for registration, the target set, of Kenya shillings, 30 million in AIA was exceeded. The Authority collected a total of KShs. 149.625 million thus surpassing the target by KShs. 119.625 million. It is expected that the Authority will seek approval to utilise the excess AIA to finance part of its activities in following financial year of 2021/2022.

Other key achievements during the FY 2020/2021 include the following:

Operationalization of the National Employment Authority in terms of putting in place structures to enable recruitment of staff, finding office accommodation, furniture and fittings, computers, and office equipment. The Authority finalized development of operationalization manuals to enable recruitment of its staff. These were HR and Procedure Manual, Career Progression Guidelines, Organization Structure, Staff establishment and staffing levels. During the same period, the Authority revised the NEA Strategic Plan, finalised the Internship Policy and Guidelines, the Home Care Management Curricula (with pre-departure module) and developed draft Occupational Guidance Guidelines for job seekers.

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X. REPORT OF THE DIRECTORS

The Directors submitted their report together with the audited financial statements for the year ending June 30, 2021, which show the state of the Authority's affairs.

Principal activities

The National Employment Authority (NEA) was established in April 2016 by the National Employment Authority Act, 2016. The Authority was created to: provide a framework and facilitation of employment of Kenyans in the private sector; develop a framework to facilitate increased employment of Kenyans in the national government, county governments, state organs, and national and county government entities; promote foreign employment to absorb excess labour force; maintain a database of all Kenyans seeking employment; facilitate and promote equity and diversity, and eliminate discrimination in employment of Kenyans; give effect to the constitutional values and principles in matters of employment and give effect to provisions to Articles 55(c) and 56(c) of the Constitution; and facilitate and track employment creation. National Employment Policy and Strategy for Kenya provides the policy framework for employment creation in the country. The Act provides for a comprehensive institutional framework for employment management; enhancement of employment promotion interventions; and increasing access to employment by the youth, minorities, and marginalized groups.

Results

Employment Promotion

1. Implementation of the National Employment Policy and Strategy

The National Employment Policy and Strategy for Kenya was passed by the National Assembly in July 2015. The overall objective of the policy is to promote full employment as a priority in national, economic, and social policy and to enable the economically active population to attain and secure sustainable livelihood through productive and freely chosen employment. The policy proposes several strategies aimed at accelerating employment creation within the country and enhance its sustainability.

The Authority developed a plan of action for the National Employment Policy and Strategy for Kenya and a framework that will monitor employment creation. The framework will enable the Authority to monitor the number and quality of jobs being created in all new and ongoing projects in Kenya.

2. Development and implementation of mechanisms for internship placement in the Country

Section 36 of the National Employment Authority Act, 2016 requires the Authority to facilitate placement of graduates at tertiary institutions in positions of internship. The Act also mandates the Authority to monitor all placements to ensure that persons on

internship are not exploited or their rights are not violated by any employer or institutions in which they are undertaking internship.

Kenya lacks an adequate legal framework or guidelines to guide internship in the country. This has led to uncoordinated implementation of internship interventions. In addition, there is no framework for monitoring internship programmes in the country even though internship offers benefits to both the employers and the interns.

To address this challenge, the Authority has developed a draft policy and guidelines on internship that will facilitate placement of trainees in internship, establish, and maintain a database of trainees seeking and on internship.

3. Foreign Employment Administration and Labour Migration Management

Labour migration and foreign employment provides employment opportunities for increased foreign remittances, skills transfer and source of livelihood to thousands of Kenyan migrant workers.

During the financial year under review, the Authority in collaboration with stakeholders established mechanism that will effectively streamline labour migration management in the country and at the same time enhance promotion of foreign employment. The Authority undertook the following measures: negotiation and signing of bilateral labour agreements; registration of employment agencies and development of draft Labour Migration Policy and Bill.

4. Re-engineering Public Employment Services

The National Employment Authority's outreach of public employment services in the country is currently restricted to 28 counties due, mainly, to lack of human resource. There is need to cover the rest of the 19 counties in the country. Towards this end, the Authority undertook a re-engineering of public employment Services countrywide which will include the following activities: establishment of 19 more county employment offices; purchase of equipment for all county employment offices; and recruitment of staff. Enhancing and Modernization of Public Employment Services

The existing public employment offices will be modernized mainly through expansion, adoption of Information and Communications Technology (ICT), establishment of Resource Centres and capacity building for officers. The Authority targets to establish new Public Employment Offices, staffed with qualified officers and equipped to handle activities of a modern employment office. The employment offices will primarily serve the functions of placement of registered jobseekers in employment and collection of Labour Market Information. Special programmes for supporting new graduates to find employment will be developed alongside guidance and counselling services to enable jobseekers develop their occupational awareness and make the right choice of their jobs. The employment offices will also be used in implementing internship programmes for introducing trainees to the world of work.

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For the Year Ended June 30, 2021

Auditors

The Auditor General is responsible for the statutory audit of the Authority in accordance with Article 229 of the Constitution of Kenya and the Public Audit Act to carry out the audit of the Authority for the year/period ended June 30, 2021, in accordance to section 23 of the Public Audit Act, 2015 which empowers the Auditor General to appoint an auditor to audit on his/her behalf.

By Order of the Board.



Mrs. Edith Okoki

Ag. DIRECTOR GENERAL

Date: 9/5/2022

XI. STATEMENT OF DIRECTORS' RESPONSIBILITIES

Section 81 of the Public Finance Management Act, 2012 and (*section 14 of the State Corporations Act*), requires the Directors to prepare financial statements in respect of the Authority, which gives a true and fair view of the state of affairs of the Authority at the end of the financial year and the operating results of the Authority for that year. The Directors are also required to ensure that the Authority keeps proper accounting records, which disclose with reasonable accuracy the financial position of the Authority. The Directors are also responsible for safeguarding the assets of the Authority.

The Directors are responsible for the preparation and presentation of the Authority's financial statements, which give a true and fair view of the state of affairs of the Authority for 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 Authority, (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Directors accept responsibility for the Authority'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 State Corporations Act). The Directors are of the opinion that Authority's financial statements give a true and fair view of the state of Authority's transactions during the financial year ended June 30, 2021, and of the Authority's financial position as at that date. The Directors further confirm completeness of the accounting records maintained by the Authority, which have been relied upon in the preparation of the Authority's financial statements, as well as the adequacy of the systems of internal financial control.

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

NATIONAL EMPLOYMENT AUTHORITY
Reports and Financial Statements
For the Year Ended June 30, 2021

Approval of the financial statements

The Authority's financial statements were approved by the Board on 17th May 2022 and signed on its behalf by:

Signed: J. M. M. M. M. M.

Name: Joyce M. M. M. M.

Director

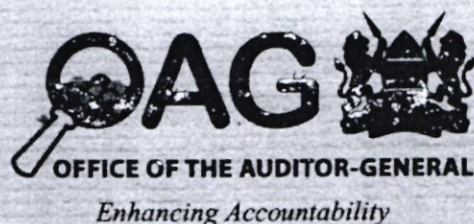
Signed: Jacqueline Mugo

Name: Jacqueline Mugo

Director

REPUBLIC OF KENYA

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



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

REPORT OF THE AUDITOR-GENERAL ON NATIONAL EMPLOYMENT AUTHORITY (NEA) 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 intended purpose.
- C. Report on 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 National Employment Authority (NEA) set out on pages 1 to 21, which comprise 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 amounts 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 effects of the matter 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 National Employment Authority 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 National Employment Authority Act, 2016.

Basis for Qualified Opinion

Catering and Conferencing

As disclosed in Note 11 to the financial statements, the statement of financial performance reflects general expenses balance of Kshs.273,000,468 which is composed of Kshs.96,873,183 relating to catering and conferencing. A review of the composition of the catering and conferencing expense showed that it includes Kshs.15,324,634, being sitting allowance of Kshs.13,770,209 and committee allowance of Kshs.1,554,425 in respect of expenses which relate to board of directors, which, ought to have been reported under directors' remuneration.

Under the circumstances, the remuneration of directors' expense is wrongly classified under catering and conferencing budget line for the year ended 30 June, 2021.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of the National Employment Authority Management in accordance with ISSAI 130 on 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.

Other Matter

Budgetary Control and Performance

The statement of comparison of budget and actual amount shows a budget of Kshs.33,600,000 under assets additions whereas only an amount of Kshs.19,703,586 was actually incurred resulting to an under performance of 41.4%. The Management explained that there were plans to acquire additional computers for their migration to new offices which never occurred due to non-completion of the NEA building.

The underperformance means that the Agency may have not met its intended objectives to improve service delivery to the public.

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, I confirm that, nothing 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

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 matters described in the Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my report, I confirm that, nothing else has come to my attention to cause me to believe that internal controls, risk management and overall governance were not effective.

Basis for Conclusion

1. Failure to Implement Approved Staff Establishment

The Authority's Board responsibilities includes among others to competitively appoint suitably qualified staff as may be necessary for the efficient performance of the functions of the Authority. It was noted that there has been failure to implement the approved staff establishment despite the granting of necessary approvals.

The career guidelines and organizational structure, grading and staff establishment were done and approved in August 2019 while the Salaries and Remuneration Commission did job evaluation, grading and had the salary structure approved in August 2020. The Authority had the requisite budget for staff recruitment in the year under review but continues to engage skeleton staff deployed from the National Government whom they pay top-up allowances and special duty allowances, instead of doing recruitment of their own staff.

In the circumstances, the effectiveness of the internal controls, risk management and overall governance for the Authority could not be confirmed for the year ended 30 June, 2021.

2. Failure to Update the Fixed Assets Register

The statement of financial position reflects a balance of Kshs.45,163,807 relating to net book value of property, plant and equipment as at 30 June, 2021. The fixed assets register provided for audit review was not updated resulting in variance between the cost value of assets recorded as Kshs.134,381,019 and Kshs.162,370,895 relating to fixed assets register and property, plant and equipment schedule respectively.

In addition, the Management has not tagged the assets by providing details of responsible officers who are custodians of specific assets contravening Regulation 143 of the Public Finance Management (National Government) Regulations, 2015 and The National Treasury Guidelines disclosed in Circular No. 5/2020 dated 25 February, 2020, which required all public entities to keep a comprehensive register to protect public assets.

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 overall governance were operating effectively, in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

Responsibilities of Management and the Board of Directors

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 Authority's ability to sustain its services, disclosing, as applicable, matters related to sustainability of services and using the applicable basis of accounting unless Management is aware of the intention to terminate the Authority 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 Directors is responsible for overseeing the Authority's financial reporting process, reviewing the effectiveness of how the entity 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 noncompliance. 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 Authority's policies and procedures may deteriorate.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from

fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by 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 Authority's ability 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 Authority 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 Authority 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 Gathungu, CBS
AUDITOR-GENERAL

Nairobi

18 July, 2022

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STATEMENT OF FINANCIAL POSITION FOR THE YEAR ENDED JUNE 30, 2021

Description	Note	2020-2021	2019-2020
		Kshs.	Ksh
Assets			
Current assets			
Cash and cash equivalents	13a	171,251,134	134,354,14
Accounts receivables and prepayments	14	23,078,641	3,750,000
Total		194,329,775	138,104,144
Non-current assets			
Property, Plant & Equipment	9	45,163,807	60,008,205
Sub-Totals: Non-current assets		45,163,807	60,008,20
Total		239,493,582	198,112,34
Liabilities			
Current liabilities			
Provision for audit fee	15	300,000	200,000
Sub- Totals:		300,000	200,00
Non-current liabilities			
Sub- Totals: Non-current liabilities		-	-
Total		300,000	200,00
Net assets		239,193,582	197,912,34
Financed By:			
Surplus for the year		41,719,231	50,709,87
Surplus Brought Forward		197,474,351	147,202,480
Total		239,193,582	197,912,35

The Financial Statements set out on pages 1to 23 were signed on behalf of the Board of Directors by:

Ag. Director General

Head of Finance

Chairperson of the Board

Name EDITH OKOKI

Name ERNEST LUKAYI

Name Grace Cherere

Sign [Signature]

Sign [Signature]

Sign [Signature]

Date 9/15/2022

Date 9/15/2022

Date 9/15/22

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STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED JUNE 30, 2021

	Surplus	Accumulated surplus
Balance as at 30 JUNE 2017	-	154,869,738
Surplus/(deficit) for the period	44,396,651	44,396,651
Transfers to/from accumulated surplus	-	-
Balance as at 30 JUNE 2018		199,266,389
Surplus/(deficit) for the period	-52,063,909	-52,063,909
Transfers to/from accumulated surplus	-	-
Balance as at 30 JUNE 2019		147,202,480
Surplus/(deficit) for the period	50,709,871	50,709,871
Transfers to/from accumulated surplus	-	-
Balance as at 30 JUNE 2020		197,474,351
Surplus/(deficit) for the period	35,749,641	41,719,231
Transfers to/from accumulated surplus	-	-
Balance as at 30 JUNE 2021		239,193,582

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Reports and Financial Statements
For the Year Ended June 30, 2021

Ag. Director General

Head of Finance

Chairperson of the Board

Name EDITH OROKI

Name FENEST LUKAYU

Name Grace Chesevek

Sign [Signature]

Sign [Signature]

Sign [Signature]

Date 9/15/2022

Date 9/15/2022

Date 9/15/22

NATIONAL EMPLOYMENT AUTHORITY
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STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2021

Description	Note	2020-2021 Kshs	2019-2020 Kshs
Cash flows from operating activities			
Licenses, permits and other incomes	4	150,832,350	104,752,250
Government grants and subsidies	5	225,000,000	222,500,000
Total		375,832,350	327,252,250
Payments			
Compensation of employees	7	11,540,824	1,343,743
Remuneration of Directors	8	22,837,716	15,941,173
Repairs and Maintenance	10	6,746,720	13,749,010
Use of goods and services	6	4,669,179	3,695,279
General expenses	11	275,835,385	205,359,584
Finance cost	12	51,951	47,178
Taxation paid		-	-
Total		321,681,776	240,135,967
Net cash flows from operating activities before working capital changes		54,150,574	87,116,283
Changes in working capital			
Increase or (Decrease) in payables	15	100,000	100,000
Increase or (Decrease) in receivables	14	2,350,000	-1,025,000
Net cash flows from operating activities		56,600,574	86,191,283
Cash flows from investing activities			
Purchase of property, equipment and intangible assets	9	-19,703,586	-14,798,650
Proceeds from sale of property, plant and Equipment			
Net cash flows used in investing activities		-19,703,586	-14,798,650
Cash flows from financing activities			
Net cash flows used in financing activities			
Net increase/(decrease) in cash and cash equivalents		36,896,988	71,392,633
Cash and cash equivalent as at 1 JULY 2020		134,354,144	62,961,511
Cash and cash equivalents at 30 JUNE 2021	13	171,251,132	134,354,144

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For the Year Ended June 30, 2021

Ag. Director General

Head of Finance

Chairperson of the Board

Name. EDITH OKOKI

Name. ERNEST LUKAYU

Name. Grace Cherere

Sign. [Signature]

Sign. [Signature]

Sign. [Signature]

Date. 9/5/2022

Date. 9/5/2022

Date. 9/5/22

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

	A	b	C=(a+b)	d	e=(c-d)	F=d/c
Revenue						
Licenses, permits and other incomes	30,000,000	0	30,000,000	150,832,350	-120,832,350	-403
Government grants and subsidies	245,000,000	0	245,000,000	245,000,000	-	0
Unutilized cash balances B/F	104,000,000	0	104,000,000	134,354,144	-30,354,144	0.3
Total	379,000,000	0	379,000,000	530,186,494	-151,186,494	40.7
Expenses						
Compensation of employees	17,100,000	0	17,100,000	11,540,824	5,559,176	32.5
Goods and services	293,280,000	0	293,280,000	279,786,287	13,493,713	4.6
Remuneration of directors	22,904,000	0	22,904,000	23,555,993	-651,993	-2.8
Repairs and maintenance	12,015,000	0	12,015,000	6,746,720	5,268,280	43.8
Finance cost	101,000	0	101,000	51,951	49,049	48.6
Asset Additions	33,600,000	0	33,600,000	19,703,587	13,896,413	41.4
Total expenditure	379,000,000	0	379,000,000	341,385,362	37,614,638	9.9
Surplus for the period	0	0		188,801,132	-188,801,132	

NOTES TO THE FINANCIAL STATEMENTS

1) GENERAL INFORMATION

The National Employment Authority is established by an Act of Parliament and derives its authority and accountability from The National Employment Act No. 3 of 2016. The Authority is wholly owned by the Government of Kenya and is domiciled in Kenya. Its principal activity is to provide for a comprehensive institutional framework for employment management; enhance employment promotion interventions; enhance access to employment for youth, minorities, and marginalized groups and for connected purposes.

2) STATEMENT OF COMPLIANCE AND BASIS OF PREPARATION

The entity's financial statements have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS). The financial statements are presented in Kenya shillings, which is the functional and reporting currency of the entity. The financial statements are prepared on accrual basis.

3) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a). Revenue recognition

i). Revenue from non-exchange transactions- Fees, taxes, and fines

The entity recognizes revenues from fees, taxes and fines when the event occurs, and the asset recognition criteria are met. To the extent that there is a related condition attached that would give rise to a liability to repay the amount, deferred income is recognized instead of revenue. Other non-exchange revenues are recognized when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the fair value of the asset can be measured reliably.

ii). 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.

iii). 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.

NATIONAL EMPLOYMENT AUTHORITY
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a). 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.

b). Budget information

The National Treasury approved the original budget for FY 2019-2020. The budget was revised and additional appropriation made to the approved budget. 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. 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.

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.

c). Taxes

Current income tax

Current income tax assets and liabilities for the current period are measured at the amount expected to be recovered from or paid to the taxation authorities. The tax rates and tax laws used to compute the amount are those that are enacted or substantively enacted, at the reporting date in the area where the Entity operates and generates taxable income.

Current income tax relating to items recognized directly in net assets is recognized in net assets and not in the statement of financial performance. Management periodically evaluates positions taken in the tax returns with respect to situations in which applicable tax regulations are subject to interpretation and establishes provisions where appropriate

d. Property, plant, and equipment

Depreciation is calculated on a straight-line basis annually regardless of the date of purchase and carrying amount written-off. After the useful life of the assets.

The annual depreciation rates are as follows:-

Furniture, Fixtures and fittings	12.5%
Plant and Equipment	12.5%
Electronic Data processing equipment	33.0%
Motor Vehicles	25.0%
Software	20.0%

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All property, plant and equipment are stated at NBV since they were acquired during the year under review and delivered in the same period. Hence, depreciation was provided for. 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.

e). Cash and Cash Equivalent

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.

f). Related Parties

The Authority 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 Authority, or vice versa. Members of key management are regarded as related parties and comprise the Board of Directors, the chief executive officer, and the senior managers.

The following transactions were carried out with related parties;

Description	2020/2021	2019/2020
	KShs	KShs
(i) Key management compensation		
(ii) Board remuneration		
Allowances paid to board members	23,555,993	15,718,982
(iii) Grant from GOK	245,000,000	222,500,000

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a). Contingent Liabilities

The Authority 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 Authority 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 Authority 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.

b) Significant Judgments and Sources of Estimation Uncertainty

The preparation of the Authority 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, uncertainty 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

State all judgements, estimates and assumptions made e.g.

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 Authority 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 Authority. 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 Authority.

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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.

ii). Financial Risk Management Objectives and Policies

An entity's activity exposes it to a variety of financial risks, including credit risk, liquidity risk and interest rates. The company's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimize potential adverse effects on its financial performance.

The authority regularly reviews its risk management policies and systems to reflect changes in markets and emerging best practices. Risk management is carried out by the management under the supervision of the Board of Directors. The Board provides policies for overall risk management, as well as policies covering specific areas such as liquidity risk, interest rate risk, credit risk, use of non-derivative financial instruments and investing excess liquidity.

a). Credit Risk Management

Credit risk refers to the risk that counterparty will default on its contractual obligations resulting in financial loss to the company.

Credit risk arises from bank balances, trade receivables and amounts due from related parties. The company's 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 ratings in accordance with limits set by the Board. The utilization of credit limits is regularly monitored.

NOTES ON BUDGET PERFORMANCE VARIANCES

The over collection of and under absorption was due to: -

- An amount of Kenya shillings 120,832,350 was over collection of licences and permits due to increased registration of private recruitment agencies.
- The actual government grant received from the State Department for Labour was less by KShs. 20,000,000.
- However, Kshs. 20,000,000 was received on 9th July, 2021.
- The Authority had planned to Recruit during the Financial Year but this was not actualized by the closure of the Financial Year hence causing 32.5% budget under-utilization on compensation of employees.

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- The Authority had planned to acquire computers and IT equipment to facilitate a planned relocation to a new office block. However construction of the new office block had not been completed by the end of the Financial Year hence the 41.4% under- utilization on Acquisition of Assets.

4. Licences & Permits

Description	2020-2021	2019-2020
	Kshs.	Kshs.
Sale of Goods and Services-AIA	149,625,000	104,752,250
ILO Funds	1,207,350	
Total	150,832,350	104,752,250

5. Grants Transfers from Ministry

Name of the Entity sending the grant	2020-2021	2019-2020
	Kshs.	Kshs.
Ministry of Labour& Social Protection	50,000,000	50,000,000
Ministry of Labour& Social Protection	60,000,000	50,000,000
Ministry of Labour& Social Protection	1,250,000	50,000,000
Ministry of Labour& Social Protection	11,250,000	72,500,000
Ministry of Labour& Social Protection	61,250,000	-
Ministry of Labour& Social Protection	41,250,000	-
Sub-Total	225,000,000	222,500,000
Ministry of Labour& Social Protection received on 9th July, 2021	20,000,000	-
Total	245,000,000	222,500,000

6. Use of Goods and Services

Description	2020-2021	2019-2020
	Kshs.	Kshs.
Electricity	572,236	476,074
Water	80,406	51,802
Security	3,945,146	2,882,542
Postage Services	71,391	164,041
Subscriptions to membership bodies	-	120,820

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Total	4,669,179	3,695,279
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7. Employee Costs

Description	2020-2021	2019-2020
	KShs	KShs
Salaries and wages		
Top-up allowance	10,208,634	-
Intern Salary	1,332,190	1,343,743
Total	11,540,824	1,343,743

8. Remuneration of Directors

Description	2020-2021	2019-2020
	Kshs.	KShs
Chairman's Honoraria	960,000	680,000
Directors Sitting Allowance & Perdiem	20,253,716	10,677,813
Insurance for Board	718,277	-
Other allowances	1,624,000	4,583,360
Total	23,555,993	15,941,173

9. Property, Plant and Equipment

Description	Motor vehicles (25%)	Furniture and fittings (12.5%)	Computers (33%)	Office Equipments (12.5%)	Software (20%)	Total
Cost	Kshs.	Kshs.	Kshs.	Kshs.	Kshs.	Kshs.
As At 1 July 2018	45,523,000	5,993,000	20,101,110	3,600,500	-	75,217,610
Additions	30,959,400	9,650,225	17,573,784	-	980,000	59,163,409
Disposals	-	-	-	-	-	0
Transfers/adjustments	-	-	-	-	-	0
As At 30th June 2019	76,482,400	15,643,225	37,674,894	3,600,500	980,000	134,381,019
As At 1st July	76,482,400	15,643,225	37,674,894	3,600,500	980,000	134,381,019

NATIONAL EMPLOYMENT AUTHORITY
Reports and Financial Statements
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2019						
Additions	-	10,239,450	1,960,000	2,599,200	-	14,798,650
Disposals	-	-	-	-	-	0
Transfers/adjustments	-	-	-	-	-	0
As At 30th June 2020	76,482,400	25,882,675	39,634,894	6,199,700	980,000	149,179,669
As At 1st July 2020	76,482,400	25,882,675	39,634,894	6,199,700	980,000	149,179,669
Additions		11,231,250	570,380	5,678,956	2,223,000	19,703,586
Disposals	-	-	-	-	-	0
Transfers/adjustments	-	-	-	-	-	0
As At 30th June 2021	76,482,400	36,548,725	40,205,274	8,154,496	980,000	162,370,895
Depreciation and impairment						
As At 1 July 2018	11,380,750	749,125	6,030,333	450,063	-	18,610,271
Charge for the year	19,120,600	1,955,403	12,432,715	450,063	196,000	34,154,781
As At 30 June 2019	30,501,350	2,704,528	18,463,048	900,126	196,000	52,765,052
As At 1 July 2019	30,501,350	2,704,528	18,463,048	900,126	196,000	52,765,052
Charge for the year	19,120,600	3,235,334	13,079,515	774,963	196,000	36,406,412
As At 30 June 2020	49,621,950	5,939,863	31,542,563	1,675,088	392,000	89,171,464
As At 1 July 2020	49,621,950	5,939,863	31,542,563	1,675,088	392,000	89,171,464
Charge for the year	19,120,600	4,639,241	8,662,711	1,484,832	640,600	34,547,984
As At 30th June 2021	68,742,550	10,508,454	44,810,303	2,694,400	588,000	122,738,678
Net Book Values						
As At 30th June	7,739,850	26,534,821		8,718,736	2,170,400	45,163,807

NATIONAL EMPLOYMENT AUTHORITY
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2021			0			
As At 30th June 2020	26,860,450	19,942,813	8,092,331	4,524,612	588,000	60,008,205
As At 30th June 2019	45,981,050	12,938,697	19,211,846	2,700,375	784,000	81,615,968

10. Repairs and maintenance

Description	2020-2021	2019-2020
	Kshs.	Kshs.
Maintenance of buildings and stations-non-residential	4,543,711	11,629,758
Maintenance of plants, machinery & equipment	9,500	-
Vehicles	2,193,509	2,107,252
Furniture and fittings	-	12,000
Total	6,746,720	13,749,010

11. General Expenses

Description	2020-2021	2019-2020
	Kshs.	Kshs.
Advertising	808,782	3,537,580
Admin fees	-	2,140,000
Audit fees	300,000	200,000
Catering services, Conferences & delegations	96,873,183	72,292,212
Consumables	2,000,000	2,156,000
Subscriptions to Newspapers	360,000	464,800
Fuel and oil	3,760,325	2,145,067
Motor vehicle insurance	1,331,853	2,499,997
Rent & Rates-Non-residential	1,879,200	-
Contracted Professional services	3,967,500	-
Travel & Subsistence Costs	123,199,535	91,456,931
Office & general Supplies	16,298,037	11,026,462
Printing and stationery	8,000,000	9,633,350
Telecommunication	3,408,500	1,988,500

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Training	8,170,352	3,224,636
Other (Sanitary & cleaning materials, Supplies & services)	1,838,300	2,594,050
Ilo Funds Expenditure	804,900	-
Total	273,000,468	205,359,585

12. Finance costs

Description	2020-2021	2019-2020
	Kshs.	Kshs.
Bank Charges	51,951	47,178
Total	51,951	47,178

13. (a) Cash and Cash Equivalents

Description	2020-2021	2019-2020
	Kshs.	Kshs.
Current account	171,251,134	134,354,144
Cash book posting		
Others(Cash in Hand)		
Total	171,251,134	134,354,144

13 (b). Detailed analysis of the cash and cash equivalents

Description		2020-2021	2019-2020
Financial institution	Account number	Kshs.	Kshs.
a) Current account			
Kenya Commercial bank	1205120793	171,251,134	134,354,144
Sub- total		171,251,134	134,354,144
b) Others/specify)		-	-
cash in hand		-	-
Sub- total		-	-
Grand total		171,251,134	134,354,144

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14. Accounts Receivables

Description	2020-2021	2019-2020
	Kshs.	Ksh
Sale of Goods and services	1,400,000	3,750,000
Insurance Prepayment	1,678,641	
Transfers Receivable	20,000,000	0
Total	23,078,641	3,750,000

15. Accounts Payables

Description	2020-2021	2019-2020
	Kshs.	Ksh
Provision for audit fees	300,000	200,000
Total	300,000	200,000

NATIONAL EMPLOYMENT AUTHORITY
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For the Year Ended June 30, 2021

APPENDIX

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)
2019/2020	<p>Other Matter</p> <p>Budget and Budgetary Control</p> <p>Overall, the Authority received exchequer receipts totaling Kshs.390, 213,762 against budgeted receipts of Kshs.302, 356,000 resulting to excess revenue of Kshs.87, 857,762 or 29% of the budgeted amounts.</p> <p>Similarly, the Authority incurred total expenditure of Kshs.254,934,618 against budgeted amount of Kshs.302,356,000 resulting to an under expenditure of Kshs.47,521,382 or 16 %. The under absorption occurred as under;</p>	Concurred with observation	Board	Not Resolved	
		Concurred	Board	Not	

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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)
	<p>Basis for Conclusion</p> <p>1. Weak Internal Control</p> <p>As previously reported, a review of the internal controls at the Authority revealed weakness that included largely dependence on the staff seconded from the parent ministry to discharge its mandate which in effect affect its operations through reliance on a lean staff establishment. This has in effect lead to the operations of the entity being handled by only one personnel in the departments such as procurement and the accounting departments.</p>	with observations		Resolved	
	<p>2. Information Technology Policy and Data Recovery Strategy</p> <p>As previously reported, the internal controls at the Authority revealed weakness that included the absence of approved documented data recovery strategy and that an information technology policy with no indicative measures in place to counter risks.</p>	Concurred with observations	Board	Not Resolved	

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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)
	<p>Consequently, the Authority may be under threat in terms of loss of strategic data and information regarding its operations, exposure to cyber-attacks, poor response to fire outbreaks and unsafe storage of information technology resources.</p> <p>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.</p>				

Ag. Director General

Name W. I. H. O. O. O. O.

Sign [Signature]

Date 9/15/22

Chairperson of the Board

Name Grace Chereveru

Sign [Signature]

Date 9/15/22

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