

31st May 2019

To
General Manager,
Tweed Shire Council and,
Tweed Kenya Mentoring Program Committee

Dear Troy,

RE: March to May 2019 Quarter report, Budget June to Aug 2019.

1. Introduction

This March - May 2019 TKMP PMP report describe activities in the period, and a budget request for June – July 2019 provided herewith.

In the period routine repairs, maintenance works and operator support took place. There were fewer community meetings as community members were occupied in this rainy season either preparing land/cultivating and/or planting. This time again, the rain was late and it seems likely to be another bad season for the subsistence farmers in the area. The prices of fuel and foodstuff shot up again – the fuel price is gone up to KES 116/liter.

The water demand at safe water points was stable. The total water produced/distributed in the period was 633240 liters, and revenue collected was 14,890/-. A good number of people who previously used to fetch water at SW station are now opted for the SIBO water kiosks at Nyadiwa and Obambo markets. There were also the rains in the period that contributed to non-rise in water demand. The SW dams all had good water levels.

The conduct of planned activities during the period was as follows:

2. Technical operation, repairs & maintenance

Status of the Dams: All dams are well recharged, and water quality fair. The road along side Tinga dam remained unrepaired, and no further erosion has been observed.

Operator support, training and supervision: TKMP team/operators held meetings in the period to review SW site operations progress. Re-training were also conducted. The operators continued with regular daily filter agitation, pre-filter maintenances, kiosk area cleanliness/hygiene maintenance, and water production and sales. Monthly filter chlorine soak and wash/disinfection was done at each of the SW under the supervision of TKMP Technical Officer.

Water price –price remained at KES 2.50/- per 20Lt jerry can at all SWPs. School going children (including ones remain in the homes), the sick and elderly are provided free water at all the SW points. Water supply and distribution dropped with the rains.

Water pumps – All the SW pumps were fully serviced/and repaired. involving carburetor wash, plug and oil changes. Tinga pump is now operating well.

Water pump Fuel cost – The SWPs continued to purchase own fuel for their individual operations out of the water revenues. In the month of May the cost of petrol fuel had rose up to KES 116/- per liter from 103/- per liter.

Regular filter, pump and tank maintenance/service: PMP Team and the operators carried out monthly filter cleaning, washing and disinfection using chlorine soak. In the March the clean/wash was out weekly wash due to poor dam water levels/quality. In April and May this was reduced back to monthly as dams had sufficiently recharged again.

Manyasi door lock failure – Manyasi kiosk door lock jammed on 24th May – it took us three days to figure out how to open it without damaging the door or its frames. We have made order for new lock to be sourced from Kisumu or Nairobi.

Summary of Repairs/support carried out: The following is list of repairs and maintenance activities carried out in the period:

Gona Safe water project

- Chlorine soak, clean and wash of the filters
- Pump intake area excavation and re-fencing
- Water pump service- oil & plug change/carburetor wash
- Inspection, cleaning and disinfection of clean water & header tank.
- SW system inspection.
- F/up training operators and committee on SW system maintenance, hygiene and records.
- Procured 1no lid covers for raw water tanks.
- Excavation and re-fencing of intake area.
- Replacement of O-rings.
- Water meter cleaned/serviced.

Tinga Safe Water Project

- Chlorine soak, clean and wash of the filters
- Water pump service fully repaired and serviced - oil & plug change/carburetor wash, and impeller changed.
- SW system inspection cleaning and disinfection of clean water & header tank.
- F/up training operators and committee on SW system maintenance, hygiene and records.
- Procured 2no lid covers for clean and raw water tanks.
- Repair of clean water delivery line.
- Replacement of O-rings.
- Water meter cleaned/serviced.

Ochilo Safe Water Project

- Chlorine soak, clean and wash of the filters
- Water pump service- oil & plug change/carburetor wash
- SW system inspection cleaning and disinfection of clean water & header tank.
- F/up training operators and committee on SW system maintenance.
- Procured 2no raw water tank lid covers.
- Replacement/repair of leaking intake line.
- Replacement of O-rings.
- Water meter cleaned/serviced.

Manyasi Safe Water Project

- Chlorine soak, clean and wash of the filters
- Door lock repair
- Water pump service- oil & plug change/carburetor wash
- SW system inspection cleaning and disinfection of clean water & header tank.
- Pump intake area excavation
- F/up training operators and committee on SW system maintenance,

- Repainted raw water tank stand
- Procured 1no raw water tank lid covers.
- Excavation of intake area
- Replacement of O-rings.
- Water meter cleaned/serviced.

3. Safe water production and sales records:

SWPs water produced and income collected and/or banked 20th Feb to 19th May 2019 is illustrated in Table 2. The total amount collected was KES 14890/- where KES 8095/- banked at various SWP community bank accounts in Siaya. The total expenses were KES 4345/- (mainly fuel and fuel transport costs directly paid from collected water revenue).

There was a rise in fuel price from 103/- per liter last quarter to KES 116/ per liter. There were significantly high deficits between expected revenue and actual revenue collected occasioned by unpaid water debts in community, and free water supplied to school going kids, elderly and sick persons. It is a practice in the community for members to draw water at the SW points on credit. The operators are also allowed a personal use of 4x20lt jerry cans daily.

Table 1 SWPs water production; supply and revenue collected 20th Feb 2019 to 19th May 2019

SWPs	Opening Meter 20th Feb 2019	Closing Meter 19th May 2019	Est. Total Water Produced (litres)	Est. expected Revenue (KES)	Actual Revenue Collected (KES)	Less Expenses (fuel/transport) (KES)	Amt. for banking	60% Maintenance Contribution (KES)	40% Community acct (KES)
Gona	002049.02	002225.04	176020	18335.42	7520	2115	2955	1773	1182
Tinga	001190.63	001298.00	107370	11184.38	5950	1765	4185	2511	1674
Manyasi	0000744.3	000757.1	12800	1333.33	1420	465	955	573	382
Ochilo	000153.02	000490.07	337050	0.00	0	0	0	0	0
Totals			633240	30853.13	14890	4345	8095	4857	3238

Note:

1. Expenses mainly fuel and transport cost incurred to bring fuel.
2. No water is sold at Ochilo primary SWP.
3. The deficits between expected and collected revenue were occasioned by free water supplied to school going children, uncollected payments from water supplied/debts (mainly by some committee members at Gona and Tinga), water used by operator and leakages at water points.

4. Community outreach and engagement

The SW project committees including Ochilo Primary's executive committee met in the period. Gona and Tinga committees met at least 5 times in the period.

5. Networking/liaison with govt/NGOs and county leaders

TKMP Siaya continued with engagements of local community, committees and leaders of the area. Our team participated in local meetings, funerals and local public forums/barazas to promote the work we do.

6. Reporting/communication

The PMP kept in contact/updated the TKMP Advisory committee and key contacts at the Tweed about program, as well as SW community.

7. Way forward – Mar to May 2018 quarter

The following are the items to be addressed in the next quarter:

- Work with TKMP on planning for SWP# 9.
- Emma medical f/up, and reporting.
- Manyasi door lock repair.
- Ensure regular filter, SW system and pump cleaning, service, maintenances and repairs carried out, and follow-up/support of the operators.
- Ensure improved water production and distribution, and ensure SWPs records of water production, revenue collected and banked carried out and reported at community meetings.
- Undertake regular operator meeting, supervision and re-training.
- Continue networking/Liaison with government, leaders and NGO stakeholders.
- Reporting/update TKMP Advisory committee at Tweed.

8. Project income/expenditure statement Dec18 to Feb19

Table 2 statement of PMP fee and SW support fund received, and expenses incurred for the period 28th Feb to 27th May 2019.

Table 2 Expenses March to May 2019

<u>Date</u>	<u>Income Particulars</u>	<u>Amt. (KES)</u>	<u>Date</u>	<u>Expense Particulars</u>	<u>Amt. (KES)</u>
28/02/19	Opening Bal. B/F	6,000.51	27/05/19	PMP Fee	535,362.00
20/03/19	HOOK Funds Transfer PMP Fee	535,362.00		SWP Operator allowances	
20/03/19	HOOK Funds Transfer SWP	123,000.00	27/05/19	Allowance- Ochilo operator	15,000.00
			27/02/19	Allowance- Manyasi operator	21,000.00
			27/02/19	Allowance- Gona operator	21,000.00
			27/02/19	Allowance- Tinga operator	21,000.00
				Sub-total	78,000.00
				Pump maintenance:	
			20/05/19	Water pump service Mar, Apr & May19	13,150.00
				Sub-total	13,150.00
				Filter/tank wash:	
			26/05/19	SWP Mar, Apr & May19 Wash	8,480.00
				Sub-total	8,480.00
				Chlorine	
			20/05/19	10kg citric acid	4,500.00
				Sub-total	4,500.00
				Repairs	
				SWP Training/Meeting	
			15/03/19	TKMP Operator meeting transport/meals- Mar19	2,300.00
			12/04/19	TKMP Operator meeting transport/Meals- Apr19	2,500.00
			24/05/19	TKMP Operator meeting	2,050.00

				transport/meals- May19	
				Sub-total	6,850.00
				Liaison/meeting	
			27/05/19	Meeting/liaison	3,000.00
			27/05/19	Sub-total	3,000.00
				Stationery:	
			27/05/19	Airtime, stationery scanning p/copy& printing	2,730.00
				Sub total	2,730.00
			27/05/19	Total bank charges	4,564.70
				Sub total	4,564.70
	Total received	664,362.51		Total Expense	656,636.70
				Balance	7,725.81
				Bank bal. 19th Nov18	514.49
				Total cash at hand	7,211.32

9. Budget June to Aug 2019

Table 2 budget request for June– Aug19

Table 3 Budget June to August 2019

Item	Unit	Cost	Total
PMP Fee:			
Program Management fee	3	178,454.00	535,362.00
Sub total			535,362.00
SWP Operations:			
Operator allowance	3	26,000	78,000
Filter Maintenance/cleaning	3	2,500	7,500
Pump service maintenance	4	3,000	12,000
General repairs/maintenance	1	5,000	5,000
Operator meeting/ training f/up	3	2,000	6,000
Meetings/liaison/Reporting	3	2,000	6,000
Stationery	1	5,000	5,000
Bank fee	3	2,500	7,500
Sub total			127,000
Less bal.			7725.81
Total SW support			119274.19

The budget request for March to May 2019 is KES 655,362/- (Rounded) made up of:

SW Support @ KES 120,000/ (Rounded)

PMP Fee @KES 655,362/-

Kind Regards,

Olita C. Ogonjo
PMP/TKMP Siaya.