



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NYANDARUA
DEPARTMENT OF FINANCE ECONOMIC PLANNING, ICT AND REVENUE
OFFICE OF THE CHIEF OFFICER -ICT AND REVENUE
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All

Chief Officer – Finance / County Treasury

Director Revenue

Director – Enforcement

Director – ICT

Director – Lands

Director – Trade

No	Audit Finding	Recommendation	Planned Action	Responsible Officer	Timeline	Key Output/Deliverable	Verification	Status
1	Incomplete Revenue Databases	Conduct comprehensive enumeration and update revenue database	Carry out countywide business, stall, and property enumeration and update revenue system	Director Revenue / Lands / Trade	July – Sept 2024	Updated and complete revenue database	System reports, updated registers	Planned
2	Weak Enforcement and Compliance Mechanisms	Strengthen enforcement and improve coordination	Deploy additional enforcement officers and establish joint operations between Revenue and Enforcement Units	Chief Officer Revenue / Director Enforcement	July – Oct 2024	Coordinated enforcement framework and deployment schedule	Deployment lists, enforcement reports	Planned
3	Weak Enforcement Coordination	Establish clear reporting and coordination structure	Develop SOPs outlining roles, reporting lines, and joint operations between Revenue and Enforcement	Revenue / Enforcement	Aug – Oct 2024	Approved SOP document	SOP document, circulars issued	Planned
4	Manual Revenue Collection Processes	Automate revenue collection	Roll out POS devices and digital payment platforms across all revenue streams	Revenue / ICT	July – Nov 2024	Fully automated revenue collection system	System reports, POS deployment records	Planned
5	Weak Reconciliation Controls	Strengthen reconciliation processes	Introduce daily, weekly, and monthly reconciliation procedures across all revenue streams	Treasury / Revenue	July 2024 (Immediate)	Structured reconciliation reports	Signed reconciliation reports	Planned

13	Inadequate Internal Audit Coverage	Enhance audit follow-up	Conduct quarterly audits and follow-up reviews on revenue streams	Internal Audit	Quarterly	Audit and follow-up reports	Internal audit reports	Ongoing
14	Low Public Awareness and Compliance	Enhance public sensitization	Conduct structured public awareness campaigns and stakeholder forums	Revenue / Communication	Continuous	Increased awareness and compliance	Sensitization reports, attendance lists	

Kind Regards

 **CHIEF OFFICER
ICT & REVENUE**
Date..... Sign.....

Charles Nderitu
Chief Officer ICT & Revenue