

SWA FINANCE DEPARTMENT

An Overview

SWA has a total of eleven (11) Strategic Management Units (SMUs). Each SMU has a finance section which is managed by an accountant, under the leadership of the Deputy Finance Officer and two senior accountants.

The SWA Finance Department has created structures and Systems that are able to take care of the needs of the large number of students. The department is ready to continue offering efficient and effective financial support services to its growing number of customer.

The structures are as below:

The SWA Finance Office

This is headed by;



[Cpa Ngari Peter M](#) - Deputy Finance Officer

The Deputy Finance Officer is assisted by two Deputies and eleven SMUs Accountants.



[Ms Mbugua Lucy Gichiru](#) - Secretary DFO's Office

The two deputies are;



[CPA Thirikwa Joseph K](#) - Senior Accountant Expenditure & Budgetary



[CPA Ngatia Margaret N](#) - Senior Accountant, Income & SDC



[Mr Wanjohi Dennis K](#) - Machine Operator (FIMS)



[Ms Ednah Kerubo Oyori](#) - Accounts Assistant



[Mrs Mwaluda Mary](#) - Accounts Clerk



[Ms Mureithi Anita Wairimu](#)

The eleven SMU Accountants are:



[Mr Wechabbe Erastus Wekesa](#) - Accountant Women's Hall SMU



[Mr Oyaro Joshua Otieno](#) - Accountant, LSHR SMU



[Mr Ochieng George O](#) - Accountant, USHR SMU



[Ms Obure Sara N K](#) - Accountant Mamlaka SMU



[Mr Wahome Gerald Kariungu](#) - Accountant, Upper Kabete SMU



[Ms Mokaya Joan Kemunto](#) - Accountant, Parklands SMU



[Gladys Wachaga](#) - Accountant, Chiromo SMU

[Mr Kitiva Jonathan M](#) -Accountant, KMSH SMU



[Ms Kiarie Caroline Karim](#) - Accountant, KSC SMU



[Mr Ndwiga Lucas H M](#) - Accountant, Lower Kabete SMU

The SWA finance office duties are to oversee;-

- i. Enhancement of revenue collection and controls.
- ii. Maintenance of a balanced annual financial budget.
- iii. Payments
- iv. Preparation and submission of timely monthly, quarterly and annual management reports.
- v. Cash Flow Management and forecasting.
- vi. Institution of standard practices of management by adhering to IAS and IFRS financial regulations, and other professional guidelines
- vii. Provision of professional financial advice to SWA Administration.
- viii. Production of SWA annual statutory Financial Statements for consolidation with University annual Financial Statement.
- ix. Prompt attendance to both internal and external audit queries and reports.
- x. Preparation of strategic plans and quantify deliverables.
- xi. Economic utilization of available financial resources and implementing sound financial and effective systems for the management of University resources.
- xii. Compliance to the University Act 2012 and Financial Regulations.

Ongoing Projects

- i. The current SWA structure has the SMUs operating as independent departments.
- ii. During the year 2013 finance introduced segmented cost codes to improve on section accountability; this is being reviewed currently to ensure they meet the user demand.
- iii. In the same period cheque printing using Financial Information Management System (FIMs) was introduced and in the course of the year this function will be devolved to the SMUs'.
- iv. Proposal to have payment vouchers printed online during 2013/2014.

Working with Catering Department to ensure full implementation on CMIS which has been piloted in some of our Units.