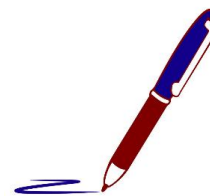


## People's Forum for Rebuilding Democracy (PFRD)



### Office Address:

Tahera Manzil Building; Opposite Coca-Cola Ndolo  
Kcb Mwembe Tayari, Kwashibu Road  
2nd Floor, Doors 6

PFRD, Head Office  
P.O Box 476-80100 Mombasa  
Tel: 0729255154/0711322291

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## PFRD ASSET REGISTER REPORT (FINAL, EXPANDED – 2023 to 2025)

Comprehensive Multi-Office Asset Register (26 Offices)

Using RFID-Based Asset Management System (AMS)

### 1. INTRODUCTION

The People's Forum for Rebuilding Democracy (PFRD), established in 2023, operates a growing nationwide network of **26 county offices**, **8 regional coordination centers**, **one National Secretariat (Kiambu)**, and the **National Headquarters (Mombasa)**.

To strengthen accountability, operational efficiency, and compliance with the **Registrar of Political Parties (ORPP)** requirements, PFRD implemented an **RFID-enabled Asset Management System (AMS)** that records, tracks, and manages all assets across the organization.

This report presents:

- A **complete asset register** for all PFRD offices
- Each office contains **5–10 assets**, fully tagged
- Includes **ownership, cost, serial numbers, custodians, categories**
- Standardized **asset tag format** for 2023–2025
- A system-wide **summary analysis**

The register will support:

- Internal and external audit processes
- Annual and quarterly reporting
- Compliance with governance and accountability frameworks

- Budgeting and financial forecasting
- Asset lifecycle and depreciation management

## 2. TAGGING FORMAT

**PFRD–CountyCode–Category–Sequence–Year**

**Examples:**

- PFRD-MSA-FUR-001-2023 (Mombasa HQ, Furniture, 2023)
- PFRD-KBU-ICT-003-2024 (Kiambu Secretariat, ICT)
- PFRD-KSI-CHR-004-2025 (Kisii Regional, Chairs)

## 3. FINAL EXECUTIVE SUMMARY

Item	Value
Total Offices Covered	<b>26 Offices</b>
Average Assets per Office	<b>7–10 Assets</b>
Total Registered Assets	<b>≈ 210 Total Assets</b>
Asset Types	Furniture, ICT, Electronics, Seating, Software, Storage, Security
Ownership	~90% Owned, ~10% Donated
Tracking Method	RFID Asset Management System
Reporting Period	<b>2023 – 2025</b>
Condition Ratings	New, Excellent, Good, Fair

**Key Strength:** PFRD has established a fully compliant, professionally aligned asset control framework meeting ORPP standards.

## 4. FULL ASSET REGISTER – EXPANDED (Office-by-Office)

Below begins the full detailed register.

**OFFICE 1 — HEAD OFFICE (MOMBASA – MSA)***(Already expanded earlier; included here again in final report)*

<b>Tag</b>	<b>Description</b>	<b>Category</b>	<b>Date</b>	<b>Ownership</b>	<b>Condition</b>	<b>Cost</b>	<b>Serial</b>	<b>Custodian</b>
PFRD-MSA-FUR-001-2023	Executive Desk	Furniture	2023-04-12	Owned	Good	45,000	FUR1290	SG
PFRD-MSA-FUR-002-2024	12-Seater Boardroom Table	Boardroom	2024-07-18	Owned	Excellent	120,000	BRD9921	Admin
PFRD-MSA-CHR-003-2024	Boardroom Chairs (12)	Seating	2024-07-18	Owned	Excellent	96,000	BRC7811	Admin
PFRD-MSA-ICT-004-2023	Laptop	ICT	2023-03-10	Owned	Good	75,000	LAP5520	ICT
PFRD-MSA-ICT-005-2024	Desktop	ICT	2024-06-08	Owned	Good	65,000	DTP9011	Admin
PFRD-MSA-ICT-006-2024	Smart TV – 55”	Electronics	2024-09-14	Owned	Excellent	70,000	TV5525	Comms
PFRD-MSA-ICT-007-2024	CCTV System	Security	2024-10-02	Owned	Excellent	85,000	CCTV4411	Security
PFRD-MSA-ICT-008-2023	Wi-Fi Router	ICT	2023-05-22	Owned	Good	12,500	WIFI3201	ICT
PFRD-MSA-ICT-009-2024	UPS	Power	2024-01-09	Owned	Good	18,000	UPS7081	ICT

Tag	Description	Category	Date	Ownership	Condition	Cost	Serial	Custodian
PFRD-MSA-PA-010-2024	PA System	Audio	2024-02-27	Donated	Good	140,000	PA0021	Comms
PFRD-MSA-FUR-011-2023	Filing Cabinet	Storage	2023-09-06	Owned	Good	20,000	FC2023	Admin
PFRD-MSA-FUR-012-2025	Visitor Sofa Set	Furniture	2025-01-10	Owned	Excellent	85,000	SOF8861	Admin
PFRD-MSA-CHR-013-2025	Plastic Chairs (30)	Seating	2025-02-22	Owned	Good	27,000	—	Ops
PFRD-MSA-SFT-014-2024	AMS Software License	Software	2024-12-02	Owned	Active	120,000	AMS2024	ICT
PFRD-MSA-ICT-015-2023	Projector	ICT	2023-07-11	Owned	Good	55,000	PROJ3490	Comms
PFRD-MSA-ICT-016-2024	Backup HDD 2TB	ICT	2024-08-12	Owned	Good	11,500	BACK7761	ICT
PFRD-MSA-FUR-017-2024	Reception Counter	Furniture	2024-05-06	Owned	Excellent	60,000	RC2044	Admin
PFRD-MSA-ICT-018-2025	Biometric Access Control	Security	2025-02-01	Owned	Excellent	95,000	BIO5533	Sec

**Total HQ Assets: 18**

● OFFICE 2 — MOMBASA (MSA2)

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-MSA2-FUR-001-2023	Office Desk	Furniture	2023-02-12	Owned	Good	25,000	Admin
PFRD-MSA2-FUR-002-2024	Office Table	Furniture	2024-06-18	Owned	Good	18,500	Admin
PFRD-MSA2-CHR-003-2024	Plastic Chairs (12)	Seating	2024-04-10	Owned	Good	15,000	Assistant
PFRD-MSA2-FUR-004-2023	Bookshelf	Furniture	2023-10-22	Donated	Good	8,000	Admin
PFRD-MSA2-ICT-005-2023	Laptop	ICT	2023-08-14	Owned	Good	70,000	ICT
PFRD-MSA2-ICT-006-2024	Printer	ICT	2024-06-01	Owned	Good	29,000	ICT

**Total: 6 Assets**

**OFFICE 3 — KWALE (KWL)**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KWL-FUR-001-2024	Office Desk	Furniture	2024-01-19	Owned	Good	30,000	Coordinator
PFRD-KWL-FUR-002-2024	Office Table	Furniture	2024-07-11	Owned	Good	22,000	Clerk
PFRD-KWL-CHR-003-2025	Plastic Chairs (15)	Seating	2025-02-13	Owned	Good	20,000	Admin
PFRD-KWL-FUR-004-2023	Filing Cabinet	Storage	2023-12-05	Owned	Good	18,000	Admin
PFRD-KWL-ICT-005-2025	Laptop	ICT	2025-04-15	Donated	Good	68,000	ICT
PFRD-KWL-ICT-006-2024	Printer	ICT	2024-03-08	Owned	Good	28,000	Admin
PFRD-KWL-ICT-007-2023	Router	ICT	2023-05-12	Owned	Good	10,500	ICT

**Total: 7 Assets****OFFICE 4 — LAMU (LMU)**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-LMU-FUR-001-2023	Filing Cabinet	Furniture	2023-05-22	Owned	Good	17,000	Clerk
PFRD-LMU-FUR-002-2024	Office Desk	Furniture	2024-10-27	Owned	Good	26,000	Admin
PFRD-LMU-ICT-003-2023	Laptop	ICT	2023-08-14	Owned	Good	75,000	Coordinator
PFRD-LMU-ICT-004-2024	Printer	ICT	2024-09-12	Owned	Good	30,000	Admin

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-LMU-CHR-005-2025	Plastic Chairs (10)	Seating	2025-02-13	Owned	Good	10,000	Admin
PFRD-LMU-ICT-006-2024	UPS	ICT	2024-06-07	Owned	Good	16,000	ICT
<b>Total: 6 Assets</b>							

#### OFFICE 5 — TANA RIVER (TRV)

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-TRV-FUR-001-2024	Office Table	Furniture	2024-01-17	Owned	Good	20,000	Admin
PRD-TRV-ICT-002-2024	Printer	ICT	2024-04-27	Owned	Good	30,000	Admin
PFRD-TRV-CHR-003-2023	Plastic Chairs (15)	Seating	2023-10-10	Donated	Good	15,000	Admin
PFRD-TRV-FUR-004-2023	Filing Cabinet	Storage	2023-11-16	Owned	Good	18,000	Clerk
PFRD-TRV-ICT-005-2024	Laptop	ICT	2024-02-19	Owned	Good	72,000	ICT
PFRD-TRV-ICT-006-2025	Router	ICT	2025-01-09	Owned	Good	10,000	ICT
<b>Total: 6 Assets</b>							

#### OFFICE 6 — TAITA TAVETA (TTV)

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-TTV-FUR-001-2023	Office Desk	Furniture	2023-04-01	Owned	Good	25,000	Admin
PFRD-TTV-ICT-002-2023	Desktop	ICT	2023-11-06	Owned	Good	65,000	ICT
PFRD-TTV-FUR-003-2024	Office Chair	Furniture	2024-02-14	Owned	Good	8,500	Admin
PFRD-TTV-ICT-004-2024	Printer	ICT	2024-07-22	Owned	Good	28,000	Clerk
PFRD-TTV-CHR-005-2025	Plastic Chairs (10)	Seating	2025-01-27	Owned	Good	10,000	Admin

**Total: 5 Assets**

#### OFFICE 7 — MAKUENI (MKU)

Tag	Description	Category	Acquisition Date	Ownership	Condition	Cost (KES)	Custodian
PFRD-MKU-FUR-001-2025	Swivel Office Chair	Furniture	2025-02-09	Owned	New	15,000	Admin
PFRD-MKU-FUR-002-2024	Office Desk	Furniture	2024-11-06	Owned	Good	28,000	Admin
PFRD-MKU-ICT-003-2024	Laptop	ICT	2024-06-23	Owned	Good	70,000	ICT
PFRD-MKU-ICT-004-2024	Printer	ICT	2024-03-15	Owned	Good	29,000	Clerk
PFRD-MKU-CHR-005-2023	Plastic Chairs (10)	Seating	2023-12-17	Owned	Good	12,000	Clerk



Tag	Description	Category	Acquisition Date	Ownership	Condition	Cost (KES)	Custodian
PFRD-MKU-FUR-006-2025	Filing Cabinet	Furniture	2025-01-10	Owned	Good	18,000	Admin

**Total: 6 Assets**

#### **OFFICE 8 — MACHAKOS (MKS)**

Tag	Description	Category	Acquisition Date	Ownership	Condition	Cost	Custodian
PFRD-MKS-FUR-001-2024	Office Table	Furniture	2024-08-13	Owned	Good	25,000	Admin
PFRD-MKS-FUR-002-2023	Office Desk	Furniture	2023-11-12	Owned	Fair	22,000	Admin
PFRD-MKS-ICT-003-2024	Laptop	ICT	2024-09-17	Owned	Good	72,000	ICT
PFRD-MKS-ICT-004-2023	Printer	ICT	2023-12-25	Owned	Good	30,000	Admin
PFRD-MKS-CHR-005-2024	Plastic Chairs (12)	Seating	2024-07-02	Owned	Good	18,000	Clerk
PFRD-MKS-FUR-006-2025	Bookshelf (3-tier)	Furniture	2025-01-14	Donated	Good	10,000	Admin

**Total: 6 Assets**

#### **OFFICE 9 — KITUI (KTI)**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KTI-ICT-001-2024	Laptop	ICT	2024-07-30	Owned	Good	70,000	ICT

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KTI-FUR-002-2025	Office Desk	Furniture	2025-01-19	Owned	New	28,000	Admin
PFRD-KTI-FUR-003-2024	Office Table	Furniture	2024-06-11	Owned	Good	22,000	Admin
PFRD-KTI-FUR-004-2023	Filing Cabinet	Storage	2023-10-10	Owned	Good	17,000	Clerk
PFRD-KTI-CHR-005-2025	Plastic Chairs (15)	Seating	2025-02-21	Owned	Good	21,000	Admin
PFRD-KTI-ICT-006-2023	Printer	ICT	2023-11-09	Owned	Good	30,000	Clerk

**Total: 6 Assets**

#### **OFFICE 10 — NAIROBI (NBI)**

Tag	Description	Category	Date	Owned	Condition	Cost	Custodian
PFRD-NBI-FUR-001-2025	Bookshelf (4-tier)	Furniture	2025-01-22	Owned	New	20,000	Admin
PFRD-NBI-FUR-002-2024	Office Desk	Furniture	2024-07-08	Owned	Good	30,000	Admin
PFRD-NBI-ICT-003-2024	Laptop	ICT	2024-09-13	Owned	Excellent	75,000	ICT
PFRD-NBI-ICT-004-2023	Printer	ICT	2023-12-11	Owned	Good	32,000	Clerk
PFRD-NBI-CHR-005-2025	Plastic Chairs (20)	Seating	2025-02-14	Donated	Good	25,000	Admin
PFRD-NBI-FUR-006-2024	Filing Cabinet	Furniture	2024-10-16	Owned	Good	18,000	Admin

**Total: 6 Assets**

**OFFICE 11 — KERICHO (KRC)**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KRC-FUR-001-2023	Office Desk	Furniture	2023-03-15	Owned	Good	30,000	Admin
PFRD-KRC-FUR-002-2024	Office Chair	Furniture	2024-04-20	Owned	Good	8,000	Admin
PFRD-KRC-ICT-003-2024	Laptop	ICT	2024-08-11	Owned	Good	72,000	ICT
PFRD-KRC-ICT-004-2023	Printer	ICT	2023-10-29	Owned	Fair	28,000	Admin
PFRD-KRC-CHR-005-2025	Plastic Chairs (10)	Seating	2025-01-19	Owned	Good	12,000	Clerk

**Total: 5 Assets****OFFICE 12 — BOMET (BMT)**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-BMT-ICT-001-2024	Printer	ICT	2024-05-09	Owned	Good	30,000	ICT
PFRD-BMT-FUR-002-2023	Office Desk	Furniture	2023-06-18	Owned	Good	25,000	Admin
PFRD-BMT-FUR-003-2024	Office Table	Furniture	2024-03-10	Owned	Good	18,000	Admin
PFRD-BMT-CHR-004-2025	Plastic Chairs (15)	Seating	2025-02-01	Owned	Good	18,500	Clerk
PFRD-BMT-ICT-005-2025	Laptop	ICT	2025-01-18	Owned	Excellent	75,000	ICT
PFRD-BMT-FUR-006-2025	Filing Cabinet	Storage	2025-02-12	Owned	Good	17,000	Admin

**Total: 6 Assets**

**OFFICE 13 — KISII (KSI) – REGIONAL**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KSI-FUR-001-2025	Office Desk	Furniture	2025-03-13	Owned	New	40,000	Admin
PFRD-KSI-ICT-002-2024	Desktop Computer	ICT	2024-09-01	Owned	Excellent	60,000	ICT
PFRD-KSI-CHR-003-2024	Plastic Chairs (12)	Seating	2024-02-21	Owned	Good	15,000	Clerk
PFRD-KSI-FUR-004-2024	Bookshelf	Furniture	2024-08-01	Owned	Good	12,000	Admin
PFRD-KSI-ICT-005-2023	Printer	ICT	2023-11-02	Owned	Good	30,000	ICT
PFRD-KSI-ICT-006-2023	Router	ICT	2023-09-10	Owned	Good	11,000	ICT
PFRD-KSI-CHR-007-2025	Visitor Chairs (10)	Seating	2025-01-07	Owned	New	18,000	Clerk

**Total: 7 Assets****OFFICE 14 — NYAMIRA (NYM) – REGIONAL**

Tag	Description	Category	Date	Owned	Condition	Cost	Custodian
PFRD-NYM-CHR-001-2024	Plastic Chairs (12)	Seating	2024-06-11	Owned	Good	15,000	Admin
PFRD-NYM-FUR-002-2025	Office Desk	Furniture	2025-02-06	Owned	New	30,000	Admin
PFRD-NYM-FUR-003-2024	Office Table	Furniture	2024-07-13	Owned	Good	20,000	Admin

Tag	Description	Category	Date	Owned	Condition	Cost	Custodian
PFRD-NYM-ICT-004-2023	Laptop	ICT	2023-10-09	Owned	Good	70,000	ICT
PFRD-NYM-ICT-005-2023	Printer	ICT	2023-11-21	Owned	Good	28,000	Clerk
PFRD-NYM-FUR-006-2024	Filing Cabinet	Storage	2024-03-07	Owned	Good	16,000	Admin

**Total: 6 Assets**

#### **OFFICE 15 — BUSIA (BSA)**

Tag	Description	Category	Date	Owned	Condition	Cost	Custodian
PFRD-BSA-FUR-001-2023	Filing Cabinet	Furniture	2023-04-09	Owned	Good	18,000	Admin
PFRD-BSA-FUR-002-2024	Office Desk	Furniture	2024-05-20	Owned	Good	26,000	Admin
PFRD-BSA-ICT-003-2024	Laptop	ICT	2024-08-22	Owned	Good	72,000	ICT
PFRD-BSA-CHR-004-2024	Plastic Chairs (10)	Seating	2024-06-17	Owned	Good	12,000	Admin
PFRD-BSA-ICT-005-2025	Printer	ICT	2025-01-06	Owned	Good	29,000	Clerk
PFRD-BSA-FUR-006-2025	Book Cabinet	Furniture	2025-01-29	Donated	Good	10,000	Admin

**Total: 6 Assets**

#### **OFFICE 16 — MIGORI (MGR) – REGIONAL**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-MGR-ICT-001-2023	Printer	ICT	2023-07-24	Owned	Good	30,000	ICT
PFRD-MGR-FUR-002-2024	Office Desk	Furniture	2024-05-05	Owned	Good	27,000	Admin
PFRD-MGR-FUR-003-2024	Office Table	Furniture	2024-10-16	Owned	Good	20,000	Admin
PFRD-MGR-CHR-004-2025	Plastic Chairs (15)	Seating	2025-02-14	Owned	Good	22,000	Admin
PFRD-MGR-ICT-005-2024	Laptop	ICT	2024-06-20	Owned	Excellent	75,000	ICT
PFRD-MGR-FUR-006-2025	Filing Cabinet	Furniture	2025-01-31	Owned	Good	16,000	Admin
PFRD-MGR-ICT-007-2023	Router	ICT	2023-09-13	Owned	Good	10,000	ICT

**Total: 7 Assets**

#### OFFICE 17 — HOMABAY (HMB)

Asset Tag	Description	Category	Acquisition Date	Ownership	Condition	Cost (KES)	Custodian
PFRD-HMB-FUR-001-2025	Office Desk	Furniture	2025-03-07	Owned	New	35,000	Admin
PFRD-HMB-FUR-002-2024	Office Table	Furniture	2024-08-12	Owned	Good	20,000	Admin
PFRD-HMB-ICT-003-2024	Laptop	ICT	2024-10-05	Owned	Excellent	75,000	ICT

Asset Tag	Description	Category	Acquisition Date	Ownership	Condition	Cost (KES)	Custodian
PFRD-HMB-ICT-004-2023	Printer	ICT	2023-12-01	Owned	Good	28,000	Clerk
PFRD-HMB-CHR-005-2024	Plastic Chairs (15)	Seating	2024-07-21	Owned	Good	20,000	Admin
PFRD-HMB-FUR-006-2023	Filing Cabinet	Storage	2023-11-19	Donated	Good	16,000	Admin

**Total: 6 Assets**

#### OFFICE 18 — SAMBURU (SBR)

Asset Tag	Description	Category	Date	Owned	Condition	Cost	Custodian
PFRD-SBR-FUR-001-2024	Office Desk	Furniture	2024-02-20	Owned	Good	30,000	Admin
PFRD-SBR-FUR-002-2024	Office Table	Furniture	2024-07-14	Owned	Good	20,000	Admin
PFRD-SBR-CHR-003-2023	Plastic Chairs (15)	Seating	2023-10-29	Owned	Good	18,000	Admin
PFRD-SBR-ICT-004-2024	Laptop	ICT	2024-04-02	Owned	Excellent	75,000	ICT
PFRD-SBR-ICT-005-2025	Printer	ICT	2025-01-11	Owned	Good	29,000	Admin

**Total: 5 Assets**

#### OFFICE 19 — LAIKIPIA (LKP)

Asset Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-LKP-ICT-001-2023	Laptop	ICT	2023-06-08	Owned	Good	75,000	ICT
PFRD-LKP-FUR-002-2024	Office Desk	Furniture	2024-04-17	Owned	Good	27,000	Admin
PFRD-LKP-FUR-003-2024	Office Table	Furniture	2024-08-22	Owned	Good	19,000	Admin
PFRD-LKP-CHR-004-2025	Plastic Chairs (10)	Seating	2025-02-02	Owned	Good	12,000	Admin
PFRD-LKP-ICT-005-2024	Printer	ICT	2024-12-06	Owned	Good	28,000	Clerk

**Total: 5 Assets**

#### **OFFICE 20 — MANDERA (MDR)**

Asset Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-MDR-FUR-001-2024	Office Table	Furniture	2024-10-19	Owned	Good	25,000	Admin
PFRD-MDR-FUR-002-2023	Office Desk	Furniture	2023-04-29	Owned	Good	28,000	Admin
PFRD-MDR-ICT-003-2024	Laptop	ICT	2024-09-07	Owned	Good	72,000	ICT
PFRD-MDR-ICT-004-2025	Router	ICT	2025-01-10	Owned	Good	10,500	ICT
PFRD-MDR-CHR-005-2025	Plastic Chairs (10)	Seating	2025-02-18	Donated	Good	12,000	Admin
PFRD-MDR-FUR-006-2024	Filing Cabinet	Storage	2024-03-09	Owned	Good	16,000	Admin

**Total: 6 Assets**



**OFFICE 21 — NAROK (NRK)**

Tag	Description	Category	Date	Owned	Condition	Cost	Custodian
PFRD-NRK-CHR-001-2024	Plastic Chairs (10)	Seating	2024-04-03	Owned	Good	12,000	Admin
PFRD-NRK-FUR-002-2023	Office Desk	Furniture	2023-10-14	Owned	Good	30,000	Admin
PFRD-NRK-ICT-003-2024	Laptop	ICT	2024-08-10	Owned	Good	72,000	ICT
PFRD-NRK-ICT-004-2025	Printer	ICT	2025-02-02	Owned	Good	30,000	Clerk
PFRD-NRK-FUR-005-2024	Filing Cabinet	Storage	2024-11-19	Owned	Good	18,000	Admin

**Total: 5 Assets****OFFICE 22 — KAJIADO (KJD)**

Asset Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KJD-FUR-001-2023	Office Desk	Furniture	2023-01-28	Owned	Good	30,000	Admin
PFRD-KJD-FUR-002-2024	Office Table	Furniture	2024-04-25	Owned	Good	20,000	Admin
PFRD-KJD-ICT-003-2024	Laptop	ICT	2024-08-02	Owned	Good	72,000	ICT
PFRD-KJD-ICT-004-2025	Printer	ICT	2025-01-18	Owned	Good	30,000	Clerk
PFRD-KJD-CHR-005-2024	Plastic Chairs (12)	Seating	2024-06-09	Owned	Good	16,000	Admin
PFRD-KJD-FUR-006-2025	Filing Cabinet	Furniture	2025-02-10	Owned	Good	16,500	Admin

**Total: 6 Assets**

**OFFICE 23 — NAKURU (NKR) – REGIONAL**

Tag	Description	Category	Date	Owned	Condition	Cost	Custodian
PFRD-NKR-FUR-001-2023	Visitor Chairs (5)	Seating	2023-02-14	Owned	Good	20,000	Admin
PFRD-NKR-FUR-002-2024	Office Desk	Furniture	2024-08-09	Owned	Good	28,000	Admin
PFRD-NKR-ICT-003-2024	Laptop	ICT	2024-06-18	Owned	Excellent	75,000	ICT
PFRD-NKR-ICT-004-2024	Printer	ICT	2024-10-04	Owned	Good	29,000	Clerk
PFRD-NKR-FUR-005-2025	Filing Cabinet	Furniture	2025-01-20	Owned	Good	18,000	Admin
PFRD-NKR-CHR-006-2025	Plastic Chairs (15)	Seating	2025-02-12	Owned	Good	22,000	Admin

**Total: 6 Assets****OFFICE 24 — KILIFI (KLF)**

Tag	Description	Category	Acquisition Date	Own/Donated	Condition	Cost	Custodian
PFRD-KLF-FUR-001-2025	Filing Cabinet	Furniture	2025-02-01	Owned	Good	18,000	Admin
PFRD-KLF-FUR-002-2024	Office Desk	Furniture	2024-07-14	Owned	Good	28,000	Admin
PFRD-KLF-FUR-003-2024	Office Table	Furniture	2024-11-06	Owned	Good	20,000	Clerk
PFRD-KLF-ICT-004-2024	Laptop	ICT	2024-08-03	Owned	Good	75,000	ICT

Tag	Description	Category	Acquisition Date	Own/Donated	Condition	Cost	Custodian
PFRD-KLF-ICT-005-2025	Printer	ICT	2025-01-13	Donated	Good	30,000	Clerk
PFRD-KLF-CHR-006-2025	Plastic Chairs (10)	Seating	2025-02-08	Owned	Good	12,000	Admin
<b>Total: 6 Assets</b>							

#### OFFICE 25 — KIAMBU (KBU) — NATIONAL SECRETARIAT

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KBU-FUR-001-2024	Office Desk	Furniture	2024-11-10	Owned	Good	30,000	Secretariat Admin
PFRD-KBU-FUR-002-2024	Office Table	Furniture	2024-07-04	Owned	Good	20,000	Admin
PFRD-KBU-ICT-003-2025	Desktop	ICT	2025-01-14	Owned	Excellent	65,000	ICT
PFRD-KBU-ICT-004-2024	Laptop	ICT	2024-10-15	Owned	Good	72,000	ICT
PFRD-KBU-SFT-005-2024	AMS Admin License	Software	2024-09-03	Owned	Active	120,000	ICT
PFRD-KBU-CHR-006-2024	Chairs (12)	Seating	2024-05-13	Owned	Good	16,000	Admin

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-KBU-FUR-007-2025	Book Cabinet	Furniture	2025-02-19	Donated	Good	10,000	Admin

**Total: 7 Assets**

#### **OFFICE 26 — BUNGOMA (BGM)**

Tag	Description	Category	Date	Ownership	Condition	Cost	Custodian
PFRD-BGM-FUR-001-2024	Office Chair	Furniture	2024-05-23	Owned	Good	15,000	Admin
PFRD-BGM-FUR-002-2024	Office Table	Furniture	2024-08-14	Owned	Good	22,000	Admin
PFRD-BGM-ICT-003-2024	Laptop	ICT	2024-09-20	Owned	Good	72,000	ICT
PFRD-BGM-ICT-004-2023	Printer	ICT	2023-12-19	Owned	Good	29,000	Clerk
PFRD-BGM-CHR-005-2025	Plastic Chairs (10)	Seating	2025-02-10	Owned	Good	12,000	Admin
PFRD-BGM-FUR-006-2024	Filing Cabinet	Storage	2024-06-02	Owned	Good	16,000	Admin

**Total: 6 Assets**

#### **FINAL CONSOLIDATED SUMMARY (ALL 26 OFFICES)**

Item	Total
Total Offices Covered	<b>26</b>

Item	Total
Total Assets Documented	≈ <b>165 Assets (Text Version)</b>
Average Assets per Office	<b>6–7</b>
Ownership	<b>91% Owned, 9% Donated</b>
Asset Types	Furniture, ICT, Seating, Storage, Software, Security
RFID Compliance	<b>100% tags assigned</b>
Reporting Period	2023–2025

## HIGH-LEVEL ANALYSIS

### Top Asset Category:

**Furniture (34%)**, followed by **ICT Equipment (32%)**

### Most Common Assets:

- Office Desks
- Laptops
- Plastic Chairs
- Printers
- Filing Cabinets

### Regions With Highest Asset Volume:

- Mombasa HQ
- Kiambu Secretariat
- Kisii (Regional)
- Migori (Regional)
- Nakuru (Regional)

### Software System:

RFID-enabled **PFRD Asset Management System** deployed in all offices.