



## LGPA 2017/18

Accountability Requirements

Alebtong District

(Vote Code: 588)

Assessment	Compliant	%
Yes	5	83%
No	1	17%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Assessment area: Annual performance contract			
LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.	xxx	Submitted to MOFPED on 07/11/2017.	No
Assessment area: Supporting Documents for the Budget required as per the PFMA are submitted and available			
LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY (LG PPDA Regulations, 2006).	xxxxx	Submitted to MOFPED on 13/04/2017 as per receipt No. 0548 inclusive of the Procurement Plan.	Yes
Assessment area: Reporting: submission of annual and quarterly budget performance reports			
LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	xxxxx	APR was submitted to MOFPED on 31/07/2017 as per receipt number 0861.	Yes
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	Q1 - Q4 budget performance reports submitted on 23/11/2016; 27/02/2017; 22/05/2017; 31/07/2017 respectively. Acknowledgement Receipt are: Q1-0100; Q2-0417; Q3-0738; Q4-08671 respectively.	Yes
Assessment area: Audit			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p>	<p>xxxxx</p>	<p>The LG provided information to the PS/ST on the status of the implementation of Internal Auditor General findings. The report was submitted on 3/3/2017 with 14 responses</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>xxxxx</p>	<p>According to the Annual Internal Auditors report of the financial year 2016/2017 obtained from the Office of the Auditor General Office , Abebtong scored unqualified report</p>	<p>Yes</p>



## **LGPA 2017/18**

Crosscutting Performance Measures

Alebtong District

(Vote Code: 588)

Score 61/100 (61%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>All new infrastructure projects in: (i) a municipality; and (ii) all Town Councils in a District are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a municipality/district has: • A functional Physical Planning Committee in place that considers new investments on time: score 2.</p> <p>• All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2.</p>	0	<p>There is no functional District Physical Planning Committee. The District utilises the town council PPC.</p> <p>There is no district physical plan in place and no evidence of all new infrastructure investment having approved plans was provided.</p>
2	<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p>	<p>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</p> <p>• Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If different, justification has to be provided and evidence that it was approved by Council. Score 2.</p> <p>• Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1.</p>	2	<p>FY 17/18 priorities were based on outcomes of the budget conference which was held on 27/10/2016 as evidenced by the Budget Conference Report dated 31/10/2016. E.g under administration the completion of the Aloï sub-county block; completion of Amugo HC III were found as priorities in the Budget Conference report.</p> <p>Capital investments in the FY 2017/18 AWP are derived from the approved DDP e.g. demonstration cage for fish farming at Ongom Awameri dam, Aloï sub-county.</p> <p>No record of the Project profiles being considered by TPC.</p>

3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> <li>Annual statistical abstract, with gender disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum 1 point.</li> </ul>	0	<p>Annual Statistical Abstract with gender disaggregated data is compiled. The draft statistical abstract for 2016 was presented at the TPC meeting held on 28/12/2016 and discussed under Min 5/2016. There was no evidence of using it to support budget allocation and decision making.</p>
4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2</li> </ul>	2	<p>All infrastructure projects implemented by LG are derived from the AWP/budget e.g.</p> <ul style="list-style-type: none"> <li>Administration: Planning unit /resource centre construction completion</li> <li>Production &amp; Marketing: hatchery demonstration site at Ogengo LCI; clinic/mini lab construction; permanent cattle crush constructed at Ogoro, Oyere LCI</li> <li>Health: completion of general ward at Apala HC III</li> <li>Education : 2 classroom block construction at Baropiro, Angem and Telela PSs</li> <li>Roads and Engineering: Pila arch bridge culvert installation and spot improvement; Public latrine at Apala Market; borehole drilling at Abako HC III, Amugo HC III, Aparango LCI.</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> <li>100%: score 4</li> <li>80-99%: score 2</li> <li>Below 80%: 0</li> </ul> </li> </ul>	0	<p>24 %( 37 of 154) of investment projects were implemented as evidenced by the procurement plan and list of projects implemented during FY 16/17.</p>

5	The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects and assets during the previous FY	<ul style="list-style-type: none"> <li>Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	2	Projects were concluded within the provided margins of the approved budget as found in the procurement report FY 16/17. The performance reported -11% variation from the approved budget.
	Maximum 4 points on this Performance Measure.	<ul style="list-style-type: none"> <li>Evidence that the LG has budgeted and spent at least 80% of O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	0	No evidence was provided during assessment time.

Assessment area: Human Resource Management

6	LG has substantively recruited and appraised all Heads of Departments	<ul style="list-style-type: none"> <li>Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	2	A performance appraisal report for a substantively appointed CFO was in place (Appraised on 10th /07/2017). The other performance assessment reports in place were of; Ag. Environment Officer, PHRO, Ag. DPO, Ag. DHO, Ag. DEO, Ag. Internal Auditor, Ag. DCDO.
	Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> <li>Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	0	The district has substantively filled one post of CFO.
7	The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.	<ul style="list-style-type: none"> <li>Evidence that 100 percent of staff submitted for recruitment have been considered: score 2</li> </ul>	2	The submissions by the Office of the CAO dated; 16th June 2017 (4 Head teachers), 2nd March 2017 ( Transfer of service) were considered by the DSC 60th, 61st and 62nd meeting held on 15th, 16th and 19th June 2017.
	Maximum 4 points on this Performance Measure	<ul style="list-style-type: none"> <li>Evidence that 100 percent of staff submitted for confirmation have been considered: score 1</li> </ul>	1	All submissions by the CAO for confirmation dated 28th April 2017 (22 officers) and 28th April 2017 were considered by the DSC 63rd meeting held on 25th August 2017, 11th September 2017 and 14th September 2017.

		<ul style="list-style-type: none"> <li>Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1</li> </ul>	1	The submission by the CAO for disciplinary measure to the DSC dated 10th January 2017 is in Courts of Laws ( Reference Civil Suit No 2017 High Court Lira) DSC is waiting for the Courts ruling to finalize the process.
8	Staff recruited and retiring access the salary and pension payroll respectively within two months	<ul style="list-style-type: none"> <li>Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3</li> </ul>	3	There was evidence all the 7 newly recruited staff in 2016/17 accessed the pay roll within the stipulated 2 month period ( Ref; payroll and staff list).
	Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> <li>Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2</li> </ul>	0	2 out of the 16 retired staff in 2016/17 accessed pensioner pay roll within the stipulated 2 month period.
Assessment area: Revenue Mobilization				
9	The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)	<ul style="list-style-type: none"> <li>If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points</li> <li>If the increase is from 5 -10% : score 2 point</li> <li>If the increase is less than 5% : score 0 points.</li> </ul>	0	The financial Statement of 2015/2016 show that LG budgeted for 167,331,000 and realized 135,466,473  In 2016/2017 the LG budgeted for 167,331,000 and realized 140,493,464. There is an increase of 3.7% from the previous year
10	LG has collected local revenues as per budget (collection ratio)	<ul style="list-style-type: none"> <li>If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10% : then 2 points. If more than +/- 10% : zero points.</li> </ul>	0	Alebtong LG budgeted for OSR at 167,331,000 and realized 140,493,464 as per the financial statement June 30th /June/2017. This is less by 16% (-16%)
	Maximum 2 points on this performance measure			



11	Local revenue administration, allocation and transparency	<ul style="list-style-type: none"> <li>• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	0	There is no evidence that the LG is remitting to the LLG share of mandatory local revenues
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• Evidence that the LG is not using more than 20% of OSR on council activities: score 2</li> </ul>	0	The LG is using more than 20% of OSR on council activities as they budgeted for 27,093,294 and spent 63,480,000. Therefore they have overspent by 36,386,406 without authority from the Ministry of Local Government

Assessment area: Procurement and contract management

12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2</li> </ul>	0	The Alebtong PDU Sector is in a sorry state with regard to technical capacity. The position for Snr Procurement Officer is not filled. The Procurement Officer was interdicted last year, and the Sector is manned by a Snr Assistant Secretary (SAS) who was picked from a sub-county. This SAS also doubles as the Ag. Town Clerk for Alebtong Municipality.
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<ul style="list-style-type: none"> <li>Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	1	<p>TEC Minutes seen for meetings held as below:</p> <ul style="list-style-type: none"> <li>- Meeting held on 27 Nov 2017 to evaluate Sitting and drilling of Deep Boreholes, construction of 2 Classroom Block, Supply of 72 three-seater desks at Olailongo Community School in Apala sub-county, construction of two (2) classroom Block at Adyanglim Primary School, drilling and installation of five (5) deep boreholes (Lot 1) and drilling and installation of four (4) boreholes (Lot 2).</li> <li>- Meeting held on 31 March 2017 to evaluate wiring and installation of solar at Amugu sub-county and Aloï (Anara H/C), construction of 2-stance pit latrine at Aloï and supply of 2,599 kg of beans to Alebtong Town council</li> <li>- Meeting held on 4 Jan 2017 to evaluate the construction of modern fish hatchery/fish breeding centre in Aloï sub-county</li> <li>- Meeting held on 31 March 2017 to evaluate construction of two-roomed teacher's house at Adoma P/S</li> <li>- Meeting held on 4 October 2016 to evaluate construction of one block, two classrooms at Telela Primary School.</li> </ul>
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		<ul style="list-style-type: none"> <li>• Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	1	<p>CC meeting minutes seen where one of the agenda items is consideration on “<i>Request for approval of short list, procurement method, bidding documents and of evaluation committee report for the following projects</i>” and others had the agenda item “<i>Submission from PDU</i>” or “<i>Request for approval of Evaluation report</i>”. Such meeting minutes seen include:</p> <ul style="list-style-type: none"> <li>- Meeting held on 8th December 2017</li> <li>- Meeting held on 7th Sept 2017</li> <li>- 24th May 2017 at Otuke Council Hall (This was because the Term of Office for the CC of Alebtong had expired)</li> <li>- 05th Jan 2017 at Alebtong PDU Office</li> <li>- 12th October 2016 at Alebtong PDU Office</li> </ul>
13	<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>• Procurement Plan seen covered all planned infrastructure projects in the District AWP. The procurement plan further included sub-county projects also.</li> <li>• Quarterly Procurement Reports indicated that there was adherence to the Procurement Plan. The reporting indicated details of any given procurement.</li> </ul>

14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2</li> </ul>	2	<p>Bid documents were prepared and the advert appeared in the New vision newspaper of 6th June 2017.</p>
		<ul style="list-style-type: none"> <li>• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	0	<p>Contract Register available in form of small hard cover book but it is not updated and items title headings not clearly labelled.</p>
		<ul style="list-style-type: none"> <li>• For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.</li> </ul>	2	<p>Procurement Thresholds have been adhered to as exemplified by the following sampled items:</p> <p>Open Bidding:</p> <ul style="list-style-type: none"> <li>- Contract: Construction of one block of two classrooms at Angem P/S. Procurement Ref No. Aleb/588/works/2016-2017/00002. Amount: UGX68,120,503. Contractor: Bedi'jo (U) Ltd. Date of Contract Award: 8th Nov 2016.</li> <li>- Contract: Construction of Plant Clinic Mini-Laboratory. Procurement Ref No. Aleb/588/works/2016-2017/00006. Amount: UGX47,860,880. Contractor: Mamelih Investments Ltd. Date of Contract Award: 8th Nov 2016</li> </ul> <p>Selective Bidding :</p> <ul style="list-style-type: none"> <li>- Contract: Installation of 4 lines of culverts and spot improvement of 3 km Abongodyang to Awali trading Centre. Procurement Ref No. Aleb/588/works/2016 2017/00036. Amount: UGX34,864,500. Contractor: Nakabella Investments Ltd. Date of Contract Award: 3rd Feb 2017</li> <li>- Contract: Spot improvement and culvert works at Obim Ojuka swamp. Procurement Ref No. Aleb/588/works/2016/2017/00039. Amount: UGX46,837,000. Contractor: Mamelih Investments Ltd. Date of Contract Award: 14th Feb 2017</li> </ul> <p>Framework Bidding:</p>

- Contract: Motor vehicles and motorcycles repair and servicing. Procurement Ref No. ALEB/588/Services/2016/2017/00003. Amount: UGX (*To be based on LPO against the Quoted Rates*). Contractor: Maka Motor Works Ltd. Date of Contract Award: 18th Nov 2016

- Contract: Supply of office furniture and fittings. Procurement Ref No. ALEB/588/Supp/2016/2017/00004. Amount: UGX (*To be based on LPO against the Quoted Rates*). Contractor: Cornerstone infrastructures Ltd. Date of Contract Award: 1st Dec. 2016.

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2</li> </ul>	2	<p>Final Completion Certificates seen issued as follows:</p> <ul style="list-style-type: none"> <li>- Iyama Enterprises Ltd after completing construction of 2 classroom block at Baropiro primary School. Contract No: Aleb/588/wrks/2016-2017/00001. Certificate issued on 22 Feb 2018</li> <li>- Bedijo (U) Ltd after completing construction of 2 classroom block at Angem primary School. Contract No: Aleb/588/wrks/2016-2017/00002. Certificate issued on 07 Feb 2018</li> <li>- Amuju Plumbing and Engineering Works Ltd after completing Renovation and Reroofing of production office. Contract No: Aleb/588/wrks/2016-2017/0012. Certificate issued on 07Feb 2018</li> <li>- Ngomson Enterprises Ltd after completing construction of ICT centre at Alebtong District Headquarters. Contract No: Aleb/588/wrks/2016-2017/00010. Certificate issued on 07 Feb 2018</li> <li>- M/s Xxecom Investment Ltd after completing spot bottleneck improvement of Agwenotongo swamp in Akura sub-county. Contract No: Aleb/588/wrks/2016-2017/0008. Certificate issued on 23 May 2017.</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2</li> </ul>	0	<p>District Local government has no established standard on design and placement of Site Boards. Many projects are implemented under donor funding and for many donors, the Donor agencies themselves dictate the way Site Boards have to be written and District appears to have neither the ability not even the will to change it or even advise on what should be written e.g. for site boards of CAIP, URF, and NUSAF3.</p>
Assessment area: Financial management				

16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	4	<p>The monthly bank reconciliations are done and are up to date as seen from the cash book , December 2017 reconciliation was prepared on 3rd/Jan/2018 with a balance figure of 167,859,892</p>
17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>	2	<p>The LG makes timely payment as seen in the construction of a Church house (Presidential Pledge) . Requisition was made on 15/06/2017. Engineer certifies on 19/06/2017 CFO and CAO on 19th /06/2017 and payment was made on 19th/06/2017 on voucher NO 26/06/2017</p>
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3.</li> </ul>	3	<ul style="list-style-type: none"> <li>There is Internal auditor who prepared the following reports</li> <li>1st quarterly report and submitted on 28th /06/2017</li> <li>2nd quarterly report and submitted on 28th /06/2017</li> <li>3rd quarterly report and submitted on 28th /06/2017</li> <li>4th quarterly report and submitted on 20/06/2017</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries: score 2.</li> </ul>	2	<p>The LG provided information to the council as seen from the discussion of the LGPAC dated 10th -10-2017 where follow up of internal audit findings were discussed and audit queries issues handled</p>

		<ul style="list-style-type: none"> <li>Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1</li> </ul>	1	Copies of the Internal audit reports were submitted to the LG accounting officer ,LGPAC and LGPAC review them as seen on the meeting held on 29th /12/2017 reference ADM/214/8
19	<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4</li> </ul>	4	There is a detailed asset register as seen from the printed copy stamped on 7th February 2018
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY: • unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0</p>	4	According to the annual audit report of 2016/2017, Alebtong LG obtained unqualified report. This report was obtained from Audit General Office
Assessment area: Governance, oversight, transparency and accountability				
21	<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<p>Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2</p>	2	<p>Council at its 2nd Sitting of the 3rd District Council of Albetong held on 14/09/2016 under Min. 14/3ADC/2016/17/Min.14.2 the council considered the matter relating to failing recovery of funds under YLP.</p>
22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 2.</li> </ul>	2	<p>LG has designated an officer to coordinate response to feedback as evidenced by assignment of duty letter from the CAO to Ochan Moris Gleins/Planner dated 04/05/2016.</p>



23	The LG shares information with citizens (Transparency)	Evidence that the LG has published: • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2	0	No payroll and pensioner schedule were found on the public notice boards at the administration block.
	Total maximum 4 points on this Performance Measure	• Evidence that the procurement plan and awarded contracts and amounts are published: score 1	0	No procurement plan and awarded contracts were found on display at the noticeboards at PDU.
		• Evidence that the LG performance assessment results and implications, are published e.g. on the budget website for the previous year (from budget requirements): score 1.	0	“N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17”.
24	The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens	• Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1	1	HLG disseminated DDEG guidelines during FY 16/17. This was evidenced by the minutes of the TPC meeting (whose membership includes sub-county chiefs) held on 28/12/2016 under Min/04 2016.
	Maximum 2 points on this performance measure	• Evidence that LG during previous FY has conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc..) with the public to provide feed-back on status of activity implementation: score 1.	1	LG conducted discussions with the public to provide feedback through district stakeholders meeting under the strengthening accountability and governance initiative. This was evidenced by a report of 05/01/2017 of a stakeholders meeting held on 14/12/2016 at Alebtong primary school hall.
Assessment area: Social and environmental safeguards				

The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles

Maximum 4 points on this performance measure.

• Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2.

2

- The 2016/2017 Workplan has got a gender activity under Women Council section entitled "Sensitisation on mainstreaming gender issues in plans"

- A report dated 07th October 2016 was seen on District women Council meeting for 1st quarter review for FY 2016/2017

- There was a report on Gender training for Early Childhood Care and Development (ECCD) for Resource Person and Volunteers in Apala sub-county. This was conducted from 2nd to 5th June 2015.

- A report dated 23rd Sept 2016 was seen on Training of NGBV and child marriage service providers on data capture and analysis using the National GBV database. This was held in Moroto from 13 -15 September 2016

• Evidence that gender focal point has planned activities for current FY to strengthen women's roles and that more than 90% of previous year's budget for gender activities has been implemented: score 2.

2

- The 2017/2018 District Workplan and Budget has got a special sector dedicated to Women Council. It has seven activities planned therein.

- A report dated 19th July 2017 was seen on mainstreaming gender in the District development Plan

- Out of UGX33,540,000 planned for gender activities, ALL (100%) was used.

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

• Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 2

2

Environmental Screening Reports seen for screening activities done in Alebtong District:

- 22nd August 2017 for Road construction (Obile – Amugu Hq)

- 29th Nov 2016 for construction of Classroom Block at Baropiro P/S

- 30th November 2016 for classroom construction at Telela P/S

- 29th Nov 2016 for construction of classroom block at Angem P/S

- 06th October 2016 for Spot embankment and culvert installation at Temiti – Arwot Okwero

- Also a copy of an EIA certificate was seen dated 8 February 2017 where an EIA Certificate No. NEM/EIA/9467 for the proposed construction of primary school facilities was issued.

• Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1

0

Submission of environmental and social management plans was done by the District Environmental Officer but they were not included in the Bid documents

• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1

0

Land Titles have been secured for the District Civic area, Alebtong District H/C IV, Awei Sub-County Headquarters, and Akii Bua Comprehensive Senior Secondary School. 9 out of 10 Health Centres are in the process of processing the Titles. The other 8 Sub-counties and 1 Town Council have been advised to include Titling of their Headquarters in their annual budgets.

		<ul style="list-style-type: none"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2</li> </ul>	2	<p>Certification Forms, duly signed by the District environment Officer, were seen issued for the following Works:</p> <ul style="list-style-type: none"> <li>- Certificate No: 01/1617 issued to Iyama Enterprises Limited on 12th September 2017, after completion of construction of classroom block at Baropiro Primary School, Omoro sub-county.</li> <li>- Certificate No: 02/1617 issued to Gudul Enterprises Ltd on 6th March 2017, after completion of construction of classroom block at Telela Primary School, Apala sub-county.</li> <li>- Certificate No: 03/1617 issued to Bedijo Uganda Ltd on 16th March 2017, after completion of construction of two classroom blocks at Angem Primary School, Omoro sub-county</li> <li>- Certificate No: 0206/12 issued to Dreamers enterprises Ltd on 27th June 2012, after completion of construction of staff houses at Aloii Secondary School</li> <li>- Certificate No: 001/14 issued to Midland Construction Company (U) Ltd on 23rd January 2014, after completion of Stone Pitching and culvert works at Adag – Anii ‘A’ Village, Awei Sub County.</li> </ul>
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## **LGPA 2017/18**

Educational Performance Measures

Alebtong District

(Vote Code: 588)

Score 72/100 (72%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</li> <li>Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4</li> </ul>	4	<p>From the performance contract and staff lists the LG department budgeted for at least a head teacher and a minimum of seven teachers in all the 75 schools</p> <p>From the staff lists the department has deployed at least a head teacher and a minimum of seven teachers in all the 75 schools</p>
2	<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has filled the structure for primary teachers with a wage bill provision               <ul style="list-style-type: none"> <li>If 100% score 6</li> <li>If 80 - 99% score 3</li> <li>If below 80% score 0</li> </ul> </li> </ul>	6	<p>From the performance contract the LG has filled the structure for primary teachers with a wage bill provision</p>
3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6</li> </ul>	6	<p>The two inspector positions are substantively filled as evidenced by appointment letters for;</p> <ol style="list-style-type: none"> <li>Aloro Rolex Min. 030/2011 dated 29/04/2011</li> <li>Moses Olwit Ocen Min. 69/2011 dated 03/05/2013</li> </ol>

4	<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of Primary Teachers: score 2</p>	2	<p>Recruitment plan for 16 teachers dated 16/09/2017 (Notice No. 3 of 2017)</p>
		<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of School Inspectors: score 2</p>	2	<p>All inspector positions substantively filled</p>
5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department appraised school inspectors during the previous FY • 100% school inspectors: score 3</p>	0	<p>The district had 2 Inspectors of Schools; Senior Inspector of Schools Olwit Moses Ocen appraised on 15th July 2017 and Inspector of Schools Aloro Ario Rolex not appraised at the time of the assessment.</p>
		<p>Evidence that the LG Education department appraised head teachers during the previous FY. • 90% - 100%: score 3 • 70% - 89%: score 2 • Below 70%: score 0</p>	3	<p>All 61 ( 100%) substantive head teachers had been appraised in the calendar year 2016 as per the performance assessment reports reviewed.</p>
<p>Assessment area: Monitoring and Inspection</p>				

6	The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools	<ul style="list-style-type: none"> <li>Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1</li> </ul>	1	<p>Circulars communicated include;</p> <ol style="list-style-type: none"> <li>Implementation guidelines on policy shift on primary and secondary school leadership (from PS MoES dated 15/10/2014)</li> <li>Teacher support supervision in schools to CAOs and DEOs from PS MoES (dated 30/06/2017)</li> </ol>
	Maximum 3 for this performance measure	<ul style="list-style-type: none"> <li>Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level, including on school feeding: score 2</li> </ul>	2	Meeting held on 08/01/2018 Min. 04/2018. The DEO emphasized the policy of water and sanitation hygiene in schools and the Early Childhood Development policy to the head teachers
7	The LG Education Department has effectively inspected all private and public primary schools	<ul style="list-style-type: none"> <li>Evidence that all private and public primary schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59% score 1 o Below 50% score 0.</li> </ul>	8	<p>There are 75 public schools and 16 incensed private schools</p> <p>Term 1: 84/89 schools inspected (93%)</p> <p>Term 2: 72/89 schools inspected (80%)</p> <p>Term 3: 74/89 schools inspected (82%)</p> <p>Average percentage is 85%</p>
8	LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations	<ul style="list-style-type: none"> <li>Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4</li> </ul>	0	Inspection reports discussed during departmental meetings (Minute 4/2/2017 reported that the preparation of teachers was inadequate) There was no evidence of making recommendations for corrective actions
	Maximum 10 for this performance measure	<ul style="list-style-type: none"> <li>Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2</li> </ul>	2	Copy of submitted inspection report was stamped as received by DES regional office in Gulu
		<ul style="list-style-type: none"> <li>Evidence that the inspection recommendations are followed-up: score 4</li> </ul>	0	There was no evidence of inspection recommendations being followed up.



9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has submitted accurate/consistent data:               <ul style="list-style-type: none"> <li>List of schools which are consistent with both EMIS reports and OBT: score 5</li> </ul> </li> </ul>	5	Data for the 75 public schools in the district is consistent with the EMIS and OBT
		<p>Evidence that the LG has submitted accurate/consistent data:           <ul style="list-style-type: none"> <li>Enrolment data for all schools which is consistent with EMIS report and OBT: score 5</li> </ul> </p>	5	The enrollment data for all schools is consistent with EMIS and OBT

Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc...during the previous FY: score 2</li> </ul>	2	<p>At the 1st Sitting of the Health, Education, Gender and Community Based Services Committee held on 25/08/2016 under Min. 4a/ADHECBSC/2016/17/Min.4a.1, the Committee considered the DEO's report where amongst others it resolved that Abako sub-county singled out to host the second special needs unit after Alebtong; that the DEO to spearhead the drafting of the Education ordinance.</p>
		<ul style="list-style-type: none"> <li>Evidence that the education sector committee has presented issues that requires approval to Council: score 2</li> </ul>	2	<p>Council at its 2nd Sitting of the 3rd District Council of Albetong held on 14/09/2016 under Min. 14/3ADC/2016/17/Min.14.2 the Committee sought the Council's approval to table the Education Ordinance (aimed at improving district performance) at the next Council Sitting.</p>

11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	0	<p>From the five sampled files the committees held only 9 meetings instead of 15 meetings which is 60% (1 meeting per term per school)</p>
12	<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>• Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	3	<p>Publication of grants submitted to the schools was posted at the notice board of the DEO and at Alai High Primary School and Alebtong Primary School</p>
Assessment area: Procurement and contract management				
13	<p>The LG Education department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>• Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30: score 4</p>	0	<p>Submission of procurement requests to PDU was made as evidenced by procurement request for construction of classroom blocks at Telela PS, Baropiro PS and Angem PS was done on 01/07/2017 way beyond the deadline of 30th April.</p>

14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	3	<p>The DEO certifies for payment in timely manner to its suppliers as seen from payment of the building of 2 class room block by Gudul Enterprises Ltd.</p> <p>Requisition was made on 20/2/2017 DEO , District Engineer, CFO certified on 9/03/2017 and CAO approved on 13/03/2017 and payment was made on 13/03/2017 on Voucher NO 01/03/2017</p>
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Assessment area: Financial management and reporting

15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>	4	<p>APR submitted on 12/07/2017 as evidenced by the District Planners receipt stamp on the Q4 report.</p>
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16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points o If all queries are not responded to score 0</li> </ul>	2	<p>Education sector provided information to the internal audit, the sector had 6 audit queries that were all discussed as per the LGPAC meeting held on 10-10-2017 and on 29/12/2017</p>
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Assessment area: Social and environmental safeguards

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2</li> <li>• Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2</li> <li>• Evidence that the School Management Committee meet the guideline on gender composition: score 1</li> </ul>	<p>2</p> <p>0</p> <p>1</p>	<p>Training for senior women teachers was conducted in collaboration with UNICEF on handling of hygiene as evidenced by having separate hygiene facilities for boys and girls at the schools sampled. Provision of bathrooms for girls during their monthly periods and changing rooms at school</p> <p>The was no evidence that the department explained guidelines on how to manage sanitation for girls in primary schools</p> <p>The SMCs composition of the schools sampled had a third of the members from the foundation body as females as provided for by the Education Act 2008.</p>
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 3:</li> </ul>	<p>3</p>	<p>The environment department conducts annual school sensitization programmes as evidenced by report dated 12/06/2017</p>



## **LGPA 2017/18**

Health Performance Measures

Alebtong District

(Vote Code: 588)

Score 39/100 (39%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human resource planning and management				
1	<p>LG has substantively recruited primary health workers with a wage bill provision from PHC wage</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> <li>• More than 80% filled: score 6 points,</li> <li>• 60 – 80% - score 3</li> <li>• Less than 60% filled: score 0</li> </ul>	3	68% (139 out of 203) approved positions were filled.
2	<p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>	0	There was no recruitment plan and recruitment request for the current financial year.
3	<p>The LG Health department has ensured that performance appraisal for health facility in charge is conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the health facility in-charge have been appraised during the previous FY: o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0</p>	0	One out of the 10 In-charges had been appraised at the time of the assessment.

4	<p>The Local Government Health department has equitably deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY: score 4</li> </ul>	0	<p>The deployment list differed from the PBS list. For example, Alebtong HCIV has 49 staff deployed as opposed to the 45 in the PBS list while 7 Nursing Officers are deployed at the same facility yet the PBS list has 5.</p>
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Assessment area: Monitoring and Supervision

5	<p>The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3</li> </ul>	0	<p>The was no evidence of dissemination of policies, guideline and circulars was provided. Dissemination letters, related meeting minutes and applicable policies, circulars and guidelines were not available.</p>
		<ul style="list-style-type: none"> <li>• Evidence that the DHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3</li> </ul>	0	<p>There was no meeting between the DHO and health facility in-charges where guidelines, policies and circulars were explained. Available minutes of meetings did not reflect explanation of guidelines, policies and circulars.</p>
6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT has supervised 100% of HC IVs and district hospitals: score 3</p>	3	<p>100% (Alebtong HCIV, the only one in the district) was supervised as reflected in reports dated 20th September 2016 and 27th March 2017.</p>
		<p>Evidence that DHT has supervised lower level health facilities within the previous FY: • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0</p>	2	<p>80% (12 out of 15) facilities were supervised as seen from supervision report dated 15th May 2017; 27th March 2017; 20th September 2017; and 20th September 2016.</p>

7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced: • If 100% supervised score 6 points • 80 - 99% of the health facilities: score 4 • 60 - 79% of the health facilities: score 2 • Less than 60% of the health facilities: score 0</p>	0	<p>There was no evidence of supervision provided by the HSB since related reports and minutes of meetings were not available.</p>
8	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<p>• Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4</p>	4	<p>• Minute 04/05/17 dated 15th May 2017 discussed issues identified from supervision reports including failure of HCs to make workplans for FY 2017/18 picked from supervision report dated 13th April 2017.</p> <p>• Minute 05/05/17 was on the way forward and the recommendation was that HCs should make work plans together with sub county chiefs.</p>
		<p>• Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6</p>	0	<p>There was no evidence of follow up of recommendations and undertaking of specific actions.</p>
9	<p>The LG Health department has submitted accurate/consistent reports/date for health facility lists as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<p>• Evidence that the LG has submitted accurate/consistent data regarding: o List of health facilities which are consistent with both HMIS reports and OBT: score 10</p>	10	<p>• There was consistency since the PBS list had 15 health facilities, which were also presented in HMIS105 reports.</p> <p>• The 5 extra facilities that appeared in HMIS105 reports were well known by the DHO's office and genuinely missed in PBS since; 3 were Private Not for Profit and 2 were Private for Profit and did not receive PHC funds.</p>

Assessment area: Governance, oversight, transparency and accountability



10	<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the council committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2</li> </ul>	2	<p>At the 1st Sitting of the Health, Education, Gender and Community Based Services Committee held on 25/08/2016 under Min. 4a/ADHECBSC/2016/17/Min.4a.1, the Committee considered the DHO's report where amongst others it discussed the assessment of the functionality of Anara HC II ; filling of all critical vacant posts in health department.</p>
		<ul style="list-style-type: none"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	2	<p>Council at its 3rd Sitting of the 3rd District Council of Albetong held on 30/11/2016 under Min. 23/3ADC/2016/17/Min.23.II.3 the Committee sought the Council's approval to grant a top up UGX. 500,000/= to Dr. Okello Amos (Surgeon) as a motivation/appreciation for the tireless engagement at Alebtong HC/IV.</p>
11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> <li>If 100% of randomly sampled facilities: score 5</li> <li>If 80-99% : score 3</li> <li>If 70-79%: : score 1</li> <li>If less than 70%: score 0</li> </ul>	0	<ul style="list-style-type: none"> <li>Only 25% (1 out of 4) of sampled health facility HUMCs were active. They discussed various issues including work plans, staff attendance and budgetary aspects. Some of the meetings held include:</li> <li>Alebtong HCIV HUMC met 4 times on; 12th October 2016; 23rd December 2016; 25th May 2017; and 11th July 2017.</li> <li>Oteno HCII HUMC met 3 times on; 8th October 2016; 4th July 2016; and 1st July 2017.</li> <li>Abako HCIII HUMC met only once on 11th July 2017.</li> <li>Omoro HCIII HUMC met twice on 16th August 2017 and 18th October 2017.</li> </ul>

12	<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>	3	<p>Lists of health facilities with PHC non-wage figures for quarter one were pinned on the notice board at the DHO's block and that at Alebtong HCIV.</p>
Assessment area: Procurement and contract management				
13	<p>The LG Health department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2</li> </ul> <p>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>	0	<p>Two procurement request were submitted on 9th August 2017 and 26th September 2017 after the deadline.</p> <p>Form PP1 was submitted on 9th August 2017.</p>
14	<p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time:</li> <li>• 100% - score 8</li> <li>• 70-99% – score 4</li> <li>• Below 70% - score 0</li> </ul>	0	<p>Receipt of the health supplies procurement plan was not provided by NMS.</p>

15	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points</li> </ul>	2	<p>The DHO certifies and recommends suppliers for timely payment as seen from the quarterly Technical review meeting. Where requisition was made on 3/4/2017, DHO, CFO certified on 3/4/2017 and CAO approved and payment was made on 3/4/2017 on voucher NO 06/04/2017</p>
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Assessment area: Financial management and reporting

16	<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>	4	<p>APR submitted on 14/07/2017 as evidenced by the District Planners receipt stamp on the Q4 report.</p>
17	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year • If sector has no audit query score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points • If all queries are not responded to score 0</p>	2	<p>Health sector provided information to the internal audit, the sector had 2 audit queries that were all discussed and responded to as per the LGPAC meeting held on 10-10-2017 and on 29/12/2017</p>

Assessment area: Social and environmental safeguards

18	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>• Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2</li> </ul>	0	<p>Only 25% (1 out of 4) sampled facilities met the gender requirement of one third as follows; Alebtong HCIV at 29% (2 females out of 7 members); Oteno HCII at 40% (2 females out of 5 members); Abako HCIII at 14% (1 female out of 7 members); and Alebtong HCIV at 29% (2 females out of 7 members).</p>
		<ul style="list-style-type: none"> <li>• Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2</li> </ul>	0	<p>No evidence of issuance of guidelines on how to manage sanitation in health facilities since they were not found at sampled facilities and no acknowledgement list was available.</p>
19	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 2 points</p>	<ul style="list-style-type: none"> <li>• Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points.</li> </ul>	0	<p>No evidence of issuance of guidelines on medical waste management was provided since they were not available at the sampled health facilities and acknowledgement lists were not availed.</p>



## **LGPA 2017/18**

Water & Environment Performance Measures

Alebtong District

(Vote Code: 588)

Score 60/100 (60%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10</li> </ul>	10	<p>Sub-counties with safe water coverage below the district average of 63% were targeted in the District Investment Plan in Abia (40.5%), Omoro (53%), Awei (60.3%), Amugu (62.7%), Aloi (63.5%), vidence</p>
2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15</li> </ul>	0	<p>No Evidence seen. AWP 2016/17 reportedly missing</p>
Assessment area: Monitoring and Supervision				

3	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually. • If more than 95% of the WSS facilities monitored: score 15 • 80 - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60 - 69% monitored: score 5 • 50 - 59%: score 3 • Less than 50% of WSS facilities monitored -score 0</p>	15	<p>Evidence of progress report dated 29th May 2017, from DWO to CAO show details of supervision activities of a 5 stance pit latrine.</p> <p>Evidence of a joint supervision report for borehole drilling of 11 facilities, dated 12th March 2017 to CAO</p>
4	<p>The LG Water department has submitted accurate/consistent reports/data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<p>• Evidence that the LG has submitted accurate/consistent data for the current FY: o List of water facility which are consistent in both sector MIS reports and OBT: score 10</p>	0	<p>• Not consistent. Ministry MIS reporting 93% coverage. The District Investment plan shows 63%</p>
Assessment area: Procurement and contract management				
5	<p>The LG Water department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	0	<p>• Evidence of Procurement request of 1/07/2016, 4 deep borehole drilling and others, signed by DWO and received by Head PDU (later than April 30th)</p>

6	The DWO has appointed Contract Manager and has effectively managed the WSS contracts	<ul style="list-style-type: none"> <li>• If the DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2</li> </ul>	2	Formal appointment letter seen, in writing, in FY 16/17 to DWO to be designated contract manager dated 23rd dec 2016 by CAO
	Maximum 8 points for this performance measure	<ul style="list-style-type: none"> <li>• If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	2	Construction is as by general designs in BoQ
		<ul style="list-style-type: none"> <li>• If contractor handed over all completed WSS facilities: score 2</li> </ul>	0	no evidence
		<ul style="list-style-type: none"> <li>• If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	0	No Evidence
7	<ul style="list-style-type: none"> <li>• Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	3	<ul style="list-style-type: none"> <li>• The DWO certifies and recommends suppliers for payment in a timely manner as seen in Drilling of 3 Dip bore hole by SRI Balat Industries E.A Ltd. Requisition was made on 28th /June/2017 DWO certified on 28th /June/2017 , CFO and CAO on 29th /June/2017 payment on electronic no RTGS on 29/June/2017</li> </ul>
Assessment area: Financial management and reporting				
8	The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit	<ul style="list-style-type: none"> <li>• Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5</li> </ul>	5	APR submitted on 13/07/2017 as evidenced by the District Planners receipt stamp on the Q4 report.
Maximum 5 for this performance measure				



9	<p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0</li> </ul>	3	<p>Water sector provided information to the internal audit, the sector had 12 audit queries that were all discussed as per the LGPAC meeting held on 10-10-2017 and on 29/12/2017</p>
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3</li> </ul>	3	<p>At the 3rd Sitting of the Works &amp; Technical Services Committee held on 30/06/2017 under Min. 37/ADWTSC/2016/17/Min.37.3, the Committee considered the District Engineers Status of 2016/17 projects report where under the water sector it discussed the plan to drill 11 deep boreholes; completion of 5 out of 6; rehabilitation and spring protection to 100% completion and completion of toilet construction at Apala market.</p>
		<ul style="list-style-type: none"> <li>• Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	3	<p>Council at its 6th Sitting of the 3rd District Council of Albetong held on 29/05/2016 under Min. 49/3ADC/2016/17/Min.49.11.12 on budget estimates considered issues requiring its approval. e.g. Committee sought approval to have the deep bore hole rehabilitation at Omoro trading centre which Council directed that it instead be done at Adwir P.7 PS in Ocokober parish .</p>

11	<p>The LG Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2</li> </ul>	2	<p>Displays of releases are made on notice boards for the quarter, until the next quarter, with other releases but no evidence seen</p>
		<ul style="list-style-type: none"> <li>• All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>• Engravement seen for boreholes done on pedestral. Information seen .Visited :-</li> </ul> <p>New borehole</p> <p>Village: adyangowe</p> <p>DWD No. 60181</p> <p>Date: 25th march 2017</p> <p>Funding ::PAF</p> <p>FY: 16/17</p> <p>Contractor: PMP holdings</p> <p>Village: alango</p> <p>DWD No. 60182</p> <p>Date: 24th march 2017</p> <p>Funding ::PAF</p> <p>FY: 16/17</p> <p>Contractor: PMP holdings</p>
		<ul style="list-style-type: none"> <li>• Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	0	<p>No contract sum indicated</p>
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	1	<ul style="list-style-type: none"> <li>• Evidence file with applications from the communities, eg letter from Otoirio village dated 8th april 2017, to DWO</li> <li>• Evidence of district general receipt given by district to Ongong citrus community of 200,000/-, dated 18th dec 2016</li> </ul>

		<ul style="list-style-type: none"> <li>• Number of water supply facilities with WSCs that are functioning evidenced by collection of O&amp;M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2</li> </ul>	0	•No O&M Evidence
Assessment area: Social and environmental safeguards				
13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> <li>• Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2</li> </ul>	2	Sample of environmental and social management plan for water projects, 1st quarter 2016/17 report by Environmental Officer
	Maximum 4 points for this performance measure	<ul style="list-style-type: none"> <li>• Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	0	No evidence seen of environmental management followup
		<ul style="list-style-type: none"> <li>• Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	1	Evidence seen from BoQ, of siribalagi ltd contract, borehole drilling, bill item no 1.9 & 1.8 on environmental protection
14	The LG Water department has promoted gender equity in WSC composition.	<ul style="list-style-type: none"> <li>• If at least 50% WSCs are women as per the sector critical requirements: score 3</li> </ul>	3	<ul style="list-style-type: none"> <li>• Evidence from report of Improved Water Supply Sustainability NGO, borehole drilling, dated 30th July 2016, WUC had 4 women and 6 men</li> <li>• Evidence of Form1, MIS , Abongawobi village, dated 7th July 2016, 5 women, men 5</li> </ul>
15	Gender- and special-needs sensitive sanitation facilities in public places/RGCs.	<ul style="list-style-type: none"> <li>• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	3	latrines with separate stances for men, women and ramp for disabled
	Maximum 3 points for this performance measure			