



LGPA 2017/18

Accountability Requirements

Arua District

(Vote Code: 503)

Assessment	Compliant	%
Yes	3	50%
No	3	50%

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	The Final Performance Contract for FY2017/18 was submitted to MoFPED on 14th July, 2017 contrary to the standard of June 30, 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	<ul style="list-style-type: none"> The approved performance contract for FY2017/18 had a procurement plan attached as per the LG PPDA regulations, 2016 	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	The annual performance report for for FY2016/17 was submitted to MoFPED on 7/8/2017 by District Planner of Arua (Shaphan Andeku) contrary to 31st July, standard emphasised in the LG Budget Preparation Guidelines and PFMA Act, 2015.	No

<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)</p>	<p>xxxxxx</p>	<p>3/4 Budget quarterly performance reports were submitted to MoFPED on the indicated dates below</p> <p>Quarter 4 performance report was submitted to MoFPED by district planner Shaphan Andeku on 7/8/2018</p> <p>Quarter 3 performance report was submitted to MoFPED by district planner (Shaphan Andeku) on 15th/5/2017</p> <p>Quarter 2 performance report was submitted to MoFPED by Shaphan Andeku on 2/2/2017</p> <p>Quarter 1 performance report records of submission could not be found either in MoFPED and Arua district, hence no evidence of submission</p>	<p>No</p>
<p>Assessment area: Audit</p>			
<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>	<ul style="list-style-type: none"> • A submission on the status of Internal Auditor General findings was made to the PS/ST on 06/03/17 in a letter dated 27/02/17 (Ref. AUD/252/2). Another response was made on 25/05/17 in a letter dated 22/05/17. • The submission was copied to the CAO, The LC IV Chairman and RDC. The report also included a follow up on the issues reported in the OAG report. • The statement included actions against all internal audit findings for the financial year 2015/16 	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>xxxxx</p>	<p>Arua DLG has an unqualified Audit opinion for its FY 2016/17 financial statements, with an emphasis of matter on 6 issues.</p> <ul style="list-style-type: none"> • Utilization of Medicines and Health Supplies • Medicines and health supplies accountability • Drug stock-outs • Low recovery of Youth Livelihood program funds • Under collection of Local Revenue • Understaffing • Irregular payment of salary to retired staff • Inspection of Adumi Health Centre IV. 	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Arua District

(Vote Code: 503)

Score 66/100 (66%)

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:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 2. 	2	<p>Arua district LG has a functional Physical Planning committee as evidenced by the minutes of their meetings such as</p> <ul style="list-style-type: none"> • Minute of meeting held on 14/11/2017 with the agenda of approval of Ovisoni Town board Physical Development plan 2017-2027 Min4/DPPC/11/13; and approval of selected Rural Growth Centres (RGCs) Min5/DPPC/11/14 • DPPC meeting held on 12th April, 2017 at the District Board room deliberated on development applications received
		<ul style="list-style-type: none"> • All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2. 	2	<p>There is evidence that all new infrastructure investments have approved plans which are consistent with the physical plans</p> <ul style="list-style-type: none"> • Minute 4/PPC/4/2017 of the district physical planning committee held on 20/2/2017 at land office was intended for the approval of new development plans. • Minute PPC/149/2016 of the physical planning committee meeting held on 17th/8/2016 in the council hall focused on the plans approval
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>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	2	<p>There was evidence that the priorities in the AWP for FY2017/18 were based on the outcomes of the budget conference held on 24th October, 2016. The presentations during the budget conference were available but the report was not compiled. The presentations by CAO of the key policies guiding the budget preparation for FY2017/18 and HoDs - Production and Marketing, water and sanitation, health, education, among others were evident</p>

		<ul style="list-style-type: none"> • 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. 	2	<p>There was evidence that capital investments were derived from the 5 year development plan such as projects on Water on pg 22 of AWP and also reflected on pg 122 of the DDP11</p> <ul style="list-style-type: none"> • Construct one pit latrine in RGCs • Drill 20 deep boreholes • Rehabilitate 27 deep boreholes • Construct one pipe water supply system
		<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1. 	0	<p>Project profiles for only 2 departments Production and marketing- (sub sectors of crop, fisheries, livestock,) and Technical services and works (Water and Sanitation) were developed on pages 96-121 of the DDP11 and there was no evidence that these profiles were tabled to TPC for inclusion in the AWP since most of the departments did not submit.</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"> • 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. 	0	<p>There was no evidence of a compiled statistical abstract compiled 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>	<p>• 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</p>	2	<p>From the sampled projects under production and marketing, water and education there was evidence that all infrastructure projects implemented by the LG in FY2016/17 were derived from the AWP as</p> <ul style="list-style-type: none"> • Construction of 5 plant marketing facilities in pg 14 of AWP, and 4 were constructed in Vurra Rhino camp, Odupi, Anyiribu and dadamu according to the annual performance report pg 81 • 11 fish pond constructed and maintained pg 14 of AWP and 11 constructed in Vurra and Ayivu constituencies- 11 subconties benefited pg 82 of annual performance report. • 20 five stances of latrines constructed on pg 19 of AWP and 20 five stance latrines constructed in Ave, Baito, Ogoko, Pajuru, Onduparaka and Tumvea P/S in annual performance report pg 95 • 9 classrooms constructed in UPE schools on pg 19 AWP and pg 95 of annual performance report indicates 9 classrooms constructed in Tumvea, Ogoko and Katiyi P/S
		<p>• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0</p>	0	<p>From sampled projects in Education planned,</p> <ul style="list-style-type: none"> •Planned Construction of 9 classrooms in UPE (Tumvea, Ogoko, Katiyi ps) at 420,946,000 but only managed to put up 6 classrooms at 296,426,000 (70.4%) pg 95 of APR • Planned Construction of 20 five stance latrines in selected schools at 87,857,000 but constructed at 40,693,000 (46.3%) • Under roads, planned to maintain 643.52km of district roads in all 25 subconties on pg 100 of APR at 741,112,000 but spent 344,991,000 (46.6%)

5	<p>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</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	2	<p>From the sampled sector overall expenditure performance below, it was evident that these parameter was achieved</p> <ul style="list-style-type: none"> Education sector had an approved budget of 33, 581,926,000 but spent 34,450,344,000 (103) pg 2 of the APR Health sector had an approved budget of 9,654,140,000 but spent 8,691,645,000 (90%) pg 2 of APR Roads and Engineering approved budget of 1,635,738,000, but spent 1,572,501,000 (96%) Water approved budget of 1,091,227,000 but spent 1,103,626,000 (101%)
		<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of O&M budget for infrastructure in the previous FY: score 2 	2	<p>There was evidence under water sector that O&M was budgeted under output of Supporting for O&M of district water and sanitation on page 102 of APR. The planned expenditure was 6,250,000 to maintain and make them functional 90 rural water points/sources in various parishes, but spent 18,024,000 (288.4%)</p>

Assessment area: Human Resource Management

6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	2	<ul style="list-style-type: none"> All the 9 heads of Departments and 4 keys section heads, namely Internal audit, HRM, Planning unit, and Procurement have filled performance contracts and have accordingly been endorsed by CAO as per the guidelines of MoPS (CICULAR STANDING INSTRUCTION NO1 OF 2016) for the previous financial year
		<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	<ul style="list-style-type: none"> 2 departments: • -The department of woks and Engineering and Community development are not substantively filled

7	The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY. Maximum 4 points on this Performance Measure	• Evidence that 100 percent of staff submitted for recruitment have been considered: score 2	2	• Reference made to a submission .CR/159/1 dated 14/6/2016,in relation to DSC/212/1 Dated 2/11/2016 , all staff positions submitted for recruitment had been considered.
		• Evidence that 100 percent of staff submitted for confirmation have been considered: score 1	1	• Reference made submissions CR/164/A in relation to DSC , 506/2015 all staff submitted for confirmation had been considered
		• Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1	1	• Reference made submissions CR/164/A in relation to DSC 212/1, all disciplinary cases submitted had been considered
8	Staff recruited and retiring access the salary and pension payroll respectively within two months Maximum 5 points on this Performance Measure.	• 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	3	• All staff recruited in previous financial year had accessed the salary pay roll with in two month as evidenced in the IPPS and the recruited staff list as per DSC min.DSC/212/1 Dated 2/11/2016
		• 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	0	• No pensioner had accessed pensioner's pay roll with in two month, according to the pensioner's soft ware payroll
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) Maximum 4 points on this Performance Measure.	• If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points • If the increase is from 5 -10% : score 2 point • If the increase is less than 5% : score 0 points.	0	For Arua DLG, Local Revenue realised for FY 2015/16 was Shs 596,496,280. Local revenue realised for FY 2016/17 was Shs 544,438,367. This was reduction by -8.7%, which is < 5.%.

10	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> 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. 	2	<p>Arua district OSR budget for FY 2016/17 was Shs 522,450,000. For the same year, the district was able to realise Shs 544,438,367. The variance between what was planned and what was realised was 4.2%, which is within +/- 10%.</p>
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	2	<p>Arua district remits and gets remittances of local revenues to and from LLGs. Examples of remittances to LLGs (65%) include: Payment of Shs 5,482,750 to Oluko S/C on 17/01/17 for LST, Payment of Shs 6,617,000 to Pajulu S/C on 17/01/17 for LST and payment of Shs 4,017,000 to Ajia S/C on 16/01/17. Examples of remittances by LLGs to the district (35%) include: Payment of Shs 3,307,900 by Ayivu S/C on 07/12/16, payment of Shs 225,000 on 19/12/16 by Oriama S/C and payment of Shs 300,000 by Pajulu S/C on 13/12/16.</p>
		<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	2	<p>For FY 2016/17, Shs 50,042,500 was paid out of OSR for activities of Clerk to Council. Total OSR expenditure for FY 2015/16 was Shs 596,496,280. This makes a proportion of 8.3%, which is < 20%.</p>

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"> 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 	2	<ul style="list-style-type: none"> District Service Commission (DSC) Minute No. DSC/584/2016 dated 15/02/2016 that was seen at Arua HRM Department confirmed that the position of a Senior Procurement Officer was substantively filled. District Service Commission (DSC) Minute No. DSC/354/2014 that was seen at Arua HRM Department confirmed that the position of Procurement Officer was substantively filled.
				<p>There WAS Evidence that TEC Produced and Submitted Reports to the Contracts Committee for the previous FY (2016/2017 FY) as exemplified by the following projects:</p> <ul style="list-style-type: none"> Construction of Staff House at Bileafe Health Center III in Uriama Sub-county (Arua

• Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1

1

503/Wrks/16-17/00002). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Construction of OPD Block at Tuku Health Center II in Bileafe Sub-county (Arua 503/Wrks/16-17/00007). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Construction of 5 Stance VIP Latrine at Luluwiri RGC (Arua 503/Wrks/16-17/00014). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Borehole Siting, Drilling, Casting and Installation of 13 Boreholes Lot II (Arua 503/Wrks/16-17/00020). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Borehole Siting, Drilling, Casting and Installation of 12 Boreholes Lot I (Arua 503/Wrks/16-17/00021). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Construction of Okubani Market in Ogoko Sub-county (Arua 503/Wrks/16-17/00029). TEC Min Date: 20/12/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Renovation of Enyau Abattoir in Pajulu Sub-county (Arua 503/Wrks/16-17/00030). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Construction of a Three Classroom Block with Office and a 5 Stance VIP Latrine at Tumvea P/S (Arua 503/Wrks/16-17/00031). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Construction of Staff House for Ariavu P/S in Manibe Sub-county (Arua 503/Wrks/16-17/00035). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Construction of 5 Stance VIP Latrine at Baito

P/S (Arua 503/Wrks/16-17/00047). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

- Construction of 5 Stance VIP Latrine at Pajuru P/S (Arua 503/Wrks/16-17/00048). TEC Min Date: 05/10/2016. Signed by Chairperson (District Engineer). Signed by Secretary (Procurement Officer).

There WAS Evidence that District Contracts Committee considered recommendations of the TEC and provided justifications for any deviations from those recommendations as exemplified by the following projects:

- Construction of Staff House at Bileafe Health Center III in Uriama Sub-county (Arua 503/Wrks/16-17/00002) under DDEG. DCC Min Date: 28/10/2016. 5th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Construction of OPD Block at Tuku Health Center II in Bileafe Sub-county (Arua 503/Wrks/16-17/00007) under DDEG. DCC Min Date: 28/10/2016. 5th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Construction of 5 Stance VIP Latrine at Luluwiri RGC (Arua 503/Wrks/16-17/00014) under DWSCG. DCC Min Date: 07/10/2016. 4th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Borehole Siting, Drilling, Casting and Installation of 13 Boreholes Lot II (Arua 503/Wrks/16-17/00020) under DWSCG. DCC Min Date: 07/10/2016. 4th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Borehole Siting, Drilling, Casting and Installation of 12 Boreholes Lot I (Arua 503/Wrks/16-17/00021) under DWSCG. DCC Min Date: 07/10/2016. 4th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

• Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1

1

- Construction of Okubani Market in Ogoko Sub-county (Arua 503/Wrks/16-17/00029) under DDEG. DCC Min Date: 29/12/2016. 10th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Renovation of Enyau Abattoir in Pajulu Sub-county (Arua 503/Wrks/16-17/00030) under DDEG. DCC Min Date: 28/10/2016. 5th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Construction of a Three Classroom Block with Office and a 5 Stance VIP Latrine at Tumvea P/S (Arua 503/Wrks/16-17/00031) under SFG. DCC Min Date: 07/10/2016. 4th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Construction of Staff House for Ariavu P/S in Manibe Sub-county (Arua 503/Wrks/16-17/00035) under DDEG. DCC Min Date: 28/10/2016. 5th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Construction of 5 Stance VIP Latrine at Baito P/S (Arua 503/Wrks/16-17/00047) under SFG. DCC Min Date: 07/10/2016. 4th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Construction of 5 Stance VIP Latrine at Pajuru P/S (Arua 503/Wrks/16-17/00048) under SFG. DCC Min Date: 07/10/2016. 4th DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Siting, Drilling, Casting and Installation of 20 Boreholes under Water Sector (DWSCG) Lot I (Arua 503/Wrks/17-18/00011). DCC Min Date: 13/09/2017. 3rd DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

- Motorization of One Borehole at Adumi Health Center IV under DDEG (Arua 503/Wrks/17-18/00014). DCC Min Date: 13/09/2017. 3rd DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).

			<ul style="list-style-type: none"> - Construction of Three Classroom Block and 5 Stance VIP Latrine at Manago P/S (Arua 503/Wrks/17-18/00016). DCC Min Date: 13/09/2017. 3rd DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer). - Construction of Three Classroom Block with Office at Katyi P/S (Arua 503/Wrks/17-18/00018). DCC Min Date: 13/09/2017. 3rd DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer). - Construction of Staff House at Rhino Camp Sub-county Headquarters (Arua 503/Wrks/17-18/00021). DCC Min Date: 13/09/2017. 3rd DCC Meeting. Signed by Chairperson (Veterinary Officer), 5 Members and Secretary (Senior Procurement Officer).
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>		<p>(a) There WAS Evidence that the procurement and Disposal Plan for the current year (2017/2018 FY) covered all infrastructure projects in the approved annual work plan and budget as exemplified by the following procurements that were indicated both in the Procurement Plan and in the approved annual work plan and budget for the current FY (2017/2018 FY):</p> <ul style="list-style-type: none"> - Siting, Drilling, Casting and Installation of 20 Boreholes under Water Sector (DWSCG) (Arua 503/Wrks/17-18/00011) was indicated on Page 75 of AWP and Budget for 2017/18 FY (Arua DLG, Vote 503, March 2017) (Annual Procurement Plan for Arua DLG 2017/2018 FY indicated in Submission Letter Addressed to ED PPDA Kampala Dated 22/11/2017 and Referenced CR/105/2). - Motorization of One Borehole at Adumi Health Center IV (Arua 503/Wrks/17-18/00014) was indicated on Page 65 of AWP and Budget for 2017/18 FY (Arua DLG, Vote 503, March 2017) (Annual Procurement Plan for Arua DLG 2017/2018 FY indicated in Submission Letter Addressed to ED PPDA Kampala Dated 22/11/2017 and Referenced CR/105/2). - Construction of Three Classroom Block and 5 Stance VIP Latrine at Manago P/S (Arua 503/Wrks/17-18/00016) was indicated on Page 68 of AWP and Budget for 2017/18 FY

• 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

2

(Arua DLG, Vote 503, March 2017) (Annual Procurement Plan for Arua DLG 2017/2018 FY indicated in Submission Letter Addressed to ED PPDA Kampala Dated 22/11/2017 and Referenced CR/105/2).

- Construction of Three Classroom Block with Office at Katyi P/S (Arua 503/Wrks/17-18/00018) was indicated on Page 68 of AWP and Budget for 2017/18 FY (Arua DLG, Vote 503, March 2017) (Annual Procurement Plan for Arua DLG 2017/2018 FY indicated in Submission Letter Addressed to ED PPDA Kampala Dated 22/11/2017 and Referenced CR/105/2).

(b) There WAS Evidence that the LG made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY as exemplified by the following procurements that occurred in the Procurement Plan, in the Annual Work Plan and Budget and in Referenced Procurement Files for the previous FY (2016/2017 FY):

- Construction of 5 Stance VIP Latrine at Luluwiri RGC (Arua 503/Wrks/16-17/00014) (Page 122 of 168 – Annual Work Plan and Budget 2016/2017 FY for Arua DLG, June 2016).

- Borehole Siting, Drilling, Casting and Installation of 13 Boreholes Lot II (Arua 503/Wrks/16-17/00020) (Page 120 of 168 – Annual Work Plan and Budget 2016/2017 FY for Arua DLG, June 2016).

- Borehole Siting, Drilling, Casting and Installation of 12 Boreholes Lot I (Arua 503/Wrks/16-17/00021) (Page 120 of 168 – Annual Work Plan and Budget 2016/2017 FY for Arua DLG, June 2016).

- Construction of Okubani Market in Ogoko Sub-county (Arua 503/Wrks/16-17/00029) (Page 46 of 168 – Annual Work Plan and Budget 2016/2017 FY for Arua DLG, June 2016).

- Renovation of Enyau Abattoir in Pajulu Sub-county (Arua 503/Wrks/16-17/00030) (indicated as Vet Lab and Plant Clinic at Enyau Kebiri on Page 46 of 168 – Annual Work Plan and Budget 2016/2017 FY for Arua DLG, June 2016).

- Construction of a Three Classroom Block with Office and a 5 Stance VIP Latrine at

			<p>Tumvea P/S (Arua 503/Wrks/16-17/00031) (Page 107 of 168 – Annual Work Plan and Budget 2016/2017 FY for Arua DLG, June 2016).</p> <p>- Construction of 5 Stance VIP Latrine at Baito P/S (Arua 503/Wrks/16-17/00047) (Page 108 of 168 – Annual Work Plan and Budget 2016/2017 FY for Arua DLG, June 2016).</p>
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>	<p>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2</p>	<p>2</p> <p>For current FY (2017/2018), there WAS Evidence that the LG prepared 80% of the bid documents for all investment/infrastructure by August 30. The Assessor made a calculation based on the respective Advertisement Dates of individual Bid Documents and found that 100% of Bid Documents for 2017/2018 FY were prepared BEFORE August 30, 2017. The Calculation made by the Assessor was based on the following Projects and the respective Dates on which the Projects Bid Documents were advertised:</p> <p>- Siting, Drilling, Casting and Installation of 20 Boreholes under Water Sector (DWSCG) Lot I (Arua 503/Wrks/17-18/00011). Bid Document Advertisement Date: 4th August 2017, New Vision Newspaper.</p> <p>- Motorization of One Borehole at Adumi Health Center IV under DDEG (Arua 503/Wrks/17-18/00014). Bid Document Advertisement Date: 4th August 2017, New Vision Newspaper.</p> <p>- Construction of Three Classroom Block and 5 Stance VIP Latrine at Manago P/S (Arua 503/Wrks/17-18/00016). Bid Document Advertisement Date: 4th August 2017, New Vision Newspaper.</p> <p>- Construction of Three Classroom Block with Office at Katyi P/S (Arua 503/Wrks/17-18/00018). Bid Document Advertisement Date: 4th August 2017, New Vision Newspaper.</p> <p>- Construction of Staff House at Rhino Camp Sub-county Headquarters (Arua 503/Wrks/17-18/00021). Bid Document Advertisement Date: 4th August 2017, New Vision Newspaper.</p>

<ul style="list-style-type: none">• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2	2	<p>For previous FY (2016/2017 FY), there WAS Evidence that the LG had an Updated Contracts Register and had Completed Procurement Activity Files for all procurements as exemplified by the following:</p> <ul style="list-style-type: none">- An Updated Contracts Register was seen at the PDU with a starting/opening procurement of Completion of Renovation of District Stores (Arua 503/Wrks/16-17/00001) and ending/closing procurement of Renovation of Police Post (Tukul) at Imvepi Refugee Settlement ((Arua 503/Wrks/16-17/00120).- Referenced Completed Procurement Activity Files for all procurements were seen at the PDU.
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• For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.

2

For previous FY (2016/2017 FY), there WAS Evidence that the LG adhered to Procurement Thresholds as exemplified by the following procurements:

- Construction of Staff House at Bileafe Health Center III in Uriama Sub-county (Arua 503/Wrks/16-17/00002). Contract Amount: 83,551,688 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 22/08/2016, New Vision Newspaper.

- Construction of OPD Block at Tuku Health Center II in Bileafe Sub-county (Arua 503/Wrks/16-17/00007). Contract Amount: 72,961,820 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 22/08/2016, New Vision Newspaper.

- Construction of 5 Stance VIP Latrine at Luluwiri RGC (Arua 503/Wrks/16-17/00014). Contract Amount: 24,860,093 UGX. Verified Procurement Method: Selective Bidding. Date of Invitation to Bid: 26/08/2016.

- Construction of Okubani Market in Ogoko Sub-county (Arua 503/Wrks/16-17/00029). Contract Amount: 76,193,854 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 24/11/2016, New Vision Newspaper.

- Construction of 5 Stance VIP Latrine at Baito P/S (Arua 503/Wrks/16-17/00047). Contract Amount: 20,540,024 UGX. Verified Procurement Method: Selective Bidding. Date of Invitation to Bid: 26/08/2016.

15

The LG has certified and provided detailed project information on all investments

Maximum 4 points on this performance measure

- 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

2

There WAS Evidence that all works projects implemented in the previous FY (2016/2017 FY) were appropriately certified – interim and completion certificates for all projects based on technical supervision as exemplified by the following projects:

- Construction of Staff House at Bileafe Health Center III in Uriama Sub-county (Arua 503/Wrks/16-17/00002). Interim Certificates Dated 02/May/2017 and 01/June/2017 respectively. Signed by Engineering Assistant. Signed by District Engineer.
- Construction of OPD Block at Tuku Health Center II in Bileafe Sub-county (Arua 503/Wrks/16-17/00007). Interim Certificate Prepared by Engineering Officer and Checked by District Engineer. Dated 16/02/2017.
- Borehole Siting, Drilling, Casting and Installation of 13 Boreholes Lot II (Arua 503/Wrks/16-17/00020). Interim Certificate Dated 28/02/2017. Prepared by Water Officer. Certified by District Engineer.
- Borehole Siting, Drilling, Casting and Installation of 12 Boreholes Lot I (Arua 503/Wrks/16-17/00021). Interim Certificate Dated 17/03/2017. Prepared by District Water Officer. Signed by District Water Officer.
- Construction of a Three Classroom Block with Office and a 5 Stance VIP Latrine at Tumvea P/S (Arua 503/Wrks/16-17/00031). Interim Certificate - Issue Date: 20/12/2016. Valuation Date: 19/12/2016. Certified by District Engineer and Engineering Assistant (MoES).
- Construction of Staff House for Ariavu P/S in Manibe Sub-county (Arua 503/Wrks/16-17/00035). Interim Certificates Dated 16/February/2017; 03/May/2017; 02/June/2017. Signed by Engineering Assistant. Signed by District Engineer.
- Construction of 5 Stance VIP Latrine at Pajuru P/S (Arua 503/Wrks/16-17/00048). Completion Certificate - Issue Date: 14/06/2017. Valuation Date: 13/06/2017. Certified by Engineering Assistant - Buildings. Forwarded by District Engineer. Authorized by CAO.

		<ul style="list-style-type: none"> 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 	0	<p>There was NO Evidence that all works projects for the current FY (2017/2018 FY) were clearly labeled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration as confirmed during a field visit conducted by the Assessor on 23/01/2018.</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"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	0	<p>Arua DLG operates 11 bank accounts, including the Treasury Single Account (TSA). Effort was made to reconcile the TSA and General Fund to 31/12/2017, but by the time of the assessment some items still remained to be cleared from Accountant General side at MoFPED. The rest of the accounts were not reconciled to 31/12/2017.</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"> 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. 	2	<p>From the payments reviewed, it was concluded that the district makes timely payments to its suppliers. Examples of some payments reviewed were: Payment of Shs 3,000,000 to Shire Petroleum Co. Ltd for supply of fuel to Education department. Invoicing was done on 09/03/17 and payment on 21/03/17 (12 days). Payment of Shs 3,274,000 to Neckus Enterprises Ltd for supply of assorted stationary items. Invoicing was on 07/03/17 and payment on 23/03/17 (16 days). Payment of Shs 19,384,104 to Multispace Bureau (U) Ltd for construction of a 5 stance VIP latrine at Pajuru P/S. Invoicing was on 02/06/17, certification on 14/06/17 and payment on 19/06/17 (17 days). Average: 15 days.</p>

18	The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations	<ul style="list-style-type: none"> Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3. 	3	Arua district has a substantive Principal Internal Auditor in the names of Angumaniyo Roy, per appointment letter dated 26/09/2014 written by the CAO (per Min.353/2014). Internal audits for FY 2016/17 were performed and reports for quarters 1 to 4 were seen: Q1 (dated 28/10/16), Q2(dated 15/01/17), Q3(dated 13/03/17) and Q4 (dated 12/07/17).
	Maximum 6 points on this performance measure.	<ul style="list-style-type: none"> 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. 	2	PAC reports for FY 2016/17 Quarters 3 and 4 were seen and reviewed. They each highlighted the implementation status of internal audit findings within the different quarters and the queries that had been dropped /upheld.
		<ul style="list-style-type: none"> 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 	1	Evidence of submission of reports for FY 2016/17 to CAO and LGPAC, and the review of the reports by PAC was seen as per the Internal Audit department delivery book. PAC meeting which sat on 21 and 22 September 2017 discussed Quarter 3 report.
19	The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.	<ul style="list-style-type: none"> 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 	0	The district has an assets register in physical format (books) and electronically in IFMIS. The register is formatted as recommended in the finance manual. However, it is not updated as the values of assets, entries of land and buildings are all missing in the book register. Similary, the electronic version in IFMIS is incomplete.
20	The LG has obtained an unqualified or qualified Audit opinion Maximum 4 points on this performance measure	Quality of Annual financial statement from previous FY: <ul style="list-style-type: none"> unqualified audit opinion: score 4 Qualified: score 2 Adverse/disclaimer: score 0 	4	Arua DLG has an unqualified Audit opinion for its FY 2016/17 financial statements, with an emphasis of matter on 6 issues. <ul style="list-style-type: none"> Utilization of Medicines and Health Supplies Medicines and health supplies accountability Drug stock-outs Low recovery of Youth Livelihood program funds Under collection of Local Revenue Understaffing Irregular payment of salary to retired staff Inspection of Adumi Health Centre IV.
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>Minutes of the 6th sitting of the 1st session of the 8th Arua district council held on May 18th, 2017 at Arua chambers discussed among others</p> <ul style="list-style-type: none"> • Motion to present for approval of Arua district recurrent and development budget and annual workplan proposals for 2017/18- ARU/DC/06/04/8/2017 <p>Minutes of the 6th sitting of the 1st session of the 8th Arua district council held on March 30th, 2017 at Arua council chambers discussed among others</p> <ul style="list-style-type: none"> • Motion to lay on table the Arua district recurrent and development budget, and annual work plan proposals for 2017/18 ARU/DC/03/50/08/2017 • Presentation of the District Chairperson on the state of the service delivery in Arua Regional Referral Hospital ARU/DC/03/51/08/2017 • Motion to for the second reading of the Arua district Alcohol control ordinance, 2016 ARU/DC/03/52/08/2017 • Motion to lay on table recommendations of the Arua DEC on key areas of Arua district LG PAC and internal Audit reports for FYs 2013/14, 2014/15, and 2015/16. ARU/DC/03/53/08/2017
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"> • Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2. 	2	<ul style="list-style-type: none"> • There is a LG staff designated to coordinate, respond and provide feedback on grievances/complains which is form of complains desk managed by ACAO Simon Ababo

<p>23</p> <p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published: • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</p>	<p>2</p>	<p>There was evidence of LG payroll displayed at the notice board for Human resources department, notice directing staff with complains to forward their complains dated 6/12/2017 and notice having a list of employees without TIN numbers dated 201/12/2017</p>
	<p>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1</p>	<p>1</p>	<p>Displays of the following information was evident</p> <p>Display of best evaluated bidder notice for works under selective domestic bidding FY2017/18 displayed on 20/2/2017 and due for removal 5/1/2018</p> <p>List of markets/revenue sources open to all eligible bidders for FY2016/17, but lacked the date of display</p> <p>Invitation to bid for procurement under direct and selective domestic bidding for FY2016/17 dated 30/1/2017</p> <p>Also displayed was a circular from OPM Department of refugees Arua refugees desk (0772854919) on invitation for prequalification for supplies, services and works for FY2018/19 dated 11/1/2018</p>
	<p>• 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.</p>	<p>0</p>	<p>• Not Applicable since performance assessment was not done in FY 2016/17, so there was nothing to display.</p>

24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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	<p>Communications from CAO to LLGs/departmental heads were seen such as:</p> <ul style="list-style-type: none"> • Dated 1/6/2017 report from OPM indicating that all sub counties in Arua had contravened DDEG guidelines in the implementation of programme activities in FY2016/17. (Subject Strict Adherence to Discretionary Development Equalisation grant guidelines (DDEG)) • Dated 23rd/5/2017, communication on the preparation and submission of procurement requisitions for FY2017/18 • Dated 16/10/2017 implementation of the DDEG guidelines.
		<ul style="list-style-type: none"> • 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	<p>There was only one report of the Baraza meeting held at Aroi sub county headquarters on 11/5/2017</p>

Assessment area: Social and environmental safeguards

25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2. 	2	<p>There WAS Evidence that the LG gender focal person provided guidance and support to sector departments to mainstream gender into their activities as exemplified by the following:</p> <ul style="list-style-type: none"> - The Assessor saw Notes on Counseling Vs Giving Advice: Ethical Principles. Dated 09/June/2017 and Presented by DCDO. - The Assessor saw Notes on Mainstreaming Gender at Different Departments of Arua DLG (Education, Health and Planning). Prepared by Gender Focal Person and Dated 09/June/2017. - The Assessor saw Work Plan and Budget of Community Based Services Department for 2016/2017 FY. Gender Mainstreaming was allocated 500,000 UGX under Local Revenue for 2016/2017 FY.
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<ul style="list-style-type: none"> • 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. 	0	<ul style="list-style-type: none"> - There was NO Evidence that gender focal point had planned activities for current FY (2017/2018 FY) to strengthen women's roles. An Approved Work Plan and Budget for the Department of Community Development/Community Based Services for 2017/2018 FY was NOT available. - There was NO Evidence that more than 90% of previous year's budget for gender activities (based on Local Revenue) was implemented since the Allocation that was made for Gender Activities from Local Revenue for FY 2016/2017 (500,000 UGX) was NOT disbursed.
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26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p>	<ul style="list-style-type: none"> • 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 	0	<p>There was NO Evidence that environmental screening or EIA where appropriate, was carried out for activities, projects and plans. There was also NO Evidence that mitigation measures were planned and budgeted for.</p>
	<p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1 	0	<p>There was NO Evidence that the LG integrated environmental and social management plans in the contract bid documents.</p>
		<ul style="list-style-type: none"> • 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	<p>There was NO Evidence that all projects were implemented on land where the LG had proof of ownership by way of a land title or agreement with land owners. None of the projects sampled had a copy of a land title or a land agreement on their Procurement Files that were appropriately and adequately referenced.</p>
		<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2 	0	<p>There was NO Evidence that all completed projects had Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer. None of the projects sampled had a copy of an Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer on their Procurement Files that were appropriately and adequately referenced.</p>



LGPA 2017/18

Educational Performance Measures

Arua District

(Vote Code: 503)

Score 70/100 (70%)

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"> 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 Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4 	4	<p>Vote 503 Arua district OBT FY17/18 has a wage bill of UGX 33,304,239,000 for 246 Heads of schools (i.e. 236 government aided primary school Head teachers and 10 COPE aide instructors) as well as the 2,959 qualified teachers in the 246 schools. The total covers Head teachers and regular teachers.</p> <p>The DEO has a school staff list deployment schedule for 2,959 teachers and Head teachers as per "Government Aided schools in Arua District Local Government Education and Sports, 2017/2018) on file in the DEO's office.</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"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100% score 6 o If 80 - 99% score 3 o If below 80% score 0 	6	<p>The UGX33,304,239,000 OBT budget provision for the entire 2,959 teachers in FY17/18 has catered for the minimum staffing level in the structure of a Head teacher and minimum 7 Teachers.</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"> 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 	6	All positions of inspectors are already filled.
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>There is a department recruitment plan that covers both the Primary Teachers and School Inspectors on file and sent to HRM department as per recruitment plan Ref: Staff Recruitment Plan FY2017/18. Also, there was a letter file from DEO on request to CAO to fill vacant posts of teachers as per letter dated 4th April 2017 ref: Educ/152/5 on the names of 29 deceased teachers.</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>There was a department recruitment plan that covers both the Primary Teachers and School Inspectors on file and sent to HRM department as per recruitment plan Ref: Staff Recruitment Plan FY2017/18. Also, the DEO letters of request to CAO to fill vacant posts School inspector dated October 3rd 2016</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>	3	<p>The Education had files of the 4 Inspectors as having been appraised by the DEO</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>	2	<p>The teachers staff records at the Education department show that up to 80% of the teaching staff were appraised as per their personal files</p>

Assessment area: Monitoring and Inspection

6	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<p>• 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</p>	0	<p>There was no evidence that the national level instructions were communicated during FY16/17 to the educational facilities.</p>
		<p>• 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</p>	0	<p>There were no specific records during the joint meetings with education department officials on agenda items regarding dissemination of guidelines, policies and circulars issued by the central government</p>

7	<p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all private and public primary schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> 100% - score 12 90 to 99% - score 10 80 to 89% - score 8 70 to 79% - score 6 60 to 69% - score 3 50 to 59% score 1 Below 50% score 0. 	10	<p>Inspection was conducted in 200 primary schools (at 81%) of the combined private and government aided primary schools and all the 3 inspection reports were prepared and produced.</p>
8	<p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> 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 	4	<p>The Education Department held staff meetings on:</p> <ul style="list-style-type: none"> -Education department staff meeting held on 7th March 2017 in the DEO's office, Min. 5 / 2017 on Inspection and Monitoring of Schools for 3rd Quarter -Education department staff meeting held on 5th January 2018 in the DEO's office and discussed SNE issues, District Inspection Supervision, and staff Appraisals.
		<ul style="list-style-type: none"> 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 	0	<p>The DES acknowledged receipts of 3 inspection reports (quarter 1st Quarter on 20th January 2017; 2nd Quarter on 20th January 2017, and 3rd Quarter of FY2016/17 on 25th May 2017.</p> <p>There was no evidence of Quarter 4 Report prepared and submitted to DES.</p>
		<ul style="list-style-type: none"> Evidence that the inspection recommendations are followed-up: score 4 	0	<p>There was no evidence of the inspection recommendations having been followed up.</p>

9	The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5 	5	<ul style="list-style-type: none"> EMIS (2016) list of schools data stood at 339 schools (93 private and 246 government aided) OBT list of schools data stood at 246 government aided primary schools primary schools in FY2017/18
	Maximum 10 for this performance measure	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> Enrolment data for all schools which is consistent with EMIS report and OBT: score 5 	5	<ul style="list-style-type: none"> EMIS enrolment data stood at 271,351 pupils during FY2017/18 OBT enrolment data stood at 265,934 pupils in FY2017/18 which is higher than EMIS on account of private school enrolment data

Assessment area: Governance, oversight, transparency and accountability

10	The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council	<ul style="list-style-type: none"> 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 	2	<ul style="list-style-type: none"> Education sector committee in its meeting held on 30th September, 2016 at the DEO's office discussed among others Education status report presented by DEO and presentation of a policy on Education performance Improvement for approval.
	Maximum 4 for this performance measure	<ul style="list-style-type: none"> Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	<p>Minutes of the meeting of the 5th sitting of the 1st session of the 8th Arua district council held on 20/12/2016 at Arua Council chambers, under minute ARU/DC/12/39/08/2016, the Secretary for Social Services and leader of government business Hon. Acema Dria Genesis moved a motion to present for debate and approval the Arua district LG Education and Performance Improvement Policy, 2016</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>	5	<p>There was evidence that all the primary schools had established SMCs as per regulation, i.e. Sampled schools:</p> <p>-Illi P/S in Terego Sub-county held a meeting on January 8th 2017 and have 2 females out of 12 members.</p> <p>-Ombaci P/S in Manibe sub-county held a meeting on 28th November 2017 and has one female member out of 12 members.</p> <p>-Omugo P/S: held a meeting undated and has 2 females out of 12 members.</p> <p>However, at the DEO's office, SMCs' five sampled all had stopped submissions of reports and minutes as far back as 2015.</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>	0	<p>There was no evidence that the Education department had published and displayed list of all schools receiving non-wage recurrent grants during FY16/17.</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>	<ul style="list-style-type: none"> 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 	4	<p>There was evidence that the Education department prepared and submitted all investment items in the approved sector annual work-plans and all were submitted before 30th April 2017 as per FY16/17 AWP – procurement requisitions file Edu/105/2, notably:</p> <ul style="list-style-type: none"> -Construction of 5 stance VIP latrine at Pajuru P/S. Sequence No., 00048 dated 17 August 2016 valued at UGX20,000,000 -Construction of 5 stance VIP latrine Ave P/S. Sequence No., PE Name Code – 503; dated 17 August 2016 valued at UGX131,228,047. -Construction of 3 Classroom Block at Kitiyi P/S. Sequence No., dated 17 August 2016 valued at UGX109,228,047. -Construction of 3 Classroom Block with Office and 5 stance VIP latrine at Ogoko P/S valued at UGX143,771,044 dated 17th August 2017.
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"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	<p>On average it was found that the Education department timely certifies and recommends for suppliers for payment. Examples include: Payment of Shs 19,384,104 to Multispace Bureau (U) Ltd for construction of a 5 stance VIP latrine at Pajuru P/S. Invoicing was on 02/06/17, certification on 14/06/17 and payment on 19/06/17 (17 days). Payment of Shs 18,806,067 to Ashanti Business Services (U) Ltd for construction of a 5 stance VIP latrine at Ave P/S. Invoicing was on 02/06/17, certification on 05/06/17 and payment on 19/06/17 (17 days). Payment of Shs 75,800,000 to Amononeno Investments (U) Ltd for construction of a 3 classroom block with office and 5 stance VIP latrine at Ogoko P/S. Invoicing was on 14/06/17, certification on 14/06/17 and payment on 19/06/17 (5 days). Payment of Shs 38,855,807 to Multispace Bureau Ltd for construction of a 3 classroom block with office and 5 stance VIP latrine at Tumvea P/S. Invoicing was on 29/06/17, certification on 14/06/17 and payment on 19/06/17 (20 days). Average: 15 days.</p>
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"> 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 	0	<ul style="list-style-type: none"> There was evidence that education department submitted the annual performance report for FY2016/17 on 30/7/2017 by Dhinya Joseph Ag. District Inspector of schools
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"> 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 	0	<p>Education Department had internal audit queries in FY 2016/17. But effort was made to respond to some of the queries. However, the first quarter internal audit report (dated 28/10/16), second (dated 15/01/17), third (dated 13/03/17) and fourth (dated 12/07/17) submitted to CAO, PAC, RDC, the Internal Auditor, and Auditor General have some unresolved issues for which sufficient response was not provided. For example quarter 3 report had issues on financial management of UPE funds (Page 4), an investigative audit on Illi Primary School (Page 9-11).</p>
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"> 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 	0	<p>There was no evidence from the Education Department on dissemination of guidelines for use by senior women/ men teachers as per requirement.</p>

		<ul style="list-style-type: none"> • 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 	0	There was no evidence from the Education Department on dissemination of guidelines for use by senior women/ men teachers as per requirement to manage sanitation for girls and PWDs.
		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	<p>There was evidence that the primary schools' SMCs met the gender requirement for SMCs' constitution – for sampled schools:</p> <ul style="list-style-type: none"> -Pajuru P/S: 2 females out of 13 members -Anzuru P/S: 2 females out of 13 members -Ociba P/S: 3 females out of 13 members
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"> • 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: 	0	There was no evidence from the Education Department on collaboration with the Environment department on issuance of guidelines on environmental management.



LGPA 2017/18

Health Performance Measures

Arua District

(Vote Code: 503)

Score 66/100 (66%)

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 • More than 80% filled: score 6 points, • 60 – 80% - score 3 • Less than 60% filled: score 0</p>	3	<p>Approved structure FY2017/18 had a total of 780 health staffs while the current staffs on payroll are 620 giving 79.4%.</p>
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>	4	<p>A copy of a joint recruitment plan was submitted by CAO Arua in FY 2017/2018 to Permanent Secretary Ministry of Public Service as seen at DHOs office with health workers positions included dated 19/12/2017 which was a result of a meeting resolution of Arua DLG. Vote 503 FY 2017/18 budget estimation FY 2018/19.</p>
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	<p>Out of the 47 Appraisal personal files for health facility in-charges, only 12 were appraised and signed by all the supervisors making it 25.5%.</p>

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"> • 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 	4	<p>A copy of the updated staff lists deployment of October 2017 matched with that one of the budget framework FY 17/18 (OBT) as seen at the DHOs office.</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"> • Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	3	<ul style="list-style-type: none"> • Copies of the UCG guidelines, Policy on HTC consent, consolidated HIV guidelines 2016 were seen at selected Health facilities (Bondo HC III, Adumi HC IV and Aroi HC III)
		<ul style="list-style-type: none"> • 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 	0	<p>Reports of performance review meetings with In-charges and the DHT didnt show minutes related to guidelines and circulars as seen at DHOs office.</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>Supervision reports/Monitoring reports of Health sector available at DHOs office dated 27/04/2017, 21/12/2016) showed that HCIVs (100%) were supervised though NOT on Quarterly basis as recommended by MOH.</p> <ul style="list-style-type: none"> • Arua District doesn't have a District Hospital since the hospital is at Regional Referral level

		<p>Evidence that DHT has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • 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 	1	<ul style="list-style-type: none"> • Copies of Supervision reports seen from the DHOs office indicated that DHT only supervised HCIVs and HC III giving a percentage of 70% of the health facilities.
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:</p> <ul style="list-style-type: none"> • 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 	2	<p>Supervision reports availed at HSD In-charge office (Adumi HC IV) showed that 75% of the facilities in their catchment area were reached and supervised.</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>	<ul style="list-style-type: none"> • Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4 	4	<p>Copies of the DHT/ HSD supervisions reports, performance review meeting minutes all were showing recommendations generated by the supervising teams and actions to be taken as seen at DHO and HSD offices.</p> <p>Supervision log books in selected health facilities also indicated recommendations generated by the supervising teams.</p>
		<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	6	<p>DHT/HSD supervision reports showed action points generated from previous visits having been implemented like the need to harmonise requests for testing kits of facilities (HCII, HC III, and HC IV). This generated a training by NMS to health facilities as seen at DHOs office (a letter from NMS inviting health facilities for the training dated 12 January 2018).</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>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities which are consistent with both HMIS reports and OBT: score 10 	10	<ul style="list-style-type: none"> A copy of the list of Health facilities at the DHOs office that were consistently submitting HMIS to the DHO/MOH were consistent with the OBT list though the HMIS list had more than those in the OBT. This was due to the fact that some of the facilities that submit HMIS reports to MOH are PNFP and PFPs which were not appearing in OBT list.
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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"> 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 	2	<ul style="list-style-type: none"> Minute 2 of the social services committee meeting held on 4/10/2016, discussed among others, the health status report presented by the DHO and a presentation of a policy on alcohol control for approval Under Min03/7/2016, for a meeting held on 13/7/2016 at the DHO's Library, the departmental brief by DHO highlighted issues of staff retention causing low staffing level, motivation of staff in hard to reach areas, among others
		<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	2	<ul style="list-style-type: none"> Minutes of the 3rd sitting of the 1st session of the 8th Arua district council held on 25/8/2016 at Arua council hall chambers, under ARU/DC/8/24/08/2016, Secretary for Social Services, Hon. Acema Dria Genesis moved a motion to lay on table the proposed Arua District LG Health Policy on ban on spirits, waragi and regulation of other alcoholic beverages in Arua District, 2016.

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"> • If 100% of randomly sampled facilities: score 5 • If 80-99% : score 3 • If 70-79%: : score 1 • If less than 70%: score 0 	5	<p>Copies of HUMC meeting minutes were availed at all the selected health facilities (100%)</p> <p>Copies of HUMC members' lists were well displayed in all the selected facilities (100%).</p>
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"> • 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 	3	<p>Copy of PHC funds distribution list of health facilities were properly displayed on noticeboard of DHO</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"> • 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 	0	<p>A Copy of procurement Plan request to DPU from DHOs office seen at DPU was availed and was dated 03/07/2017.</p>
		<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>	2	<p>A Copy of procurement request to DPU from DHOs office was availed at DPU dated 03/07/ 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"> • Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time: • 100% - score 8 • 70-99% – score 4 • Below 70% - score 0 	8	<p>A copy of budget allocations for all health facilities for FY 16/17 from NMS to CAO Arua was availed at DHOs office dated July 1st 2016. Ref. NMS 22/6</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"> • Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points 	2	<p>The Health Department has not had procurements involving suppliers in the last FY i.e. 2016/17 to date. The departmental expenditure for 2016/17 was Shs 7,208,419,084 and its budget was Shs 8,889,892,267 of which 50% was wages and the rest operations. So there were no projects for certification.</p>
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"> • 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 	0	<ul style="list-style-type: none"> • There was evidence that the health department submitted the annual performance reports to planning unit for consolidation on 30/7/2017 as per the copy seen at Plannining unit.

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>	0	<p>Health Department had internal audit queries in FY 2016/17. But effort was made to respond to some of the queries. However, the first quarter internal audit report (dated 28/10/16), second (dated 15/01/17), third (dated 13/03/17) and fourth (dated 12/07/17) submitted to CAO, PAC, RDC and the Internal Auditor General have some unresolved issues for which sufficient response was not provided. For example quarter 3 report had issues on absence of financial statements for Health Centre IIs to S/C Chiefs and CAO (Page 4).</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"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2 	2	<p>Copies of HUMC members list displayed in selected health facilities met the gender composition of both female and males.</p> <p>Copies of Guidelines on HUMC selection were also available in the selected health units</p>
		<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2 	0	<p>There were no copies of sanitation guidelines seen in any of the selected health facilities including the DHOs office.</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"> Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points. 	0	<p>No Copies of guidelines on medical waste management were seen in all the selected health facilities. ONLY Charts for segregation of Medical waste were seen.</p>



LGPA 2017/18

Water & Environment Performance Measures

Arua District

(Vote Code: 503)

Score 55/100 (55%)

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"> 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 	10	<p>The annual work plan for the financial year 2017/2018 planned to drill 20 deep boreholes. According to the MIS Atlas 2017, the current district safe water coverage status was 80.3 % during the assessment period. The district level advocacy meeting held on 22nd September, 2017 at Arua Social Centre recommended drilling of deep boreholes in the sub counties of Adumi with safe water coverage of 95%, Ayivuni 95%, Vura 95%, Logiri 95%, Arivu 95%, Anyiribu 95%, Aroi 87%, Ajia 80.4%, Rhino camp 95%, Uleppi 95%, Manibe 92%, Offaka 83%, Okollo 81%, Pajulu 80%, Oluko 79%, Katrini 78.5%, Dadama 58%, Aiiyu 60.4%, Ogoko 51% and Ewanga a newly created sub county. The evidence shows that the district targeted 7 sub counties with safe water coverage below the district average.</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"> 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 	15	<p>According to the quarter 4 report dated 5/7/2017, LG water department implemented drilling of 31 deep boreholes and a gravity flow scheme rehabilitation in Arivu sub county. The implementation of budgeted project included the targeted sub-counties with safe water coverage below the district average in the previous FY. The projects were implemented in sub counties of Ayivuni-DWD#52584, Adumi-DWD#52598 & 52485, Pajulu-DWD#52584 & 52586, Logiri-DWD#52588, Arivu-DWD#52589, Ajia-DWD#52590 & 52586, Offaka-DWD#52591, Anyiribu-DWD#52592, Uleppi-DWD#52597 & 52587, Okollo-DWD#52784, Ogoko-DWD#52661 & 52662, Aroi-DWD#52599 & 57008, Manibe-DWD#52594 & 57010, Dadamu-DWD#52588 & 57132, Oluko-DWD#57007, Katrini-DWD#57009, Aiiyu-DWD#57012, Bileafe-DWD#57131, Omugo-DWD#57029, Odupi- DWD#57011, Rhino camp-DWD#57136, Rigbo-DWD#57137, 52666, & 52665, Uriama-DWD#57133, Vurra reported with no DWD number.</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>	7	<p>The monthly monitoring and supervision of project investment records shows that the district water department carried out monitoring and supervision of each of WSS facilities of 70% of the WSS facilities at least once in a year.</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>The information records show that percentage of 76% safe water access with 86% rural safe water source functionality coverage in the MIS ATLAS 2017 is different from Arua district safe water status of 80.27% of December 2017, there was also different percentages of sub county water source coverage in the district data compared to the MIS Atlas of 2017. There is a need to support district water officer to carry out verification of all the water sources, ascertain the functionality and reconcile with the ministry of water and environment MIS officer to enable stakeholders access the right information.</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>The evidence shows that procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget were submitted on 10th August signed by the District Water Officer, Engineer Tiyo William, this was beyond the required time of 30 April</p>

6	<p>The DWO has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • 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 	0	<p>There was evidence of nominating Engineer Tiyo William as a contract manager and conducting site monitoring and supervision. However, there was no evidence of a contract management plan in place during the assessment period to guide the implementation of the planned activity.</p>
		<ul style="list-style-type: none"> • If water and sanitation facilities constructed as per design(s): score 2 	0	<p>There was no evidence of deep borehole (hand pump) ground surface design to guide the water department, procurement processes and construction, to determine the standard size of open sock pits, drainage channels on site. However, the sanitation facility designs were available and structures were constructed as per designs.</p>
		<ul style="list-style-type: none"> • If contractor handed over all completed WSS facilities: score 2 	2	<p>There was evidence on record for contractors handing over constructed WSS projects reports, That included drilling of deep boreholes, test pumping and installation conducted by Icon projects dated 7/12/2015 and KLR U LTD dated 20/02/2017.</p>
		<ul style="list-style-type: none"> • If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	2	<p>There was evidence of prepared certification and completion reports, these were also used as attachments for payments of service providers.</p>
7	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	<p>It was found that the water department timely certifies and recommends suppliers for payment. Examples include: Payment of Shs 70,532,118 to Icon Projects (U) Ltd for drilling of 4 boreholes. Invoicing was on 07/12/15, certification on 10/12/15 and payment on 16/12/15 (10 days). Payment of Shs 125,473,530 to KLR (U) Ltd for siting, drilling, test pumping and installation of 7 boreholes. Invoicing was on 20/02/17, certification on 28/02/17 and payment on 27/03/17 (37 days). Payment of Shs 62,872,943 to Arua District Water & Sanitation Association for rehabilitation of 35 boreholes. Invoicing was on 16/01/17, certification on 12/01/17 and payment on 15/03/17 (30 days). Average: 26 days.</p>
Assessment area: Financial management and reporting				

8	<p>The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • 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 	5	<p>There was evidence of submitted annual performance report for the previous FY to planner, the first quarter report was submitted on 19/10/2016, the second quarter report was submitted on 16/01/2017, the third quarter report was submitted on 31/03/2017 and the last and annual report was submitted 14/07/2017 for consolidation.</p>
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"> • 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 	0	<p>Water Department had internal audit queries in FY 2016/17. But effort was made to respond to some of the queries. However, the first quarter internal audit report (dated 28/10/16), second (dated 15/01/17), third (dated 13/03/17) and fourth (dated 12/07/17) submitted to CAO, PAC, RDC and the Internal Auditor General have some unresolved issues for which sufficient response was not provided. For example quarter 3 report highlighted service delivery issues with Okollo Water Supply which remained unresolved (Page 4-5).</p>

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"> • 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 	3	<p>There was an evidence on record of Minutes of works and technical services committee meeting held on 6/04/2017 at the district boardroom, under min 4/WCM/04/06/17 discussed among others the design of Pawor sub county piped water system, and DWO report was presented and discussed.</p> <p>Minutes of the works and technical services committee held on 8/8/2016, at the office of the senior assistant Engineering officer, discussed among others the DWO's report Min3/wcks2/08/08/2016.</p>
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		<ul style="list-style-type: none"> • Evidence that the water sector committee has presented issues that require approval to Council: score 3 	3	There was evidence of Minutes of the 6th sitting of the 1st session of the 8th Arua district council held on 18/5/2017 at Arua Council Chambers, under ARU/DC/06/04/08/2017 approved the Arua district recurrent and development budget, and annual work plan for 2017/18.
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"> • 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 	0	During the assessment period, budget and water development grants releases and expenditures warranting of 3rd quarter 2017-2018 for water development ushs 291,844,017 and non-wage; rural water and sanitation ushs 11,148,191 were displayed on the district notice board as per the PPDA Act. However, there was no evidence of water department annual work plans with details of the planned activities, the beneficiaries, locations, contractors name and the costs
		<ul style="list-style-type: none"> • All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	0	During the assessment period, 3 sanitation and 5 water facilities were sampled. It was observed that there was an attempt of labeling facilities but not meeting the required labeling standard of writing a right name of the project, date of construction, the contractor and source of funding, by gender and any other.
		<ul style="list-style-type: none"> • Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	2	During the assessment period, there was evidence of information on tenders and contract awards which were displayed on the district notice boards during the mandatory time and filed as per the PPDA Act.
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	0	The community participation promotes sustainability of the project. During the assessment of 5 sampled water facilities in the current financial year under review, there was no evidence of an application from the benefited community, supported by the sub county council recommendation to address the need. However, there was an evidence of 200,000/= community contribution of operation and management fund.

		<ul style="list-style-type: none"> • Number of water supply facilities with WSCs that are functioning evidenced by collection of O&M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2 	0	<p>During the assessment period, 5 water source facilities of Aroi-Aliba parish, Oyufi-Wandi parish , Aduwa-Manago parish, Anyiribu-Omi parish and Awia-Odravu parish were sampled to assess WSCs that are functioning. It was established that the committees are in place with no evidence of operation and management fund and carrying out preventive and minor repairs.</p>
Assessment area: Social and environmental safeguards				
13	<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • 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 	0	<p>Guidelines for environmental impact assessment in Uganda (July 1997), provides a checklist for environment and social screening of projects in the districts. During the assessment, it was found that the district water department have not been conducting environmental and social screening for all WSS projects.</p>
		<ul style="list-style-type: none"> • Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	0	<p>During the assessment period, there was no evidence of conducting environment and social screening and follow up support provided in case of unacceptable environmental concerns.</p>
		<ul style="list-style-type: none"> • Evidence that construction and supervision contracts have clause on environmental protection: score 1 	0	<p>There was no clause on environmental protection in construction and supervision contracts.</p>
14	<p>The LG Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If at least 50% WSCs are women as per the sector critical requirements: score 3 	0	<p>During the assessment, 5 water source committees were sampled to assess the level of promotion of gender equity in composition of water source committees. The water source of Oyufi village-Wandi parish were composed of, 9 (4 female, 5 males), Adua village-Manago parish 9(4 females, 5 males) Aroi Morimayaru village-Aliba parish 9(8 female, 1 male) ,whereas 2 water source committees Anyiribu village-Omi parish 9(3 females,6 males) and Awia village-Odravu parish 9(6 male, 3 females) were not meeting at least 50% of women composition as required.</p>

15	<p>Gender- and special-needs sensitive sanitation facilities in public places/RGCs.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	3	<p>The 3 sampled toilet facilities were verified during the assessment period, Pajuru primary school, Nyawunyawu market and Odumi health centre drainable toilets, there was an evidence of ramps to ease access people with disabilities and separate stances for men and women.</p>
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