



## LGPA 2017/18

Accountability Requirements

Isingiro District

(Vote Code: 560)

Assessment	Compliant	%
Yes	4	67%
No	2	33%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Assessment area: Annual performance contract			
<p>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.</p>	xxx	<p>The LG submitted Final Annual Performance Contract to MoFEP on 27th /6//2017 receipt serial no. 0807</p>	Yes
Assessment area: Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY (LG PPDA Regulations, 2006).</p>	xxxxx	<p>The budget submitted on June 27th, 2017 included a procurement plan for the forthcoming FY (LG PPDA Regulations, 2006) .</p>	Yes
Assessment area: Reporting: submission of annual and quarterly budget performance reports			
<p>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)</p>	xxxxx	<p>The LG submitted Annual Performance Report for the previous FY on 28th /8/17 and acknowledgment receipt No 4573 from MoFPED is available (did not happen as as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	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>The LG submitted the quarterly budget performance report for all the four quarters: Receipts from MoFPED confirm this as below;</p> <p>Q1 dated 24th /11/2016 receipt serial number 0104</p> <p>Q2 dated 10h /3/2017 receipt serial number 0467</p> <p>Q3 dated 15th /6/2017 receipt serial number 0796</p> <p>Q4 dated 28th/8/2017 receipt serial number 4573</p> <p>Report for Q4 was not submitted as per PFMA Act, 2015 requirement</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>xxxxxx</p>	<p>The Local Government submitted status on implementation of recommendations for 2015 /2016 on 3/3/2017 and received in MOFPED on 24th March 2017.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>xxxxxx</p>	<p>Unqualified opinion as per Auditor General's report of 2016/17 submitted on 29th December 2017 (page225)</p>	<p>Yes</p>



## **LGPA 2017/18**

Crosscutting Performance Measures

Isingiro District

(Vote Code: 560)

Score 43/100 (43%)

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"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 2.</li> </ul>	0	<p>The LG has a Physical Planning Committee in place but informal, (CAO has not officially appointed the members)</p> <p>The informal committee has not transacted any business on Physical Infrastructure of the district</p> <p>Structure plans are found in Town Councils only</p>
		<ul style="list-style-type: none"> <li>• All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2.</li> </ul>	0	<p>The district has no Physical Plan, thus no infrastructure investments have been approved as required by Physical Planning Law.</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

- Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

0

There was no evidence that priorities in the AWP for the current FY are based on the outcomes of Budget conferences. No budget conference report (BCR) was availed for verification for these priorities;

Education

Construction of classrooms

Construction of Teachers house

Health

Construction of 1 junior staff house at Rushasha HCIII and Nshunje HCIII

Roads and engineering

Maintenance of Rwabishari and Kabumba swamp crossing

Water

Borehole drilling

Construction of water supply system

Construction of phase 2 of slaughter house

Production

Renovation of plant clinic

• 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.

0

The LG derives its capital investment from the Approved 5 year Development Plan and some are not for example:

#### Education

Construction of classrooms, AWP page 170 and can be traced in the DDP pages 140-144

Construction of Teachers house AWP page 170 and can be traced in the DDP pages 140-144

#### Health

Construction of 1 junior staff house at Rushasha HCIII and Nshunje HCIII (not traced in the DDP)

#### Roads and engineering

Maintenance of Rwabishari and Kabumba swamp crossing, AWP page 175, and DDP page 145

#### Water

Borehole drilling and rehabilitation at endinzi, Kikagate etc, AWP page 182 DDP pages 147-150

Construction of water supply system at Ngarama, AWP page 183 and DDP 147-150

Construction of phase 2 of slaughter slab at Endinzi Town Council page 152, AWP (Not traced in DDP)

#### Production

Renovation of plant clinic page 152 AWP, (DDP not traced)

Council minutes not seen for the projects that are not in the DDP

		<ul style="list-style-type: none"> <li>• Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1.</li> </ul>	0	<p>LG developed project profiles in the DDP and discussed them while discussing DDP in 2015. The profiles seen are elaborate and follow the format. They include; background, technical description, duration, funding source, work plan, M&amp;E strategy, EIA and mitigation plan, operation and maintenance plan.</p> <p>However, project profiles for all investments in the AWP were not presented to TPC for discussion.</p>
3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> <li>• Annual statistical abstract, with gender disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum 1 point.</li> </ul>	1	<p>LG compiled a statistical abstract 2016/17FY to support budget allocation and decision-making FY 2017/18. With gender disaggregated data.</p> <p>The statistical abstract was discussed in the TPC on 5/10/2017, under minute: TPC Min. 07/10/2017</p>



4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2</li> </ul>	2	<p>From the Annual Budget Performance Report, all infrastructure projects implemented by the LG were derived from the AWP and budget approved; examples are captured below:</p> <ul style="list-style-type: none"> <li>Construction of 2 classroom blocks at Kajaho, Nyamuyanja, Rumuri, AWB page 178</li> <li>Construction of junior staff house at Rushasha HCIII and Nsungyezi HCIII AWB page 176</li> <li>Classroom construction and rehabilitation at Ngarama SSS, AWB page 178</li> <li>Teacher House Construction and rehabilitation, AWB page 178</li> <li>Laboratories construction in schools at Kigarama SSS, AWB page 179</li> <li>Construction of public Toilets: 5 stances at Rwenfunjo and Masha AWB page 192</li> <li>Shallow well construction (8) in Rugaaga, Endinzi, Ngarama, Kashumba, Mbaali, Nyakitunda, and Masha s/cs AWB page 193</li> <li>Borehole drilling and rehabilitation in Endinzi, Kashumba, Ngarama, and Masha, AWB page 193</li> <li>Construction of piped water supply system at Ngarama, Ruborogota, Kikagate, Kyabishaho, AWB page 193</li> </ul>
				<p>From the Annual Budget Performance Report, the infrastructure projects implemented by the LG were completed as per work plan by end of FY</p> <ul style="list-style-type: none"> <li>Education</li> </ul> <p>LG implanted construction of 6 classrooms in 3 schools (Rumuri, Nyamuyanja Central, and Kajaho primary schools) 100% completed as per work plan</p> <p>Construction of 4 junior staff houses in four schools ( Byaruha, Murema, Nyimtsindo and Kiryamenvu) 100% as per work plan</p> <ul style="list-style-type: none"> <li>Rehabilitation of 10 classrooms at Ngarama SSS</li> </ul>

• 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

4

• Laboratories and science room construction at Kigaragara vocational SSS, 100% completed as per work plan

• Completion of junior staff house at Kyempara mixed P/S

• Health

The LG completed one OPD block at Kashumba HCIII 100% completed as per work plan

• Water

LG completed Phase 1 of Ngarama piped Water supply system, 100% completed as per work plan

Construction of a borehole at Kazya cell, Kankingi Parish in Kashumba S/C, 100% completed as per work plan

• Completion of works on Kyabishaho GFS, 100% completed as per work plan

• Construction of a 5 stance lined latrine at Rwenfunjo in Masha S/C , 100% completed as per work plan, 100% completed as per work plan

Production

• Slaughter slab construction in Endinzi TC , 100% completed as per work plan

• Mechanical works at plant clinic (waterborne toilet) 100% completed as per work plan

Roads

• Mechanized Maintenance of district roads 90kms, 100% completed as per work plan

• Routine maintenance of district roads 440kms, 100% completed as per work plan

• Maintenance of community access roads 63.5kms, 100% completed as per work plan

• Mechanized maintenance of urban unpaved roads 73km, 100% completed as per work plan

• Routine maintenance of unpaved urban roads by road gangs 94kms, 100% completed as per work plan

• Culvert installation of 15 lines on urban rods (Isingiro, Kaberebere and Kabuyanda TCs),

				100% completed as per work plan
5	<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	2	<p>From the Annual Budget Performance Report 2016/17 investment projects were implemented and completed within approved budget:</p> <p>Roads</p> <p>Budget 1,149,873,095</p> <p>Actual 970,134,824 = 84%</p> <p>Water</p> <p>Budget 406,627,000</p> <p>Actual 406,627,000 = 100%</p> <p>Health</p> <p>Budget 84,962,000</p> <p>Actual 30,072,654 = 35%</p> <p>Production</p> <p>Budget 16,000,000</p> <p>Budget 11,000,000 = 69%</p> <p>Education</p> <p>Classrooms , teachers houses and laboratories</p> <p>Budget 651,318,000</p> <p>Actual 638,781,428 =98%</p> <p>Staff houses</p> <p>Budget 186,318,000</p> <p>Actual 59, 599,000= 32%</p>
		<ul style="list-style-type: none"> <li>Evidence that the LG has budgeted and spent at least 80% of O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	0	Expenditure on O&M for infrastructure was not availed
Assessment area: Human Resource Management				

6	<p>LG has substantively recruited and appraised all Heads of Departments</p>	<ul style="list-style-type: none"> <li>Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	0	<p>Only 04 HODs had complete appraisals (both performance agreement and performance report). 05 were either missing a performance agreement or a report.</p>
	<p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	0	<p>The staff establishment 2017/2018 recommends for 11 HODs positions.</p> <p>08 HODs positions were substantively filled and 03 on assignment of duty</p> <ul style="list-style-type: none"> <li>The Chief Finance Officer appointed under Min No 896/06/2016(d)(i) of the DSC.</li> <li>The District Planner appointed under Min No. 2025/11/2017(i) of DSC(CR/D/10009)</li> <li>The District Engineer appointed under Min No.934/08/2016(a)(i) of the DSC(CR/D/11064)</li> <li>The District Education Officer appointed under Min No. 393/03/10 of the DSC(CR/D/10701)</li> <li>The District Community Development Officer, appointed under Min No 808/07/15(d) (i) of DSC ( CR/D/110334</li> <li>The Senior Assistant Secretary appointed under Min No 1000/11/2016 of DSC( CR/D/10343)</li> <li>The Deputy Chief Administrative Officer appointed by MoPS</li> <li>The District Health Officer appointed under Mon No. 619/09/2015 of DSC(CR/D/10017)</li> </ul>

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

According to the available documentation, the district declared 29 positions to DSC in the FY 2016/2017.(CR/156/2)

The available minutes indicates a consideration of 165 positions in the FY 2016/17 (Min No: 910/06/2016, 928/08/2016, 976/10/2016, and 990/10/2016).

Declaration forms were not provided for the extra positions that were considered. There seem to be a problem with filling and recording keeping

• Evidence that 100 percent of staff submitted for confirmation have been considered: score 1

0

91 staff were recommended by the CAO for confirmation in the FY 2016/2017 (CR156/6). 40 staff were confirmed under the following minutes

- Min no. 995/10/2016- 09
- Min No. 999/11/2016- 03
- Min No. 999/11/2016- 02
- Min No. 992/10/2016- 26

There was no evidence of actions taken on the remaining recommended staff.

• Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1

0

26 cases were submitted by CAO to DSC for disciplinary action in the FY 2016/2017. Only two cases were considered under Min No. 995/10/2016 C. There was no evidence of action taken for the remaining cases.

8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3</li> </ul>	3	<p>The 29 declared and considered positions for the FY 2016/2017 accessed salary pay roll not later than 2 month after appointment. Those recruited between October to December 2016 had all accessed salary payroll by January 2017</p>
		<ul style="list-style-type: none"> <li>Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2</li> </ul>	0	<p>25 staff were retired in the FY 2016/2017. 19 accessed the pension pay roll after two month from retirement and the rest have not</p>

Assessment area: Revenue Mobilization

9	<p>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)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points</li> <li>If the increase is from 5 -10% : score 2 point</li> <li>If the increase is less than 5% : score 0 points.</li> </ul>	2	<ul style="list-style-type: none"> <li>The OSR Revenue for 2016/17 was Uganda Shillings 320,021,944 and the previous year 2015/16 it was 262,011,255.</li> <li>This is an increase of shs 58,010,689 equivalent to 22% increase as per Annual Financial statements (Page 8, 9, 11 &amp; 30).</li> </ul>
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"> <li>If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10% : then 2 points. If more than +/- 10% : zero points.</li> </ul>	0	<ul style="list-style-type: none"> <li>The Budgeted Revised Revenue was Ugx 1,161,023,000 and the Actual collection as per Annual Financial statements of 2016/17 (Page 13, 14, 16 &amp;17) was 320,021,944 which is a 27.5% a below average performance.</li> </ul>

11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>• The LG is Categorised by LGA 85 (2) “ In rural areas, revenue shall be collected by the Sub county councils and a sub county council shall retain 65%, or any other higher percentage as the district council may approve , of the revenue collected by it and pass the remaining percentage over to the district.”</li> <li>• Local Revenue (Page 16 &amp; 17) Annual Financial Statements was 320,021,944 less LST 99,654,443 = 220,367,501 i.e. 100% and 65% = 143,238,875 was retained by the Sub Counties and 35% = 77,128,625 was retained by the District.</li> <li>•</li> <li>• Sec 85(4) “ A district council may, with the concurrence of a sub county, collect revenue on behalf of the sub county council but shall remit 65 percent of the revenue so collected to the relevant sub county.”</li> </ul> <p>The money collected and Sharable but not on 65% was Local Service Tax: 99,654,443 (shared according to tax payers residing in Sub County)</p> <p>Only 29,208,750 was remitted from Local Service transfers and there was no evidence to show if Section 85 (3) of LGA was applied to retain the funds, hence LG failed to comply fully.</p>
		<ul style="list-style-type: none"> <li>• Evidence that the LG is not using more than 20% of OSR on council activities: score 2</li> </ul>	0	<p>Statutory Expenses of 776,301,896 (Page 9) includes the following code item on statutory expenses from Local Revenue VOTE COST CENTER 560030700 was charged to the tune of 70,794,150 which is 27% over and above the local revenue proportion of 50,402,251 as per revenue collections for FY 2015/16 of Shs 262,011,255 (Page 8 &amp; 9) of Financial statements for the year 2016/17.</p> <p>Regulation 25 of the LGFAR 2007 and Regulation 4A of the First Schedule of the LGA were not complied with.</p>

12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2</li> </ul>	0	<p>The position of Senior Procurement Officer (SPO) was not substantially filled in FY 2016/17. However, the position of Procurement Officer was substantially filled as shown in the appointment letter (<i>Ref No: CR/D/10465</i>) dated 21st February 2008 under District Service Commission (DCS) Minute No: 84/12/2007.</p>
		<ul style="list-style-type: none"> <li>Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	1	<p>There was evidence that TEC produced and submitted reports to the Contracts Committee (CC) in FY 2016/17. For example;</p> <p>i. Evaluation report dated on 3rd November 2016 for the Construction of a 5-Stance Lined VIP latrine with attached Urinal at Rwenfujo in Masha S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00010</i>) was submitted to CC. TEC recommended Richo Investment Ltd as the best evaluated bidder to be awarded the contract at a bid price of UGX 23,456,004.</p> <p>ii. Evaluation report dated 28th November 2016 for the Construction of Water GFS Phase 1 in Ngarama S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00012</i>) was submitted to CC. TEC recommended GAT Consults Ltd as the best evaluated bidder to be awarded the contract at a bid price of UGX 379,972,801.</p> <p>iii. Evaluation report dated on 15th November 2016 for the Construction of Rwacece GFS in Nyakitunda &amp; Kikagati S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00008</i>) was submitted to CC. TEC recommended Build-wide Holdings Ltd as the best evaluated bidder to be awarded the contract at a bid price of UGX 50,947,432.</p> <p>iv. Evaluation report dated 15th November 2016 for the Construction of a 2 Classroom Block with 36 Three-Seater twin desks at Rumuri P/S (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00013</i>) was submitted to CC. TEC recommended Geomu Company Ltd as the best evaluated bidder to be awarded the contract at a bid price of 53,644,806.</p> <p>v. Technical Evaluation report for the Construction of a 2 Classrooms with 36 three-Seater desks in Rumuri P/S in Masha S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-</i></p>



		<p>2017/00003) was submitted to CC. TEC recommended Geomu Company Ltd as the best evaluated bidder to be awarded the contract at UGX 53,644,806.</p> <p>vi. Evaluation report dated on 9th May 2016 for the Construction of OPD block at Kashumba HCIII in Kashumba S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00026</i>) was submitted to CC. TEC recommended Rwemiigo Modern Contractors &amp; Engineering Company Ltd as the best evaluated bidder to be awarded the contract at a bid price of UGX 71,843,002.</p>
	<ul style="list-style-type: none"> <li>• Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>There was evidence in the procurement files and minutes of Contracts Committee (CC), that the recommendations from TEC were considered. For example,</p> <p>Agenda No. 8: Minute No: 08/11/CC/2016-2017 dated 4th November 2016 indicated approval of recommendation from TEC and awarded the contract to Richo Investment Ltd to construct a 5-Stance Lined VIP latrine with attached Urinal at Rwenfunjo in Masha S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00010</i>) at UGX 23,456,004 VAT inclusive.</p> <p>Agenda No. 4: Minute No: 32/11/CC/2016-2017 dated 30th November 2016 indicated approval of recommendation from TEC to award contract for the Construction of Water GFS Phase 1 in Ngarama S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00012</i>) to GAT Consults Ltd as the best evaluated bidder at a contract price of UGX 379,972,801.</p> <p>Agenda No. 7: Minute No: 25/11/CC/2016-2017 dated 23rd November 2016 indicated approval of recommendation from TEC to award contract for Construction of Rwacece GFS in Nyakitunda &amp; Kikagati S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00008</i>) to Build-wide Holdings Ltd as the best evaluated bidder at a contract price of UGX 50,947,432.</p> <p>Agenda No. 5: Minute No: 23/11/CC/2016-2017 dated 23rd November 2016 indicated approval of recommendation to award contract for Construction of a 2 Classroom Block with 36 Three-Seater twin desks at Kajaho P/S (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00001</i>) to Keen Contractors Ltd as the best evaluated bidder</p>

			<p>at a contract price of UGX 58,314,420.</p> <p>Agenda No. 6: Minute No: 24/11/CC/2016-2017 dated 23rd November 2016 indicated approval of recommendation to award contract for construction of a 2 Classroom Block with 36 Three-Seater twin desks at Rumuri P/S in Masha S/C (<i>Proc Ref No: ISIN 560/WRKS/2016-2017/00003</i>) to Geomu Company Ltd as the best evaluated bidder at a contract price of UGX 53,644,806.</p> <p>Agenda No. 4: Minute No: 19/05/CC/2016-2017 dated 10th May 2016 indicated approval of recommendation to award the contract for Construction of OPD block at Kashumba HCIII in Kashumba S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00026</i>) to was submitted to CC on 9th May 2016. TEC recommended Rwemiigo Modern Contractors and Engineering Company Ltd at a bid price of UGX 71,843,002.</p>
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) 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</p>	<p>The Procurement and Disposal Plan (PDP) for the current FY 2017/18 had a receipt stamps of PPDA dated 28th July 2017 and signed by the CAO covered all infrastructure projects in the approved AWP and Budget for FY 2017/18. For example;</p> <ul style="list-style-type: none"> <li>• Serial Number 5: Construction of Water GFS Phase 1 in Ngarama S/C –Phase II) was in the PDP 2017/18 and also seen on page 183 of the approved AWP 2017/18.</li> <li>• Serial Number 7: Drilling of Boreholes was in the PDP 2017/18 and also seen on page 183 of the approved AWP 2017/18. Under the water sector, the AWP/B 2017/18 indicated dip borehole sitting, drilling &amp; installation in Endiinzi S/C, Kikagate S/C, Ruborogota S/C and Ngarama S/C.</li> </ul> <p>In addition, the LG also adhered to the procurement plan) for FY 2016/17. For example, the following projects were in the PDP and AWP/B for 2016/17.</p> <ul style="list-style-type: none"> <li>• S/N 16: Construction of a 5-Stance Lined VIP latrine with attached Urinal at Rwenfujo in Masha S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00010</i>) was in the PDP 2016/17 and also seen on page 192 of the approved AWP 2016/17.</li> <li>• S/N 6: Construction of Water GFS Phase 1</li> </ul>

		<p>procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2</p>		<p>in Ngarama S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00012</i>) was in the PDP 2016/17 and also seen on page 193 of the approved AWP 2016/17.</p> <ul style="list-style-type: none"> <li>• S/N 1: Construction of Rwacece GFS in Nyakitunda &amp; Kikagati S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00008</i>) was in the PDP 2016/17 and also seen on page 252 of the approved AWP 2016/17.</li> <li>• S/N 0: Construction of a 2 Classroom Block with 36 Three-Seater twin desks at Rumuri P/S (<i>Proc Ref No: ISIN 560/WRKS/2016-2017/000013</i>) was in the PDP 2016/17 and also seen on page 254of the approved AWP 2016/17.</li> <li>• S/N 0: Construction of a 2 Classrooms with 36 three-Seater desks in Rumuri P/S in Masha S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00003</i>) was in the PDP 2016/17 and also seen on page 254of the approved AWP 2016/17.</li> </ul> <p>S/N (-2): Construction of a 2 Classroom Block at Kajaho P/S was in the PDP 2016/17 and also seen on page 250 of the approved AWP 2016/17.</p>
14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p>	<ul style="list-style-type: none"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>• Out of a total of 27 infrastructure projects which required bid documents in the PDP for FY 2017/18, fifteen (15) bid documents (55.56%) were prepared and approved by Contract Committee (CC) after 30th August 2017 in current FY 2017/18. Specifically, 9 bid documents were approved on 3rd November 2017 while 6 bid documents were approved on 24th January 2018 by the Contracts Committee.</li> </ul>
		<p>Maximum 6 points on this performance measure</p>		

• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2

2

The Contracts Register for FY 2016/17 was updated and there was evidence of completed procurement activity files for FY 2016/17. For example,

i. S/N 27: Construction of a 5-Stance Lined VIP latrine with attached Urinal at Rwenfujo in Masha S/C (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00010*) by Richo Investment Ltd at a contract price of UGX 23,456,004.

ii. S/N 29: Construction of Water GFS Phase 1 in Ngarama S/C (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00012*) by GAT Consults Ltd at a contract price of UGX 379,972,801.

iii. S/N 25: Construction of Rwacece GFS in Nyakitunda & Kikagati S/C (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00008*) by Build-wide Holdings Ltd at a contract price of UGX 50,947,432.

iv. S/N 18: Construction of a 2 Classroom Block at Kajaho P/S (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00001*) by Keen Contractors Ltd at a contract price of UGX 58,314,420.

v. S/N 34: Construction of OPD block at Kashumba HCIII in Kashumba S/C (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00026*) by Rwemiigo Modern Contractors and Engineering Company Ltd a contract price of UGX 71,843,002.

vi. S/N 20: Construction of a 2 Classrooms with 36 three-seater desks in Rumuri P/S in Masha S/C (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00003*) by Geomu Company Ltd a contract price of UGX 53,644,806.

However, the contract register indicated variables such as; Serial Numbers, Contract Reference Number, Project Name, Contractor or Service Provider, Contract Sum, Date of award and Completion period. The LG (PPDA) Regulations 2006 does not provide specific details/variables to include in the Contracts Register. Refer to LG Regulation 121.

- For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.

2

There was evidence that Isingiro district adhered to procurement thresholds as shown in the Contracts Register and Procurement files [i.e. LGPP form (1)] and PDP. For example, the value of all projects and the procurement methods used were within the thresholds recommended by PPDA. A sample of 5 infrastructure projects was considered and it showed that all bids below UGX 50,000,000 were procured using selective bidding while those worthy at least UGX 50,000,000 and above, Open domestic bidding was used. Framework contract was used on projects under the Force Account.

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2</li> </ul>	0	<p><u>Not All</u> works projects implemented in FY 2016/17 were appropriately certified (completion certificates were not on the procurement file) for all projects based on technical supervision.</p> <p>Only Inspection reports were on file signed by the District Engineer submitted to CAO were on file. For example,</p> <p>Inspection Report on Construction of a 5- Stance VIP Lined Latrine with a Urinal at Rwenfunjo in Masha S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00010</i>) dated 2nd May 2017 signed by the Assistant Engineering Officer.</p> <p>However, some project had completion certificates, for example,</p> <ul style="list-style-type: none"> <li>Construction of Water GFS Phase 1 in Ngarama S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00012</i>) had a completion certificate dated 19th June 2017 signed by the District Water officer and Contractors supervisor and copied to CAO, Internal Auditor, Finance, Secretary Technical Services, and GAT Consults Ltd.</li> </ul> <p>A Practical Completion certificate dated 20th June 2017 signed and stamped by the District Engineer &amp; Supervising Officer (Superintendent of Works) for the Construction of a 2 Classroom Block at Kajaho P/S in Kikagate S/C (<i>Proc Ref No: ISIN 560 /WRKS/2016-2017/00001</i>) was on file.</p> <p>An Interim completion certificate No.1 for the sitting &amp; drilling of a borehole at Kasya, Kashumba S/C dated 9th May 2017 was on file.</p>
		<ul style="list-style-type: none"> <li>Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2</li> </ul>	0	<p>Not all the works projects for FY 2017/18 were labelled (Site Boards) indicating the actual contract value.</p>

Assessment area: Financial management

<p>16</p>	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	<p>0</p>	<ul style="list-style-type: none"> <li>All the 12 Bank Accounts had all NOT been reconciled up to date (July to December 2017).</li> <li>The LG is on IFMS and on running the General Ledger Reconciliation Summary Report on 8th February 2018, 2 Bank Accounts had not been reconciled as at 31st December 2017.</li> </ul>
<p>17</p>	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>	<p>2</p>	<ul style="list-style-type: none"> <li>From Payments register for 2016/17, and from the sample made on payments, Education Sector: The sample of payments worth Ugx 93,096,932 for classrooms at Kajaho and Rumuri Were paid on time in a period not exceeding 1 day.</li> <li>Waters Sector: Payments in respect of Pumped Water Scheme- Ngarama &amp; Rwacere Gravity schemes worth Ugx 190,023,370 were made on time in a period not exceeding two days.</li> </ul>
<p>18</p>	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3.</li> </ul>	<p>3</p>	<ul style="list-style-type: none"> <li>The LG has a substantial Principal Internal Auditor. He was appointed on 1/2/2015 Minute DSC 774/2/2015. He was confirmed on 14/6/2005 Minute 72/2005.</li> <li>All Quarterly Audit reports for the previous financial year produced and were submitted to the relevant offices.</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries: score 2.</li> </ul>	<p>2</p>	<p>The LG has provided information to LG PAC and subsequently in the first Quarter of July to September 2017 quarterly meeting sitting on 20th and 21th October 2017, discussed the Internal Auditors report for period July to September 2017 for FY2016/2017.</p>

		<ul style="list-style-type: none"> <li>Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1</li> </ul>	1	The reports were submitted to the Chairman / Speaker on the following dates Quarter 1. 28/10/2016, Quarter 2. 31/1/2017, Qtr.3 28/4/2017 and Qtr. 4. 31/7/2017. They were copied and received by the Auditor General, LGPAC, MOLG, RDC, Internal Auditor General, MOFPED & CAO – Accounting Officer.
19	<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4</li> </ul>	0	<ul style="list-style-type: none"> <li>The Asset register is NOT updated as per format in the Accounting Manual.</li> <li>All Non-Current Assets shown on page 23 of the Financial Statements for the period ended 30th June 2017 were NOT posted and verifiable from the Asset Register.</li> </ul>
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> <li>unqualified audit opinion: score 4</li> <li>Qualified: score 2</li> <li>Adverse/disclaimer: score 0</li> </ul>	4	Unqualified Opinion for the FY 2016/17. (Page 225 Auditor General Report on 29th December 2017)
Assessment area: Governance, oversight, transparency and accountability				



<p>21</p>	<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>	<p>Isingiro District Council is functional and discusses service delivery issues; for example: Council meeting held on 25/05/17, Minute; FC/May/201617/05: presentation, discussion and approval of sectoral committees recommendations into the budget for FY 2017/2018</p> <ul style="list-style-type: none"> <li>• In the same Council Min FC/May/2016/2017/04 (ii) Executive submission for approval of members of DPAC,</li> <li>• In the same meeting, Min. FC/ May/2016/17/09 presentation and discussion of the district procurement activities for FY 2017/2018</li> <li>• Min FC/May/2016/2017/08 A motion on Integrating Disaster risk contingency needs into the DDP and budget</li> </ul> <p>Council sitting on 14/03/2017, under Min. FC/2016/2017/March/07:</p> <ul style="list-style-type: none"> <li>• presentation and discussion of sectoral committee reports of Production, works and natural resources, education, health, and social services., Finance, planning, administration and investment services.</li> </ul> <p>Council sitting on 21/12/2016</p> <ul style="list-style-type: none"> <li>• Min. FC/2016/201712/05; Presentation and discussion of matters from the executive (iii) presentation and approval of budgets for (a) Kakamba sub county and Endinzi TC</li> <li>• Min.FC/2016/2017/12/06; Presentation and discussion of sectoral committee reports</li> </ul> <p>(ii) Works, production, natural resources</p> <p>(iii) Report from education, health and CBS sector</p> <p>Council sitting on 11/05/2017</p> <ul style="list-style-type: none"> <li>• Min. FC/May/2016/2017/05, presentation and discussion of the district draft budget for FY 2017/18 as well as discussing fiscal sector performance for FY 2016/17</li> </ul>
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22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2.</li> </ul>	0	<p>Isingiro district CAO has not appointed any staff of the District to coordinate response to feedback (grievance/complaints) from citizens and responded to feedback and complaints.</p>
23	<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>	2	<p>Isingiro LG has published information on noticeboard ie, LG staff payroll, pensioner payment schedule for December 2017 and January 2018</p>
		<ul style="list-style-type: none"> <li>Evidence that the procurement plan and awarded contracts and amounts are published: score 1</li> </ul>	0	<p>Isingiro LG procurement plan and awarded contracts and amounts are not published on the noticeboard</p>
		<ul style="list-style-type: none"> <li>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.</li> </ul>	0	<p>“N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17”.</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"> <li>Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</li> </ul>	0	<p>There was no evidence that the district has communicated and explained guidelines, circulars and policies issued by the national level to LLGs</p>
		<ul style="list-style-type: none"> <li>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.</li> </ul>	0	<p>There was no evidence that the district in the previous FY conducted discussions (e.g. fora, barazas, radio programmes etc..) with the public to provide feed-back on status of activity implementation.</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"> <li>• Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2.</li> </ul>	<p>2</p> <p>There was evidence that the GFP provided guidance and support to sector departments on how to mainstream gender into their activities within FY FY2016/17. For example,</p> <ul style="list-style-type: none"> <li>• In FY 2016/17, CBS prepared quarterly workplans &amp; presented them to the standing committee/TPC for discussion in the budget conference and approval. CBS developed an Annual Workplan for FY 2016/17 and FY 2017/18 indicating activities under each sub sector in CBS.</li> </ul> <p>Reports seen on file in Isingiro DLG are below:</p> <ul style="list-style-type: none"> <li>• A report on meetings with parents and Caregivers (October-December 2016) in Nyakitunda S/C, Kabingo S/C, Kabuyanda S/C, Kikagate S/C and Ruborogota S/C dated 3rd April 2016 and signed by the Senior Probation and Social Welfare Officer (SPSWO) was on file.</li> <li>• A report on Induction of Political Leaders in Isingiro district was on file. It was titled "Crosscutting issues with focus on Gender &amp; HIV/AIDS Issues in Local Governments" dated 15th August 2016 and signed by the SPSWO was on file. The leaders inducted by CBS included Councillors &amp; Local Council leaders.</li> <li>• CBS Sector report to Education, Health &amp; CBS standing Committees meeting on 27th February 2016 signed by the DCDO was on file. It highlighted outputs for the months of April, May, June, &amp; July 2016.</li> <li>• Sector report to Education, Health &amp; CBS standing Committees meeting on 8th August 2017 in FY 2017/18 signed by the DCDO was on file.</li> </ul>
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		<ul style="list-style-type: none"> <li>• 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.</li> </ul>	0	<p>There was evidence that LG gender focal person (GFP) planned activities to strengthen women roles in FY 2017/18 as shown in the approved AWP &amp; Budget for FY 2017/18, and the quarterly i.e 1st, 2nd , 3rd &amp; 4th Quarters. For example, CBS planned to conduct sensitization meetings on GBV in 5 Lower Local Government (LLGs). In addition, some of the activities have already been conducted in FY 2017/18, for example, CBS Sector Report to Education, Health &amp; CBS Standing Committee meeting dated 8th August 2017 for FY 2017/18 was on file signed by DCDO (Edward Mugarura) for Isingiro district. Recommendation was that provide CDOs at LLGs with Motorcycles to enable them perform their mandate of mobilizing communities &amp; monitoring Government funded projects. CBS department lacks a vehicles as well.</p> <p>Out of the actual total expenditure of UGX 332,545,933 by CBS, in FY 2016/17, UGX 156,032,718 was spent on gender activities as per the final approved AWP &amp; budget for FY 2016/17 and also as indicated in the final accounts for FY 2016/17. Hence representing 53.08 percent (inclusive of non-wage) for CBS department. This percentage is less than 90 percent.</p>
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	0	<p>All infrastructure projects implemented in FY 2016/17 <u>were not</u> screened for environmental mitigation measures. ESSF forms were not on file.</p>

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

1

Isingiro district Local Government integrated environmental and social management plans in the contract bid documents/BoQs for infrastructure projects sampled. For example:

- Bid documents/BoQs for Construction of a 5-Stance Lined VIP latrine with attached Urinal at Rwenfujo Trading Centre in Masha S/C (*Proc Ref No: ISIN 560/WRKS/2016-2017/00010*) did not provide for environment mitigation measures.
- Bid documents/BoQs for Construction of Water GFS Phase 1 in Ngarama S/C (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00012*) did not provide for environment mitigation measures.

However, Under element 7 of the BoQ for the Construction of a 2 Classroom Block with 36 Three-Seater twin desks at Kajaho P/S (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00001*) had the following project had Environment restoration measure:

7A: Plant compound trees in front and behind the structure (Fruit trees inclusive).

7B: levelling and vegetation of site (Passiparum) after completion of structure.

7C: Construction of drainage channel along the verandah of the building with well-finished concrete

7D: Proper disposal of construction debris.

BoQ for the Construction of a 2 Classroom Block with 36 Three-Seater twin desks at Rumuri P/S in Masha S/C (*Proc Ref No: ISIN 560/WRKS/2016-2017/00003*) provided for environmental restoration under Element No7 A-D.

Construction of OPD block at Kashumba HCIII in Kashumba S/C (*Proc Ref No: ISIN 560 /WRKS/2016-2017/00026*) provided for environmental restoration under Element Number 7 A-D.

		<ul style="list-style-type: none"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>	0	<p><u>Not all</u> completed infrastructure projects were implemented on land where LG has proof of ownership (e.g Land title or agreement).</p> <p>For example, Construction of 1 OPD block at Kashumba S/C HCIII was on government land but without a land title.</p> <p>For example, there was no evidence/proof in form of Agreement or MoU between Isingiro District DLG and the Foundation Body (Church of Uganda) where the Isingiro DLG constructed a 2 classroom block at Kajaho P/S in FY 2016/17.</p>
		<ul style="list-style-type: none"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2</li> </ul>	0	<p>Not All completed projects had Environmental and Social Mitigation Certification Form completed and signed by the Senior Environmental Officer (SEO) or Environment Officer.</p> <p>In other words, Environmental and Social Mitigation Certification Forms for completed infrastructure projects were not in place/not seen on file.</p>



## **LGPA 2017/18**

Educational Performance Measures

Isingiro District

(Vote Code: 560)

Score 56/100 (56%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</li> <li>Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4</li> </ul>	<p>4</p> <p>0</p>	<p>The LG has budgeted for a Head teacher and a minimum of 7 teachers per school according to Performance contract CR/202/2 signed by CAO on 26/6/2017 and PS/ST on 15/7/2017. The budgeted amount is Shs 9,069,268 as per work plan and budget FY 2017/18 Page 79.</p> <p>The LG has not deployed a Head teacher and a minimum of 7 teachers in the 189 public primary schools as per the list of schools and Staff lists as of December 2017.</p> <p>In the sample of schools visited, at Kyarumigana there is 1 Head teacher and 6 teachers for the 2017 pupils (112 M 95F). At St. Peter's Kyoga, there is 1 Head teacher and 7 teachers for the 325 pupils (151 M 174 F). In Kamatarisi (rural), there is 1 Head teacher and 7 teachers for the 454 pupils (221 M 233 F). In St. Mary's Kishaye, there is 1 Head teacher and 14 teachers for the 464 pupils (236 M 238 F).</p>
2	<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100% score 6 o If 80 - 99% score 3 o If below 80% score 0</li> </ul>	3	<p>LG has substantially recruited all primary school teachers with a wage bill provision.</p> <p>The approved structure in the LG Performance Contract indicates 1,534 teachers. Filled posts are 1,463 according to the staff registers</p> <p>This represents a 95% filling of the structure for primary teachers with a wage bill provision.</p>



3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6</li> </ul>	6	<p>The approved structure provides for 2 Inspectors. Mr Deo Amanyire and Mr Charles Yesigyemukama are in place</p>
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>The following positions were included in the recruitment plan submitted to HRM; 37 Education Assistants, 62 Senior Education Assistants, 124 Deputy Head teachers and 83 Head teachers for 2017/18.</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 no need for recruitment of Inspectors since the positions were already filled.</p>

5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department appraised school inspectors during the previous FY • 100% school inspectors: score 3</p>	0	<p>The district had 3 Inspector of schools in the FY 2016/2017. Two were appraised by July 2017 and 01 did not have an appraisal on file.(CR/D/10980, EDU/D/12264 and CR/D/10393)</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>	0	<p>The district had a total of 189 primary school head teachers in the FY 2016/2017. 10% sample (18 primary school head teachers was taken).</p> <ul style="list-style-type: none"> <li>- 08 head teachers had no files</li> <li>- 07 had no performance agreements and reports</li> <li>- 03 had performance agreements and no reports</li> </ul>

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>The LG Education Department had not communicated all policies, guidelines and circulars issued at national level in 2016/17. The circulars, guidelines and policies not circulated included the Circular on School feeding dated 15/5/2017, the guideline on Unlicensed and Unregistered private primary schools of 16/1/2017, and the guideline on Teacher Support Supervision under cover letter dated 30/6/2017</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>	2	<p>The school feeding circular had been disseminated to head teachers in their meeting of 3/12/2017 held at St. Joseph's Kyabirukwa P.S. 144 Head teachers attended the meeting. The circular on Unlicensed private schools was disseminated on 2/2/2018 also at St. Joseph's Kyabirukwa P.S and 192 Head teachers were in attendance.</p>



		<ul style="list-style-type: none"> <li>Evidence that the inspection recommendations are followed-up: score 4</li> </ul>	4	<p>The recommendations have been followed-up and used for corrective action. For example, the DEO had written to correct the following anomalies in schools; DEO issued instructions on school improvement plans to 22 primary schools (letter dated 16/2/2017), and letter dated 24/7/2017 on absenteeism of teachers Bernard Bagiramukama (from Kyajungu P.S) and Richard Kanyesigye (of Nyakamuri P.S) whose salaries were withheld.</p>
9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5</li> </ul>	0	<p>LG has not submitted accurate / consistent data with EMIS data obtained from MoES. LG shows a total 340 (189 public and 151 private) primary schools while MoES EMIS shows a total of 335 schools</p>
	<p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data: • Enrolment data for all schools which is consistent with EMIS report and OBT: score 5</p>	0	<p>LG has not submitted enrolment data for all schools consistent with EMIS report and OBT. LG indicates a total enrolment of 71,547 (34,148 M 37,339 F) while MoES EMIS shows a total of 96,844 (47,108 M 49,736 F) pupils</p>

Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc...during the previous FY: score 2</li> </ul>	2	<p>On 27/7/2016 under Min 6/7/2016 (a) the standing committee on Education, Health and Community based services met and discussed low staffing level, inspections undertaken, and progress on Monitoring Learning Achievement (MLA).</p> <p>Council approved sector implementation Plan on 25/5/2017 under Min FC/5/2016/2017/05</p>
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		<ul style="list-style-type: none"> <li>Evidence that the education sector committee has presented issues that requires approval to Council: score 2</li> </ul>	2	<p>On 21/12/2016 under Min FC/2016/2017/DEC/06 the education committee presented a request for inclusion of primary schools hit by the earthquake e.g Kemengo and Mbare primary schools in work-plan and budget for FY 2017/18.</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>	3	<p>More than 80% of primary schools have functional School Management Committees. Some schools have not held the mandatory 3 SMC meetings. In copies of five randomly selected school files at the DEO's office, the following schools had held SMCs as follows;</p> <p>Juru (16/10/17, 20/7/2017, 10/10/2016). No meeting was held in 1st Term.</p> <p>Nyakayojo III (8/10/17, 30/6/17, and 27/3/2017), St. Joseph's Katimba (19/10/2017, 6/7/2017, and 2/3/2017, Kyabahezi (31/10/2017, 15/6/2017, 3/5/2017), while Kyaruhigama, the SMC meetings were held on 24/7/2017, 10/5/2017, and 21/3/2017.</p> <p>In the visited schools, Kyarimigana held SMC meetings on 29/9/2017, 10/5/2017, and 21/3/2017. At St. Peter's Kyoga, the meetings were held on 1/12/2017, 22/9/2017, 3/6/2017, and 10/2/2017. In Kamatarisi, the SMC held meetings on 7/12/2017, 20/6/2017, and 11/5/2016. In St. Mary's Kishaye, the SMC meetings were held on 21/9/2017, 19/6/2017, and 02/02/2017. In all cases of SMC meetings, Head teachers' reports are presented and discussed.</p>

12	<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>	3	<p>There was evidence on the DEO's general notice board that the LG had publicised all schools receiving non-wage recurrent grants.</p> <p>In the visited schools, at St. Mary's Kishaye, the non-wage recurrent grant was displayed in the Head teacher's office. For term III, 2017 the school received Shs. 1,900,310. In Kamatarisi, the non-wage recurrent grant was not displayed. In St. Peter's the grant releases were displayed in the Head teacher's office. Shs 1,206,312 was released for Term III 2017. In Kyarumigana, the non-wage recurrent grants were displayed in the Head teacher's office. Shs 928,049 was received on 29/9/2017.</p>
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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"> <li>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30: score 4</li> </ul>	4	<p>The sector had submitted procurement requests for all investment items in the approved sector annual work plan and budget on 9/8/2016 before the 30th April 2017 deadline as follows:- Construction of 2 classrooms at Rumuri, Kajaho, and Nyamuyanja primary schools, as well as junior staff houses at Murema, Karyamenvu, Nyamisindo, and Byaruha primary schools.</p>
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14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	3	<ul style="list-style-type: none"> <li>From the Contract samples, all the Classroom Contracts were completed within the agreed period and payment requests and certificates and Classrooms at Kajaho and Rumari PS worth 93,096,932 Ugx in respect to the above projects, It was established payments were made on time. Not exceeding two days period from the day the payment of request was made.</li> </ul>
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Assessment area: Financial management and reporting

15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>	0	<p>The annual performance report for the previous year was submitted to the Planner on 23/8/2017 after the prescribed date of mid-July</p>
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16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> <li>If sector has no audit query score 4</li> <li>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</li> <li>If all queries are not responded to score 0</li> </ul> </li> </ul>	2	<p>The Sector had 25 queries during the financial year and they were all responded to and the status of implementation was availed on the letters dated 30/10/2016, 21/02/2017, 30/4/2017 &amp; 24/8/2017.</p>
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Assessment area: Social and environmental safeguards

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2</li> </ul>	0	<p>The LG Education department in consultation with the gender focal person has not disseminated gender guidelines.</p>
		<ul style="list-style-type: none"> <li>• Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2</li> </ul>	0	<p>The Education department in collaboration with the gender focal person has not issued and explained guidelines on sanitation.</p>
		<ul style="list-style-type: none"> <li>• Evidence that the School Management Committee meet the guideline on gender composition: score 1</li> </ul>	1	<p>Guidelines on gender composition on SMCs have been met. The guideline states that at least 30% of the SMC members representing the Foundation body on the SMC shall be female.</p> <p>In visited schools the following females on SMCs are from the Foundation body; Kyarumigana (Kellen Ssenyondo and Agatha Komugisha), St. Peter's Kyoga (Fortunate Tumusiime and Fransisca Kasiita), Kamatarisi (Abby Byaruhanga and Medias Begumisa), St. Mary's Kishaye (Mary Nakabira and Josephine Nanozi).</p>
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 3:</li> </ul>	3	<p>LG Education department in collaboration with Environment department issued guidelines on environment management under the Uganda Multi-sectoral Food Security and Nutrition where a minimum of 10 fruit trees were provided to 100 selected primary schools for planting. Monitoring tree-planting was the main objective of DEOs visit in the sub-counties of Mbare, Endinzi, and Rugaga during Q4 2016/17 as per DEO's report to CAO dated 12/7/2017.</p>





## **LGPA 2017/18**

Health Performance Measures

Isingiro District

(Vote Code: 560)

Score 26/100 (26%)

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>	0	<ul style="list-style-type: none"> <li>• Wage bill provides for 737 positions in the health sector</li> <li>• Of these, 328 positions are filled</li> <li>• 409 positions are still vacant as at the time of assessment</li> <li>• Staffing level for the health sector is at 44.5%</li> </ul>
2	<p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>	0	<ul style="list-style-type: none"> <li>• An approved recruitment plan in hard copy was not available for review</li> </ul>

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>The District had 04 HCIVs in the FY 2016/2017. 2 facility In-charges had copies of the performance agreements on file and no reports (CR/D/10969 and CR/D/10968).</p> <p>01 completed an appraisal form which is not in line with the appraisal requirement for HC IV facility in-charges(CR/D/10474) and 01 had no performance agreement and report (CR/D/10828)</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>	<p>• 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</p>	0	<p>• The health worker deployment lists seen at the sampled facilities does not match with those at the DHO office</p> <p>Rwekubo HCIV –DHO-29 HC-22</p> <p>Kyeirumba HCIII DHO-9 HC-9</p> <p>Kikokwa HCIII-9 HC-11</p>

Assessment area: Monitoring and Supervision

5	<p>The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3</li> </ul>	0	<ul style="list-style-type: none"> <li>There is no system to track the dissemination of policies, circulars or guidelines. It happens with no particular order</li> <li>At the sampled facilities, only a few guidelines could be found, notably the Uganda clinical guidelines 2016</li> <li>The facilities poor record system made it impossible to find any circulars</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that the DHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3</li> </ul>	0	<ul style="list-style-type: none"> <li>The meetings held at the district do not include in charges of facilities</li> </ul>
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>	0	<ul style="list-style-type: none"> <li>The reports reviewed only showed supervision of one HCIV on 24th March 2017 and another on 27th June 2017. This is 2 out of the four HCIVs in the district.</li> <li>There was no other supervision especially in Q1 and Q2</li> </ul>
		<p>Evidence that DHT has supervised lower level health facilities within the previous FY: • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0</p>	0	<ul style="list-style-type: none"> <li>No supervision was done for Q1 and Q2.</li> <li>Supervision took place in Q3 as per report dated 24th March 2017 and Q4 as per report dated 27th June 2017 , which comes to 50%</li> </ul>

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"> <li>• If 100% supervised score 6 points</li> <li>• 80 - 99% of the health facilities: score 4</li> <li>• 60 - 79% of the health facilities: score 2</li> <li>• Less than 60% of the health facilities: score 0</li> </ul>	0	<ul style="list-style-type: none"> <li>• Rwekubo HCIV has a mandate to supervise the 6 health units under their jurisdiction</li> <li>• Only one supervision report dated 17th January 2017 could be traced from the finance department</li> <li>• It was reported that the rest of the reports were submitted with accountabilities so there was no evidence of supervision at the health unit.</li> </ul>
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"> <li>• Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4</li> </ul>	4	<ul style="list-style-type: none"> <li>• During a stakeholder meeting held at Rwekubo HCIV on 9th July 2017 under minute 4/2017. It was discussed that health facilities are not fenced or demarcated including the HCIV</li> <li>• At a DHT meeting held on 20th November 2017 under Minute 10/11/2017, Issues discussed from supervision included, regular attendance to duty by health workers, all staff at the units should be included in the staff meetings, all units should regularly hold HUMC meetings</li> </ul>

		<ul style="list-style-type: none"> <li>• Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6</li> </ul>	6	<ul style="list-style-type: none"> <li>• From the supervision log book, the following actions were traced;</li> <li>• At Rwekubo HCIV on 13/11/17 page 104023 the DHO suggested they unit continues to work well. There will be contact with council to extend water to the facility. On 23rd August 2016 page 104015 DHO advised that they improve on the labelling of dispensing envelopes</li> <li>• At Kikokwa HCIII on 9/11/17 page 240228 the DHO advised all staff to be involved in medicine ordering to ensure continuity. On 12/7/17 page 240226 the centre adopted the use of the new child register</li> <li>• .</li> </ul>
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"> <li>• Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>o List of health facilities which are consistent with both HMIS reports and OBT: score 10</li> </ul> </li> </ul>	0	<ul style="list-style-type: none"> <li>• HMIS has 70 facilities while OBT has 59</li> </ul>

Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the council committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>The council meeting on 25th May 2017 under Min FC/MAY/2016/2017/05 presented and approved health committee recommendations in FY2017/2018 health budget with amendment to avail 2.5 million more for women sensitisation on maternal and child health.</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>Council meeting on 25/05/17 under minute FC/MAY/2016/2017/05 presentation of district draft budget FY2017/2018. Health allocation of 4,139,406,000/= allocated for PHC. Part will pay for wages to lower level health units and NGO facilities</li> <li>On 19th October 2016 under Min FC/2016/2017/October/07 health discussed the performance of health workers and water supply to health units.</li> </ul>
11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> <li>If 100% of randomly sampled facilities: score 5</li> <li>If 80-99% : score 3</li> <li>If 70-79%: : score 1</li> <li>If less than 70%: score 0</li> </ul>	0	<ul style="list-style-type: none"> <li>None of the facilities had health at least 4 of the mandatory meetings</li> <li>At Rwekubo HCIV 3 meetings on 5/12/16, 9/2/17, 25/4/17</li> <li>At Kyeirumba HCIII 3 meetings on 29/8/16, 7/9/16, 21/9/16</li> <li>At Kikokwa HCIII 2 meetings on 30/3/16, 15/11/16</li> </ul>

12	<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>	0	<ul style="list-style-type: none"> <li>• None of the 3 sampled facilities had PHC grant details pinned up on the notice board</li> </ul>
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Assessment area: Procurement and contract management

13	<p>The LG Health department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>• A consolidated procurement plan for FY2017/2018 including health was submitted to PDA on 28/07/17 to MoFPED and MoLG on 7/08/17</li> <li>• Sampled requests were submitted beyond first quarter</li> <li>• PP1 dated 24/1/18 for staff house at Nshegyezi HCII SN 560/WRKS/2017-18/00020</li> <li>• PP1 dated 24/1/18 for staff house and latrine at Rushasha HC III SN 560/WRKS/2017-18/00019</li> </ul>
		<p>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>	0	<ul style="list-style-type: none"> <li>• Sampled requests were submitted beyond first quarter</li> <li>• PP1 dated 24/1/18 for staff house at Nshegyezi HCII SN 560/WRKS/2017-18/00020</li> <li>• PP1 dated 24/1/18 for staff house and latrine at Rushasha HC III SN 560/WRKS/2017-18/00019</li> </ul>



14	<p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time:</li> <li>• 100% - score 8</li> <li>• 70-99% – score 4</li> <li>• Below 70% - score 0</li> </ul>	8	<ul style="list-style-type: none"> <li>• The HCIV directly deals with NMS through the online system under code HF1343.</li> <li>• Kyeirumba HCIII and Kikokwa HCIII use the PUSH method where their requests are submitted to DHO office for processing with NMS. The centres all had current delivery notes from NMS</li> </ul>
15	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points</li> </ul>	0	<ul style="list-style-type: none"> <li>• No development funds for the last two financial years and hence no payments made to the suppliers. Funds available for Wage and Non-Wage recurrent expenditure.</li> </ul>
Assessment area: Financial management and reporting				
16	<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>	0	<p>Q4 – 23rd August 2017 was the date of submission of annual report to planner as signed in the combined annual report. No date could be found for submission to planning office from health department.</p>

17	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year • If sector has no audit query score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points • If all queries are not responded to score 0</p>	2	<ul style="list-style-type: none"> <li>• The Sector had 18 queries during the financial year and they have been responded to and the status of implementation of recommendations was availed in letters dated 30/10/2016, 21/02/2017, 12/5/2017 &amp; 24/8/2017.</li> </ul>
Assessment area: Social and environmental safeguards				
18	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>• Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>• All 3 out of 3 sampled units have at least 30% composition of females</li> <li>• Rwekubo HCIV – 3F, 4M</li> <li>• Kyeirumba HCIII – 2F, 3M</li> <li>• Kikokwa HCIII – 2F, 4M</li> </ul>
		<ul style="list-style-type: none"> <li>• Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>• No guidelines could be traced at any of the 3 sampled health facilities</li> </ul>
19	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 2 points</p>	<ul style="list-style-type: none"> <li>• Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points.</li> </ul>	0	<ul style="list-style-type: none"> <li>• No guidelines could be traced at any of the 3 sampled health facilities</li> </ul>



## **LGPA 2017/18**

Water & Environment Performance Measures

Isingiro District

(Vote Code: 560)

Score 60/100 (60%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10</li> </ul>	10	<ul style="list-style-type: none"> <li>Isingiro District has an average safe water coverage of 37% according to MoWE sector performance report 2017. The sub-counties below the district average include; Ngarama 35%, Endiinzi 36%, Kakamba 35%, Mbaaare 28%, Rushasa 13%, Masha 24%, Kikagate 33% and Kasumba with 30%. The planned water projects in FY 2017/18 included Nangarama piped water scheme II in Nangarama sub-county, Drilling of 4 production wells in Endiinzi, Kikagata, Ruburoboto and Nangarama sub-counties, design of Kinyara water systems in Kabuyanda sub-county and Rehabilitation of 15 hand pumps in sub-counties. During allocations, all the sub-counties below district average were targeted for instance the scheme in Namagara, production wells in Endiinzi and Kikagate plus rehabilitation of 15 hand pumps in all sub-counties including those below district average.</li> </ul>
2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15</li> </ul>	0	<ul style="list-style-type: none"> <li>In FY 2016/2017 the following water projects were implemented; Construction Ngarama piped water system phase I in Ngarama sub-county, drilling of 1 bore hole in Kaaziya village, Kasumba sub-county, construction of one 5-stance VIP line latrine in Rwengujjo village Masha sub-county and Rehabilitation of Rwecece Gravity Flow Scheme in Kikagaaati sub-county shared by Nyakitunda sub-county. A number of sub-counties below the district average did not get water projects in the FY. These include: Endiizi, Kakamba, Mbaaare, Rushasa among others. The argument for omitting some sub-counties was that some are farm land with scattered settlements therefore the district resolved to leave them to MoWE under the department of water for production. Secondly the applicable technology thus shallow wells was abolished by the Ministry of Water &amp; Environment as it was considered unsafe for human consumption.</li> </ul>
Assessment area: Monitoring and Supervision				

3	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually. • If more than 95% of the WSS facilities monitored: score 15 • 80 - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60 - 69% monitored: score 5 • 50 - 59%: score 3 • Less than 50% of WSS facilities monitored -score 0</p>	15	<ul style="list-style-type: none"> <li>• In FY 2016/2017 the district water department implemented four major projects. They were supervised as indicated below; <ul style="list-style-type: none"> <li>Dated 19th/05/2017, supervision report on the construction of Ngarama pumped water scheme; works completed and measured works satisfactory in accordance to the specifications, drawings and terms of contract. Report signed by Water Engineering Assistant.</li> <li>• Supervision report on sitting, drilling and installation of 1 borehole in Kazya village, Kashumba sub-county. Procurment Reference ISIN 560/WRKS/16-17/00009. Report was filled on 9th/05/2017.</li> <li>• Report on monitoring of water projects by the works and production sectral committee FY 2016/2017 dated 22nd/06/2017; all projects were monitored by the committee together with staff from District Water Office.</li> <li>• Dated 08th/03/2017, monitoring report on Kasumanga and Rutare GFS in Ruborogota and Kikagate sub-counties. Among the many observations was the leakages leading to huge volume of water wasted and the abandoning of most taps because communities could not mobilize to do minor repairs on broken parts.</li> <li>• Dated 2nd /05/2017, inspection report on construction of a 5-stance VIP line latrine with attached urinal at Rwenfunjo in Masha sub-county. It was observed that the project was completed and works satisfactory as per specifications and terms of contract.</li> </ul> </li> </ul>
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>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	10	<ul style="list-style-type: none"> <li>• Review of Performance contract showed consistence regarding data submiotted at the MoWE and what is filled at the district level.For example Nagarama piped water schemell, drilling of 4 production wells, design of Kintaara water system and rehabilitation of 15 hand pump facilities are the projects documented in performance contract signed with CAO and are the exact projects submitted to the MoWE on 01st/08/2017.</li> </ul>

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>	4	<ul style="list-style-type: none"> <li>The Water department submitted procurement plan to the District Procurement Unit (DPU) on 27th/03/2017. The submission was made in time as stipulated.</li> </ul>
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"> <li>If the DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>The District Water Officer appointed M/S Niwamanya Boaz (Engineering Assistant-water) as contract supervisor for construction of Ngarama GFS evidenced by appointment letter dated 13th/02/2017. A contract management plan was in place however there was no evidence that the management plan was followed and no site minutes to justify site meetings. The DWO acknowledged use of oral communication with the contractor while on site with no written evidence.</li> </ul>
		<ul style="list-style-type: none"> <li>If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>Facilities are constructed as per design; for instance, with Namagara water scheme; technical specifications required production well sitting, drilling, pump installation and a generator. Pump house and chain link was specified, grand house and Ecosan, Brick masonry reservoir tank#1 (30cubic metres on 1.2m stone masonry base. Kiosk, pumping main and distribution main. Field visit to the facility confirmed all were in place.</li> </ul>
		<ul style="list-style-type: none"> <li>If contractor handed over all completed WSS facilities: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>Contractors like M/S GATS CONSULT Ltd, M/S KWED Construction Company Ltd, RICHO Investments Ltd did not officially hand over projects to the Local Government in form of handover letters.</li> </ul>

		<ul style="list-style-type: none"> <li>If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>The District Water Officer appropriately certified all WSS projects implemented by FY 2018/2017</li> <li>Dated 19th/12/2017 Practical completion certificate for construction of Ngarama Piped water scheme phase I issued to M/S GATS Consult Ltd with contract value of 379.972.801/= signed by supervising officer and the District Water Officer.</li> <li>Interim certificate No1 for the construction of a 5-stance VIP lined latrine at Rwengonjo in Masha sub-county issued to M/S RICHO Investments Ltd on 02nd/05/2017 signed by project supervisor and DWO</li> <li>Interim certification No:1 for sitting, drilling and installation of 1 borehole at Kazya, Kashumaba sub-county. Contract No: ISIN560/WRKS/16-17/00009 issued to M/S KWED construction Company Ltd dated 9th/05/2017.</li> </ul>
7	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	3	<ul style="list-style-type: none"> <li>From the Contract samples, all the Water Project Contracts have a duration of five to six months and payment requests and certificates of the Ngarama and Rwacere Projects worth 190,023,370 Ugx, It was established payments were made on time. Not exceeding two days period from the day the payment of request was made.</li> </ul>
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"> <li>Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5</li> </ul>	0	<p>The department submitted the annual performance report for FY 2016/2017 to the Planner later than the prescribed date as evidenced below;</p> <p>Fourth Quarter was submitted on 01st/08/2017</p> <p>Third Quarter was submitted 13th/04/2017</p> <p>Second Quarter was submitted on 28th/10/2016</p> <p>First Quarter was submitted on 28th/10/2016</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"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</li> <li>o If sector has no audit query score 5</li> <li>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</li> <li>If queries are not responded to score 0</li> </ul>	3	<ul style="list-style-type: none"> <li>• The Sector had one query in the whole financial year. The query was responded to on 30/10/2016.</li> </ul>
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3</li> </ul>	3	<p>The committee on Works, Production and Natural Resources under Min:3/OCT/2016-2017: Presentation and discussion of department Reports-Water &amp; Sanitation: The committee recommended that councilors from sub-counties that pose potential water sources without outstanding encumbrances should submit their respective sources to water department to be considered for future development.</p>
		<ul style="list-style-type: none"> <li>• Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	3	<p>Under MIN FC/May/2016-2017/05: Presentation, discussion and approval of sectoral committee recommendations into budget for Financial Year 2017/2018. The report from the Works, Production and Natural Resources was discussed and approved by council.</p>



11	<p>The LG Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>The AWP, budget and water Development grant releases and expenditures were not displayed on the district Notice board by the time of assessment as per the PPDA Act.</li> <li>There was no proof in form of reports that the releases and expenditures were discussed in Advocacy meetings</li> </ul>
		<ul style="list-style-type: none"> <li>All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>All WSS projects were clearly labelled indicating the client, contractor, financial year and source of funding. For example, the VIP latrine in Masha sub-county clearly showed that it was constructed by M/S RICHO Investments Ltd, contracted by Isingiro DLG, for FY 2016/17 with funding from District Water and Sanitation Conditional Grant. All sampled boreholes were clearly labelled.</li> </ul>
		<ul style="list-style-type: none"> <li>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>Information on tenders and contract awards was not displayed by the time of assessment. The argument was that the PPDA guidelines stipulates display for only 10 working days.</li> </ul>
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	0	<ul style="list-style-type: none"> <li>Communities apply for water/public sanitation facilities as per the sector critical requirements for example in the community application file reviewed an application letter from residents of Njanjeteera village in Nyakitunda sub-county applied for safe water source in their locality. Latter dated 17/10/2016 signed by the chairperson with a list of residents attached</li> <li>Application letter of Kajaho village in Kitagata sub-county for Gravity Flow Scheme signed by the chairperson with witnesses of which at least 3 were women. Application was dated 2nd/06/2017 using ANNEX 3-2A Forms from MoWE.</li> <li>However, there was no evidence that communities co-fund for the projects as per the sector critical requirements. This was attributed to pronouncements made by political leaders in the district against co-funding by the community.</li> </ul>

		<ul style="list-style-type: none"> <li>• Number of water supply facilities with WSCs that are functioning evidenced by collection of O&amp;M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>• The district had 93 functional committees which had been re-activated and trained. These committees were trained in thematic area like; records keeping, formulation of bye-laws, financial management, preventive maintenance as opposed to crisis management and resource mobilization. However, there was no evidence that these committees collect user fees for O&amp;M because political leaders urged community members not to pay user fees since WSS facilities were government infrastructures.</li> </ul>
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"> <li>• Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>• Environmental screening of implemented projects by filling Environmental and Social Screening Form (ESSF) by the Environment Officer was not done on any of the implemented projects.</li> </ul>
		<ul style="list-style-type: none"> <li>• Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	0	<ul style="list-style-type: none"> <li>• Since there was no Environmental screening of projects at the start, environmental follow up was not conducted.</li> </ul>
		<ul style="list-style-type: none"> <li>• Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	0	<ul style="list-style-type: none"> <li>• For contracts signed in FY 2016/2017, there were no clauses on environmental protection</li> </ul>
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"> <li>• If at least 50% WSCs are women as per the sector critical requirements: score 3</li> </ul>	0	<ul style="list-style-type: none"> <li>• Well as trainings had been conducted to sensitize communities about gender mainstreaming, Isingiro district was found below the required 50% women composition on WSC as per the sector critical requirements. For example, Kamuzinzi valley Tank committee in Endinzi sub-county had 33%, Rwabahinda WSC in Mbaare sub-county had 12%, Kagando WSC in Rugaaga sub-county had 28%, Rukooma WSC in Birere sub-county had 25% and Kashenyi WSC in Ngarama had 25%. At least a woman was reported to occupy a key position but the attrition rate was reported to be high mainly due to gender stereo-type in most communities in the district.</li> </ul>

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"> <li>• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	3	<ul style="list-style-type: none"> <li>• Sanitation facilities that were constructed with funding from the DWSCG included 5-stance VIP lined latrine of Rwefunjo Rural Growth Centre in Masha sub-county, 5-stance VIP line latrine at Rugaaga HCIV in Rugaaga sub-county and 5-stance VIP line latrine at Isingiro District Headquarters. All the mentioned facilities have adequate space, ear marked stances for both men, women and have provisions for People with Disabilities (PWDs)</li> </ul>
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