



## LGPA 2017/18

Accountability Requirements

Lamwo District

(Vote Code: 585)

Assessment	Compliant	%
Yes	3	50%
No	3	50%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Assessment area: Annual performance contract			
LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.	xxx	Performance Contract for FY 2017/18 submitted to MOFPED on 07/12/2017.	No
Assessment area: Supporting Documents for the Budget required as per the PFMA are submitted and available			
LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY (LG PPDA Regulations, 2006).	xxxxx	Submitted to MOFPED on 22/02/2017 as per receipt No. 0382. Procurement Plan in place.	Yes
Assessment area: Reporting: submission of annual and quarterly budget performance reports			
LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	xxxxx	The annual performance report was submitted on 17/08/2017 consistent with records at MOFPED vide receipt No.4560.	No
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	Q1 - Q4 budget performance reports submitted on 28/11/2016; 16/03/2017; 14/06/2017; 17/08/2017 respectively. Respective receipt numbers are Q1-0121; Q2-0480; Q3-0793; Q4-4560. Submission date for Q4 was after 31 July 2017.	No
Assessment area: Audit			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p>	<p>xxxxxx</p>	<p>The LG submitted audit report on 22/May/2017 to the Internal audit Ministry of finance. There were six issues raised and all responses were submitted</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>According to the 2016/2017 Auditor General Report, Lamwo LG scored unqualified report, they however had the following issues raised , unaccounted for medicines and medical supplies, expired drugs, pension and gratuity arrears, salary arrears, low recovery of YLP funds, under collection of local revenue, funds unaccounted for, salary overpayment and lack of land Title</p>	<p>Yes</p>



## **LGPA 2017/18**

Crosscutting Performance Measures

Lamwo District

(Vote Code: 585)

Score 56/100 (56%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>All new infrastructure projects in: (i) a municipality; and (ii) all Town Councils in a District are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a municipality/district has: • A functional Physical Planning Committee in place that considers new investments on time: score 2.</p> <p>• All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2.</p>	0	<p>Physical Planning Committee (PPC) is not functional. It is however constituted with 11 members as per appointment letter by CAO of 21/08/2017. No evidence of the PPC meetings considering investments was provided.</p> <p>Infrastructure investments are not approved. Evidence of approvals by PPC was not provided.</p> <p>There is no Physical Planner at the District to provide technical guidance in this area.</p>
2	<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p>	<p>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</p>	0	<p>No record of the budget conference report to support AWP priorities for FY 2017/18 was provided.</p>

		<ul style="list-style-type: none"> <li>• 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.</li> </ul>	2	<p>Capital investments in the approved AWP FY 2017/18 are derived from the approved 5 year development plan e.g. under:</p> <p>Education: AWP provides for construction of 10 latrines, provision of infrastructure for 4 schools as provided for in the 5yr plan;</p> <p>Roads &amp; Engineering-AWP provides routine &amp; periodic maintenance of DUCAR as provided in the 5 yr plan;</p> <p>Water: public latrines in Rural Growth Centres &amp; public spaces;and deep borehole drilling and rehabilitation provided in both AWP and 5 year plan.</p>
		<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>	1	<p>Project profiles for FY 2017/18 were developed and discussed by TPC at its meeting held on 3/05/2016 under minute 05/05/2016 the budget was approved.</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>Annual statistical abstract was presented to TPC at its meeting of 21/12/2015 under Min. 05/12/2015. Version authenticated by the CAO on 25/05/2016 was reviewed and found to have gender disaggregated data.</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>	0	No evidence was provided.
		<ul style="list-style-type: none"> <li>• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0</li> </ul>	2	96.4 % of the projects were completed. 28 projects were implemented and only 1 project (i.e. Rehabilitation of OPD Ward at Agoro HCIII) was not completed as extracted from Planning Unit Report Monitoring Report of 22nd /08/2017 and PDU project execution list.
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>	0	Projects were completed at a cost of UGX. 1,509,372,616/= while the approved budget was UGX. 1,800,000,993. Whereas it was within budget the variance represented 16.8 which was 1.8% higher than the assessment provision.
		<ul style="list-style-type: none"> <li>• Evidence that the LG has budgeted and spent at least 80% of O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	0	No evidence of O&M for projects invested in previous FY provided in the current AWP. O& M is provided for in the Sub-Counties as the users.
Assessment area: Human Resource Management				
6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	0	The Heads of departments had not been appraised as per the performance agreement signed with the CAO except Acting District Engineer.

		<ul style="list-style-type: none"> <li>• Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	0	Only two posts of the District Community Development Officer (DCDO) and District Health Officer (DHO) have been substantively filled. The rest of the Sector heads were assigned duty.
7	The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.	<ul style="list-style-type: none"> <li>• Evidence that 100 percent of staff submitted for recruitment have been considered: score 2</li> </ul>	2	Submissions by Office of the CAO for recruitment dated 11th May 2017, 08th February 2017 and 21st December 2016 were all considered as per minute extract by DSC dated 5th June 2017.
	Maximum 4 points on this Performance Measure	<ul style="list-style-type: none"> <li>• Evidence that 100 percent of staff submitted for confirmation have been considered: score 1</li> </ul>	1	The submission by the District CAO dated 12th/12/ 2016 and 14th/ 06/2017 were considered by the DSC minute 19/17(C ) dated 8th/ 09/2017.
		<ul style="list-style-type: none"> <li>• Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1</li> </ul>	1	No disciplinary case was submitted to the DSC for action in the financial year 2016/17
8	Staff recruited and retiring access the salary and pension payroll respectively within two months	<ul style="list-style-type: none"> <li>• Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3</li> </ul>	3	All the staff recruited in the financial year 2016/17 accessed payroll within 2 months. (ref. payroll, personal files of staff recruited)
	Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> <li>• Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2</li> </ul>	0	All 15 pensioners who retired in 2016/17 did not access the pensioners' payroll within the stipulated 2 months.
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>	0	<p>According to the audit report of 2016/2017 and the annual final account of 2016/2017 , there was no increase in OSR ,there was a shortfall of 33%. The CFO explained that due to drought and war in south Sudan, the local revenue base was drastically affected</p>
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	<p>The revenue collection is not as per the budget example the annual revenue budget for 2016/2017 was 127,635,000 ,actual was 85,620,0079 shortfall of 42,014,921 (-33%)</p>
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	2	<p>As per the financial statement 2016/2017 prepared as at 30th June 2017, the District remits 65% share of the local revenue to the Lower local government</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>	2	<p>The District spent more than 20% as per the financial statement prepared on 30th June 2017 submitted to the auditor General office. However the District made a request for permission to spend more which was approved by the Ministry of Local government as per the letter signed on 11th December 2017</p>

Assessment area: Procurement and contract management

12

The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

- 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

0

- There is a Procurement Officer but no Senior Procurement Officer in place.
- The position of Senior Procurement Officer was advertised in the New Vision newspaper of 4th April 2017 but no interviews have been held thereafter.

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

1

All 28 projects had TEC submit reports to the Contracts Committee using LG Form 16. Sampled cases out of the 28 include:

- Rehabilitation of Palabek Maternity Ward at Ogili HCIII. Recommendation to CC was done on 28 March 2017
- Drilling of 8 Deep Boreholes – Lot I. Recommendation to CC was done on 3rd October 2016
- Construction of 3 Cattle Crutches at Padibe West and Palabek Ogili. Recommendation to CC was done on 3rd October 2016
- Construction of 4-stance drainable latrines at Kolokolo Primary School. Recommendation to CC was done on 28th March 2017
- Supply of Pump parts and platforms. Recommendation to CC was done on 29th May 2017

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

1

The Contracts Committee considered recommendations of the TEC. Sampled cases of such considerations include records of Contracts Committee meetings on:

- 18th November 2016 where the Contracts awarded 11 projects in line with the evaluation report but cancelled 4 projects (due to no fund availability), and deferred 2 projects back to the TEC

- 3rd April 2017 where the Contracts awarded 19 projects in line with the evaluation report.

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 procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2</p>	2	<ul style="list-style-type: none"> <li>• Procurement and Disposal Plan 2016/2017 has 61 projects and includes all the 31 infrastructure projects planned in the AWP</li> <li>• All procurements in FY 2016/17 were done following the Procurement plan. Sampled cases are as follows: <ul style="list-style-type: none"> <li>- Rehabilitation of 2 Classrooms at Padibe primary school. Reference No. Lamw 585/Wrks/2016-17/00038</li> <li>- Construction of 4-stance drainable latrines at Padibe Girl's school. Ref: Lamw/585/Wrks/2016-17/00020</li> <li>- Supply of 238 three-seater Desks – Lot 2 to Padibe Childcare, Lamwogogo primary school, Larobi primary school, Pauma primary school and Palabek Kal primary school. Ref: Lamw 585/Supplies/2016-17/00035</li> <li>- Rehabilitation of OPD at Agoro HC III. Ref: Lamw 585/Wrks/2016-17/00032</li> <li>- Construction of community Hall at Palabek Gem Hq. Ref: Lamw 585/Wrks/2016-17/00030</li> </ul> </li> </ul>
14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure</p>	<p>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2</p>	0	<ul style="list-style-type: none"> <li>• 11 bid documents out of the planned 48 total procurement documents (22.9%) had been prepared by 30 August (actual date of completion was 10 August 2017). All were Open Bid Documents. Selective Bid documents were ready after, on 10th November 2017.</li> </ul>

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

2

• An updated Contract Register for Lamwo District FY 2016-2017 was available. It was prepared on 7th July 2017 and indicates the project name, Location, Provider/Contractor, Date of Award of Contract, Amount, balance and Status of project.

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

2

Procurement thresholds were adhered to during procurement. Sampled projects are as follows:

Open bidding Contracts:

- Fencing of Administration, Production and Council Blocks. Amount UGX126,514,500. Contractor Giant Plum Enterprises (U) Ltd. Awarded 13th December 2016.

- Low cost Sealing construction on Lamwo Town Council Road 1 Km. Amount: UGX382,937,544. Contractor: CME Enterprises Ltd. Awarded on 14 Feb. 2017

Selective bidding:

- Construction of 5-stance VIP Latrines at Abakadyak primary school. Amount: UGX13,359,150. Contractor: P & S Engineering and general Merchandise Company Ltd. Awarded 04 April 2017.

- Construction of 3-stance drainable latrine at Potika Market. Amount: UGX14,812,800. Contractor: Palo Consults Ltd. Awarded 02 June 2017.

Framework Contracts:

- Supply of Road Construction materials. Service Provider: Palo Consult Ltd. Awarded 29th December 2016.

- Supply, Servicing , Repair of Motor Vehicle and Cycles. Service provider: Loksimo Engineering Company. Awarded 29th December 2016.

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2</li> </ul>	2	<p>Completion certificates have been awarded. Samples selected as follows:</p> <ul style="list-style-type: none"> <li>- Completion Certificate given to Ms Palo Consult Ltd after completion of 3-stance drainable latrine at Potika Market. Awarded on 12 December 2017</li> <li>- Interim Payment Certificate given to Sri Balaji Industries (EA) Ltd for drilling, casting and installation of 8 Boreholes Lot 1. Awarded on 30 June 2017.</li> <li>- Payment Certificate awarded to CME Enterprises Ltd for Construction of Low cost sealing on Lamwo Town Council Roads. Awarded on 21 December 2017.</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2</li> </ul>	0	<p>No site seen had all requirements as stated herein i.e, name of the project, contract value, the contractor; source of funding and expected duration</p>
Assessment area: Financial management				
16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	4	<p>The LG makes monthly bank reconciliation as seen from the cash book of December 2017, the bank reconciliation was prepared on 5th January 2018. Lawmo is not using IFMS its on hybrid</p>

17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>	2	<p>The LG makes timely payment to their suppliers for example payment for the construction of 5 stances of VIP latrines at Ywaya Primary School , a requisition was made on 27th March 2017, approved the same day and payment was made the same day</p>
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3.</li> </ul>	3	<p>There is an Internal auditor who prepared all the four internal audit quarterly reports of 2016/2017 and submitted to District Speaker, Minister of local government , LGPAC and RDC and auditor General , Chairman finance committee, internal auditor general office</p>
		<ul style="list-style-type: none"> <li>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries: score 2.</li> </ul>	2	<p>The Internal Audit reports of 2016/2017 were submitted and discussed on 4th December 2017. There was a review on the audit queries and follow up made.</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>	0	<p>The audit reports of 2016/2017 were submitted and discussed on 4th December but the report is not yet out</p> <p>The Clerk to council seems to be overwhelmed with work as he is not producing the reports on time for the council to look at the report</p>



19	The LG maintains a detailed and updated assets register  Maximum 4 points on this performance measure.	• 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	4	The asset register of the District is up-to-date for all items procured by the LG, and the format is in accordance with the accounting manual
20	The LG has obtained an unqualified or qualified Audit opinion  Maximum 4 points on this performance measure	Quality of Annual financial statement from previous FY: • unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0	4	According to Auditor General audit report of financial year 2016/2017 Lamwo LG scored unqualified report with minor issues raised.

Assessment area: Governance, oversight, transparency and accountability

21	The LG Council meets and discusses service delivery related issues  Maximum 2 points on this performance measure	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	2	At the Full Council Meeting held on 27/09/2016 under Min.07/09/2016 Council considered service delivery issues resulting from reports of the Committee on Health, Education and Community Services and Production Works and Technical Services.
22	The LG has responded to the feedback/complaints provided by citizens  Maximum 2 points on this Performance Measure	• Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2.	0	No Officer designated. Where grievances/complaints are generated they are addressed by the respective technical departments.
23	The LG shares information with citizens (Transparency)  Total maximum 4 points on this Performance Measure	Evidence that the LG has published: • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2	2	December 2017 LG Payroll and Pensioner Schedule displayed at Former Administration Block notice board.

		<ul style="list-style-type: none"> <li>Evidence that the procurement plan and awarded contracts and amounts are published: score 1</li> </ul>	1	Procurement plan and awarded contracts displayed at Former Administration Block notice board.
		<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	"N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17".
24	The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens	<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	No evidence provided.
	Maximum 2 points on this performance measure	<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 feedback on status of activity implementation: score 1.</li> </ul>	0	No evidence provided, however every week the District has airtime to disseminate findings on Wednesday (Tembo FM) and Friday (Mighty Fire FM).
Assessment area: Social and environmental safeguards				

<p>25</p>	<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>	<ul style="list-style-type: none"> <li>- On addition to the AWP for the sector, there is a Lamwo District Workplan for 2016/2017 on preventing Child Marriages and teenage Pregnancies</li> <li>- Minutes of meeting held 22 December 2017 on gender mainstreaming</li> <li>- There are minutes of sectoral coordination meeting held on 25 January 2017 to check progress of activities</li> <li>- There are minutes of Protection and Community services Working Group held on 16th January 2017</li> <li>- There is a report on Radio Talk Show program for the month of June 2017</li> <li>- There is a report on Disbursement of special grant for PWD for FY 2016/17</li> </ul>
		<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>	<p>0</p>	<ul style="list-style-type: none"> <li>- The 2017/18 Workplan includes gender mainstreaming activities , namely; training on gender responsive budgeting, sensitisation through radio talk shows, and group mobilisation</li> <li>- There is a Programme Partnership Agreement (PPA) between Government and UNHCR for peaceful co-existence between refugees and the host community</li> <li>- A total of UGX4.1 million was spent out of UGX5 million (82%) was spent in 2016/17</li> </ul>

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

Maximum 6 points on this performance measure

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

2

Screening was done for two projects namely:

- Road re-sealing works done in Lamwo Town Council on 27th April 2017

- Drilling of Boreholes in 8 locations on 25 & 26 May 2017, namely: Got kwar, Ogako North, Lotibol, Loibide South, Amuca West, Muddu east, Pagwanga, Lanywang and Logopii primary school

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

1

A paragraph on Environmental protection is included (as section 2.5 for water drilling) in the bid documents that refers to a more detailed document guiding Environmental Protection activities to be carried out. The more detailed document referred to is "Environmental Guidelines for Drilling and Pump Testing Operations".

The Bill of Quantities also caters for environmental awareness campaigns and mitigation measures for borehole drilling.

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

0

There is no Government establishment – District premise, sub-county Headquarters Health Centre or other – that has a registered land Title.

		<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>Only one certificate issued to CME Enterprises for Road Re-Sealing Works on 22 December 2017. Drilling Works for the 9 boreholes still have to get the Environment Officer verify their Environmental Compliance. The rest of the projects did not care about Environmental Compliance.</p>
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## **LGPA 2017/18**

Educational Performance Measures

Lamwo District

(Vote Code: 585)

Score 61/100 (61%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</li> <li>Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4</li> </ul>	4	<p>The LG budgeted for the teachers as evidenced by the revised budget estimate and annual work plan 2017/2018</p> <p>Some schools have less than the required number of teachers as evidenced by Abakadyak Primary school Padibe west sub county has six teachers and Kwooncok Primary School Madi Opei sub county has five teachers.</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>	6	<p>The LG is supposed to have a 939 teachers (refer to the staff ceiling circular from MoES for 2014). But the wage bill provides for 574 teachers which positions have been filled as evidenced by the monthly returns from schools by headteachers.</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>	0	<p>The structure provides for a senior inspector of schools and an inspector of schools however only the position of inspector of schools is filled as evidenced by appointment letter dated 08/06/2017( DSC Min. No. 04/2017).</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 recruitment plan submitted to the HRM has a provision for recruitment of 164 teachers for the 2017/2018 financial year</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>	0	<p>The recruitment plan for 2017/2018 does not have a provision for the recruitment of a senior inspector of schools</p>
5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department appraised school inspectors during the previous FY • 100% school inspectors: score 3</p>	3	<p>The district did not have a School Inspector in 2016/17 financial year.</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 performance agreement and performance report for head teachers for 2016 calendar year were not seen for verification. Sub county chiefs did not return forms for appraised teachers</p>
<p>Assessment area: Monitoring and Inspection</p>				



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>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1</li> <li>• Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level, including on school feeding: score 2</li> </ul>	<p>1</p> <p>Policies and guidelines communicated to schools included the school feeding programme form the MoES, the education Act 2008 and the circular on closing of unlinseed school from the DEO to schools dated 18/04/2017 in regard to the circular from the PS MoES dated 01/06/2017</p> <p>2</p> <p>The education department held meetings with the head teachers as evidenced by minutes of meetings held on 10/03/2017 and 27/05/2017 and attendance lists attached. issues discussed included planning for games and sports, the organisation of the teachers SACCO, school work plans, and examinations.</p>
7	<p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all private and public primary schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59% score 1 o Below 50% score 0.</li> </ul>	<p>8</p> <p>The LG has 71 public schools and 6 privately owned schools. All inspection reports for public schools for the forth quater 2016/2017 are in place as evidenced by a sample of inspection reports for Lagwar, Padibe Boys and Placham Primary Schools. All the 71 schools were inspected in term one and term two but in term three only 41 schools were inspected giving 86% percentage.</p>

8	<p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4</li> </ul>	4	The school inspection reports were being discussed by the department as evidenced by MIN 05/01/2017 (b) where the inspector of schools emphasized the need for the head teachers to carry out support supervision of teachers in class as a corrective action.
		<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2</li> </ul>	0	There was no evidence that inspection reports were being submitted to the DES
		<ul style="list-style-type: none"> <li>• Evidence that the inspection recommendations are followed-up: score 4</li> </ul>	0	At the time of inspection there was no evidence that inspection recommendations were being followed up.
9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5</li> </ul>	5	The list of all the 71 public schools with their EMIS numbers is in place, Duly filled and signed copies of statistical returns (for 2017) for the individual schools are filled and available with the education department . Enrollment data for all the public school is in place and filled.
		<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>	5	Enrollment data for 71 public school is consistent with the enrollment of EMIS
Assessment area: Governance, oversight, transparency and accountability				

10	<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc...during the previous FY: score 2</li> </ul>	2	<p>At the Health Education and Community based services sector meeting held on 17/08/2016 under Min.04/17//08/2016 Council considered service delivery issues resulting relating to: high absenteeism in schools bordering South Sudan; child early marriages, school feeding amongst others.</p>
		<ul style="list-style-type: none"> <li>• Evidence that the education sector committee has presented issues that requires approval to Council: score 2</li> </ul>	2	<p>At the Full Council Meeting held on 27/09/2016 under Min.07/09/2016 Council considered service delivery issues resulting from reports of the Committee on Health, Education and Community Services.</p>
11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	0	<p>There was no evidence that school management committees are functional. Only 22% of the school management committees have submitted their minutes to the education department.</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>	0	<p>There was no evidence that the LG department was posting on the public notice board the schools receiving non-wage grants</p>
Assessment area: Procurement and contract management				

13	<p>The LG Education department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>Procurement requests were submitted to the PDU as evidenced by;</p> <p>Renovation of 2 classroom block at Padibe Primary School Padibe Town Council dated 08/02/2017.</p> <p>Construction of a five stance pit latrine at Likiliki Primary School Palabek Gem sub county dated 18/08/2016.</p> <p>Supply of three seater desks to three schools dated 18/08/2016</p>
14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	3	<p>Education department does certify and recommend payment to the suppliers on time. For example during the construction of 5 stances VIP latrine at Ayom Primary School by Westland Construction Company LTD, requisition was placed on 1st March 2017 approval on 16th March and payment was on 20/03/2017</p>
Assessment area: Financial management and reporting				
15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>No evidence of submission of performance reports from Departments was found.</p>

16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points o If all queries are not responded to score 0</li> </ul>	2	<p>Education department provided information to the internal audit as per internal audit report 2nd quarter 2016/2017 and the issued raised (2% collection for burial and 3% extra curriculum activities) and this issue was resolved by stopping them from making the collections. This decision was decided by the council in their meeting in December 2016</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>	2	<p>Education department has worked with the gender focal point person to disseminate gender issues as evidenced by a communication (dated 20/12/2017) from the DEO to the gender department to facilitate a training for head teachers association copied to the CAO, Environment Officer and the gender officer. the issues for training were;</p> <p>dissemination of guidelines against children in schools from MoES 2014</p> <p>tracking, referring and reporting of children violence in schools</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>	2	<p>The department facilitated the process of delivering guidelines on sanitation for girls as evidenced by the fact that all the schools sampled (Ngomlac PS, Child Care Padibe PS, Broadway PS and Padibe Girls PS) had latrines separated from those of boys, they had bathing facilities and had a provision for sanitary pads at school for those girls that needed them.</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>The school management committees for the schools sampled and visited (Ngomlac PS, Child Care Padibe PS, Broadway PS and Padibe Girls PS) had a third of the members as females as stipulated in the education Act.</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>Guidelines on the environment have been issued by the department. the environment focal point person in the district participates in the training and meetings of the head teachers as evidenced by the communication from the DEO to the environmental officer dated 20/12/2017 and copied the CAO</p>



## **LGPA 2017/18**

Health Performance Measures

Lamwo District

(Vote Code: 585)

Score 53/100 (53%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human resource planning and management				
1	<p>LG has substantively recruited primary health workers with a wage bill provision from PHC wage</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> <li>• More than 80% filled: score 6 points,</li> <li>• 60 – 80% - score 3</li> <li>• Less than 60% filled: score 0</li> </ul>	0	<ul style="list-style-type: none"> <li>• Only 187 (49.7%) of the 376 health workers on the approved structure were supported.</li> <li>• Sector Indicative Planning Figure (IPF) for FY 2016/17 conditional grant wage of 1,646,489,000/=.</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>	4	<ul style="list-style-type: none"> <li>• Recruitment plan seen was dated 3rd October 2016, file number HEA/151/5, addressed to the Chief Administration Officer (CAO) and received by HRM, providing for 91 positions.</li> <li>• Recruitment request was submitted to and received by the CAO and HRM on 11th December 2017, file number HEA/151/5. It had 9 positions.</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:</p> <ul style="list-style-type: none"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	0	<p>Only one (4.3%) out of the 23 In-Charges had been appraised.</p> <p>The district has a total of 23 In -Charges (2 Health Centre IV, 7 Health Centre IIIs, and 13 Health Centre IIs).</p>



4	<p>The Local Government Health department has equitably deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY: score 4</li> </ul>	4	<p>The deployment list on file HEA/151/5 had the same cadres and numbers as reflected on the list from OBT accessed on 9th January 2017 which had 187 staff.</p>
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Assessment area: Monitoring and Supervision

5	<p>The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3</li> </ul>	0	<ul style="list-style-type: none"> <li>• No evidence of dissemination of all guidelines, policies, circulars by the DHO to the facilities was provided.</li> <li>• None of the policies and guidelines on the list provided by the DHO's office was available at Padibe HCIV.</li> <li>• Only four policy guidelines were received from the DHO by the In-charge Padibe HCIV.</li> <li>• Days of receipt were not recorded.</li> </ul>
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		<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>	3	<ul style="list-style-type: none"> <li>A meeting of DHO and other DHT members with lower health facility in-charges was held on 24th May 2017.</li> <li>Guidance based on circular on the Adoption and Roll out of New Consolidated Guidelines for HIV Prevention and Treatment in Uganda.</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>	3	<p>100% (all the 2) HCIVs were supervised as reflected in Minute 4 of the DHT meeting held on 26th September 2016 concerning reports. The same was reflected in the DHT's quarter 4 supervision report of 2016/17.</p>
		<p>Evidence that DHT has supervised lower level health facilities within the previous FY: • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0</p>	3	<p>100% (20) lower level health facilities were supervised as reflected in Minute 4 of the DHT meeting held on 26th September 2016 concerning reports. The same was reflected in the DHT's quarter 4 supervision report of 2016/17.</p>
7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced: • If 100% supervised score 6 points • 80 - 99% of the health facilities: score 4 • 60 - 79% of the health facilities: score 2 • Less than 60% of the health facilities: score 0</p>	6	<p>100% (20) lower health facilities were supervised by the HSD as per the report on the tailored supervision of laboratories conducted in July 2016.</p>

8	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	<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	Minute 6 of the DHT meeting of 26th September 2016 showed the discussion of staff absenteeism in most health facilities that was reported in supervision reports and recommended support to the in-charges during supervision.
	Maximum 10 points for this performance measure	<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	Minute 5 of the DHT meeting held on 20th October 2016 showed follow up by the DHT on the support offered to facility In-charges during supervision.
9	The LG Health department has submitted accurate/consistent reports/date for health facility lists as per formats provided by MoH	<ul style="list-style-type: none"> <li>• Evidence that the LG has submitted accurate/consistent data regarding: o List of health facilities which are consistent with both HMIS reports and OBT: score 10</li> </ul>	0	OBT list (for July to December 2017) had 22 facilities yet 23 were reflected in HMIS for the same period.
Maximum 10 for this performance measure				

Assessment area: Governance, oversight, transparency and accountability

10	The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council	<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	At the Health Education and Community based services sector meeting held on 17/08/2016 under Min.04/17//08/2016, the Committee considered service delivery issues including use of money under Health Services Delivery funds for surgical camps, PNFP money utilisation towards medicine buying; need for operation money for the two HC IVs in the District.
Maximum 4 for this performance measure				

		<ul style="list-style-type: none"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	2	<p>At the Full Council Meeting held on 27/09/2016 under Min.07/09/2016 Council considered service delivery issues resulting from reports of the Committee on Health, Education and Community Services.</p>
11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> <li>If 100% of randomly sampled facilities: score 5</li> <li>If 80-99% : score 3</li> <li>If 70-79%: : score 1</li> <li>If less than 70%: score 0</li> </ul>	5	<p>100% (all the 3 sampled facilities including Padibe HCIV, Padibe West HCIII and Anaka HCII had functional HUMCs and discussed budget and resource issues.</p> <p>For example Padibe HCIV HUMC held the following meetings and discussed various issues including; budgetary allocations and staffing.</p> <ul style="list-style-type: none"> <li>Minutes of Padibe HCIV HUMC for all the four quarters were seen dated; 29th September 2016; 13th December 2016; 21st March 2017; and 29th June 2017.</li> <li>Discussion of budget and resource issues were reflected in; Min. 5 of 29/09/2016 (on work plan and budget); Min. 4 of 13/12/2016 on the status of the health facility; Min 7 of 21/3/ 2017 on work plan; and Min. 4 of 27/4/2017 on work plan.</li> </ul>
12	<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>	3	<p>A list of health facilities with PHC non-wage figures for quarter one 2017/2018 was pinned on the notice board of the DHO's block..</p>

Assessment area: Procurement and contract management

13	<p>The LG Health department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2</li> </ul> <p>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>	0	<p>All the two procurement requests (Health Dept. 05) were made on 30th June 2017, beyond the 30th April deadline.</p> <p>Procurement request form (Form PP1) was submitted to PDU on 30th June 2017.</p>
14	<p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time:</li> <li>• 100% - score 8</li> <li>• 70-99% – score 4</li> <li>• Below 70% - score 0</li> </ul>	0	<ul style="list-style-type: none"> <li>• Health supplies procurement plan was available.</li> <li>• No date of receipt by NMS was indicated, making it difficult to ascertain submission timeliness.</li> <li>• No record of support to facilities during the production of procurement plans.</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>	2	<p>Rehabilitation of Maternity Ward at Palabeki Ogili Health Centre III by Brilliant Arch Consult and Engineering Company. Requisition, Approval and payment were all done on same day 30th June 2017</p>

Assessment area: Financial management and reporting

16	<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>No evidence of submission of performance reports from Department was found.</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>	0	<p>The Health sector did not provide information to the internal audit department as they claimed their accountant is overwhelmed with accounting work. They claim, the accountant is handling UNICEF, NODDING fund, GAVI, NUSAF , NTD, Global fund including his role as accountant in the department of Health and that of being District Accountant</p>

Assessment area: Social and environmental safeguards

18	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>• Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2</li> </ul>	0	<p>Only two (22.2%) of nine members of the Padibe HCIV were females, less than the provision of a third as per guidelines.</p>
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		<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>	2	<ul style="list-style-type: none"> <li>• General guidelines on waste management from MoH were available and pinned at Padibe HCIV.</li> <li>• Guidelines on Hand Hygiene with soap and water; guidelines on steps to remove personal protective equipment were available but with no reception dates.</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>	2	<ul style="list-style-type: none"> <li>• National guideline on managing Health Waste Generated from safe male circumcision procedures 2013 was seen.</li> <li>• Receipt date was not recorded.</li> </ul>



## **LGPA 2017/18**

Water & Environment Performance Measures

Lamwo District

(Vote Code: 585)

Score 61/100 (61%)



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>	0	No Evidence seen
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>	15	Evidence in AWP 2016/17 dated 13th sept 2016, page 36, New construction. No indication that the sub-counties with averages below the district average were targeted.
Assessment area: Monitoring and Supervision				

3	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually. • If more than 95% of the WSS facilities monitored: score 15 • 80 - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60 - 69% monitored: score 5 • 50 - 59%: score 3 • Less than 50% of WSS facilities monitored -score 0</p>	15	<p>Supervision by DWO &amp; Technical staff done. . There is multisectoral monitoring .</p> <p>Seen inspection report dated 29th June 2017 by DWO to CAO.</p> <p>Seen supervision report dated 15th March 2017 DWO to CAO.</p> <p>Saw monitoring report of 8th Jan 2018, DWO to CAO</p> <p>All were visited at least once annually over 100%</p>
4	<p>The LG Water department has submitted accurate/consistent reports/data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<p>• Evidence that the LG has submitted accurate/consistent data for the current FY: o List of water facility which are consistent in both sector MIS reports and OBT: score 10</p>	0	<p>There is no consistency in the list of facilities in OBT and MIS reports since the presented numbers are different</p>

Assessment area: Procurement and contract management

5	<p>The LG Water department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	0	<ul style="list-style-type: none"> <li>• No Submission done</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>	2	<ul style="list-style-type: none"> <li>• Submission done of procurement plan and request to DPU as evidenced from the submission of 15th Nov 2016 signed by Procurement Officer, DE AND DWO</li> </ul>
		<ul style="list-style-type: none"> <li>• If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	0	No Evidence seen
		<ul style="list-style-type: none"> <li>• If contractor handed over all completed WSS facilities: score 2</li> </ul>	2	Evidence of district completion report. sample certificates of completion and handover reports after defects liability period are given
		<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	Sample evidence of Palo consult Ltd completion certificate dated 12th dec 2017 certified

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	<p>Supply of bore hall spare parts by company Deilam U LTD</p> <p>Requisition was on 29th June 2017 and Payment was made on 30th June 2017</p>
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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>No evidence of submission of performance reports from Department was provided.</p>
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9	<p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0</li> </ul>	3	<p>The Water department provided to the internal audit information, they had only one issue raised ( planting trees) where new bore halls are drilled that was later resolved as the contractors went and planted the tress around the bore hole</p>
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3</li> </ul>	3	<p>At the Production Works and Technical Services Committee meeting held on 06/07/2017 under Min.04/06/07//2017, the Committee considered service delivery issues including: MoWE Team in Lamwo to install the piped water sytem in Palabek Ogili and Paloga Sun-Countydrilling of boreholes in the refugee camp.</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>At the Full Council Meeting held on 27/09/2016 under Min.07/09/2016 Council considered service delivery issues resulting from reports of the Committee on Production Works and Technical Services.</p>
11	<p>The LG Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2</li> </ul>	2	<p>Displays are at the notice boards at district on releases. Seen sample dated 20th sept 2016. best evaluated bid sample of palo consult for latrines dated 2nd june 2017.</p>
		<ul style="list-style-type: none"> <li>• All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	2	<ul style="list-style-type: none"> <li>• Well labelled on latrine its self. For boreholes they engrave on platform . Evidence of sample for lotibol village borehole</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	<p>Contract sum not indicated</p>

12	Participation of communities in WSS programmes	<ul style="list-style-type: none"> <li>If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	1	<ul style="list-style-type: none"> <li>200,000 community contribution per new borehole. Followup by community development office. Money to be put on Account not done yet. have WUCs on all new facilities constructed from 2016/17</li> </ul>
	Maximum 3 points for this performance measure	<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>	2	no evidence
Assessment area: Social and environmental safeguards				
13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> <li>Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2</li> </ul>	2	In borehole contract docs, there is a clause on EIA. Looked at a sample from SRI BALAJI INDUSTRIES EAST AFRICA dated 22nd sept 2016
	Maximum 4 points for this performance measure	<ul style="list-style-type: none"> <li>Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	0	<ul style="list-style-type: none"> <li>There is no evidence of followup</li> </ul>
		<ul style="list-style-type: none"> <li>Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	1	<ul style="list-style-type: none"> <li>The BoQ captures environment like planting trees, planting grass, soak pit as evidenced from Tech Specification , clause 6.8 under scope of works for boreholes . seen contract document of SRI BALAJI INDUSTRIES EAST AFRICA dated 22nd sept 2016</li> </ul>
14	The LG Water department has promoted gender equity in WSC composition.	<ul style="list-style-type: none"> <li>If at least 50% WSCs are women as per the sector critical requirements: score 3</li> </ul>	0	<ul style="list-style-type: none"> <li>no clear evidence</li> </ul>
	Maximum 3 points for this performance measure			

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	<p>Separate stances for men and women. Provided ramps.</p> <p>, standard designs including rails for PWD.</p> <p>Evidence of the design drawings of 3 stances latrine: one male, one female and other PWD</p>
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