



LGPA 2017/18

Accountability Requirements

Nebbi District

(Vote Code: 545)

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	According to records in MoFPED, Nebbi district submitted the final performance contract for FY2017/18 on 07/07/2017 and picked on 08/08/2017, which is contrary to the LG submission standard of 30th June, 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	Nebbi district LG submitted a budget without attaching a consolidated procurement plan for FY2017/18	No
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	Nebbi district submitted the annual performance report for FY 2016/17 to MoFPED on 8th August, 2017 by Olley Ben the district planner contrary to 31st July as per LG budget preparation guidelines.	No
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	<p>All the 4 quarterly budget performance reports for FY2016/17 were submitted to MoFPED on the dates indicated below</p> <ul style="list-style-type: none"> • Quarter 4 submitted on 8th August, 2017, by Olley Ben • Quarter 3 submitted on 23rd May, 2017, by Olley Ben • Quarter 2 submitted on 22nd February, 2017, by Olley Ben • Quarter 1 submitted on 10th November, 2016, by Olley Ben 	Yes
Assessment area: Audit			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p>	<p>xxxxx</p>	<ul style="list-style-type: none"> • A submission on the status of implementation of Internal Auditor General findings for FY 2015/16 was made by email to the PS/ST made on 01/03/17. The email to the effect was seen and verified during this assessment. • The submission was made by the Head of Internal Audit, Nebbi District, in a letter dated 27/02/2017 (Ref. AUD/152/1). • The submission contained actions by the CAO on internal audit and management letter (OAG) findings of FY 2015/16. The same submission also covered findings of FY 2013/14 and 2014/15. • The statement included actions against all internal audit findings for the financial year 2015/16 	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>xxxxx</p>	<p>Nebbi DLG has an unqualified Audit opinion for its FY 2016/17 financial statements, with an emphasis of matter on 5 issues. ? Utilization of Medicines and Health Supplies o Stock-outs ? Understaffing at Nebbi District Hospital ? Failure to implement Budget as approved by Parliament ? Understaffing at the district ? Low recovery of Youth Livelihood program funds</p>	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Nebbi District

(Vote Code: 545)

Score 65/100 (65%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>All new infrastructure projects in: (i) a municipality; and (ii) all Town Councils in a District are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a municipality/district has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 2. 	2	<p>There is a functional Physical planning committee that considers new investments. It was evident from the minutes file that quarterly minutes were held as evidenced by:</p> <ul style="list-style-type: none"> • Minutes of extra ordinary physical planning committee meeting held on 3rd March, 2017 in the planning unit board room. Among others discussed the Physical planner's field report Min PPC/03/03/2017 and Approval of ATC Uganda plan application (Plan approval) Min 04/03/2017 • Minutes of 4th quarter DPPC meeting held on 03/July/2017 in the water office board room. Discussed Plan approvals- Min DPPC/19/01/2017 and brief on Nyaravur and Angal trading centres' physical development plans preparation process Min DPPC/20/01/2017 • Minute of the 3rd quarter DPPC meeting held on 19th May, 2017 in water office board room. Discussed Panyimur physical development plan- Min DPPC/12/05/2017, field reports presentation- Min DPPC/13/05/2017 and plan approval- DPPC/14/05/2017 • Minute of the 2nd quarter DPPC meeting held on 24th /2/2017 looked at land earmarked for industrial park by Uganda Investment Authority (UIA)- DPPC/04/02/2017, field report presentations- DPPC/05/02/2017 and plans approval- DPPC/06/02/2017
		<ul style="list-style-type: none"> • All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2. 	2	<p>There was evidence that all new infrastructure investments have approved plans based on the physical planning standards as guided by the DPPC. and also New infrastructure investments approved plans registration book is in place.</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>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	2	<p>Minutes of the DTPC meeting held on 19th/10/2016 in the district planning board room, has a presentation and discussion on the budget process and budget conference FY2017/18, especially the budget call circular paper.</p> <p>Report of the budget conference held on 4th November, 2016 at NECSOCO highlighted sectoral priority areas to be included in the FY2017/18 priorities.</p>
		<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If different, justification has to be provided and evidence that it was approved by Council. Score 2. 	2	<p>There was evidence that the capital investments in the approved AWP for FY2017/18 were derived from the 5 year DDP11. Capital investments in the 5 year development plan</p> <ul style="list-style-type: none"> • De silting of 13 water tanks to provide water for livestock and crops, Establish slaughter slabs at rural growth centres, Construction of 5 demonstration fish cages in 5 sub counties, Construction and stocking of 5 demonstration fish ponds in 3 sub counties pages 122-123 • Construct District Council chambers, Construct staff houses in Alwi, Atego and Ndhew, Rehabilitate office blocks at district headquarters pgs 126-127 • Construction of public toilets in RGCs, Deep boreholes drilled, Borehole rehabilitation, 379 km Routine maintenance of district feeder roads, 318 Routine mechanised maintenance pgs 129-133 • Construction of VIP latrine, Rehabilitation of OPD, Rehabilitation of maternity, Rehabilitation of staff house, Construction of new maternity, Construction of new ward, and Construction of semi-detached staff house pgs 134-137 • Supply of desks, Latrine construction in schools, Construction of classrooms, Construction of staff houses <p>Capital investments in the FY2017/18 AWP include</p> <ul style="list-style-type: none"> • 4 classrooms constructed in UPE, 126 latrine stances constructed, 10 latrine stances rehabilitated, 1 teachers house constructed, and 1 teachers house rehabilitated, 168 desks supplied to schools pg 19-20

				<ul style="list-style-type: none"> • 3 new standard pit Latrines constructed in a village, 1 staff house rehabilitated for health staff, 2 maternity wards rehabilitated, 6 OPD and other wards rehabilitated, Construction of doctors hostel pgs 17-18 • Construct one administrative building (rehabilitate office space), Construction of records centre pg 8 • 2 fish ponds constructed and maintained, De-silting of one valley tank pg 14-15 • 210 bottlenecks removed from CARs, 370km of district roads routinely maintained, 32km district roads periodically maintained, and 28km of district roads maintained pg 22 • 5 Water points rehabilitated, 3 springs protected, 10 deep boreholes drilled (hand pump, motorised), and 17 deep boreholes rehabilitated pg 24
		<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1. 	0	There was no evidence that project profiles were developed and discussed by TPC for all investments in the AWP as per LG planning guidelines
3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum 1 point. 	0	No annual statistical abstract with gender disaggregated data to support budget allocation and decision making compiled.

4

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

• 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

2

There was evidence that all infrastructure projects implemented by Nebbi DLG were derived from the AWP and budget approved by council. Infrastructure projects implemented by Nebbi DLG in FY2016/17 include:

- One administrative building rehabilitated- District chairperson's residence in Lajji renovated and Procurement of computers, printers and sets of office furniture pg 81 of APR
- 2 Fish ponds constructed and maintained in pawong & Jupangira parishes and slaughter slab construction pgs 96-99 of APR
- 4 OPD and other wards rehabilitated- rehabilitated Amor HC11, Paroketo HC11, Fualwonga HC11, Kuwciny HC111; Constructed a residential building at Goli HC1V; Rehabilitated a staff house at Panyimur HC11, panyigoro HC111 and pakwach HC1V pgs 107 of APR
- 2 classrooms constructed in UPE- at Cik-lthi P/S; 15/50 latrine stances constructed at Nyaravur P/S, Ayabo P/S and Pagwaya P/S pgs109
- 5/4 km of urban unpaved roads periodically maintained; 22/14.7 km of urban unpaved roads routinely maintained; 0/7 bridges maintained; 39/51km of district roads periodically maintained; 370/392km of district roads routinely maintained; 354/491km of community access roads maintained. Pgs 114-118
- 1 VIP latrine constructed at Yani market, 43/38 deep boreholes rehabilitated, 18/22 deep boreholes sitted and drilled pgs 123

• 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

2

The overall expenditure performance for Nebbi district was that the approved budget for FY2016/17 was 29,241,915,000 and the cumulative expenditure was 31,063,072,000 which is 106.2% budget utilisation.

However, there was evidence that not all investment projects implemented in FY2016/17 were completed as per work plan, some targets were low such as 7 bridges were planned but 0 was done and other projects below.

- One administrative building rehabilitated- District chairperson's residence in Lajji renovated and Procurement of computers, printers and sets of office furniture pg 81 of APR
- 2 Fish ponds constructed and maintained in pawong & Jupangira parishes and slaughter slab construction pgs 96-99 of APR
- 4 OPD and other wards rehabilitated- rehabilitated Amor HC11, Paroketo HC11, Fualwonga HC11, Kuwciny HC111; Constructed a residential building at Goli HC1V; Rehabilitated a staff house at Panyimur HC11, panyigoro HC111 and pakwach HC1V pgs 107 of APR
- 2 classrooms constructed in UPE- at Cik-Ithi P/S; 15/50 latrine stances constructed at Nyaravur P/S, Ayabo P/S and Pagwaya P/S pgs109
- 5/4 km of urban unpaved roads periodically maintained; 22/14.7 km of urban unpaved roads routinely maintained; 0/7 bridges maintained; 39/51km of district roads periodically maintained; 370/392km of district roads routinely maintained; 354/491km of community access roads maintained. Pgs 114-118
- 1 VIP latrine constructed at Yani market, 43/38 deep boreholes rehabilitated, 18/22 deep boreholes sitted and drilled pgs 123

5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects and assets during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	0	<p>There is evidence that not all investment projects in FY2016/17 were completed within approved budget Max. 15% plus or minus of original budget as evidenced below. Investment projects implementation levels</p> <ul style="list-style-type: none"> Borehole drilling and rehabilitation approved budget was 562,070,000 but spent 561,754,000 (99.9%) and construction of public latrines in RGCs planned 21,900, 000 (97.2%) pg 123 of APR Maintenance of district roads (URF) planned 636,066,000 but spent 71,974,000 (11.3%), urban unpaved roads maintenance (LLS) budgeted 93,924,000 but spent 55,522,000 (59.1%) pg 115 of APR Classrooms construction and rehabilitation approved budget 75,000,000, but spent 122,044,000 (162.7%) and latrines construction planned 43,273,000, spent 50,116,000 (115.8%) pg 109 Rehabilitation of various HCs, planned 339,495,000, but spent 280,261,000 (82.6%) Slaughter slab construction budgeted 26 million, but spent 21,613,000 (83.1%), and fish ponds constructed, stocked and maintained planned 121,949,000, but spent 138,208,000 (113.3%) pgs 96-99 of APR Renovation of District Chairperson’s residence in Lajji planned 49millions but spent 91,090,000 (185%) Furniture and fixtures planned 20 million but spent 20million (100%) ICT equipment planned 16,960,000 but spent 10,765,000 (63.5%), pg 81
		<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of O&M budget for infrastructure in the previous FY: score 2 	0	<p>There was no evidence that Nebbi DLG budgeted and spent O&M budget for infrastructure in FY2016/17</p>
Assessment area: Human Resource Management				

6	LG has substantively recruited and appraised all Heads of Departments	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	2	<ul style="list-style-type: none"> All heads of departments and acting HoDs, had been appraised for the previous FY, as per the guidelines of MoPS (CICULAR STANDING INSTRUCTION NO1 OF 2016
	Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	Not all HoDs of department positions are filled substantively. The following positions for heads of department and key section head positions were not filled substantively, namely: 1- Deputy CAO 2- District Engineer 3- District health officer 4- Principal internal Auditor 5- DEO The key section head positions filled substantively are: 1- Principal Human resources officer 2- Senior procurement officer 3- Principal Planner 4- CFO 5- DCDO 6- District production and marketing officer 7- Principal human resources officer
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"> Evidence that 100 percent of staff submitted for recruitment have been considered: score 2 	2	<ul style="list-style-type: none"> All the 147 staff vacancies declared, were considered. Though there were challenges as a result of MoPS Advert for 671 primary teachers' vacancies, yet the wage bill could only accommodate only 32 teachers as per DSC/NBB/110/2017
	Maximum 4 points on this Performance Measure	<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	1	<ul style="list-style-type: none"> All the 500 employees submitted for confirmation had been considered by the DSC,reference made to DSC/NBB/111/2017
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	1	<ul style="list-style-type: none"> The only one disciplinary case submitted (CR/156 of10/10/2016 which was considered under DSC/NBB/110/2017). The sanctions and rewards committee is in place and handled most of disciplinary cases reference made to its sitting on 4th /8/2016 CR/214/41
8	Staff recruited and retiring access the salary and pension payroll respectively within two months	<ul style="list-style-type: none"> Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	3	<ul style="list-style-type: none"> All the 147 staff recruited in previous financial year had accessed the pay roll with in two month after recruitment as evidenced in the IPPS and the recruited staff list from DSC/NBB/110/2017
	Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	0	No pensioner had accessed pensioner's pay roll with in two month, according to the pensioner's soft ware payroll .The design/process for approving pension largely is not decentralized and there isn't much the District can do to speed up pensioner's pay.
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"> • If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points • If the increase is from 5 -10% : score 2 point • If the increase is less than 5% : score 0 points. 	4	<p>Local revenue for FY 2016/17 was Shs 383,775,964. Local revenue for FY 2015/16 was Shs 294,030,059. The increase was 30.5%, which was >10%.</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"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10% : then 2 points. If more than +/- 10% : zero points. 	2	<p>Local revenue budget for FY 2016/17 was Shs 394,301,752. Local revenue performance for FY 2016/17 was Shs 383,775,964. The difference between the two was 2.6%, which was within the +/-10% range.</p>
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	2	<p>Nebbi district remits and gets remittances of local revenues to and from LLGs. Examples of remittances to LLGs (65%) include: Payment of Shs 1,725,100 LST to Wadelai S/C on 25/11/16, Payment of Shs 1,415,000 LST to Pakwach T/C on 25/11/16, Payment of Shs 1,067,625 LST to Parombo S/C on 25/11/16 and payment of Shs 661,375 LST to Nyaravur S/C on 07/11/16. Examples of remittances by LLGs to the district (35%) include: Receipt of Shs 610,750 from Erussi S/C on 28/06/17, receipt of Shs 889,831 from Erussi S/C on 28/06/17, receipt of Shs 631,750 from Panyimur S/C on 30/06/17 and receipt of Shs 421,186 from Pakwach S/C on 30/06/17.</p>

		<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	2	<p>In FY 2016/17, Shs 99,484,600 was spent on Council activities from local revenue, itemised as follows: Night and transport allowances Shs 30,306,000 and Travel Inland Shs 69,178,600. Compared to local revenue of FY 2015/16 which was Shs 294,030,059, the ratio is 33.8%, which is >20%. However, the district had a letter of waiver from the Minister of Local Government (dated 30/01/17, Ref: MC.22) allowing the district to spend Shs 58,001,000 above the mandatory 20% limit, quoting Regulation 4A of the First Schedule of the Local Governments Act as the basis of this waiver.</p>
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Assessment area: Procurement and contract management

12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	0	<ul style="list-style-type: none"> There was WAS Evidence that Nebbi DLG had the position of a Senior Procurement Officer substantively filled under DSC Min. DSC/054/2007 Dated 08/February/2008. There was NO Evidence that Nebbi DLG had the position of Procurement Officer substantively filled.
		<ul style="list-style-type: none"> Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	1	<p>There WAS Evidence that TEC Produced and Submitted Reports to the Contracts Committee for the previous FY (2016/2017 FY) as exemplified by the following projects:</p> <ul style="list-style-type: none"> Construction of 5 Stance VIP Latrine Block at Nyaravur P/S (NEBB/545/Wrks/16-17/00018). TEC Min Date: 23/09/2016. Construction of Two Classroom Block with Office and Store at Cik-ithi P/S in Pakwach Sub-county (NEBB/545/Wrks/16-17/00016). TEC Min Date: 05/October/2016. Construction of 5 Stance VIP Latrine at Ayabo P/S (NEBB/545/Wrks/16-17/00112). TEC Min Date: 20/January/2017. Construction of 5 Stance VIP Latrine in Water Sector in Parombo Sub-county (NEBB/545/Wrks/16-17/00009). TEC Min Date: 05/October/2016. Borehole Drilling Lot I (NEBB/545/Wrks/16-17/00013 (a)). TEC Min Date: 30/09/2016.

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

1

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

- Construction of 5 Stance VIP Latrine Block at Nyaravur P/S (NEBB/545/Wrks/16-17/00018). DCC Min Date: 13/October/2016.
- Construction of Two Classroom Block with Office and Store at Cik-ithi P/S in Pakwach Sub-county (NEBB/545/Wrks/16-17/00016). DCC Min Date: 13/October/2016.
- Construction of 5 Stance VIP Latrine at Ayabo P/S (NEBB/545/Wrks/16-17/00112). DCC Min Date: 01/February/2017.
- Construction of 5 Stance VIP Latrine in Water Sector in Parombo Sub-county (NEBB/545/Wrks/16-17/00009). DCC Min Date: 13/October/2016.
- Borehole Drilling Lot I (NEBB/545/Wrks/16-17/00013 (a)). DCC Min Date: 13/October/2016.
- Borehole Drilling and Construction (NEBB/545/Wrks/17-18/00010). DCC Min Date: 12/December/2017.
- Construction of Two Classroom Block with Office and Store at OTWAGO NFE (NEBB/545/Wrks/17-18/00040). DCC Min Date: 12/December/2017.
- Construction of 5 Stance VIP Latrine at ERUSSI P/S (NEBB/545/Wrks/17-18/00038). DCC Min Date: 12/December/2017.
- Rehabilitation of OPD and Installation of Rainwater Harvesting System at KITUNA Health Center II (NEBB/545/Wrks/17-18/00007). DCC Min Date: 12/December/2017.
- Rehabilitation of PAMINYA Health Center III Maternity Ward in ATEGO Sub-county (NEBB/545/Wrks/17-18/00004). DCC Min Date: 12/December/2017.
- Fencing of EARS and TRC at Nebbi DLG Headquarters (NEBB/545/Wrks/17-18/00041). DCC Min Date: 12/December/2017.

The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

(a) There WAS Evidence that the procurement and Disposal Plan for the current year (2017/2018 FY) covered all infrastructure projects in the approved annual work plan and budget as exemplified by the following procurements that were indicated both in the Procurement Plan and in the approved annual work plan and budget for the current FY (2017/2018 FY):

- Borehole Drilling and Construction (NEBB/545/Wrks/17-18/00010) (Pages 31 and 32 - Nebbi DLG Budget Estimates for Financial Year 2017/2018, Vote 545, Output 098183 - Borehole Drilling and Rehabilitation, 312104 Other Structures AND was also indicated on Page 2 of 12 of the Consolidated Procurement Work Plan for FY 2017/18 that was Submitted to PPDA on 17/07/2017).

- Construction of Two Classroom Block with Office and Store at OTWAGO NFE (NEBB/545/Wrks/17-18/00040) (Page 25- Nebbi DLG Budget Estimates for Financial Year 2017/2018, Vote 545, Output 078180 - Classroom Construction and Rehabilitation, 312101 Non Residential Buildings AND was also indicated on Page 7 of 12 of the Consolidated Procurement Work Plan for FY 2017/18 that was Submitted to PPDA on 17/07/2017).

- Construction of 5 Stance VIP Latrine at ERUSSI P/S (NEBB/545/Wrks/17-18/00038) (Page 25- Nebbi DLG Budget Estimates for Financial Year 2017/2018, Vote 545, Output 078181 - Latrine Construction and Rehabilitation, 312101 Non Residential Buildings AND was also indicated on Page 7 of 12 of the Consolidated Procurement Work Plan for FY 2017/18 that was Submitted to PPDA on 17/07/2017).

- Rehabilitation of OPD and Installation of Rainwater Harvesting System at KITUNA Health Center II (NEBB/545/Wrks/17-18/00007) (Page 18- Nebbi DLG Budget Estimates for Financial Year 2017/2018, Vote 545, Output 088183 – OPD and other Ward Construction and Rehabilitation, 312101 Non Residential Buildings AND was also indicated on Page 1 of 12 of the Consolidated Procurement Work Plan for FY 2017/18 that was Submitted to PPDA on 17/07/2017).

- Rehabilitation of PAMINYA Health Center III Maternity Ward in ATEGO Sub-county

• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2

2

(NEBB/545/Wrks/17-18/00004) (Page 18- Nebbi DLG Budget Estimates for Financial Year 2017/2018, Vote 545, Output 088182 – Maternity Ward Construction and Rehabilitation, 312101 Non Residential Buildings AND was also indicated on Page 1 of 12 of the Consolidated Procurement Work Plan for FY 2017/18 that was Submitted to PPDA on 17/07/2017).

- Fencing of EARS and TRC at Nebbi DLG Headquarters (NEBB/545/Wrks/17-18/00041) (Page 25 - Nebbi DLG Budget Estimates for Financial Year 2017/2018, Vote 545, Output 078182 – Teacher House Construction and Rehabilitation, 312101 Non Residential Buildings AND was also indicated on Page 7 of 12 of the Consolidated Procurement Work Plan for FY 2017/18 that was Submitted to PPDA on 17/07/2017).

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

- Construction of 5 Stance VIP Latrine Block at Nyaravur P/S (NEBB/545/Wrks/16-17/00018) (Pages 23 and 24 – Nebbi DLG Annual Budget Estimates for 2016/2017 FY, Output 078181 Latrine Construction and Rehabilitation, 312101 Non Residential Buildings). Also indicated in Nebbi DLG Consolidated Procurement Work Plan for 2016/17 FY that was Submitted to PPDA on 04/July/2016.

- Construction of Two Classroom Block with Office and Store at Cik-ithi P/S in Pakwach Sub-county (NEBB/545/Wrks/16-17/00016) (Page 23 – Nebbi DLG Annual Budget Estimates for 2016/2017 FY, Output 078180 Classroom Construction and Rehabilitation, 312101 Non Residential Buildings). Also indicated in Nebbi DLG Consolidated Procurement Work Plan for 2016/17 FY that was Submitted to PPDA on 04/July/2016.

- Construction of 5 Stance VIP Latrine at Ayabo P/S (NEBB/545/Wrks/16-17/00112) (Pages 23 and 24 – Nebbi DLG Annual Budget Estimates for 2016/2017 FY, Output

078181 Latrine Construction and Rehabilitation, 312101 Non Residential Buildings). Also indicated in Nebbi DLG Consolidated Procurement Work Plan for 2016/17 FY that was Submitted to PPDA on 04/July/2016.

- Construction of 5 Stance VIP Latrine in Water Sector in Parombo Sub-county (NEBB/545/Wrks/16-17/00009) (Page 31 – Nebbi DLG Annual Budget Estimates for 2016/2017 FY, Output 098180 Construction of Public Latrines in RGCs, 312104 Other Structures). Also indicated in Nebbi DLG Consolidated Procurement Work Plan for 2016/17 FY that was Submitted to PPDA on 04/July/2016.

- Borehole Drilling Lot I (NEBB/545/Wrks/16-17/00013 (a)) (Water Sector – Nebbi DLG Annual Budget Estimates for 2016/2017 FY, Output 098183 Borehole Drilling and Rehabilitation, 312104 Other Structures, Output 098183p PRDP Borehole Drilling and Rehabilitation, 312104 Other Structures). Also indicated in Nebbi DLG Consolidated Procurement Work Plan for 2016/17 FY that was Submitted to PPDA on 04/July/2016.

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure

• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2

0

For current FY (2017/2018), there was NO Evidence that the LG prepared 80% of the bid documents for all investment/infrastructure by August 30. ACTUAL Bid Preparation Dates were NOT available. The Assessor made a calculation based on the respective Approval Dates of Individual Bid Documents and found that 0% of Bid Documents for 2017/2018 FY were Approved BEFORE August 30, 2017. The Calculation made by the Assessor was based on the following Projects and the respective Dates on which the Projects Bid Documents were Approved as indicated in Record of Contracts Committee Dated 21/September/2017, Min5/CC/09/2017, Approval of Solicitation Documents:

- Borehole Drilling and Construction (NEBB/545/Wrks/17-18/00010). Date of Approval of Bid Document: 21/September/2017.

- Construction of Two Classroom Block with Office and Store at OTWAGO NFE (NEBB/545/Wrks/17-18/00040). Date of Approval of Bid Document: 21/September/2017.

- Construction of 5 Stance VIP Latrine at ERUSSI P/S (NEBB/545/Wrks/17-18/00038). Date of Approval of Bid Document: 21/September/2017.

- Rehabilitation of OPD and Installation of Rainwater Harvesting System at KITUNA Health Center II (NEBB/545/Wrks/17-18/00007). Date of Approval of Bid Document: 21/September/2017.

- Rehabilitation of PAMINYA Health Center III Maternity Ward in ATEGO Sub-county (NEBB/545/Wrks/17-18/00004). Date of Approval of Bid Document: 21/September/2017.

- Fencing of EARS and TRC at Nebbi DLG Headquarters (NEBB/545/Wrks/17-18/00041). Date of Approval of Bid Document: 21/September/2017.

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

2

For previous FY (2016/2017 FY), there WAS Evidence that the LG had an Updated Contracts Register and had Completed Procurement Activity Files for all procurements as exemplified by the following:

- An Updated Contracts Register was seen at Nebbi DLG PDU with a Starting/Opening Procurement Entry Titled 'Borehole Drilling and Construction Lot 2' Referenced 'NEBB/545/Wrks/16-17/00013(b)' and an Ending/Closing Procurement Entry Titled 'Renovation of PAKIA Health Center III in Panyango Sub-county' Referenced 'NEBB/545/Wrks/16-17/00078'.
- Referenced and Completed Procurement Activity Files for all procurements were seen at the PDU.

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

2

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

- Construction of 5 Stance VIP Latrine Block at Nyaravur P/S (NEBB/545/Wrks/16-17/00018). Contract Amount: 20,975,400 UGX. Verified Procurement Method: Selective Bidding. Date of Invitation to Bid: 23/08/2016.

- Construction of Two Classroom Block with Office and Store at Cik-ithi P/S in Pakwach Sub-county (NEBB/545/Wrks/16-17/00016). Contract Amount: 70,600,000 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 18/08/2016, New Vision Newspaper.

- Construction of 5 Stance VIP Latrine at Ayabo P/S (NEBB/545/Wrks/16-17/00112). Contract Amount: 21,119,700 UGX. Verified Procurement Method: Selective Bidding. Date of Invitation to Bid: 23/08/2016.

- Construction of 5 Stance VIP Latrine in Water Sector in Parombo Sub-county (NEBB/545/Wrks/16-17/00009). Contract Amount: 21,836,700 UGX. Verified Procurement Method: Selective Bidding. Date of Invitation to Bid: 23/08/2016.

- Borehole Drilling Lot I (NEBB/545/Wrks/16-17/00013 (a)). Contract Amount: 202,122,921 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 18/08/2016, New Vision Newspaper.

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"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	2	<p>There WAS Evidence that all works projects implemented in the previous FY (2016/2017 FY) were appropriately certified – interim and completion certificates for all projects based on technical supervision as exemplified by the following projects:</p> <ul style="list-style-type: none"> - Construction of 5 Stance VIP Latrine Block at Nyaravur P/S (NEBB/545/Wrks/16-17/00018). Certificate No. 1 Dated 25/January/2017. - Construction of Two Classroom Block with Office and Store at Cik-ithi P/S in Pakwach Sub-county (NEBB/545/Wrks/16-17/00016). Certificate No. 2 Dated 31/May/2017. - Construction of 5 Stance VIP Latrine at Ayabo P/S (NEBB/545/Wrks/16-17/00112). Certificate No. 2 Dated 07/May/2017. - Construction of Yani Market VIP in the Water Sector. Certificate Dated 23/January/2017. - Rehabilitation of Paroketo Health Center II. Interim Certificate Dated 12/May/2017.
		<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	0	<p>There was NO Evidence that all works projects for the current FY (2017/2018 FY) were clearly labeled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration as confirmed during a field visit conducted by the Assessor on 06/February/2018.</p>
Assessment area: Financial management				
16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	4	<p>The district operates 17 bank accounts including the Treasury Single Account (TSA). As of the date assessment on 05/02/18, all the district's bank accounts were reconciled up to date to 31/12/2017.</p>

17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	2	<p>Nebbi district has a payments claim register. The payments reviewed show that the district makes timely payments to its suppliers. Examples of the payments reviewed here are: Payment of Shs 1,500,000 to Abunia & Sons Construction and Engineering for assorted stationery. Invoice date 30/03/17, payment date 11/04/17 (12 days). Payment of Shs 4,800,000 for supply of laptops and computers. Invoice date 23/06/17. Payment date 23/06/17 (0 days). Payment of Shs 6,700,000 to KG Aduango & Engineering Works. Invoice date 31/01/17, payment date 06/03/17 (36 days). Payment of Shs 2,020,000 to May General Printers & Stationers for supply of accountable stationery. Invoice date 12/06/17. Payment date 14/06/17 (2 days). Average: 13 days.</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"> Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3. 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. 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 	0 0 1	<p>The department is headed in care taker capacity by Uroma Alex, per his appointment letter dated 30/06/2010 appointing him as Internal Auditor (Ref. CR/156/5/1).</p> <p>The internal audit reports do not contain a section on follow-up on the status of implementation of previous internal audit findings, neither was there a separate report to the Council or LGPAC to the effect.</p> <p>Internal audits for FY 2016/17 were performed and reports dated Quarter 1 (07/10/16), Quarter 2 (09/01/17), Quarter 3 (11/04/17 and Quarter 4 (03/07/17) were seen. The reports were submitted to the CAO, Speaker, RDC, LGPAC and Council as per circulation dates on file copies. Evidence of review of the reports in the LGPAC was seen. The reports for Quarter 1 and 2 were discussed in the LGPAC according to PAC minutes dates 15/12/17 (Ref. COU/213/17). The minutes needed correction because instead of titling them 'for second quarter ended 31st December 2016', they were named 'for second quarter ended 30th June 2016'.</p>

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"> Evidence that the LG maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	0	<p>The LG maintains an assets register in IFMIS. But what is in IFMIS as of the assessment date still a list with no details such as acquisition dates, monetary values, location, users etc. The LG also has a register in an excel workbook format but it only contains motor vehicles, motor cycles and road equipment. Assets such as furniture, computers, land and buildings are totally absent.</p>
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY: • unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0</p>	4	<p>Nebbi DLG has an unqualified Audit opinion for its FY 2016/17 financial statements, with an emphasis of matter on 5 issues. ? Utilization of Medicines and Health Supplies o Stock-outs ? Understaffing at Nebbi District Hospital ? Failure to implement Budget as approved by Parliament ? Understaffing at the district ? Low recovery of Youth Livelihood program funds</p>

Assessment area: Governance, oversight, transparency and accountability

21	<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<p>Evidence that the Council meets and discusses service delivery related issues including TPC reports,</p>	2	<p>Council minutes of the meeting held on 12th May, 2017 in NECOSOC Hall under Min COU/6/06/2017 focused on approval of departmental work plans and budgets FY2017/18 worth 27,100,961,229 among others.</p> <p>Council minutes of the meeting held on 3rd November, 2016 in NECOSOC hall, discussed :</p> <ul style="list-style-type: none"> Presentation and discussion of sector committee reports- finance, administration, planning and investment; production, environment and natural resources; technical services and works and gender community development and social services Approval of new staff structure for Nebbi district LG Approval of HIV/AIDs strategic plan <p>Minutes of council meeting held on the 26th August, 2016, aimed at discussing 4th quarter 2015/16 performance report, look at among others</p> <ul style="list-style-type: none"> Presentation of sectoral committee reports ,COU/5/2016
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		<p>monitoring reports, performance assessment results and LG PAC reports for last FY: score 2</p>	<p>–</p> <ul style="list-style-type: none"> • Presentation and approval of supplementary budget estimates COU/6/2016 <p>Minutes of council meeting held on 9th May,2016 at LEOSIM hotel discussed</p> <ul style="list-style-type: none"> • District environment Action Plan COU/04/2016 • District 5 years development plan COU/05/2016 • Approval of district nutrition Action Plan COU/06/2016 <p>Minutes of council meeting held in NECOSOC hall on 5th February, 2016, discussed</p> <ul style="list-style-type: none"> • Executive motion to nominate members of statutory bodies like DSC, land board, and LGPAC • Receiving and discussing the 1st quarter performance report for FY2016/17 • Private member motion concerning the Balalos
22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2. 	<p>0</p> <p>There was no evidence of Nebbi district designating a person/staff to coordinate, and respond to grievances/complains provided by citizens.</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>There was evidence of payroll and pension schedules published.</p> <ul style="list-style-type: none"> • October 2017 pension payroll was published • Pension payroll for the month of January 2018 was on the notice board • Communication on salary and pension for December 2017 circular, from PS/ST MoFPED dated 11/12/2017 • Published third quarter gratuity, pension and wage release for FY2017/18 amounting 4,066,102,028 dated 1/2/2018
		<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1 	1	<p>There was evidence that Nebbi district published FY2017/18 consolidated procurement plan, and it was still on the notice board</p>
		<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications, are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	0	<p>Not applicable since there was no performance assessment of LGs was done in FY2016/17.</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"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	1	<p>There was evidence that Nebbi district LG communicated and explained guidelines, circulars and policies issued by the national level to LLGs</p> <ul style="list-style-type: none"> • Dated 15th May, 2017, Nebbi DLG communicated to LLGs issue of adherence to guidelines for implementation of the directive to comply with physical planning procedures • Dated 6th 11/2017, invitation for a meeting with all LLGs on discretionary development equalisation grant implementation meeting held on 16th/11/2017

	<ul style="list-style-type: none"> • Evidence that LG during previous FY has conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc..) with the public to provide feed-back on status of activity implementation: score 1. 	1	<p>There was a report on the radio talk show dated 25th July, 2017, but held on Pakwach FM on 20th July, 2017 and the panelists were the District Chairperson, CAO and production and marketing coordinator. The radio talk show was part of the district effort to provide accountability and create awareness on government programmes. It basically provided the performance of the district for the FY2016/17</p>
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Assessment area: Social and environmental safeguards

25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2. 	2	<p>There WAS Evidence that the LG gender focal person provided guidance and support to sector departments to mainstream gender into their activities as exemplified by the following:</p> <ul style="list-style-type: none"> - The Assessor saw Nebbi DLG Report on Mentoring Meeting for Sub counties Women Council Chairpersons on their roles in planning and budgeting Dated 19/June/2017. - The Assessor saw Nebbi DLG Report on Mobilization Meetings conducted in Atego and Panyango Sub-counties Dated 22/June/2017. - The Assessor saw Nebbi DLG Report on Gender Mainstreaming Workshop for Lower Local Governments Personnel Dated 23/June/2017. - The Assessor saw Nebbi DLG Report on Gender Awareness Training of Local Government Women Councilors and Women Council Executives Dated 21/June/2017. - The Assessor saw Nebbi DLG Community Based Services Consolidated Department Annual Work Plan and Budget for 2016/17 FY. - The Assessor saw Nebbi DLG Community Based Services Consolidated Department Annual Work Plan and Budget for 2017/18 FY.
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• Evidence that gender focal point has planned activities for current FY to strengthen women's roles and that more than 90% of previous year's budget for gender activities has been implemented: score 2.

2

- There WAS Evidence that gender focal point had planned activities for current FY (2017/2018 FY) to strengthen women's roles. The Assessor saw Nebbi DLG Approved Integrated Work Plan for 2017/18 FY that had the following activities: Mobilize Women on Various Government Programmes; Update District Gender Profile; Conduct Role Model Visits to Primary Schools; Disseminate Cultural Policy that incorporates Gender; Conduct Review Meetings with Cultural Leaders to Assess the Progress of Promotion of Positive Cultural Practices that include Gender Sensitivity.

- There WAS Evidence that more than 90% of previous year's budget for gender activities was implemented since Allocations that were made for Gender Activities for FY 2016/2017 were utilized at 98% Level according to computation based on validated Expenditure Vouchers that were retrieved from the Accounts Department by the Gender Focal Point Person.

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

There WAS Evidence that environmental screening or EIA where appropriate, was carried out for activities, projects and plans as exemplified by the following:

- The Assessor saw Environmental Impact Statement (EIS) for the Proposed Waste Treatment Plant for Nebbi DLG in West Nile Region of Uganda Dated June 2016.
- The Assessor saw Certificate of Approval of EIA (Certificate No. NEMA/EIA/10767) for the Proposed Fecal Sludge Waste Treatment Plant for Nebbi DLG Dated 12/October/2017.
- The Assessor saw Environmental and Social Impact Report Form (ESIRF) for Acwera-Erussi via Pacero Road in Atego, Ndhew and Erussi Sub-counties Dated 10/November/2017.
- The Assessor saw Environmental and Social Impact Report Form (ESIRF) for Nebbi-Goli via Kei Road in Nebbi Sub-county Dated 10/November/2017.
- The Assessor saw Environmental and Social Impact Report Form (ESIRF) for Construction of Two Classroom Block with Office and Store at Cik-ithi Primary School in Pakwach Sub-county Dated 14/October/2016.
- The Assessor saw Environmental and Social Impact Report Form (ESIRF) for Rehabilitation of Office Block in Wadelai Sub-county Dated 14/October/2016.
- The Assessor saw Environmental and Social Impact Report Form (ESIRF) for Rehabilitation of Maternity Ward at Erussi Health Center III Dated 14/October/2016.

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

0

There was NO Evidence that the LG integrated environmental and social management plans in the contract bid documents.

		<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	0	<p>There was NO Evidence that all projects were implemented on land where the LG had proof of ownership by way of a land title or agreement with land owners. None of the projects sampled had a copy of a land title or a land agreement on their Procurement Files that were appropriately and adequately referenced.</p>
		<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2 	0	<p>There was NO Evidence that all completed projects had Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer. None of the projects sampled had a copy of an Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer on their Procurement Files that were appropriately and adequately referenced.</p>



LGPA 2017/18

Educational Performance Measures

Nebbi District

(Vote Code: 545)

Score 84/100 (84%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4 	4	<p>Vote 545 Nebbi district OBT FY17/18 has a wage bill of UGX 6,320,289,985 for 1,046 Teachers and Head teachers at the 91 government-aided schools.</p> <p>The DEO has a school staff list deployment schedule for 1,046 teachers and Head teachers as per "Staff list and wage performance by cost centre FY17/18"</p>
2	<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100% score 6 o If 80 - 99% score 3 o If below 80% score 0 	6	<p>The UGX 6,320,289,985 OBT budget provision for the entire 1,046 teachers and their Head teachers in FY17/18 (i.e. 100%) has catered for the minimum staffing level in the structure of a Head teacher and minimum 7 Teachers.</p>

3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<p>• 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</p>	0	<p>The district approved structure has 3 positions and only 1 has been duly filled as per individual file at Central Registry. The short-listing for filling the position of the 2 school inspectors has been drawn.</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>There was a department recruitment plan that covers both the Primary Teachers and School Inspectors on file and sent to HRM department from the Education reference 2016/17-dated 1st August 2017 Ref; Edu/153/5</p>
		<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of School Inspectors: score 2</p>	2	<p>There was a department recruitment plan that covers both the Primary Teachers and School Inspectors on file and sent to HRM department from the Education reference 2016/17-dated 1st August 2017 Ref; Edu/153/5</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 only one schools inspector had been appraised -Though the structure provides for 3 schools inspectors.</p>
		<p>Evidence that the LG Education department appraised head teachers during the previous FY. • 90% - 100%: score 3 • 70% - 89%: score 2 • Below 70%: score 0</p>	3	<p>All primary school head teachers (100%) had been appraised/signed performance agreement contracts for 2016</p>

Assessment area: Monitoring and Inspection

6	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p>	<ul style="list-style-type: none"> • 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 	1	<p>There was evidence that the national level instructions were communicated to schools all guidelines, policies, circulars issued by the national level as per meeting of education department with Head teachers on 28th May 2017.</p>
	<p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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 	2	<p>There was evidence on specific records during the joint meetings with education department officials on agenda items regarding dissemination of guidelines, policies and circulars issued by the central government, as per meeting of education department with Head teachers on 28th May 2017 and circular circulated to all primary head teachers on school feeding.</p>
7	<p>The LG Education Department has effectively inspected all private and public primary schools</p>	<ul style="list-style-type: none"> • Evidence that all private and public primary schools have been inspected at least once per term and reports produced: 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. 	10	<p>A total 4 Quarters' inspections were conducted as follows:</p> <p>1st Quarter-105 out of 123 schools</p> <p>2nd Quarter-126 out of 123 schools i.e. more than one inspection at some schools</p> <p>3rd Quarter-105 out of 123 schools</p> <p>4th Quarter-260 out of 123 schools i.e. more than one inspection at a school</p>
	<p>Maximum 12 for this performance measure</p>			

8	<p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	4	The Education Department held a “meeting with government headed Primary School Head teachers on 5th May 2016-Planning meeting for 3rd Term School inspection 2016 by Associate Assessors and Inspectors of Schools; Agenda No.5-Review of Previous Schools Inspection”
		<ul style="list-style-type: none"> Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	0	There was no evidence of acknowledgement of inspection reports by DES
		<ul style="list-style-type: none"> Evidence that the inspection recommendations are followed-up: score 4 	4	There was evidence of the inspection recommendations having been followed up as per 5th May 2016-Planning meeting for 3rd Term School inspection 2016 by Associate Assessors and Inspectors of Schools; Agenda No.5-Review of Previous Schools Inspection”
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"> Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5 	5	<ul style="list-style-type: none"> EMIS (2017) list of schools data stood at 107 government-aided and private primary schools. OBT list of schools data stood at 123 government-aided and private primary schools in FY2017/18 due to additional numbers that were recorded after EMIS data were submitted to MoES
		<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	<ul style="list-style-type: none"> EMIS enrolment data stood at 67,207 pupils in FY2017/18 OBT enrolment data stood at 66,289 pupils in FY2017/18 due to the additional private schools who did not receive capitation grants but report on enrolment for 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"> Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc... during the previous FY: score 2 	2	<p>Committee of social services, and gender first quarter meeting held on 27th/10/2016, discussed departmental reports-Education, health and community based services COU/2/4/2016</p> <p>Committee of gender, community development and social services meeting held on 28th/7/2016, discussed</p> <ul style="list-style-type: none"> Departmental reports Ban on Sacket drinks, charcoal burning and betting
		<ul style="list-style-type: none"> Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	<ul style="list-style-type: none"> In the council meeting held on 12th May, 2017, the committee on social services presented education work plans and budget for FY2017/18 for council approval under Min COU/06/06/2017, with a budget of 4,324,046,540 laid for council approval
11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	5	<p>There was evidence that all the 123 schools have established SMCs as per regulation as evidenced by “List of SMCs for approval for 2016 by DEO. Also, the 4 schools sampled reflected this consistency as follows:</p> <ul style="list-style-type: none"> -Angal Ayila P/S-2 Females out of 12 SMCs members -Nyaravur P/S-4 Females out of 12 SMCs members -Lee P/S-4 Females out of 12 SMCs members -Kei P/S-4 Females out of 12 SMCs members -Omyer P/S-4 Females out of 12 SMCs members

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"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3 	3	<p>There was evidence that the Education department had published and displayed list of all schools receiving non-wage recurrent grants during FY16/17 as per the District Notice Board and the file copy of the display sheets.</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"> • Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	4	<p>There was evidence that the Education department prepared and submitted all investment items in the approved sector annual work-plans and all were submitted before 30th April 2017 as per FY16/17 AWP – procurement requisitions files in which all items were lodged on July 15th 2016:</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"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	<p>The payments reviewed show that the education department timely certifies and recommends suppliers for payment. Examples include: Payment of Shs 44,478,000 to Wa General Construction for construction of a 2 classroom block at Cikithi P/S. Requisition 30/05/17, Certification 07/06/17, Payment 20/06/17 (21 days). Payment of Shs 7,299,978 to River shore Trade Link for supply of 42 three seater desks for Kinju P/S. Requisition 07/02/17, Certification 14/02/17, Payment 15/02/17 (8 days). Payment of Shs 7,140,000 to E&B Construction for supply of 42 three seater desks for Japala P/S. Requisition 25/01/17, Certification 27/01/17, Payment 27/01/17 (2 days). Payment of Shs 15,206,184 to God's Will Engineering Co. Ltd for construction of a 5 stance VIP latrine at Ayubu P/S. Requisition 06/04/17, Certification 06/04/17, Payment 18/04/17 (12 days). Average: 11 days.</p>
Assessment area: Financial management and reporting				
15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	0	<p>There was evidence on page 114 of the APR that education department submitted the annual performance report for FY2016/17 on 7/8/2017 by Gwoktho James Inspector of Schools to planner for consolidation contrary to Mid-July standard.</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"> • 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 	2	<p>Nebbi DLG education department had internal audit queries in FY 2016/17; for example, quarter 1 reported on schools unauthorized expenditure on votes, unlawful directives (page 22). Also, quarter 4 reported on irregular expenditures of UPE grant by Shs 4,010,000 (Page 7/Appendix 21).</p> <p>There was evidence Nebbi DLG education department submitted responses in an effort to resolve all the queries in FY16/17.</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"> • 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 	2	<p>There was evidence from the Education Department on dissemination of guidelines for use by senior women/ men teachers as per 28th May 2017 at the Catholic Parish Hall meeting</p>
		<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	2	<p>There was evidence from the Education Department on dissemination of sanitation guidelines with the Inspector of Schools files for use on sanitation for girls and PWDs in primary schools as per 28th May 2017 at the Catholic Parish Hall meeting</p>

		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	<p>There was evidence that all the school have complied with the gender guidelines in their composition:</p> <ul style="list-style-type: none"> -Angal Ayila P/S-2 Females out of 12 SMCs members -Nyaravur P/S-4 Females out of 12 SMCs members -Lee P/S-4 Females out of 12 SMCs members -Kei P/S-4 Females out of 12 SMCs members -Omyer P/S-4 Females out of 12 SMCs members
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 3: 	3	<p>There was evidence from the Education Department on collaboration with the Environment department on issuance of guidelines on environmental management as per school guidance of 11th November 2017 Ref: Env/553/4</p>



LGPA 2017/18

Health Performance Measures

Nebbi District

(Vote Code: 545)

Score 70/100 (70%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human resource planning and management				
1	<p>LG has substantively recruited primary health workers with a wage bill provision from PHC wage</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY • More than 80% filled: score 6 points, • 60 – 80% - score 3 • Less than 60% filled: score 0</p>	3	<p>Approved structure FY2017/18 had a total of 442 health staffs while the current staffs on payroll are 322 giving 72.8%.</p> <ul style="list-style-type: none"> • An advert by the District Service Commission for recruitment dated 25/10/2017 Ref. DSC NBB/169/1 was seen and interviews were conducted.
2	<p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>	4	<p>A copy of Recruitment plan submitted to HR/CAO by DHO dated 4th October 2017 was seen at DHOs office. Ref. Med/163/1.</p>
3	<p>The LG Health department has ensured that performance appraisal for health facility in charge is conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the health facility in-charge have been appraised during the previous FY: o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0</p>	4	<p>16 out of 19(84.2%) Appraisal personal files of in-charges seen at the HR office were filled and signed by the Head of Department/ supervisors.</p>

4	<p>The Local Government Health department has equitably deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY: score 4 	4	<p>Records of staff lists for the budget framework FY 17/18 (OBT) were similar to the copy of the current staff deployment per facility as seen in the DHOs office.</p>
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Assessment area: Monitoring and Supervision

5	<p>The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	3	<p>A distribution list of Nutrition guidelines to facility staffs was seen at the ADHOs office.</p> <p>Copies of UCG 2016, Consolidated HIV guidelines 2016, and circulars on dressing code from MoPS were seen at selected facilities (Parombo HC III, Nyaravur HC III, Kucwiny HC III, Paminya HC III).</p>
		<ul style="list-style-type: none"> • Evidence that the DHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	0	<p>There were no meeting minutes specifically mentioning the circular/guidelines/or polices orientations seen at DHOs office.</p>
6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT has supervised 100% of HC IVs and district hospitals: score 3</p>	3	<p>Copies of Joint support supervision reports seen showed that DHT supervised HCIV (Goli) and the two hospitals (Angal & Nebbi General Hospital).</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	3	<ul style="list-style-type: none"> Copies of Joint support Supervision reports seen from the DHOs office indicated 100% facilities supervised. However, they were not regularly supervised on quarterly basis as recommended.
7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced:</p> <ul style="list-style-type: none"> If 100% supervised score 6 points 80 - 99% of the health facilities: score 4 60 - 79% of the health facilities: score 2 Less than 60% of the health facilities: score 0 	2	Copies of Supervision reports for HSD seen at DHOs office showed 65% of health facilities supervised.
8	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4 	4	<p>Copies of the DHT/HSD supervisions reports indicated recommendations generated by the supervising teams and actions to be taken.</p> <p>Copies of supervision reports in the Supervision log books at selected facilities also identified recommendations and action points to be handled.</p>
		<ul style="list-style-type: none"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	6	Integrated support supervision report dated 12/5/2017 came up with a recommendation of replacing refractive mirrors of microscopes of Nyaravur HC III and Paminya HC III. Report of integrated Support Supervision dated 2/08/2017 showed that these refractive mirrors were replaced.

9	<p>The LG Health department has submitted accurate/consistent reports/date for health facility lists as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: o List of health facilities which are consistent with both HMIS reports and OBT: score 10 	10	<ul style="list-style-type: none"> • A copy of the list of Health facilities at the DHOs office that were consistently submitting the HMIS to the DHO/MOH matched the list of health facilities in the OBT.
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	2	<p>Committee of social services, and gender first quarter meeting held on 27th/10/2016, discussed departmental reports-Education, health and community based services COU/2/4/2016</p> <p>Committee of gender, community development and social services meeting held on 28th/7/2016, discussed</p> <ul style="list-style-type: none"> • Departmental reports • Ban on Sacket drinks, charcoal burning and betting
		<ul style="list-style-type: none"> • Evidence that the health sector committee has presented issues that require approval to Council: score 2 	2	<ul style="list-style-type: none"> • In the council meeting held on 12th May, 2017, the committee on social services presented health work plans and budget for FY2017/18 for council approval under Min COU/06/06/2017, with a budget of 1,484,038,846 laid to council for approval. • Council meeting of 26th /8/2016, the committee on social services presented supplementary budget estimates for environmental health worth 39,209,000 for council approval Min COU/6/2016.

11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 5 • If 80-99% : score 3 • If 70-79%: : score 1 • If less than 70%: score 0 	5	<p>Copies of HUMC meeting minutes were availed and seen for Nebbi General Hospital and all the selected health facilities(100%)</p> <p>Copies of HUMC guidelines were seen in the selected facilities.</p>
12	<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 3 	3	<ul style="list-style-type: none"> • Copies of PHC fund distribution list of health facilities were properly displayed on noticeboard of DHO and selected Health facilities showing how much money were disbursed to each facility.

Assessment area: Procurement and contract management

13	<p>The LG Health department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	0	<p>A Copy of procurement work Plan request to DPU from DHOs office was seen dated 14/6/2017</p>
		<p>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>	2	<p>A Copy of procurement request to DPU from DHOs office was availed and was received on 17/8/2017 by the DPU.</p>

14	<p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time: 100% - score 8 70-99% – score 4 Below 70% - score 0 	8	<ul style="list-style-type: none"> A copy of a letter received by DHOs office from NMS showing budget allocations for all the facilities FY 2016/17 dated 1/7/2016 was seen. Copy of a letter from NMS on statement of account to CAO Nebbi FY 2016/17 dated 1st July 2017 was seen at DHOs office.
15	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points 	0	<p>The payments of health department reviewed showed that there were instances where the department had not timely certified and recommended suppliers for payment. Examples included: Payment of Shs 6,224,382 to Leko GL Yesu Nuti Construction Co. Ltd for construction of a placenta pit at Abongo. Requisition 06/04/17, Certification 28/04/17 and payment on 08/06/17 (62 days). Payment of Shs 26,969,108 to Mola & Sons Traders for rehabilitation of staff house at Panyimur. Requisition 20/03/17, Certification 03/04/17, Payment 20/04/17 (30 days). Payment of Shs 26,625,240 to Geraqo Consult Ltd for rehabilitation of Fulwonga HC II. Requisition 30/01/17, Certification 09/02/17, Payment 02/03/17 (32 days). Payment of Shs 16,574,369 to River Shore Trade Link for completion of Goli HC IV. Requisition 12/01/17, Certification 24/01/17, Payment 03/02/17 (10 days). Average: 33 days.</p>
Assessment area: Financial management and reporting				

16	<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	0	<ul style="list-style-type: none"> There was evidence on page 108 of the APR that Health department submitted the annual performance report for FY2016/17 on 7/8/2017 by Okumu Patricia Thiwe Ag. DHO to planner for consolidation contrary to Mid-July standard.
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</p> <ul style="list-style-type: none"> If sector has no audit query score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points If all queries are not responded to score 0 	0	<p>Nebbi DLG health department had internal audit queries in FY 2016/17. Effort was made to respond to the queries, but some remained unresolved.</p> <p>For example, quarter 1 reported on drug stock outs at health centres (page 23), inadequate releases of funds (page 24).</p> <p>Quarter 4 report contained as an addendum a special audit conducted on the Global Funds about unspent funds amounting to Shs 12,033,053 (page 26)</p>

Assessment area: Social and environmental safeguards

18	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2 	2	<p>Copies of HUMC members and Hospital board members lists displayed in selected health facilities met the gender composition of both female and males.</p> <p>Copies of Guidelines on HUMC selection were also available in the selected health units</p>
		<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2 	0	<ul style="list-style-type: none"> No Copies of the guidelines on sanitation management were found in all the selected health facilities however, VIP Latrines in the selected health facilities had separated rooms for both males and females

19	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 2 points</p>	<ul style="list-style-type: none">• Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points.	0	<ul style="list-style-type: none">• No Copies of guidelines on medical waste management were found in all the selected health facilities however medical waste segregation chart was seen in some of the selected facilities
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LGPA 2017/18

Water & Environment Performance Measures

Nebbi District

(Vote Code: 545)

Score 51/100 (51%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10 	10	<p>According to MIS Atlas 2017 report, The district safe water coverage status is 66%, the annual work plan for the financial year 2017/2018 planned to drill 9 deep boreholes (hand pump) and 1 motorized deep borehole to increase the safe water coverage in the district. These were allocated to sub counties of Nebbi 95%, Nyaravur 95%, Kucwiny 85%, Parombo 73%, Akworo 60%, Atengo 62%, Ndhew 53%. This evidence shows that LG Water department targeted 3 sub counties with safe water coverage below the district average.</p>
2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15 	15	<p>According to Nebbi district water department 4th quarter report for financial year 2016/2017 and drilled water source records for Financial year 2016/2017, the water department drilled 21 deep boreholes (hand pump) and 1 motorised deep well in 22 villages and sub counties. The MIS Atlas 2017 safe water source coverage for Nebbi district is 66%.</p> <p>The targeted villages as per sub county include; Ali Ragen Primary school, Barowio, Pakich-East in Wadelai sub county with safe water coverage of 45%; Madima, Ndrosi, Padolo and Pataka West in Parombo sub county 73%; Nyamwendo, Acet and Jupacheke in Panyango sub county 46%, Padilla, Abakra and Omoyocenta in Ndhew sub county 53%; Namirembe and Nyarugalu in Kucwiny sub county 85%; Aleng-Upper and Apolla in Nyaravur 95% and others in Pakoch East-Pakwach 74%, Perwe-Akworo 60%, Ayombra-Atego 62%, Aroke and Jubazuba-Erussi 91% with a motorized deep borehole. This evidence shows LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average</p>
Assessment area: Monitoring and Supervision				

3	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • 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 	10	<p>The monthly monitoring and supervision of project investment records shows that the district water department carried out monitoring and supervision of each of WSS facilities of 89% of the WSS facilities at least once in a year</p>
4	<p>The LG Water department has submitted accurate/consistent reports/data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • 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 	0	<p>There was evidence of inconsistency data submitted for the planned activities in the annual work plans of the financial year 2017/2018 approved on 31/7/2017 by the ministry of water and environment. The work plans for location summary with details of borehole constructions sanitation facilities for fy 2017/2018 unit cost is 22,000,000/=, siting unit cost is 2, 980,492/= whereas unit cost details of annual work plan budget line 2 water supply facilities, 2.7 boreholes drilling (hand pump) unit cost is 20,579,006/=, this is again different from the output 098183;borehole drilling and rehabilitation with a total unit cost of 24, 980,000 without footnote details of a lump-sum unit cost.</p> <p>In addition, output 098183 list 16 sites for borehole rehabilitation instead of 17 planned. there is also a need to include details of previous fy achievements and current planned fy activities summary page on work plans as well as the belief district statistical background data covering the status of the key details.</p>
Assessment area: Procurement and contract management				

5	<p>The LG Water department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	0	<p>The water department submitted annual procurement plans on 16/6/2017 with the technical requirements covering all the investment items in the sector annual work plans and budgets for financial year 2017/2018, this was after recommended date of 30th April</p>
6	<p>The DWO has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • If the DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	0	<p>The water department implemented 21 deep boreholes (hand pump). There was an evidence of appointing contract manager, District Water Officer, Okecha Jean Andrew, dated on 12/8/2017 but there was no evidence of prepared contract management plan as per instruction of the last clause of appointment to guide the implementation process</p>
		<ul style="list-style-type: none"> • If water and sanitation facilities constructed as per design(s): score 2 	0	<p>During the assessment period, 5 water sources and sanitation facilities were sampled. The evidence shows that the designs for sanitation facilities were available and followed during the construction. However there was no designs for deep borehole ground surface, to assess if the missing soak pit on every source was on design and by what size</p>
		<ul style="list-style-type: none"> • If contractor handed over all completed WSS facilities: score 2 	0	<p>During the assessment period, there was an evidence of drilling reports and an invoice requesting for payment but no evidence of a contractor letter handing over all completed WSS facilities to enable start counting of defect liability period</p>

		<ul style="list-style-type: none"> • If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	0	There was evidence of DWO certifying payments of completed projects. However, there was no evidence of filed detailed completion reports as per management plans
7	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	The payments reviewed show that the water department timely certifies and recommends suppliers for payment. Examples include: Payment of Shs 20,231,100 to Aquatech Enterprises Ltd for sighting, drilling and construction of 2 boreholes. Requisition 16/06/17, Certification on 19/06/17 and Payment on 24/16/17 (8 days). Payment of Shs 20,744,865 for construction of a 5 stance VIP latrine at Yani Market. Requisition 18/01/17, Certification 23/01/17 and Payment 03/02/17 (15 days). Payment of Shs 16,999,020 to Galaxy AgroTech Ltd for borehole drilling and construction. Requisition 23/04/17, Certification 08/06/17, Payment 23/06/17 (60 days). Average: 28 days.
Assessment area: Financial management and reporting				
8	<p>The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	0	There was evidence on page 124 of the APR that water department submitted the annual performance report for FY2016/17 on 7/8/2017 by Okecha Jean Andrew-DWO to planner for consolidation contrary to Mid-July standard

9	<p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	0	<p>Nebbi DLG water department had internal audit queries in FY 2016/17. Effort was made to respond to the queries, but some remained unresolved.</p> <p>For example, quarter 3 reported on unaccounted for funds Shs 51,937,800 (page 9/appendix pages 15-19).</p> <p>Quarter 4 reported on insufficient borehole water distribution in the district (page 8).</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"> • Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	3	<p>The committee on works and technical services in their committee sitting of 19/10/2016, scrutinised the first quarter performance report for FY2016/17 and came up with 12 recommendations for discussion and approval of council. Among them included</p> <ul style="list-style-type: none"> •The need for water user committees to submit 70% of the collected water user fee monthly to the sub county water supply and sanitation board for O&M •Wadelai sub county board should expand the water connector from the current 100 to 200 <p>Committee of gender, community development and social services meeting held on 28th/7/2016, discussed</p> <ul style="list-style-type: none"> •Departmental reports •Ban on Sacket drinks, charcoal burning and betting
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		<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	3	<ul style="list-style-type: none"> In the council meeting held on 12th May, 2017, the committee on technical services presented water and sanitation work plans and budget for FY2017/18 for council approval under Min COU/06/06/2017, with water having a budget of 537, 369,617 laid to council for approval. Council meeting of 26th /8/2016, the committee on technical services presented supplementary budget estimates for water and sanitation worth 36,688,000 for council approval Min COU/6/2016
11	<p>The LG Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2 	0	<p>During the assessment period, there was no evidence of displaying annual work plan, detailed activities and locations, budget limits release and expenditure for water department as per the PPDA Act.</p> <p>However, there was an evidence of district advocacy meetings of the water sector quarterly progress reports conducted on 21/11/2017 and for the 8 sub counties conducted on 9/11/2017.</p>
		<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	0	<p>During the assessment period, 5 sanitation and 5 water facilities were sampled. It was observed that there was an attempt to label the facilities but not meeting required labelling standards, 5 sampled VIP latrines at Nyaravul, Aliekra and Padel primary schools, Yani community markert, and Parombo health centre 111 did not have either a project name, date of completion. Whereas the 5 sampled water sources visited did not have a contractor name</p>
		<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	2	<p>During the assessment period, there was evidence of sharing information of awarded tenders and contracts for evaluated bidders as per the procurement requirement dated on 12/12/2017 with the removal date of 28/12/2017 was on file. This was indicating contractor name /contract and contract sum.</p>

12	Participation of communities in WSS programmes Maximum 3 points for this performance measure	<ul style="list-style-type: none"> • If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	0	The water department planned to drill 10 deep boreholes at a total cost of 249,800,492/= and repair/rehabilitate 17 deep borehole at a cost of 75,090,048/=, the community beneficiaries are required to apply for water and sanitation facilities. The application form found with DWO in case of offer highlights co funding contribution of 200,000/= for a new deep borehole to be paid within 3 months of offer and 90,000 for deep borehole repair/rehabilitation among others. During the assessment period, there was no evidence of community applying for water/public sanitation facilities and receipt of payment for community contribution
		<ul style="list-style-type: none"> • Number of water supply facilities with WSCs that are functioning evidenced by collection of O&M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2 	2	During the assessment period, 5 water source facilities of Ndrosi DWD #52758 , Pamitu West DWD# 52781 , Pataka west DWD# 52781, Padolo Lower DWD #52774, Apolla DWD#52780, community water source in Parongo sub county were sampled. The WSCs were found active, collecting UGX500 to UGX1000 per household per month for carrying out O&M, preventive maintenance and minor repairs and all the water sources were functioning.

Assessment area: Social and environmental safeguards

13	The LG Water department has devised strategies for environmental conservation and management Maximum 4 points for this performance measure	<ul style="list-style-type: none"> • Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	0	Guidelines for environmental impact assessment in Uganda (July 1997), page 45, provides a checklist for environment and social screening of small and big projects. During the assessment period, there was no evidence of any project environment mitigation plan and social screening assessment report on record.
		<ul style="list-style-type: none"> • Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	0	Environment and social screening was not conducted, there was no evidence of environmental mitigation plan and recommendations that would require follow up support in case of unacceptable environmental concerns.

		<ul style="list-style-type: none"> • Evidence that construction and supervision contracts have clause on environmental protection: score 1 	0	There was no evidence of environmental clause on environmental protection for construction and supervision contracts
14	<p>The LG Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If at least 50% WSCs are women as per the sector critical requirements: score 3 	3	<p>The 5 sampled WSCs are composed of 7 members, it was established that water source committees of Ndrosi DWD #52758 water source are 7(3female, 4 Male), Pamitu West DWD# 52781, 7(3 female, 4 Male), Pataka west DWD# 52781, 7 (4 female, 3 male), Padolo Lower DWD #52774, 7 (4 female, 3 male) Apolla DWD#52780, 7 (4 female, 3 male) are composed of 50% women. This was evidence that at least 50% water source committees are composed of women which is promoting gender equity.</p>
15	<p>Gender- and special-needs sensitive sanitation facilities in public places/RGCs.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	0	<p>The 5 sampled toilet facilities were inspected during the assessment. it was observed that ramps to ease access of people with disabilities were constructed on 2 toilet facilities at Nyaravul and Padel primary schools.</p> <p>however, there was an evidence of 3 VIP latrine at Yani rural growth centre market, with door step hindering easy access of the facility of people with disabilities, Parambo health centre 111 and Aliekra primary school with no ramp at all, this hinders easy access by people with disabilities. The stances for women and men were separated but not marked based on the gender making it difficult to identify.</p>