



LGPA 2017/18

Accountability Requirements

Nwoya District

(Vote Code: 606)

Assessment	Compliant	%
Yes	4	67%
No	2	33%

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	Nwoya LG annual performance contract for FY2017/18 was submitted to MoFPED on 11th July, 2017 contrary to the standard timeframe of June 30th 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	Nwoya district LG submitted the Annual Performance contract for FY2017/18 with a consolidated procurement plan attached as per LG PPDA Regulations, 2016	Yes
Assessment area: Reporting: submission of annual and quarterly budget performance reports			
LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	xxxxx	The Annual Performance Report for FY2016/17 was submitted to MoFPED on 2nd August, 2017 by Komakech Joseph Jason (Population Officer) contrary to standard time of 31st July, 2017	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 performance reports were submitted to MoFPED as follows</p> <ul style="list-style-type: none"> • Quarter 4 was submitted on 2/8/2017 by Komakech Joseph Jason. • Quarter 3 was submitted on 16th/5/2017 by Komakech Joseph Jason • Quarter 2 was submitted on 1/3/2017 by Komakech Joseph Jason • Quarter 1 was submitted on 24th/11/2016 by Komakech Joseph Jason 	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 report on the implementation status of Internal Auditor General findings dated 28/02/17 was submitted to the PS/ST on 03/02/17. It was copied to the CAO Nwoya DLG. The report contained the implementation status of Internal Audit and Auditor General recommendations for three financial years 2013/14, 2014/15 and 2015/16. • An additional submission was made to the PS/ST as an addendum to the earlier submission. This addendum was submitted on 22/03/17. • The report addressed Internal Auditor and Auditor General findings for the three years. It highlighted actions taken against the different recommendations in the reports. 	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>xxxxx</p>	<p>Nwoya DLG has an unqualified Audit opinion for its FY 2016/17 financial statements, with an emphasis of matter on 1 issue with a number of others under it. ?</p> <ul style="list-style-type: none"> Utilization of Medicines and Health Supplies o Unaccounted for medicines and health supplies o Stock out of Medicines and Heath supplies o Expired Medicines o Understaffing 	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Nwoya District

(Vote Code: 606)

Score 51/100 (51%)

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>Nwoya district LG has a physical planning committee as evidenced by the minutes of its sittings</p> <ul style="list-style-type: none"> • Minutes of the 1st sitting of DPPC held on 3rd /9/2014 • Minutes of the 2nd sitting of DPPC held on 7th/10/2014 • Minutes of 3rd sitting of DPPC held on 25th/11/2014 • Minutes of 5th sitting of DPPC held on 30th/1/2018
		<ul style="list-style-type: none"> • All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2. 	0	<p>There was no evidence that new infrastructure investments have approved plans which are consistent with the physical plans</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>There was evidence that priorities in the AWP for FY2017/18 were based on the outcome of budget conference held on 13th and 14th October, 2016. The report compiled indicates sectoral priorities for FY2017/18 for both HLG and LLGs.</p> <p>There was evidence that capital investments in the approved AWP for FY2017/18 were derived from the 5 year DDP as shown. DDP11 capital investments pgs223- 240</p> <p>Under Production- Construction of infrastructure eg cattle crushes, market stalls, produce stores and Construction of 10 market stalls and 3 stances of drainable latrines as Coorom market</p> <p>Under health - Construction of 6 blocks of staff houses, Construction of 4 incinerators, Construction of 4 placenta pits, Construction of 5 waste pits, Construction of 8 stances of drainable latrines, Construction of 3 maternity</p>

• Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If different, justification has to be provided and evidence that it was approved by Council. Score 2.

2

wards, Construction of 2 OPDs, Rehabilitation of 2 OPDs and 5 staff houses at Koch Lii HC11, Latoro HC11 and Todora HC11, Fencing of 6 health facilities and Installation of solar lighting in 3 health facilities.

Under Education- procurement of 6 motorcycles, Construction of classrooms with office, Rehabilitation of classrooms, construction of teachers houses, Construction of drainable latrines stances, Supply of 3 seater desks to schools and Construction of teachers' houses in USE

Under Works and Technical services- Rehabilitation and maintain the existing DUCAR road network, Rehabilitation old bridges and culverts and construct new bridges and culverts, Develop and maintain the roads to tourism, mining and agriculture producing areas, Construction of 13 deep wells, Rehabilitation of 6 deep boreholes, Protection of 4 springs, Construction of rain water harvesting facilities in selected government institutions, and Construct, operate and maintain mini piped water supply systems in RGCs and urban areas district wide

From the FY2017/18 AWP, it includes:

- Construction of 10 market stalls and 3 stances of drainable latrines at coorom market Construction of 2 cattle crushes,
- Construction of OPD at Todora HC11
- Rehabilitation of 1 block of 3 classrooms at purongo hill P/S, Supply of three seater desks to Koch Lii Pakiya P/S, Construction of 1 block of 2 units of teachers house at Anaka central P/S, Construction of 1 block of 5 stances of drainable latrnes at Alelelele P/S, Construction of 1 block of 5 stances of drainable latrine at Koch Amar P/S, Construction of 1 block of 2 units teachers' house at Anaka P/S
- Construction of 1 km of low cost seal on Anaka TC-Amuru TC district road
- Construction of 10 deep boreholes, Rehabilitation of 10 deep boreholes and Protection of 3 springs

There was no evidence that project profiles were developed and discussed by TPC for all investment projects in the AWP as per LG planning guidelines.

		<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 investment projects 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. 	1	There was evidence of statistical abstract with gender disaggregated data compiled on October 2016 to support budget allocation and decision making.
4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual 	2	<p>There was evidence that all Infrastructure projects implemented by Nwoya LG in FY2016/17 were derived from the AWP and Budget approved by the LG council as below.</p> <p>Projects in the AWP FY2016/17 include</p> <ul style="list-style-type: none"> • Construction of 14 cattle crushes, and Construction of market facilities with stalls and 3 stances of drainable latrine • Construction of perimeter fence at Lii HC11 • Rehabilitation of 1 block of 3 classrooms at Purongo hill P/S, construction of 1 block of an office with a classroom at Oruka P/S, Construction of 1 block of an office and a staff room at Koch Amar P/S, Supply of 18 desks to Oruka P/S and Supply of 35 desks each to purongo hill and Lalar P/S • Rehabilitation of Got Apwonyo-Obira CAR, Construction of 7 deep boreholes, Construction of 1 rain harvesting system at Agung P/S, Rehabilitation of 6 deep boreholes and Protection of 4 springs • Surveying and titling of institutional lands <p>Infrastructure projects implemented by Nwoya LG in FY2016/17 include</p> <ul style="list-style-type: none"> • Construction of 14 cattle crushes, Construction of market facilities with stalls and 3 stances of drainable latrine • Construction of perimeter fence at Lii HC11

		<p>derived from the annual work plan and budget approved by the LG Council: score 2</p>		<ul style="list-style-type: none"> • Rehabilitation of 1 block of 3 classrooms at Purongo hill P/S, Construction of 1 block of 2 classrooms at Oruka P/S, Construction of 1 block of 2 classrooms with a staff room at Koch Amar P/S, Construction of 1 block of 5 stance drainable latrine at Koch Amar P/S, and Supply of 18 three seater desks to Oruka P/S • Rehabilitation of Got Apwonyo-Obira community access road, Construction of 10 deep boreholes, Construction of 1 rain water harvesting system at Agung P/S, Rehabilitation of 6 deep boreholes and Protection of 4 springs. • Surveying and titling of institutional lands- Purongo hill P/S, Bidati P/S and Paminyai P/S. <p>There was evidence that investment projects implemented in FY2016/17 were not completed as per the work plan by end of the FY.</p> <p>Evidence is that from Nwoya district approved AWP for FY2016/17, Table 2 indicated 34 priority projects were planned for FY 2016/17 implementation, but summary of achievements in the executive summary in the FY2017/18 approved AWP indicate that only 21 out of 34 priority projects planned for FY2016/17 were completed which is 61.8% completion rate.</p>
		<ul style="list-style-type: none"> • 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 	0	<p>There was evidence that investment projects implemented in FY2016/17 were not completed as per the work plan by end of the FY.</p> <p>Evidence is that from Nwoya district approved AWP for FY2016/17, Table 2 indicated 34 priority projects were planned for FY 2016/17 implementation, but summary of achievements in the executive summary in the FY2017/18 approved AWP indicate that only 21 out of 34 priority projects planned for FY2016/17 were completed which is 61.8% completion rate.</p>
5	The LG has executed the budget			The overall expenditure performance for Nwoya district LG stands at 93% budget

for construction of investment projects and O&M for all major infrastructure projects and assets during the previous FY

Maximum 4 points on this Performance Measure.

- 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

utilisation with an approved budget of 13,550,274,000 but spent 12,538,315,000. Interms of the Investment projects implemented in FY2016/17, It was evident that not all investment projects in FY2016/17 were completed within approved budget as evidenced by the projects below.

- Construction of a perimeter fence at Koch Lii HC11 which was budgeted at 18,816,000 but spent 20,377,000 which is (108.3%) pg 96 of APR
- Classroom construction and rehabilitation- approved budget of 176,547,000 but spent 199 million (112.7%) pg 102 of APR
- Capacity building for HLG staff planned with a budget of 54,992,000 but spent 10,856,000 which is 19.7% pg 74 of APR
- Assets and facilities management planned 600.000 but spent 2,683,000 which is 447.2% pg 75 APR.
- Community access roads maintenance planned 38,338,000 but spent 48,519,000 (126.6%), Urban unpaved roads maintenance planned 120 million but spent 28,419,000 (23.7%) and District roads maintenance planned 280,217,000 and spent all (100%) pg 108 of APR
- District and community access roads maintenance budgeted 56,364,000 but spent 13,075,000 (23.2%) and rural roads construction and rehabilitation planned 274,409,000 but spent 324,666,000 (118.3%) pg 109 of APR
- Spring protection was 5/5 implemented with approved budget of 39,014,000 and spent 35,139,000 (90.1%) pg 113 of APR
- Borehole drilling and rehabilitation planned to spend 288,132,000 but spent 278,172,000 (96.5%)
- Support to disabled and elderly was budgeted at 13millions but spent 7,145,000 (55%) pg 124 of APR
- Land management services- (Surveying, valuations, titling and lease management) was planned at 27,891,000 but spent 24,203,000 (86.8%) pg 119 of APR

		<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	Water sub sector budgeted support for O&M of district water and sanitation. It was evident that 5/8 post construction support was given to non-functional WSC which was 62.5% of O&M budget as indicated in pg 111 of APR
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 	0	<ul style="list-style-type: none"> There is no evidence that the CAO appraised heads of departments for 2016 - 2017 FY, as per the guidelines issued by MoPS
	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 HoD's positions are filed substantively. The following positions are not filled substantively: 1-D.Engineer 2-CFO 3-District Natural resources officer 4-Deputy CAO Plus the following heads of sections 1-Principal Human Resources officer 2-Principal internal Auditor
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"> There is evidence that 100% of staff positions submitted for recruitment were considered, reference made to CR/156/11 dated 25/10/2017 in relation to DSC's 7TH sitting on the 20/10/2017
		<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"> There is evidence that 100% of staff submitted for confirmation had been considered, reference made to CAO'S submission CR/156/11 dated 25th 10/2017 in relation to DSC's 7th meeting on 20/10/2017
	Maximum 4 points on this Performance Measure	<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	1	There is evidence that all submissions for disciplinary action were considered as referenced under CR/156/11 dated 8th June 2017 and CR/157/4 in relation to NDSC/25/6/2012 (A) of the 7th sitting on 20th /10/2017
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	There is evidence that 100% of the staff recruited during the previous financial year accessed pay roll within 2 months after appointment, as evidenced on Pay roll invoice register and a copy of the pay roll from the MoPS and Recruited staff list as per DSC minute of the 7TH sitting on the 20/10/2017
	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	There is no evidence that pensioners were able to access their pensions with 2 months from the date of retirement.(However its not the District weakness, as much of processes is handled in the ministries,) The process is not fully decentralised
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	Local revenue performance for FY 2015/16 was Shs 360,551,862. Local revenue performance for FY 2016/17 was Shs 1,043,466,421. The increase was Shs 682,914,559, which was 189.4%.
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. 	0	Local revenue budget for FY 2016/17 was Shs 783,844,671. Local revenue performance for FY 2016/17 was Shs 1,043,466,421. Performance was above budget by 33.1%, which was out of the +/-10% range.
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	Nwoya district remits and gets remittances of local revenues to and from LLGs. Examples of remittances to LLGs (65%) include: Payment of Shs 104,046,750 UWA revenue sharing to Anaka S/C on 25/10/16. Payment of Shs 138,434,250 UWA revenue sharing to Purongo S/C on 15/09/16. Payment of Shs 131,851,500 UWA revenue sharing to Gotapwoyo S/C on 05/09/16. Payment of Shs 104,046,750 UWA revenue sharing to Koch Goma S/C on 15/09/16. Payment of Shs 69,364,500 UWA revenue sharing to Lii S/C on 15/09/16.

		<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	2	<p>For FY 2016/17, a total of Shs 72,001,500 was used out local revenue on Council activities. This figure was itemised as follows: Allowances to councillors for full Council Shs 26,190,000 + Standing Committee allowances Shs 23,607,000 + Travel Inland Shs 22,204,500. Compared with local revenue for 2015/16 which was Shs 360,551,862 the proportion is 19.9%, which was <20%.</p>
Assessment area: Procurement and contract management				
12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	0	<ul style="list-style-type: none"> There WAS Evidence that Nwoya DLG had the position of a Senior Procurement Officer substantively filled under DSC Min. NDSC/6/2017 Dated 28/6/2017. There was NO Evidence that Nwoya 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"> Low Cost Sealing of 1.5 Km Anaka Town Council – Amuru Town Council Road under RTI (NWOY/606/Wrks/16-17/00009). TEC Min Date: 23/11/2016. Siting, Drilling, Pump Testing and Installation of 10 Deep Boreholes in Alero, Anaka, Lungulu, Lii, Purongo, Got Apwoyo and Koch Goma Sub counties under DDEG and DWSCG (NWOY/606/Wrks/16-17/00001). TEC Min Date: 25/11/2016. Construction of One Block of Two Classrooms at ORUKA P/S under DDEG (NWOY/606/Wrks/16-17/00004). TEC Min Date: 23/11/2016. Construction of 5 Stance Drainable Latrine at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00012). TEC Min Date: 30/01/2017. Construction of One Block of Two Classrooms at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00003). TEC Min Date: 23/11/2016.

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

- Low Cost Sealing of 1.5 Km Anaka Town Council – Amuru Town Council Road under RTI (NWOY/606/Wrks/16-17/00009). DCC Min Date: 08/December/2016. 75th DCC Meeting.
- Siting, Drilling, Pump Testing and Installation of 10 Deep Boreholes in Alero, Anaka, Lungulu, Lii, Purongo, Got Apwoyo and Koch Goma Sub counties under DDEG and DWSCG (NWOY/606/Wrks/16-17/00001). DCC Min Date: 08/December/2016. 75th DCC Meeting.
- Construction of One Block of Two

		<ul style="list-style-type: none"> • Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	1	<p>Classrooms at ORUKA P/S under DDEG (NWOY/606/Wrks/16-17/00004). DCC Min Date: 08/December/2016. 75th DCC Meeting.</p> <ul style="list-style-type: none"> - Construction of 5 Stance Drainable Latrine at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00012). DCC Min Date: 10/February/2017. 78th DCC Meeting. - Construction of One Block of Two Classrooms at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00003). DCC Min Date: 08/December/2016. 75th DCC Meeting. - Renovation of OPD at Alero Health Center III under DDEG (NWOY/606/Wrks/17-18/00018). DCC Min Date: 29/December/2017. 87th DCC Meeting. - Renovation of Three Units Nurses House under UNRA Compensation Fund (NWOY/606/Wrks/17-18/00008). DCC Min Date: 29/December/2017. 87th DCC Meeting. - Construction of 5 Stance Drainable Latrine at ALELELELE P/S under DDEG (NWOY/606/Wrks/17-18/00010). DCC Min Date: 29/December/2017. 87th DCC Meeting. - Drilling of 9 Deep Boreholes under DDEG and Water Development Grant (NWOY/606/Wrks/17-18/00001). DCC Min Date: 29/December/2017. 87th DCC Meeting. - Rehabilitation of One Block of Three Classrooms at PURONGO HILL P/S under DDEG (NWOY/606/Wrks/17-18/00007). DCC Min Date: 29/December/2017. 87th DCC Meeting.
13	<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>			<p>(a) There WAS Evidence that the procurement and Disposal Plan for the current year (2017/2018 FY) covered all infrastructure projects in the approved annual work plan and budget as exemplified by the following procurements that were indicated both in the Procurement Plan and in the approved annual work plan and budget for the current FY (2017/2018 FY):</p> <ul style="list-style-type: none"> - Construction of 5 Stance Drainable Latrine at ALELELELE P/S under DDEG (NWOY/606/Wrks/17-18/00010) (Page 22 - Nwoya DLG Approved Budget Estimates for Financial Year 2017/2018, Vote 606, Output

078181 – Latrine Construction and Rehabilitation, 312101 Non Residential Buildings AND was also indicated as #23 in Nwoya DLG Procurement Plan for FY 2017/18 Dated 17/October/2017 and that was Submitted to PPDA on 19/October/2017).

- Drilling of 9 Deep Boreholes under DDEG and Water Development Grant (NWOY/606/Wrks/17-18/00001) (Page 29 - Nwoya DLG Approved Budget Estimates for Financial Year 2017/2018, Vote 606, Output 098183 – Borehole Drilling and Rehabilitation, 312104 Other Structures AND was also indicated as #25 in Nwoya DLG Procurement Plan for FY 2017/18 Dated 17/October/2017 and that was Submitted to PPDA on 19/October/2017).

- Rehabilitation of One Block of Three Classrooms at PURONGO HILL P/S under DDEG (NWOY/606/Wrks/17-18/00007) (Page 22 - Nwoya DLG Approved Budget Estimates for Financial Year 2017/2018, Vote 606, Output 078180 – Classroom Construction and Rehabilitation, 312101 Non Residential Buildings AND was also indicated as #21 in Nwoya DLG Procurement Plan for FY 2017/18 Dated 17/October/2017 and that was Submitted to PPDA on 19/October/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):

- Low Cost Sealing of 1.5 Km Anaka Town Council – Amuru Town Council Road under RTI (NWOY/606/Wrks/16-17/00009) (Page 29 – Nwoya DLG Approved Budget Estimates for FY 2016/2017, Vote 606, Output 048180, 312103 Roads and Bridges. Also indicated as #21 in Nwoya DLG Revised Procurement Plan for FY 2016/17 Dated 30/January/2017).

- Siting, Drilling, Pump Testing and Installation of 10 Deep Boreholes in Alero, Anaka, Lungulu, Lii, Purongo, Got Apwoyo and Koch Goma Sub counties under DDEG and DWSCG (NWOY/606/Wrks/16-17/00001) (Pages 31 – 32 Nwoya DLG Approved Budget Estimates for FY 2016/2017, Vote 606, Output

• 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

098183 Borehole Drilling and Rehabilitation, 312104 Other Structures. Also indicated as #12 in Nwoya DLG Revised Procurement Plan for FY 2016/17 Dated 30/January/2017).

- Construction of One Block of Two Classrooms at ORUKA P/S under DDEG (NWOY/606/Wrks/16-17/00004) (Page 25 Nwoya DLG Approved Budget Estimates for FY 2016/2017, Vote 606, Output 078180 Classroom Construction and Rehabilitation, 312104 Other Structures. Also indicated as #23 in Nwoya DLG Revised Procurement Plan for FY 2016/17 Dated 30/January/2017).

- Construction of One Block of Two Classrooms at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00003) (Page 25 Nwoya DLG Approved Budget Estimates for FY 2016/2017, Vote 606, Output 078180 Classroom Construction and Rehabilitation, 312104 Other Structures. Also indicated as #41 in Nwoya DLG Revised Procurement Plan for FY 2016/17 Dated 30/January/2017).

- Perimeter Fencing at Lii Health Center II under DDEG (NWOY/606/Wrks/16-17/00020) (Page 20 Nwoya DLG Approved Budget Estimates for FY 2016/2017, Vote 606, Output 088180 Health Center Construction and Rehabilitation, 312104 Other Structures. Also indicated as #22 in Nwoya DLG Revised Procurement Plan for FY 2016/17 Dated 30/January/2017).

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 Dates of Issue of Individual Bid Documents and found that 0% of Bid Documents for 2017/2018 FY were Issued 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 Issued as indicated on the Cover Pages:

- Renovation of OPD at Alero Health Center III under DDEG (NWOY/606/Wrks/17-18/00018). Date of Issue of Bid Document: 23/November/2017.
- Renovation of Three Units Nurses House under UNRA Compensation Fund (NWOY/606/Wrks/17-18/00008). Date of Issue of Bid Document: 23/November/2017.
- Construction of 5 Stance Drainable Latrine at ALELELELE P/S under DDEG (NWOY/606/Wrks/17-18/00010). Date of Issue of Bid Document: 23/November/2017.
- Drilling of 9 Deep Boreholes under DDEG and Water Development Grant (NWOY/606/Wrks/17-18/00001). Date of Issue of Bid Document: 23/November/2017.
- Rehabilitation of One Block of Three Classrooms at PURONGO HILL P/S under DDEG (NWOY/606/Wrks/17-18/00007). Date of Issue of Bid Document: 23/November/2017.

<ul style="list-style-type: none">• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2	2	<p>For previous FY (2016/2017 FY), there WAS Evidence that the LG had an Updated Contracts Register and had Completed Procurement Activity Files for all procurements as exemplified by the following:</p> <ul style="list-style-type: none">- An Updated Contracts Register was seen at Nwoya DLG PDU with a Starting/Opening Procurement Entry Titled 'Construction of Milk Coolant House at PAWATOMERO Village' Referenced 'NWOY/606/Wrks/16-17/00002' and an Ending/Closing Procurement Entry Titled 'Renovation of Four Units of Nurses House at Anaka Hospital Staff Quarters' Referenced 'NWOY/606/Wrks/16-17/00035'. The Updated Contracts Register was Signed and Stamped by Procurement Officer on 30/06/2017.- Referenced and Completed Procurement Activity Files for all procurements were seen at the PDU.
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• For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.

2

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

- Low Cost Sealing of 1.5 Km Anaka Town Council – Amuru Town Council Road under RTI (NWOY/606/Wrks/16-17/00009). Contract Amount: 339, 797, 732 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 27/October/2016, New Vision Newspaper.

- Siting, Drilling, Pump Testing and Installation of 10 Deep Boreholes in Alero, Anaka, Lungulu, Lii, Purongo, Got Apwoyo and Koch Goma Sub counties under DDEG and DWSCG (NWOY/606/Wrks/16-17/00001). Contract Amount: 182, 916, 520 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 27/October/2016, New Vision Newspaper.

- Construction of One Block of Two Classrooms at ORUKA P/S under DDEG (NWOY/606/Wrks/16-17/00004). Contract Amount: 64, 220, 145 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 27/October/2016, New Vision Newspaper.

- Construction of 5 Stance Drainable Latrine at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00012). Contract Amount: 23,984,356 UGX. Verified Procurement Method: Selective Bidding. Date of Invitation to Bid: 19/December/2016.

- Construction of One Block of Two Classrooms at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00003). Contract Amount: 62, 242, 305 UGX. Verified Procurement Method: Open Domestic Bidding. Date of Advertisement: 27/October/2016, New Vision Newspaper.

15

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

Maximum 4 points on this performance measure

• Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2

2

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

- Construction of Placenta Pit at Purongo Health Center III under DDEG (NWOY/606/Wrks/16-17/00015). Payment Certificate No. 1 Dated 30/March/2017.
- Construction of One Block of 4 Stance Drainable Latrine at OLWIYO P/S under DDEG (NWOY/606/Wrks/16-17/00025). Certificate of Works Dated 22/May/2017.
- Low Cost Sealing of 1.5 Km Anaka Town Council – Amuru Town Council Road under RTI (NWOY/606/Wrks/16-17/00009). Certificate No.1 Dated 08/June/2017.
- Siting, Drilling, Pump Testing and Installation of 10 Deep Boreholes in Alero, Anaka, Lungulu, Lii, Purongo, Got Apwoyo and Koch Goma Sub counties under DDEG and DWSCG (NWOY/606/Wrks/16-17/00001). Payment Certificate No.1 Dated 20/June/2017.
- Renovation of COOROM Health Center II Staff House under DDEG (NWOY/606/Wrks/16-17/00023). Certificate Dated 13/May/2017.
- Construction of One Block of 5 Stance Drainable Latrine at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00012). Certificate No.1 Dated 16/May/2017.
- Construction of One Block of Two Classrooms at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00003). Certificate No.1 Dated 03/April/2017.
- Construction of One Block of Two Classrooms at KOCH AMAR P/S under DDEG (NWOY/606/Wrks/16-17/00003). Certificate No. 2 Dated 19/June/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	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 15/February/2018.
Assessment area: Financial management				
16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	0	Nwoya District LG operates 25 bank accounts including the TSA. As of the date of the assessment on 14/02/18, the General Fund account was reconciled to 30/11/17 and two other accounts were reconciled to August and October 2017. The TSA and four other accounts were not ready and not availed for the assessment. Fourteen (14) bank accounts were reconciled to date to 31/12/17. Reconciliations for three (3) bank accounts were found wrong and unacceptable.
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	Nwoya DLG payments reviewed show that the district makes timely payments to its suppliers. Examples of the payments reviewed here are: Payment of Shs 7,536,000 to Comrade Auto Parts Supply and Construction for repair of district motor vehicle. Requisition 05/05/17, Payment 30/06/17 (55 days). Payment of Shs 458,000 to Prime Trade links Ltd for supply of assorted stationery. Requisition 15/03/17, Payment 03/04/17 (18 days). Payment of Shs 600,000 to Prime Trade links Ltd for supply of toner cartridges. Requisition 18/08/16, Payment 03/10/16 (45 days). Payment of Shs 3,240,000 to Sky Centre Enterprises Ltd for supply of food and catering services for planning workshop. Requisition 14/10/16, Payment 19/10/16 (5 days). Payment of Shs 100,000 to Global Animation Computer Enterprises for repair of laptop computer. Requisition 13/09/16, Payment 23/09/16 (10 days). Average: 27 days.

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	<p>The Internal Audit department is headed by Onono James in caretaker capacity per his appointment letters 20/07/2009 (appointment into position of Internal Auditor) and 15/02/13 (transfer to Nwoya District – Ref. CR/156/3). Reports for the four quarters of FY 2016/17 were confirmed produced.</p> <p>The department produced all the quarterly reports for FY 2016/17. The reports were submitted to CAO and LG PAC, evidence of which was seen and confirmed in the Internal Audit delivery book. However, the reports did not contain any section on the follow-up of previous internal audit findings to help with follow up. The audit reports for FY 2016/17 have also not got to Council.</p> <p>Internal Audit reports for FY 2016/17 were produced and submitted to CAO and LG PAC as follows: Quarter 1 (dated 28/10/16 and delivered on 24/11/16). Quarter 2 (dated 30/01/17 and delivered on 10/02/17). Quarter 3 (dated 16/05/17 and delivered on 18/05/17). Quarter 4 (dated 24/08/17 and delivered on 08/09/17). The reports were discussed in PAC per PAC report dated 20/07/17. However, to date the report has not been taken to Council, nor has action been taken on the recommendations.</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 maintained for different district departments both in book and electronic forms, formatted as recommended in the accounting manual. The register contains assets such as motor vehicles, motor cycles, furniture and road equipment. However, the register does not have any information on the costs/valuation of the assets in addition to totally lacking information on district buildings and lands.</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>Nwoya DLG has an unqualified Audit opinion for its FY 2016/17 financial statements, with an emphasis of matter on 1 issue with a number of others under it. ? Utilization of Medicines and Health Supplies o Unaccounted for medicines and health supplies o Stock out of Medicines and Health supplies o Expired Medicines o Understaffing</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, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2</p>	2	<p>There was evidence that council meets and discusses service delivery related issues.</p> <p>Minutes of full council meeting held on 31st August, 2016, discussed and approved draft statutory reports for 4th quarter of FY2015/16 such as</p> <ul style="list-style-type: none"> • DEC report • Social services committee report • Works, finance, planning, administration, production and natural resources committee report • Motion for the approval of area land committees • Motion for the approval of LGPAC members • Motion for the adoption of the standard rules of procedure
22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<p>• 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>There was no evidence that Nwoya district LG designated a staff/person to coordinate, respond and provide feedback on complains/grievances provided by citizens</p>

23	The LG shares information with citizens (Transparency)	Evidence that the LG has published: • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2	2	There was evidence of January 2018 payroll published on the public notice board
	Total maximum 4 points on this Performance Measure	• Evidence that the procurement plan and awarded contracts and amounts are published: score 1	0	There was no evidence of procurement plan and awarded contracts and amounts published.
		• 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	Not applicable since LG performance assessment was not done in FY2016/17, so there was nothing to publish regarding assessment results.
24	The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens	• Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1	0	There was no evidence that the HLG communicated and explained guidelines, circulars and policies issued by the national level to LLGs during FY2016/17
	Maximum 2 points on this performance measure	• Evidence that LG during previous FY has conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc..) with the public to provide feed-back on status of activity implementation: score 1.	0	There was no evidence that Nwoya district LG during FY2016/17 conducted discussions with the public to provide feedback on the status of activities implementation.
Assessment area: Social and environmental safeguards				

25

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

Maximum 4 points on this performance measure.

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

2

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:

- The Assessor saw Nwoya DLG Training Report on Gender Response and Budgeting Prepared by Senior Community Development Officer. The Training took place on 11/February/2017.

- The Assessor saw Nwoya DLG Report on Supervision and Mentoring Visits to Sub counties written by District Community Development Officer.

- The Assessor saw Nwoya DLG Report on Community Dialogues on Violence Against Children and Gender Based Violence Prevention which took place between 13 – 23 July 2016.

- The Assessor saw Nwoya DLG Community Based Services Department DDEG Work Plan for FY 2016/2017. Carry out Training of Selected District Officials on SGBV Response and Prevention (1,400,000 UGX – Sector Conditional Grant). Carry out Training of Staff on Gender Equity and Gender Sensitive Budgeting (3,497,000 UGX – Sector Conditional Grant). Conduct Dialogue on Gender and Child Protection Activities (4,000,000 UGX – Local Revenue).

- The Assessor saw Nwoya DLG Community Based Services Department DDEG Work Plan for FY 2017/2018. Carry out Training of Sub county Staff on Gender Equity and Gender Sensitive Budgeting (3,497,000 UGX – DDEG). Training of LLG Staff on Gender Mainstreaming (1,600,000 UGX – District Unconditional Grant). Community Dialogues with Parents and Children on Violence Against Children (2,000,000 UGX – Sector Conditional Grant).

		<ul style="list-style-type: none"> • Evidence that gender focal point has planned activities for current FY to strengthen women's roles and that more than 90% of previous year's budget for gender activities has been implemented: score 2. 	2	<ul style="list-style-type: none"> - There WAS Evidence that gender focal point had planned activities for current FY (2017/2018 FY) to strengthen women's roles. The Assessor saw Nwoya DLG Community Based Services Department DDEG Work Plan for FY 2017/2018. Carry out Training of Sub county Staff on Gender Equity and Gender Sensitive Budgeting (3,497,000 UGX – DDEG). Training of LLG Staff on Gender Mainstreaming (1,600,000 UGX – District Unconditional Grant). Community Dialogues with Parents and Children on Violence Against Children (2,000,000 UGX – Sector Conditional Grant). - 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 100% Level according to computation based on validated Expenditure Vouchers that were retrieved from the Accounts Department by the Gender Focal Point Person.
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening 		<p>There WAS Evidence that environmental screening or EIA where appropriate, was carried out for activities, projects and plans as exemplified by the following:</p> <ul style="list-style-type: none"> - The Assessor saw Environmental and Social Screening Form (ESSF) for Rehabilitation of ORUKA P/S Dated 14/November/2016 and Signed by District Environment Officer. - The Assessor saw Environmental and Social Screening Form (ESSF) for Construction of Produce Store at BWOBONAM B in Alero Sub county Dated 17/October/2016 and Signed by District Environment Officer. - The Assessor saw Environmental and Social Screening Form (ESSF) for Construction of Drainable Latrine at KOCH AMAR P/S Dated 15/November/2016 and Signed by District Environment Officer. - The Assessor saw Environmental and Social Screening Form (ESSF) for Construction of Fish Pond in Anaka Sub county Dated 15/November/2017 and Signed by District Environment Officer.

<p>or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 2</p>	<p>2</p>	<ul style="list-style-type: none"> - The Assessor saw Environmental and Social Screening Form (ESSF) for Borehole Drilling in Alero Sub county Dated 14/November/2016 and Signed by District Environment Officer. - The Assessor saw Environmental and Social Screening Form (ESSF) for Low Cost Sealing of Anaka Town Council to Amuru Town Council Road Dated 16/November/2016 and Signed by District Environment Officer. - The Assessor saw Environmental and Social Screening Report (ESSR) for Two Roads Project Prepared by District Environment Officer on 16 & 17/November/2017. - The Assessor saw Nwoya DLG Environmental and Social Monitoring Plan for FY 2016/2017 Prepared by District Environment Officer in August 2016. - The Assessor saw Nwoya DLG Environmental Monitoring Report for CAAIP II Project Dated 30/August/2016. - The Assessor saw Nwoya DLG Environmental Monitoring Report for 17-21 April 2017. - The Assessor saw Nwoya DLG Three Year District Environment Action Plan (DEAP) for 2017/2018 - 2019/2020.
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• Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1

1

There WAS Evidence that the LG integrated environmental and social management plans in the contract bid documents as exemplified by the following:

- Construction of One Block of Two Classrooms at ORUKA P/S under DDEG (NWOY/606/Wrks/16-17/00004). Contract Bid Document contained Environmental and Social Mitigation Plan (ESMP) with Detailed Environmental Management and Restoration Activities Budgeted at 3,280,000 UGX as indicated on Page 143 of 173 and Dated 14/November/2016.

- Construction of 5 Stance Drainable Latrine at KOCH AMAR P/S (NWOY/606/Wrks/17-18/00011). Contract Bid Document contained Environmental and Social Mitigation Plan (ESMP) with Detailed Environmental Management and Restoration Activities Budgeted at 586,000 UGX as indicated in Part 3 of Contract Bid Document and Dated 04/December/2017.

- Rehabilitation of One Block of Three Classrooms at PURONGO HILL P/S under DDEG (NWOY/606/Wrks/17-18/00007). Contract Bid Document contained Environmental and Social Mitigation Plan (ESMP) with Detailed Environmental Management and Restoration Activities Budgeted at 2,150,000 UGX and Dated 08/December/2017.

- Construction of 5 Stance Drainable Latrine at ALELELELE P/S under DDEG (NWOY/606/Wrks/17-18/00010). Contract Bid Document contained Environmental and Social Mitigation Plan (ESMP) with Detailed Environmental Management and Restoration Activities Budgeted at 640,000 UGX as indicated in Part 3 (Page 007) of Contract Bid Document and Dated 05/December/2017.

		<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

Nwoya District

(Vote Code: 606)

Score 68/100 (68%)

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 606 Nwoya district OBT FY17/18 has a wage bill of UGX 3,087,165,492 for 497 Teachers including Head teachers at the 44 government-aided schools.</p> <p>The DEO has a school staff list deployment schedule for 397 Teachers and Head teachers as per "Staff list and wage performance by cost centre FY17/18; however there are vacancies for 23 HTs and 20 Deputies for which the wage provision is available. This is contrary to the stipulated requirement of a minimum 7 Teachers and a Head teacher. Alokolum Gok PS (6), St. Peters Bwobomanam PS (5), Coo-rom PS (6), and Lamoki PS (5), all have less than minimum teachers required.</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 	3	<p>The UGX 3,087,165,492 OBT budget provision for the entire 397 teachers and their Head teachers in FY17/18 but have not yet filled 43 positions (23 HTs and 20 Deputies) hence only 89% filled although the wage provision is available.</p>

3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	6	<p>The district approved structure has 2 positions (Senior Inspector of Schools and Inspector of Schools) and both have been duly filled as per individual file at Central Registry.</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 “declaration of 11 vacancies for teachers recruitment letter” by DEO dated 21st September 2017 to CAO.</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>The 2 positions of School Inspectors are duly filled.</p>
5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department appraised school inspectors during the previous FY • 100% school inspectors: score 3</p>	3	<p>The 2 school inspectors were appraised as per their HR files in the Human Resources Department</p>
		<p>Evidence that the LG Education department appraised head teachers during the previous FY. • 90% - 100%: score 3 • 70% - 89%: score 2 • Below 70%: score 0</p>	0	<p>From the sampled 10 out of 44 appraisal files for primary head teacher, only three (30%) had been appraised, through the performance agreement contracts system.</p>

Assessment area: Monitoring and Inspection

<p>6</p>	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>1</p>	<p>There was evidence that the national level instructions were communicated to schools all guidelines, policies, circulars issued by the national level as per:</p> <ul style="list-style-type: none"> -Education department meeting with Head teachers on 29th November 2016 with agenda items on: a) private community schools and ECD; and b) End of term 3 2017 on 30th November 2017 on school inspection and monitoring findings. -Guidelines on co-curricular activities (MDD, Scouting) as per 17th August 2017 meeting. -HT meeting for dissemination of policies to HTs and directors of primary schools on 16th October 2017 on guidance on supervision tools.
		<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 	<p>2</p>	<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:</p> <ul style="list-style-type: none"> -Education department meeting with Head teachers on 29th November 2016 with agenda items on: a) private community schools and ECD; and b) End of term 3 2017 on 30th November 2017 on school inspection and monitoring findings. -Guidelines on co-curricular activities (MDD, Scouting) as per 17th August 2017 meeting. -HT meeting for dissemination of policies to HTs and directors of primary schools on 16th October 2017 on guidance on supervision tools.

7	<p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all private and public primary schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> 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. 	12	<p>There was evidence of 100% School Inspection of all the 54 primary schools (44 government-aided and 10 private).</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 	0	<p>There was no evidence of discussion meeting in FY16/17;The department held "the first monthly headteachers' coordination meeting in 2018 on 8th February 2018.</p>
		<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 	2	<p>There was evidence of inspection reports for all the four quarters as per acknowledgement letters stamped by the DES on 24th August 2017</p>
		<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed-up: score 4 	4	<p>There was evidence at the schools that the inspection report recommendations were followed as per:</p> <p>"Nwoya District Local Government-Performance Analysis 2017" that was shared with all Head teachers.</p>

9	The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> List of schools which are consistent with both EMIS reports and OBT: score 5 	0	The EMIS shows 72 primary schools but the LG had evidence of 54 schools (44 government-aided;10 private); however most private schools' application files were still in Kampala for licence processing.
	Maximum 10 for this performance measure	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> Enrolment data for all schools which is consistent with EMIS report and OBT: score 5 	0	There was evidence of LG OBT showing 23,798 enrollment while the EMIS data contains 30,102 enrollment.

Assessment area: Governance, oversight, transparency and accountability

10	The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council	<ul style="list-style-type: none"> Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc...during the previous FY: score 2 	2	<p>A report of the social services committee meeting held on 20th February, 2017 reviewed education, sports, and science health and community based services 3rd quarter departmental activity reports for FY 2016/17.</p> <p>A report of the social services committee meeting held on 19th December, 2016 reviewed education, sports, and science health and community based services 2nd quarter departmental activity reports for FY 2016/17.</p>
	Maximum 4 for this performance measure	<ul style="list-style-type: none"> Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	<p>Social services committee presented a 3rd quarter departmental activity report for FY 2016/17 for discussion and approval by council.</p> <p>Social services committee presented a 2nd quarter departmental activity report for FY 2016/17 for discussion and approval by council .</p>

11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	5	<p>There was evidence that all the 56 schools have established SMCs as per regulation as evidenced by “List of SMCs for approval for 2016 by DEO. Also, the 5 schools sampled reflected this consistency as follows:</p> <ul style="list-style-type: none"> - Patira PS-SMCs met on 29th January 2018 and attended by 8 out of 12 members. - Koch Goma PS-SMCs met on 23rd November 2017 attended by 9 out of 12 members - Anaka Central PS- SMCs met on 26th September 2017 attended by 9 out of 12 members - Anaka PS-SMCs met on 4th July 2017 attended by 10 out of 12 members -Aparanga PS-SMCs met on 28th February 2017 attended by 12 out of 12 members - St Kizito Bidati PS-SMCs met on 9th February 2018 attended by 8 out of 12 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>
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 of procurement request were all submitted to PDU on 13th September 2016 as follows, :</p> <ul style="list-style-type: none"> -construction of 1 block of classrooms at Koch Amar valued at UGX69,002,500. -construction of 1 block of 5 stance drainable latrine valued at UGX25,000,000. -construction of 1 block of 2 classroom at Oruka PS valued at UGX69,002,500. -construction of 1 block of 5 stance drainable latrine at Alelelele PS valued at UGX25,000,000.
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 certified and recommended suppliers for payment. Examples include:</p> <p>Payment of Shs 3,874,500 retention to Palco Construction and General Enterprises Ltd for construction of a 2 classroom block at Purongo P/S. Requisition 17/05/17, Certification 26/05/17 and Payment 26/06/17 (39 days). Payment of Shs 61,942,305 to Paloni Enterprises for construction of a 2 classroom block at Koch Goma P/S. Requisition 16/06/17, Certification 19/06/17 and Payment 28/06/17 (12 days). Payment of Shs 64,220,128 to Aroto Construction Ltd for construction of a 2 classroom block at Oruka P/S. Requisition 03/04/17, Certification 03/04/17 and Payment 03/05/17 (30 days). Payment of Shs 23,984,356 to Roman Jak & Co. Ltd for construction of 1 block of 5 stance latrine at Koch Goma P/S. Requisition 10/05/17, Certification 15/05/17 and Payment 17/05/17 (7 days). Average: 22 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 that the Education department submitted the annual performance report for FY2016/17 for consolidation by the district planner on 29th July, 2017, and submitted by Irwenyo Richard District Education Officer as reflected on page 106 of the annual performance report, contrary to Mid-July deadline</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 	0	<p>Nwoya DLG Education 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 an audit of 19 primary schools. Key issues in the report include among others, financial management and accountability challenges, improper hand over of office, land ownership challenges, poor facilities at schools, teacher absenteeism, syllabus coverage issues etc.</p> <p>Quarter 2 reported on challenges in the management of Universal Secondary Education (USE) capitation grants, observed in the 4 seed secondary schools in the district. Some of the queries included issues with school procurements especially chemicals, accountability challenges (totalling Shs 10,536,800).</p>

Assessment area: Social and environmental safeguards

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2 	2	<p>There was evidence from the Education Department on dissemination of guidelines for use by senior women/ men teachers as per Reusable Menstrual Pads training of Senior Women /Men Teachers conducted by the Save the Children and NDLG during 14th Oct-27th Oct 2017 and attended by 716 teachers.</p>
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		<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 training conducted by the Save the Children and NDLG during 14th Oct-27th Oct 2017 and attended by 716 teachers.</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 schools have complied with the gender guidelines in their composition as per school visited:</p> <ul style="list-style-type: none"> - Agung P/S-2 Females out of 12 SMCs members - Olwiyo P/S-3 Females out of 12 SMCs members - Aparaka 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 MoU between NDLG and Straight Talk Foundation dated 3/4/2017.</p>



LGPA 2017/18

Health Performance Measures

Nwoya District

(Vote Code: 606)

Score 68/100 (68%)

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 339 health staffs while the current staffs on payroll are 209 giving 61.6%.</p> <p>Critical positions like Medical officers special grade failed to attract applicants despite several adverts placed including using the Health Service Commission.</p>
2	<p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>	4	<p>Copies of Recruitment plans dated 5/09/17, 15/01/2018 were submitted by CAO to PS MoPS and PS MoH respectively for FY 2017/2018 as seen at DHOs office with health positions included.</p>
3	<p>The LG Health department has ensured that performance appraisal for health facility in charge is conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the health facility in-charge have been appraised during the previous FY: o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0</p>	0	<p>• Files for only 9 out of the 13 (69.2%) health facility in-charges were appraised and signed by the responsible officers.</p>

4	<p>The Local Government Health department has equitably deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY: score 4 	4	<p>A copy of the updated staff lists (October 2017) deployment matched with that of the budget framework FY 17/18 (OBT) as seen at the DHOs office.</p>
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Assessment area: Monitoring and Supervision

5	<p>The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	3	<p>Copy to in-charges on a circular from Ministry of Health on Quality Assurance Assessments dated 12/10/16 was seen at DHOs office.</p> <p>Copies of UCG guidelines, Consolidated HIV 2016 guidelines were seen in selected health units</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>No meeting minutes were seen that brought out policy, guidelines or circulars in particular.</p>
6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT has supervised 100% of HC IVs and district hospitals: score 3</p>	3	<p>Supervision reports/Monitoring reports at DHOs office dated 5th -11th may 2017 showed Anaka Hospital being among the health units supervised.</p> <p>Nwoya District doesn't have a HC IV.</p>

		<p>Evidence that DHT has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	3	<p>Copies of DHT Supervision reports seen from the DHOs office indicated that all the facilities were supervised (100%) though not on quarterly basis as recommended.</p>
7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced:</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 	0	<p>No supervision reports were availed at HSD offices however supervision log books for selected health units showed that they were supervised by the HSD.</p>
8	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4 	4	<p>. Copies of the DHT supervisions reports indicated recommendations generated by the supervising teams and actions to be taken as seen at DHO. Supervision log books in selected health facilities also indicated recommendations generated by the supervising teams.</p>
		<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	6	<ul style="list-style-type: none"> • DHT supervision reports showed action points generated from previous visits having been followed up like the need to recruit staffs who were later recruited as evidenced in the interviews recently conducted.

9	<p>The LG Health department has submitted accurate/consistent reports/date for health facility lists as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> 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 HMIS to the DHO/MOH
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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>A report of the social services committee meeting held on 20th February, 2017 reviewed education, sports, and science health and community based services 3rd quarter departmental activity reports for FY 2016/17</p> <p>A report of the social services committee meeting held on 19th December, 2016 reviewed education, sports, and science health and community based services 2nd quarter departmental activity reports for FY 2016/17</p>
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		<ul style="list-style-type: none"> • Evidence that the health sector committee has presented issues that require approval to Council: score 2 	2	<p>Social services committee presented a 3rd quarter departmental activity report for FY 2016/17 for discussion and approval by council.</p> <p>Social services committee presented a 2nd quarter departmental activity report for FY 2016/17 for discussion and approval by council</p>
11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 5 • If 80-99% : score 3 • If 70-79%: : score 1 • If less than 70%: score 0 	5	<p>Copies of HUMC meeting minutes were availed at the selected health facilities (100%) though not regularly met.</p> <p>Copies of HUMC members' lists were well displayed in some of 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	<p>Copy of PHC fund distribution list of health facilities were properly displayed on noticeboard of DHO.</p>
Assessment area: Procurement and contract management				

13	<p>The LG Health department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	2	<p>A Copy of procurement Plan request to DPU from DHOs office was availed dated 27/03/2017 and received on 7/4/17.</p>
		<p>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>	2	<p>A Copy of procurement request to DPU from DHOs office was availed at DPU dated 21/09/2017.</p>
14	<p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time: • 100% - score 8 • 70-99% – score 4 • Below 70% - score 0 	8	<p>Copy of statement of account for FY 2016/17 with list of all facilities from NMS was seen at the DHOs office.</p> <p>A copy of budget allocations for all health facilities for FY 16/17 from NMS to CAO Nwoya was availed at DHOs office dated July 1st 2016. Ref. NMS 22/6</p>
15	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points 	2	<p>Nwoya DLG Health department had no certifiable projects in FY 2016/17.</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	<p>There was evidence that the health department submitted the annual performance report for FY2016/17 for consolidation by district planner on 29th July, 2017, and was submitted by Dr. Janet Oola DHO Nwoya as reflected on page 98 of the annual performance report, contrary to Mid-July deadline</p>
17	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</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>Nwoya 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 2 reported on unaccounted for administrative advances: Anaka hospital - Shs 9,059,000, DHO – Shs 13,360,213, Global Fund – Shs 637,000.</p> <p>Quarter 4 reported on unaccounted for administrative advances: Anaka hospital - Shs 1,736,000, Health Sub District – Shs 3,840,000, DHO Office – Shs 1,500,000</p>
Assessment area: Social and environmental safeguards				

18	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2 	2	<p>Copies of HUMC members list displayed in selected health facilities met the gender composition of both female and males.</p> <p>Copies of Guidelines on HUMC selection were also available in some of 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 sanitation management guidelines were seen at any of these selected health units <p>VIP latrines though showed separate sides for men and women</p>
19	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 2 points</p>	<ul style="list-style-type: none"> • Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points. 	0	<p>No Copies of guidelines on medical waste management were seen in any of the selected health facilities.</p>



LGPA 2017/18

Water & Environment Performance Measures

Nwoya District

(Vote Code: 606)

Score 34/100 (34%)

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 	0	<p>According to annual work plan for the financial year 2017/2018, Nwoya district safe water coverage status is 67.8%; the water department planned to drill 9 deep boreholes to increase the safe water coverage status. According to the district records, the district covers 7 sub counties and 1 town council. The safe water source coverage data available in the MIS Atlas report (2017) covers only 4 sub counties and 1 town council of Koch Goma with access to safe water source coverage of 82%, Purongo 83%, Anaka (Payira) 95%, Alero 61%, Anaka TC 48%.</p> <p>There was no evidence of data for safe water coverage percentage in the district water department records and MIS Atlas report 2017 for Lii sub county, Got Apwoyo sub county including Lungulu sub county which was not targeted for comparison with district safe water coverage to enable generation of an opinion, if the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current financial year.</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 	0	<p>According to annual work plan for the financial year 2016/2017, Nwoya district safe water coverage status was 67%; the water department implemented planned 10 deep boreholes (hand pump), protection of springs, plastic tanks and carried out rehabilitation of 10 deep boreholes in the targeted sub counties. The district is composed of 7 sub counties and 1 town council. The annual work plan for financial year 2016/2017 was not available for review during the assessment period, the quarterly reports, and annual report 2016/2017 did not highlight percentage of sub counties safe water source coverage. The available safe water coverage data in the MIS Atlas report (2016 and 2017) covers only 4 sub counties and 1 town council, these include Koch Goma with access to safe water source coverage of 82%, Purongo 83%, Anaka (Payira) 95%, Alero 61%, Anaka TC 48%.</p> <p>There was no evidence of safe water coverage percentage for Lii, Got Apwoyo and Lungulu sub counties to assess and generate an opinion, if the district Water department implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY.</p>
Assessment area: Monitoring and Supervision				
3	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually. • If more than 95% of the WSS facilities monitored: score 15 • 80 - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60 - 69% monitored: score 5 • 50 - 59%: score 3 • Less than 50% of WSS facilities monitored - score 0</p>	5	<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 65% 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: <ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and OBT: score 10 	10	<p>The reports of MIS obtained from MoWE, the performance contracts and the OBT attached to AWP 2017/2018 received on 07/7/2017 Shows that there was consistency of data submitted. However, the report did not have the percentage of sub county safe water coverage status to guide the location prioritization of different water source technologies.</p>
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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>There was no evidence of submitted water department annual procurement plans in water department, PDU and procurement unit.</p>
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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 drilling of 10 deep boreholes, carried out rehabilitation of 10 boreholes in the financial year 2016/2017. During the assessment period, there was no evidence of a letter appointing contract manager and the prepared contract management plan to guide the implementation process.</p>
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<ul style="list-style-type: none"> • If water and sanitation facilities constructed as per design(s): score 2 	2	<p>During the assessment period, the designs for water sources and sanitation facilities implemented in financial year 2016/2017 were reviewed and constructed projects inspected. 4 stance sanitation facilities constructed at the district headquarters was followed but the facility was found not in use and locked despite being commissioned on 28/5/2017. 4 stance at Olwiyo primary school, 2 stance at Burongo sub county head quarters and Todora health centre 11 the designs were followed. The 3 sampled deep boreholes were constructed as per designs</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 for the contractor handing over all completed WSS facilities to mark the start of 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 	2	<p>There was evidence of DWO certification of payments and completion reports submitted by district water officer, Engineer Oloya Albert dated 20th June 2017 with details covering siting, drilling, pump testing, casting and hand pump installation of 12 deep boreholes. The project was implemented in Got Apwoyo, Purongo, Anaka, Alero, Lungulu, Koch Goma, and Lii sub counties in financial year 2016/2017</p>

7	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	<p>The payments reviewed show that the Water department timely certified and recommended suppliers for payment. Examples include:</p> <p>Payment of Shs 36,250,000 retention to Gene Construction & Motor Garage Ltd for construction of a spring protection scheme at Alero, Purongo, Lii and Lungulu. Requisition 18/05/17, Certification 22/05/17/17 and Payment 29/05/17 (11 days).</p> <p>Payment of Shs 12,465,000 to Oyam Integrated for installation of a rain water harvesting system at Olwinyo P/S. Requisition 08/05/17, Certification 10/05/17 and Payment 16/05/17 (8 days).</p> <p>Payment of Shs 19,727,240 to Sumadhura Technologies Ltd for sitting, drilling and construction of a 4 boreholes. Requisition 26/08/16, Certification 20/09/16 and Payment 22/09/16 (26 days). Average: 15 days.</p>
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Assessment area: Financial management and reporting

8	<p>The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> 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	<p>There was evidence that the water department submitted the annual performance report for FY2016/17 on 29th July, 2017, and submitted by Okumu Anywar –District Engineer as reflected on page 115 of the annual performance report, contrary to Mid-July deadline</p>
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9	<p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • 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>Nwoya 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>Quarter 1 reported on a special audit conducted on the Anaka Town Council contract for construction of a water bone toilet at Anaka Bus Park. Key report findings include omitted steps during the prequalification phase of the project, challenges with land ownership, payments well in excess of the project budget (budgeted Shs 14,863,485, actual paid Shs 30,467,290).</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>Report of works, finance, planning, administration, production and natural resources committee meeting held on 16th December, 2016 discussed 2nd quarter departmental activity reports for FY2016/17</p> <p>Report of works, finance, planning, administration, production and natural resources committee meeting held on 21st February, 2017 discussed 3rd quarter departmental activity reports for FY2016/17</p>
		<ul style="list-style-type: none"> • Evidence that the water sector committee has presented issues that require approval to Council: score 3 	3	<p>Report of works, finance, planning, administration, production and natural resources committee meeting held on 16th December, 2016 was presented to district council for discussion of 2nd quarter departmental activity reports for FY2016/17</p> <p>Report of works, finance, planning, administration, production and natural resources committee meeting held on 21st February, 2017 was presented to district council for discussion of 3rd quarter departmental activity reports for FY2016/17</p>

11	<p>The LG Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> • 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>The government recommends sharing of information widely to the public to enhance transparency. During the assessment period, there was no evidence of displayed annual work plan, budgets and the water development grants releases and expenditure for water department as per the PPDA Act. The reviewed presentations and minutes conducted on advocacy meetings of 24/1/2018 with a field visit of Koch Goma sub county did not have details of planned activities breakdown. However, there was evidence of displayed sector funds received in the third quarter for financial year 2017/2018, displayed by Ocitti G. Odoki- chief finance officer, dated 25/01/2018.</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, 4 sanitation and 3 water facilities were sampled. the drilled deep borehole were well labelled indicating the name of the project, date of construction, the contractor and source of funding. However, Olwoyi primary school received 2 plastic water tanks of 10,000 liters for community and a school, only one tank was labelled, 2 stances of a latrine and urinal facility at Purongo sub county was labelled to have been constructed in financial year 2015/2016 with no details of date completed and a project name. During the verification with procurement unit, the documentation shows to have been awarded and constructed in Financial year 2016/2017.</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.</p>
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	1	<p>The government recommends community co funding of water sources and sanitation facilities for O &M, in the financial year 2017/2018, the water department is implementing 10 deep boreholes. During the assessment period, there was evidence of application for deep boreholes water sources and receipt of 200,000/= community co funding contribution for financial year 2017/2018.</p>

		<ul style="list-style-type: none"> • Number of water supply facilities with WSCs that are functioning evidenced by collection of O&M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2 	0	The data base of water supply facilities with water and sanitation committees that are functioning evidenced by collection of O&M funds for carrying out preventive maintenance and minor repairs was not available during the assessment period.
Assessment area: Social and environmental safeguards				
13	<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	0	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 in water department and environment unit.
		<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	During assessment period, 4 water source and 3 constructed VIP Latrine facilities were sampled, there was evidenced of environmental related issues that included protection of environment around the source, maintenance of drainage and soak pit control, However, 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 bills of quantities, environmental protection for construction and supervision contracts on all sampled WSS facilities.
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	The 5 sampled WSCs are composed of 9 members, it was established that water source committees of Gung Gung water source are 9(5 female, 4 Male), Laliya 9(4 female, 5 Male), Pajengo Lolim 9 (6 female, 3 male), Imma Kal A1 9(4 female, 5 male), Lalem Central Laywe Oket 9(3 female, 6 male). The evidence shows that at least 50% water source committees are composed of women which is promoting gender equity.

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 4 sampled toilet facilities were inspected during the assessment period. The 4 stance toilet facility at Olwoyi primary school and a VIP bourne water facility had adequate access for PWDs with separate stances for men and women, the 2 stance VIP latrine with urinals at Todora health centre 11 and Purongo sub county head quarters did not have facilities for disabilities at all and stances were not marked by gender</p>
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