



LGPA 2017/18

Accountability Requirements

Oyam District

(Vote Code: 572)

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	Submitted to MOFPED on 07/03/2017.	Yes
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	Budget including detailed procurement plan, was submitted to MOFPED on 29/03/2017 as part of the performance contract Form B.	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	APR was submitted to MOFPED on 07/08/2017 as per receipt No. 4518.	No
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	Q1 - Q4 budget performance reports submitted on 26/10/2016; 15/02/2017; 17/05/2017; 07/08/2017 respectively. Acknowledgment receipts are: Q2-0351; Q3-0722; Q4-4518 respectively. Q1 was submitted 03/11/2016 under the cover letter dated 25/10/16. Submission date for Q4 was after 31 July 2017.	No
Assessment area: Audit			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p>	<p>XXXXX</p>	<p>Oyam LG provided information to PS/ST on the status of implementation of Internal audit General findings as per the submission of 29th-May-2017 extracted from the Ministry of finance registry with 9 issues all responded to</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>XXXXX</p>	<p>According to the auditor general annual audit report of the financial year 2016/2017, Oyam LG obtained unqualified opinion. This report was obtained from the Auditor General Office</p>	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Oyam District

(Vote Code: 572)

Score 55/100 (55%)

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. 	0	There is no functional PPC in place. No evidence of appointment of members to PPC and minutes of meetings to consider new investments on time were provided.
		<ul style="list-style-type: none"> • All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2. 	0	No evidence was provided.
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	Priorities in the AWP for FY 17/18 are based on outcomes of a budget conference held on 22/11.2017 as evidenced by report from the Planner to the CAO.
		<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If different, justification has to be provided and evidence that it was approved by Council. Score 2. 	2	Capital investments in the AWP FY 17/18 are derived from the DDP. e.g. in Education, construction of classroom blocks at Anyeke and Atapara Primary Schools were found in the DDP (2015/16-2019; while under the Health renovation and expansion of the maternity unit, post-natal and YCC clinic at Anyeke HCIV was provided for in the AWP. & DDP.
		<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	No evidence that project profiles have been developed and discussed by TPC was found. Only a report of BFP preparation held between 21-23 January 2017 was availed.

3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> Annual statistical abstract, with gender disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum 1 point. 	0	No statistical abstract is in place.
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 work plan and budget approved by the LG Council: score 2 Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> 100%: score 4 80-99%: score 2 Below 80%: 0 	2	<p>Infrastructure projects implemented during FY 16/17 were derived from the AWP& Budget, e.g.</p> <ul style="list-style-type: none"> Health: project at Anyeke HCIV were not implemented due to budget shortfalls Water: projects 11 out of 29 deep wells were constructed Education: classroom construction at Iyanyi, Abok and Abululyec PSs were derived from the AWP. Roads: 27.2km of light grading and 540 km of district roads were derived from the AWP Production and Marketing: provided for fishpond construction but the corresponding results related to among others procurement of 60,000 fingerlings <p>99% of the projects were executed. Only one (supply of eye care equipment) of the 114 projects was not implemented.</p>

5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects and assets during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	2	Projects were concluded within the provided margins of the approved budget as found in the procurement report FY 16/17. The performance reported -7.7% variation from the approved budget.
		<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	No evidence indicating O& M provision for infrastructure was provided during assessment time.

Assessment area: Human Resource Management

6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	0	There was no evidence that the substantively appointed Heads of department were appraised at the time of the assessment.
		<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	The district had substantively filled 2 posts of DEO and District Production and Marketing Officer (DPO). However, in March 2017 the DPO transferred his services to Lira District Local Government.
7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for recruitment have been considered: score 2 	2	The District did not have a DSC and the submissions for Recruitment by MAAIF advert in New Vision 3rd October 2016 was handled by Lira DSC (Refer to CAO letter dated 15th June 2016).
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	1	No submission for confirmation done by office of the CAO in 2016/17.
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	1	No disciplinary case was submitted by office of the CAO to DSC for action in 2016/17.

8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • 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 	0	<p>15 out of the 16 newly recruited staff financial year 2016/17 accessed the payroll within the stipulated two months. However, one officer Senior Fisheries Officer appointed February 2017, acceptance March 2017 accessed pay roll in July 2017.</p> <p>Reasons: there was a delay to delete the officer from payroll of his former district of Otuke.</p>
		<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	<p>All the 20 pensioners who retired in 2016/17 did not access the pensioners' payroll within the stipulated 2 months.</p>
Assessment area: Revenue Mobilization				
9	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points • If the increase is from 5 - 10% : score 2 point • If the increase is less than 5% : score 0 points. 	0	<p>As the financial statement of 2015/2016 prepared as at 30th June 2016 the Local revenue was budgeted at 334,000,000 and actual realized was 304,715,146 and for the financial year 2016/2017 as per the financial statement prepared as 30th June 2017, the budget was 381,400,000 and actual was 302, 515,557</p> <p>There is drop in revenue from 304,715,146 to 302,515,557, this represents decrease of revenue of -0.8%</p>
10	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10% : then 2 points. If more than +/- 10% : zero points. 	0	<p>The LG budgeted for local revenue was 381,400,000 and realized was 302,315,557 .the percentage of planned against collected is -20% as per the financial statement prepared as at 30th June 2017</p>

11	Local revenue administration, allocation and transparency	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	2	The LG remits mandatory share of local revenues to the LLG as seen from the financial statement prepared as at 30th June 2017 and also sampled two deposit slips to the LLG on voucher no 35/09/16 and 39/09/16
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	0	The LG budgeted for council activities the figure of 196,110,000 and spent 205,190,000 which is above the 20% of the OSR as per the financial statement prepared as at 30th Jun 2017

Assessment area: Procurement and contract management

12	The LG has in place the capacity to manage the procurement function	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	2	<ul style="list-style-type: none"> Evidence of presence of these positions was seen from Appointment Letters written by the Chief Administrative Officer (CAO), Oyam, to staff of Procurement Unit informing them of their appointment as follows: <ul style="list-style-type: none"> - Letter of Appointment dated 27th July 2012 where the CAO, under directive of DSC Min No. 144/2012, appointed the Senior Procurement Officer on promotion from Procurement Officer. - Letter of Appointment dated 06th May 2015 where the CAO, under directive of DSC Min No. 407/2015, appointed the Procurement Officer on promotion from Stores Assistant
----	---	---	---	---

<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>TEC Minutes seen of TEC meeting for Evaluation of:</p> <ul style="list-style-type: none"> - Supply of 20 pcs of 200 Kgs Weighing Scales and 20 pcs of Cash Boxes to Production Department. Procurement ref No: OYAM572/CC/2016-2017/SNB. Minutes were dated 10th May 2017. - Land Survey, Deep Land processing and Title Processing for six Schools in Iceme sub-county. Procurement Ref No: OYAM572/SUP/CC/SNB/DDEG/PRDP2016-17/31/05. Minutes were dated 16th Dec 2016. - Construction of 3 Classroom Blocks at Iyanyi Pri. Sch. Lot 8. Procurement Ref No: OYAM572/WRKS/SFG/PRDP/2016-17/31/00008. Minutes were dated 11th August 2016. - Labour-based Low Cost Bituminous Sealing of Alidi-Awangi Low Volume Road Section 4 (1.6 Km). Procurement Ref No: OYAM572/WRKS/2016-17/(RTI)/00001. Minutes were dated 27th February 2017. - Construction of Administration Block 'A'/Resource Centre Phase II. Procurement Ref No: OYAM572/WRKS/PRDP/2016-17/LOT 5. Minutes were dated 25th August 2016
--	---	--

		<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>CC Minutes seen where the meeting agenda included the item "Submission from (Head) PDU". Sampled meeting minutes of such nature were seen for the following days:</p> <ul style="list-style-type: none"> - Minutes of the 54th Contracts Committee Meeting held at the PDU Office – Oyam District Headquarters on 23 October 2017 - Minutes of the 55th Contracts Committee Meeting held at the PDU Office – Oyam District Headquarters on 23 November 2017 - Minutes of the 56th Contracts Committee Meeting held at the PDU Office – Oyam District Headquarters on 14th December 2017 - Minutes of the 57th Contracts Committee Meeting held at the PDU Office – Oyam District Headquarters on 17th January 2018 - Minutes of the 58th Contracts Committee Meeting held at the PDU Office – Oyam District Headquarters on 22nd January 2018.
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>	<ul style="list-style-type: none"> • 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	<p>a) Procurement and Disposal Plan for 2017/18 seen covering all infrastructural projects mentioned in the AWP. It was a consolidated Plan finalised on 13 August 2017, submitted by the CAO to the Executive Director of Public Procurement and Disposal of Assets on 13 October 2017 and received by 19 October 2017 (seen from the Stamp acknowledging receipt on the face of the Plan).</p> <p>b) Procurement Reports for 2016/17 seen showed that procurement activities were done as planned. The Reports are prepared at quarterly intervals and submitted by the CAO to PPDA.</p>

14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2 	2	<ul style="list-style-type: none"> Bids were prepared and the advert soliciting for bids appeared in the New Vision newspaper of 28th July 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>Updated Contract registers seen prepared PER DEPARTMENT i.e., separate Contract registers are prepared and available for Works, Water, PRDP (now DDEG), Education, etc.</p>
		<ul style="list-style-type: none"> For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	2	<p>Procurement thresholds were observed and projects seen are categorised as follows:</p> <p>Open bidding projects:</p> <ul style="list-style-type: none"> - Project: Works in Labour-based Low-cost sealing (bituminous) of Alidi-Awangi road section 4 (1.6 Km). Contractor: MOGEN ENTERPRISES LTD. Amount: UGX474,093,934. Procurement Ref No: Oyam572/wrks/2016-17/(RTI)/00001. Date of Contract Award:04thApril 2017. - Project: Construction of Administration Block/Resource Centre Phase II. Contractor: BYGON ENTERPRISES LTD. Amount: UGX480,238,338. Procurement Ref No: Oyam572/WRKS/PRDP/DDEG/2016-17/LOT0005. Date of Contract Award:12TH October 2016. <p>Selective Bidding projects</p> <ul style="list-style-type: none"> - Project: SNB: Procurement of assorted planting materials Contractor: MOGEN ENTERPRISES LTD to Aleka sub-county. Amount: UGX14,075,000. Procurement Ref No: Oyam572/SUPP/2016-17/SNB. Date of Contract Award:18thJanuary 2017. - Project: Supply of assorted office furniture to Production and Marketing Department. Contractor: Pegosa Engineering Works LTD. Amount: UGX8,000,000. Procurement Ref No: Oyam572/SUPP/SNB/DDEG2016-17/35/07. Date of Contract Award:18thJanuary 2017.

			<p>Framework Contract Projects:</p> <ul style="list-style-type: none"> - Project: Supply of assorted Office stationery (Receipt Books, Ledgers, Books of Accounts, Revenue Collection Receipts, Equipment, general Printing, Art, design and secretarial services). Contractor: EBENEZER QUALITY FOODS CO LTD. Amount: UGX (Determined by LPO). Procurement Ref No: Oyam572/SUPLS/2016-17/0001. Contract Period: March 2017.- June 30th 2017. - Project: Supply of Fuels, Oils & Lubricants. Contractor: Oyam Petroleum Products. Amount: UGX (Determined by LPO). Procurement Ref No: Oyam572/SUPLS/2016-17/0002. Contract Period: March 2017.- June 30th 2017.
15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>		<p>Certification seen for:</p> <ul style="list-style-type: none"> - Interim Certificate given to WHIMSY (U) LTD on 19th Dec 2016. This was Certificate Number 1 given for construction of 3 Classroom Block with office and store at Iyanyi. Certificate was duly signed and stamped by District Engineer (on 20th Dec. 2016), Internal Auditor (on 21st Dec. 2016), District Education Officer (on 21st Dec. 2016) and CAO (on 21st Dec. 2016) - Interim Certificate given to WHIMSY (U) LTD on 09th Feb 2017. This was Certificate Number 2 given for construction of 3 Classroom Block with office and store at Iyanyi. Certificate was duly signed and stamped by District Engineer (on 10th Feb 2017), Internal Auditor (on 12th Feb 2017), District Education Officer (on 28th Feb 2017), Chief Finance Officer on 28th Feb. 2017 and CAO (on 1st March 2017) - Interim Certificate given to ROMAN JACK & CO LTD on 15th Feb 2017. This was Certificate Number 2 given for construction of 2 Classroom Block without office and store at Abululyec Primary School. Certificate was duly signed and stamped by District Engineer (on 24th Feb 2017), Internal Auditor (on 16th March 2017), District Education Officer (on 20th March 2017), and Chief Finance Officer on 20th March. 2017 and CAO (on 21st March 2017)

<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>2</p>	<ul style="list-style-type: none"> - Interim Certificate given to MOGEN ENTERPRISES LTD on 08th May 2017. This was Certificate Number 2 given for bituminous sealing of Awangi-Alidi Low Volume road Section 4. Certificate was duly signed and stamped by District Engineer (on 08th May 2017), Internal Auditor (on 09th May 2017), Chief Finance Officer on 09th May 2017 and CAO (on 09th May 2017) - Interim Certificate given to BYGON ENTERPRISES LTD on 22nd Feb 2017. This was Certificate Number 2 given for construction of Administration Block/Resource Centre Phase II. Certificate was duly signed and stamped by District Engineer (on 24th Jan. 2017), Chief Finance Officer (not dated), Principal Internal Auditor on 25th Jan. 2017 and CAO (on 22nd Feb. 2017) - Interim Certificate given to BYGON ENTERPRISES LTD on 22nd Feb 2017. This was Certificate Number 3 given for construction of Administration Block/Resource Centre Phase II. Certificate was duly signed and stamped by District Engineer (on 22nd Feb 2017), Chief Finance Officer on 22nd Feb. 2017 and CAO (on 22nd Feb. 2017). - Interim Certificate given to AKONO ENTERPRISES LTD on 15th Feb 2017. This was Certificate Number 3 given for completion of 2 Classroom Blocks without office and store at Wiagaba Primary School. Certificate was duly signed and stamped by District Engineer (on 24th Feb 2017), Internal Auditor (on 17th March 2017), Chief Finance Officer on 20th March 2017, District Education Officer on 17th March 2017 and CAO (on 20th March 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	Projects labelled but Contract Value not indicated on any of them.
Assessment area: Financial management				
16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	4	Yes the LG prepares bank reconciliation and the reconciliations are up to-day as seen from the bank reconciliation of December 2017 prepared and signed on 5th January 2018 with a balancing figure of 434,250,773
17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	2	<p>The LG makes timely payment to its suppliers as seen from the supply of assorted office furniture by Pegosa Engineering Works and Company Ltd,</p> <p>Requisition was made on 12/06/2017. CFO Certified on 14th/June/2017 and the CAO approved on 14th /June/2017 and payment was made on 14/June/2017 on voucher no 3/06/17</p>
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3. 	0	There is no substantive senior internal auditor ,the auditor who was there before was found to lack capacity to do the work and dismissed, there were however 1st quarterly report, 2nd ,3rd and 4th prepared with missing information

		<ul style="list-style-type: none"> Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries: score 2. 	0	There is no evidence that the LG provided information to the council and LGPAC on the status of the implementation of internal audit findings
		<ul style="list-style-type: none"> Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1 	0	There is no evidence that internal audit reports were submitted to the LG accounting officer, LGPAC. LGPAC has did not review the internal audit report of 2016/2017
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 	4	The asset register is up to-day and prepared according to the accounting manual , all the assets procured by the LG government are recorded accordingly
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> unqualified audit opinion: score 4 Qualified: score 2 Adverse/disclaimer: score 0 	4	According to the annual auditor report of 2016/2017 obtained from the Auditor Generals' office, Oyam LG obtained unqualified report
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	At the Third Sitting of the Third Oyam District Local Government Council held on 7/10/2016, it discussed service delivery issues such as upgrading of Anyeke HCIV to District hospital.

22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2. 	2	<p>LG designated an Officer to coordinate feedback as evidenced by an assignment of duty letter of 06/10/2015 to Mr. Ogwang Robert Charles/PAS as the focal point person for Baraza (Public Complaints) Oyam District.</p>
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	0	<p>LG payroll for the month of December 2017 was found on display at the Administration block notice board. No pensioner schedule was found on display.</p>
		<ul style="list-style-type: none"> Evidence that the procurement plan and awarded contracts and amounts are published: score 1 	0	<p>No procurement plan was found on display at the PDU noticeboard. Best evaluated bidder notice for assorted procurements e.g. labour based low cost sealing of Alidi – Awangi road was found on display. Summary of award of contracts for revenue points for Q3 (Jan-Mar 2018) for FY 2017/18 was found displayed on the administration noticeboard.</p>
		<ul style="list-style-type: none"> Evidence that the LG performance assessment results and implications, are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	0	<p>“N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17”.</p>

24	The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	1	HLG was found to communicate to LLGs circulars as evidenced by the communication from CAO of 21/6/2017 to the Heads of Departments and All Sub-county Chiefs informing them of final IPFs for FY 2017/18.
	Maximum 2 points on this performance measure	<ul style="list-style-type: none"> • Evidence that LG during previous FY has conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc..) with the public to provide feedback on status of activity implementation: score 1. 	0	No evidence of discussions with the public e.g. Barazas was found. No Baraza was held in FY 2016/17

Assessment area: Social and environmental safeguards

25	The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles	<ul style="list-style-type: none"> • Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2. 	2	<ul style="list-style-type: none"> • District Workplan has got a section on gender mainstreaming with 10 (ten) activities stipulated therein • Gender sector has developed Guidelines for mainstreaming gender into the Road sub-sector. The document was authored by the gender focal point staff and authorised by the District Community Development Officer (DCDO) • A document titled "Gender mainstreaming made easy – Handbook for programme Staff" was authored by the gender focal point staff and authorised by the District Community Development Officer (DCDO) • Different Workplans are drawn for different gender Programmes (UWEP, YLP, FAL, PWD Special Grant). Each of these has separate funding for gender activities.
----	---	--	---	--

• 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

- Workplan for FY2017/18 exists with gender mainstreaming as one of the focal points in the Plan. It was drawn with a requirement that a minimum of 30% women participation for Youth Livelihood programme Groups.
- Activity report dated 23rd March 2017 seen on gender awareness creation on gender roles in production, gender norms and effects of GBV on Community.
- The Gender sector made a staff survey of the Education Sector in the District to establish the involvement of women in Education institutions. Staff allocation by Sub-county by sex was determined. Recommendations were then made to the District service Commission to enhance Women participation in the ongoing recruitment.
- Training Report seen dated 27th Jan 2017 on "Training of Women Leaders and Community Development Officers on Business/Entrepreneurship skills.
- Out of a Total budget of UGX229,500,000, Gender Sector used UGX217,403,000 (94.7%) of the budget.

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

Maximum 6 points on this performance measure

<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 2 	2	<ul style="list-style-type: none"> • Screening reports seen for work: <ul style="list-style-type: none"> - Done by Multi-Hope Contractors ltd upon completion of rehabilitation of Abela Primary School /Lot 16. Contract No: OYAM/572/NUDEIL/WRKS/12-13/00018. Report of Completion prepared on July 9, 2014. - For construction of 2-Classroom Block at Abululyec Primary School, Myene sub-county. Report dated 3rd October 2016 - For construction of 10-stance Drainable Latrine at Oyam Town Council. Report dated 6th December 2017. - For Construction of 3-Classroom Block at Iyanyi Primary School, Loro sub-county. Report dated 4th October 2016 - For construction of 2-stance Public Toilet at Awelobutoryo Trading Centre, Oyam Town Council. Report dated 6th January 2017.
<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1 	0	<p>There is NO evidence that environmental and social management plans are integrated in bid documents. Instead, the Contractor suggests in the BOQ what may be done to restore the environment. This lets the Contractor lead technical staff on what should be done instead of the other way round.</p>
<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	0	<p>NO evidence that ALL projects are implemented on land where there is proof of ownership. Only 5 out of 11 sub-county headquarters have Titles. The District Headquarter has the Title still under process (Deed Plans are out but Title has yet to come out). Ariba Health Centre II, (in Aboke sub-county) is the only one with a Title out of the 29 Health Centres in the District. Out of 109 Primary schools, 72 are in process of getting the Titles but the rest have yet to start that process..</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	There is NO evidence that completed projects are issued with Environmental and social Mitigation Certification. Whereas the District Natural Resources Officer completes the final requirements of the Screening Form, he ends there – giving no final formal Certificate to successful Contractors.
--	--	---	---	--



LGPA 2017/18

Educational Performance Measures

Oyam District

(Vote Code: 572)

Score 45/100 (45%)

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>The LG has budgeted for a head teacher and at least seven teachers per school for all the 109 public primary schools. As evidenced by a submission from by inspector of schools to CAO for the preparation of IPFs for 2018/2019 for submitting to the MoES. List of all the 109 primary schools with list of teachers per school.</p> <p>List of all the 109 primary schools with list of teachers per school.</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 <ul style="list-style-type: none"> If 100% score 6 If 80 - 99% score 3 If below 80% score 0 	6	<p>All the 109 schools have filled the structure of primary school teachers as evidenced by the list of teachers attached to each of the 109 primary schools.</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 	0	<p>The LG has only one post of school inspector filled yet the structure provided for two inspectors of schools</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>A recruitment plan for 12 headteachers and 52 primary school teachers has been submitted and an advert placed in the New Vision of 04/12/2017 to fill the vacant position of 1 school inspector.</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>A recruitment plan has been submitted and an advert for recruitment of one inspector of schools has been placed in the New Vision dated 04/12/2017</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>There was evidence that the 2 Inspectors of Schools; Inspector of Schools (Adonyo Peter) appraised on 08/07/2017 and Senior Inspector of Schools (Owani Jacob) appraised on 30th/06/2017).</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>There was no evidence at the time of assessment that the 76 substantively appointed head teachers had been appraised.</p> <p>Reasons: the assessment reports were still with the Sub-county Chiefs.</p>
Assessment area: Monitoring and Inspection				

6	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p>	<ul style="list-style-type: none"> Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	1	<p>Guidelines and circulars communicated to schools as evidenced by the guidelines on the school feeding programme guidelines from the MoES 2013 and a circular on mass registration of of pupils from the PS MoES dated 02/04/2017</p>
	<p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level, including on school feeding: score 2 	0	<p>By the time of assessment there was no evidence that the LG department had held meetings with the primary school head teachers.</p>
7	<p>The LG Education Department has effectively inspected all private and public primary schools</p>	<ul style="list-style-type: none"> Evidence that all private and public primary schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59% score 1 o Below 50% score 0. 	0	<p>The LG has 109 public schools and 75 private schools. 18 School inspections were done for private schools for the purpose of licensing. 130 inspections were conducted for public schools in the calendar year 2017. At a rate of three inspections per school per year the department had to carry out 552 inspections. However the LG carried out 148 out of 552 which is a percentage of 26.8%</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>	<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>In absence of departmental minutes at the time of assessment there is no evidence that the department discussed inspection reports</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 	0	<p>At the time of assessment there was no evidence of submission of inspection reports to DES</p>
	<p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the inspection recommendations are followed-up: score 4 	0	<p>At the time of the assessment there was no evidence that the inspection recommendations are being followed up</p>

9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5 	5	The list of 109 schools provided by LG was consistent with the EMIS and OBT
		<p>Evidence that the LG has submitted accurate/consistent data: • Enrolment data for all schools which is consistent with EMIS report and OBT: score 5</p>	5	The enrollment data for all the schools was consistent with EMIS and OBT

Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc...during the previous FY: score 2 	2	At the Meeting held on 21/07/2016, the Committee on Health, Education and Community Based Services of the 3rd Council, discussed service delivery issues by considering the Education department report under Min.04/HECBS/07/2016 (a) where among others they considered joint monitoring and inspection of schools between the Political wing and the technical staff; development of a general operation and maintenance policy for schools.
		<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	At the 6th Sitting of the Third Oyam District Local Government Council held on 02/05/2017, it discussed service delivery issues such as construction of the faculty of agriculture of Lira University at the Awangi farm site which would provide local capacity improvement in agriculture sector.

11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	0	<p>There being no SMC files for meetings at the LG department there was no evidence that the SMCs are functional</p>
12	<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>• Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	3	<p>Posting of grants was done at the notice boards of the schools sampled</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>	<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>Procurement plans have been submitted to PDU for construction of a classroom block dated 11/07/2017 and Abok PS construction of a classroom block dated 11/07/2017 which way above the deadline of 30th April</p>

14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	<p>Education department certifies and recommends suppliers for payment in a timely manner for example during the construction of 2 classroom block at Abululyec Primary school by Roman Jak and Co Ltd requisitation was made on 21st /June/2016</p> <p>District Engineer certified on 21/12/2016, DEO the same date, Internal auditor , CFO and CAO approved on the 21/12/2016 and payment was made on 22/12/2016 on Voucher no 7/12/2016</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>The Education Sector report was not submitted on time as evidenced by the report submitted by the DEO to CAO of 5/07/2017 duly routed to the Planner for necessary action on 16/07/2017.</p>
----	--	--	---	---

16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points o If all queries are not responded to score 0 	2	<p>The sector provided information to the internal audit on the status of implementation of all audit findings for the previous financial year and all the audit issues raised were responded to</p>
----	---	---	---	--

Assessment area: Social and environmental safeguards

17	LG Education Department has disseminated and promoted adherence to gender guidelines	<ul style="list-style-type: none"> Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2 	0	At the time of the assessment there was no evidence that gender guidelines were disseminated
	Maximum 5 points for this performance measure	<ul style="list-style-type: none"> Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	0	At the time of assessment there was no evidence that guidelines had been disseminated
		<ul style="list-style-type: none"> Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	The schools sampled had a third of the foundation body composed of females
18	LG Education department has ensured that guidelines on environmental management are disseminated	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 3: 	0	At the time of assessment there was no evidence that environmental guidelines had been disseminated to schools
	Maximum 3 points for this performance measure			



LGPA 2017/18

Health Performance Measures

Oyam District

(Vote Code: 572)

Score 46/100 (46%)

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>	6	<p>82% (260 out of 318) approved positions were filled.</p>
2	<p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>	4	<p>A recruitment plan was submitted to HRM seen dated 18th August 2017 with 87 positions and received by CAO and HRM on the same day.</p>
3	<p>The LG Health department has ensured that performance appraisal for health facility in charge is conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the health facility in-charge have been appraised during the previous FY: o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0</p>	4	<p>The district has a total of 24 (In-Charges (1 Health Centre IV, 3 Health Centre III, and 20Health Centre II) of which 20 (83%) had been appraised at the time of the assessment.</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 	0	<p>Deployment list differs from the PBS list since Loro HCII deployment list had 3 midwives while the PBS list had only one.</p>
---	--	--	---	--

Assessment area: Monitoring and Supervision

5	<p>The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	3	<ul style="list-style-type: none"> • Evidence of dissemination was available for guidelines and circulars. For instance, acknowledgement forms were signed for the following circulars: • Circular on the use of UNEPI cold chain in storage and maintain a cold chain for Oxytocin, dated 14th June 2017 and received by DHO on 28th June 2017; and the Uganda Infection Prevention and Control Guideline, received by 20 facility In-charges.
		<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 evidence of DHO's meeting with in-charges that involved explaining policies, guides and circulars.</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>Anyeke HCIV, the only one in the district was supervised as reflected in reports dated; 14th July 2017; 20th January 2017; and 10th August 2016</p>
		<p>Evidence that DHT has supervised lower level health facilities within the previous FY: • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0</p>	2	<p>93.4% (43 out of 46) lower level health facilities were supervised as reflected in the report dated 20th January 2017.</p> <p>Anyeke HCIV, the only one in the district was supervised as reflected in reports dated; 14th July 2017; 20th January 2017; and 10th August 2016</p>
7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced: • If 100% supervised score 6 points • 80 - 99% of the health facilities: score 4 • 60 - 79% of the health facilities: score 2 • Less than 60% of the health facilities: score 0</p>	2	<p>• 77% (10 out of 13) lower level facilities were supervised by the Health Sub – district as reflected in supervision reports.</p> <p>• The reports were dated; 16th September 2016; 15th July 2016; 21st October 2016; 22nd July 2016; 3rd February 2017; 3rd September 2016; 26th August 2016; 8th July 2016; 12th August 2016; and 11th November 2016.</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 	0	No evidence of discussion of reports was provided.
		<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	0	No evidence of follow up of recommendations and undertaking specific actions was provided.
9	<p>The LG Health department has submitted accurate/consistent reports/date for health facility lists as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: o List of health facilities which are consistent with both HMIS reports and OBT: score 10 	10	The lists of health facilities in PBS and HMIS 105 reports were consistent. The 23 extra health facilities in HMIS 105 reports were genuinely not reflected in PBS because they are either; newly created; private or deactivated.
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	At the Meeting held on 21/07/2016, the Committee on Health, Education and Community Based Services of the 3rd Council, discussed service delivery issues through considering the Health department report under Min.04/HECBS/07/2016 (b) where among others they considered upgrading of various HCIIIs to HCIIIs and Anyeke HCIV to District Hospital.

		<ul style="list-style-type: none"> • Evidence that the health sector committee has presented issues that require approval to Council: score 2 	2	<p>At the 3rd Sitting of the 3rd Oyam District Local Government Council held on 7/10/2016 under Min. 04/3/ OLYDLG had requested Council approval to upgrade Anyeke HCIV to District hospital.</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 	1	<ul style="list-style-type: none"> • 75% (3 out of 4) of sampled HUMCs were active as reflected in the following meetings: • Anyeke HCIV HUMC met on; 20th December 2016; and 6th October 2016. The HUMC's term ended in February 2017. • Agulurude HCIII HUMC met on; 29th September 2016; 21st March 2017; and 27th June 2017. • Loro HCII HUMC met on; 30th September 2016; 13th December 2016; 3rd March 2017; and 21st June 2017. • Aber HCII HUMC met on; 19th October 2016; 21st December 2016; 21st April 2017; and 19th June 2017.
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>A list of health facilities with PHC non-wage figures for quarter two was pinned on the wall outside the DHO's office.</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>The procurement request was submitted on 10th July 2017 covering 8 investment items.</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>	0	<p>All the two PP1 forms were submitted after the first quarter, dated; 7th December 2017; and 12th December, which was after the deadline.</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 	0	<p>No receipt of procurement plan from r NMS was availed.</p>
15	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points 	2	<p>The DHO certifies and recommend for payment to the suppliers as evidenced during the supply of indoor residual spray equipment by Otuke Private sector Enterprises , Requisition was made on 23/06/2017 DHO, Internal Audit, CFO and CAO all signed the same day and payment was made the same day</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>Health Sector report was not submitted on time as evidenced by the report from the Ag. DHO to CAO of 7/08/2017 and duly routed to the Planner for necessary action.</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>The sector provided information to the internal audit , however not all issues raised were responded to by the department head</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 	0	<p>Only 50% (2 out of 4 sampled facilities) met the gender requirement of one third as follows; Anyeke HCIV at 28% (2 females out 7 members); Agulurude HC III at 20% (1 female out of 5 members); Loro HC II at 40% (2 females out of 5 members); Aber HC II at 20% (1 female out of 5 members); Atipe HCII at 60% (3 females out of 5 members).</p>
		<ul style="list-style-type: none"> • Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2 	0	<p>No evidence of guidelines on how to manage sanitation in health facilities including separating facilities for men and women issued was availed.</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 evidence guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal was provided.</p>
----	---	---	---	---



LGPA 2017/18

Water & Environment Performance Measures

Oyam District

(Vote Code: 572)

Score 54/100 (54%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10 	10	<ul style="list-style-type: none"> Sub-counties with safe water coverage below the district average of 68.8% were targeted in Minakulu (66%), Iceme (63%), Loro (67%) and Abok (69%) <p>Evidence in AWP/Budget 2017/2018 dated 14th Aug 2017 and received by MWE on 25th Aug</p>
2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15 	15	<p>Evidence in AWP 2016/17 report dated 15th June 2016, and received by MWE on 27th July 2016</p> <p>show details of names and location of facilities done</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>	15	<p>Evidence of inspection report dated 25th June 2017 from DWO to CAO show details of supervision activities. Evidence sample of a supervision report of 20th Junet 2017 by DWO to CAO . Another report of 12th April 2017 by DWO to CAO</p>
4	<p>The LG Water department has submitted accurate/consistent reports/data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<p>• Evidence that the LG has submitted accurate/consistent data for the current FY: o List of water facility which are consistent in both sector MIS reports and OBT: score 10</p>	0	<ul style="list-style-type: none"> • District database not consistent with the Ministry MIS reporting percentage coverage. • Ministry MIS is 71% whilst the district database shows 68.8%
Assessment area: Procurement and contract management				
5	<p>The LG Water department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	0	<ul style="list-style-type: none"> • Evidence of Procurement requisitions for drilling boreholes , rehabilitation of boreholes, protection of springs and construction of one 5 stance VIP latrine signed by CAO, DW0 dated 14th Aug 2017 (which was later than april 30th)

6	The DWO has appointed Contract Manager and has effectively managed the WSS contracts	• 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	No formal appointment letter in writing, by CAO to Asst DWO to be designated contract manager
		• If water and sanitation facilities constructed as per design(s): score 2	0	No Evidence
	Maximum 8 points for this performance measure	• If contractor handed over all completed WSS facilities: score 2	0	No formal handover report seen.
		• If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2	2	Evidence of completion certificates of East Africa Ltd dated 26th June 2016 certified by DWO, Internal Audi, CFO and CAO. Evidence of completion certificates of Ebowa Investments Ltd, 10 boreholes , dated 20th June 2017 certified by DWO, Internal Audit, CFO and CAO
7	• Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points	• Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points	3	During the drilling, casting and installation of 10 boreholes by Ebowa investment Ltd Requisition was on 23/06/2017 DWO, Internal Audit, CFO certified the same day and the CAO approved on 23/06/2017 and payment was made on 26/-6/2017 on voucher no 14/06/2017

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>Water sector report was not submitted on time to the Planner as evidenced by the routed submission(19/07/2017) from the CAO requesting the Planner to act on report submitted to Director, Directorate of Water Development, Ministry of Water and Environment.</p>
9	<p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	0	<p>The sector provided information to the internal audit , however not all issues raised were responded to by the department head</p>
Assessment area: Governance, oversight, transparency and accountability				
10	<p>The LG committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	3	<p>At the Meeting held on 21/06/2017, the Committee on Works and Technical Services discussed service delivery issues by considering the water department report under Min.06 where it was decided that “out of the 17 boreholes to be procured, each sub-county should be given one borehole and the remaining should be given to the most needy sub-counties.”</p>

		<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	0	<p>No evidence was found in the seven Council Minutes with issues requiring approval from the Works and Technical Services reports specifically for water. All reports were adopted unanimously and no record of their submissions relating to requests for approval under water were found explicitly.</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>No Displays of releases are made on notice boards for the quarter, until the next quarter</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 	2	<ul style="list-style-type: none"> Engravement done on pedestral. Information seen .Visited :- New borehole Village: Agoa cell DWD No.66159 Date: 5/12/2016 Funding 16/17:..... FY: 16/17 Contractor: East African Boreholes Ltd Rehabilitation Village: Agobadung Primary school DWD No.24480 FY: 2015/16 Date: 20/12/2015 Contractor: Gudul Enterprises Ltd

		<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 	0	contract sum not indicated
12	Participation of communities in WSS programmes Maximum 3 points for this performance measure	<ul style="list-style-type: none"> If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	1	<ul style="list-style-type: none"> Evidence file with applications from the communities, eg. letter from Aleka subcounty dated 9th Nov 2017, Letter from Iceme subcounty dated 31/10/2017 to DWO Letter from Acaba subcounty dated 10th Oct 2017 to DWO,
		<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	<ul style="list-style-type: none"> nO o&m Evidence seen of collections made ,
	Assessment area: Social and environmental safeguards			
13	The LG Water department has devised strategies for environmental conservation and management Maximum 4 points for this performance measure	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	0	No sample evidence seen
		<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	No evidence seen of environmental management plan follow-up.
	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	0	<ul style="list-style-type: none"> Contract for East Africa Ltd did not cover Environment as a bill item 	
14	The LG Water department has promoted gender equity in WSC composition. Maximum 3 points for this performance measure	<ul style="list-style-type: none"> If at least 50% WSCs are women as per the sector critical requirements: score 3 	3	<ul style="list-style-type: none"> Evidence in attendance list of formation of WUC, Farm village dated 25th Oct 2016 WUC where 5 were women, out of 9, key position (c/man a woman) Attendance list of WUC Onyapoyere village of 5th Nov 2016, 5 were women out of nine

15	Gender- and special-needs sensitive sanitation facilities in public places/RGCs. Maximum 3 points for this performance measure	• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3	0	No Evidence seen
----	---	--	---	------------------