



LGPA 2017/18

Accountability Requirements

Pader District

(Vote Code: 547)

Assessment	Compliant	%
Yes	3	50%
No	3	50%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Assessment area: Annual performance contract			
LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.	xxx	Submitted to MOFPED on 17/7/2017.	No
Assessment area: Supporting Documents for the Budget required as per the PFMA are submitted and available			
LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY (LG PPDA Regulations, 2006).	xxxxx	Submitted to MOFPED on 09/02/2017 as per receipt No. 0302 inclusive of the Procurement Plan.	Yes
Assessment area: Reporting: submission of annual and quarterly budget performance reports			
LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	xxxxx	The annual performance report was submitted to MOFPED on 09/08/2017 as per receipt No.4537.	No
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxx	Q1 - Q4 budget performance reports submitted on 09/11/2016; 02/03/2017; 11/05/2017; 09/08/2017 respectively. Acknowledgement Receipt are: 0031; 0444; 0700; 4537 respectively. 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>The LG submitted internal audit report of 2016/2017 on 3rd/March/2017 as per the records obtained from the Ministry of finance</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 2016/2017 Auditor General Report obtained from OAG ,Pader LG scored unqualified report</p>	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Pader District

(Vote Code: 547)

Score 63/100 (63%)

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>Functionality of the PPC was demonstrated by Minutes of the PPC meeting held on 18/10/2017 at the PAC Boardroom to consider and approve the Layout of the Physical Development Plan under minutes PDLGPPC/1/03/19/10/2017 PDLGPPC/1/04/19/10/2017 respectively.</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. • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If different, justification has to be provided and evidence that it was approved by Council. Score 2. 	2	<p>AWP priorities for FY 2017/18 were based on outcomes of budget conferences held on 1st and 2nd November 2016 as evidenced by the Report on the Budget Conference submission to CAO on 04/11/2017.</p> <p>Capital investments in the approved AWP FY 2017/18 are derived from the approved Second 5 year development plan e.g. school construction completion for Oweka, Aperi, Latigi and Labwormor were found to be derived from the second 5year development plan. These projects were also found in the Procurement report for FY 2016/17.</p> <p>Budget and Annual Work Plan for FY 2017/18 were approved at the 7th meeting of the 5th Council of Pader DLG held on 25/05/2017 under Min.7/7/5/2017.</p>

		<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. 	1	<p>Profiles have been developed and discussed by TPC as per minutes of the DOP/DMC/Extended DTPC Meeting held on 24/01/2017. Project profiles were discussed under DTPC Min. 6. Presentation of Departmental Work Plan and Budget for FY 2017/18 e.g. Completion of classroom construction as Latigi was one of the projects considered.</p>
3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • 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	<p>Annual statistical abstract authenticated by CAO on 15/03/2017 with gender disaggregated data is compiled. Approved under DTPC/03/2017 Min.5 by TPC at its meeting of 1/03/2017. Abstract of 2017 was presented to TPC at its meeting of 23/11/2017 under DTPC Min. 4.</p>
4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	2	<p>Budget for F Y 2016/17 approved at the 85th Meeting of the Pader District Local Council held on 5/05/2016 under Min.6/85/PDLC/2016 where the budget was considered under Committee presentations.</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 	2	<p>93% of the projects were completed in FY 2016/17 were completed as per the procurement report of FY 2016/17 were not paid or paid partially.</p>

5	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	<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. The performance reported was -2.2% in variation from the approved budget.
	Maximum 4 points on this Performance Measure.	<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 	2	The LG budgeted and spent on O&M. 100% of the O&M expenditure was in infrastructure related projects.

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	The substantively appointed District Engineer was appraised using the Staff Performance Appraisal Public Service on 15th July 2017. However, there was no evidence that he signed the performance agreement with CAO and assessed accordingly as required.
	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	One post of the District Engineer was substantively filled as per district staff list.
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 	0	Declaration of vacancies and submission to DSC by CAO dated 17th /02/2017 as per clearance from MoPS dated 23rd/01/2017 was seen. However, DSC had not yet completed recruitment at the time of the assessment.
	Maximum 4 points on this Performance Measure	<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	1	The DSC considered all submissions by CAO for confirmation as per letter dated 31st /03/2017 under the Extracted Minutes of the 102nd meeting Pader DSC dated 24th /05/2017.
		<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 to the DSC for action in the financial year 2016/17

8	Staff recruited and retiring access the salary and pension payroll respectively within two months	<ul style="list-style-type: none"> 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	No newly recruited staff in the financial year 2016/17.
	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	All the 5 pensioners who retired in 2016/17 did not access the pensioners' payroll during the stipulated period of 2 months.

Assessment area: Revenue Mobilization

9	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)	<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>There is no increase of revenue collection from example in financial 2015/2016 the budgeted revenue 737,786,000 and actual was 143,6238,126.</p> <p>In the financial year 2016/2017 budgeted was 773,129,000 and actual is 225,243,661 this represents a shortfall of 72%. This reports is in the financial statement(Final account of 2016/2017) and its also reflected in the auditor general audit report of 2016/2017</p>
10	LG has collected local revenues as per budget (collection ratio)	<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>In the financial year 2016/2017 budgeted was 773,129,000 and actual is 225,243,661 this represents a shortfall of 72%. This reports is in the financial statement(Final account of 2016/2017) and its also reflected in the auditor general audit report of 2016/2017</p>
	Maximum 2 points on this performance measure			

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 	0	There is no evidence that the District remitted the mandatory share of local revenue to the LLG
	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	According to the internal audit report of 4th quarter of the financial year 2016/2017 the council used more than 20% of the local revenue on council activities by 15,668,773

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	<p>According to the approved staff establishment for Pader District for 2017/2018, the Procurement and Disposal Unit has positions for Senior Procurement Officer being vacant (indicated by a Zero under "Actual Filled" Column) whereas the position for Procurement Officer is filled (indicated by 1 in the 'Actual Filled Column).</p> <p>The PDU is currently run by a Procurement Officer and Asst. Procurement Officer. I interviewed these two staff during the Assessment.</p>
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<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 sittings to consider bids submitted. This was routinely done on dates indicated in minutes of meeting on:</p> <ul style="list-style-type: none"> - 29th July 2016 - 16th September 2016 - 27 January 2017 - 20th Feb. 2017 - 5th – 6th June 2017 <p>Then, the Procurement Officer who is Secretary to the Contracts Committee (CC) wrote inviting CC meetings. Sampled dates seen for such invitations to consider TEC activities are :</p> <ul style="list-style-type: none"> - 20st September 2016 - 20th Feb. 2016 - 08th May 2017
<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>Minutes seen of Contracts Committee meetings to sanction TEC recommendations. The meetings sat on days indicated below, and one of the agenda items was review of TEC recommendations. Sampled meeting minutes dates were of CC meetings held on:</p> <ul style="list-style-type: none"> - 23rd September 2016 - 01st March 2017 - 07th June 2017 - 12th May 2017 - 24th May 2017

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) The Procurement Pan for Goods, Works and Consultancy services for 2017 shows all infrastructure projects indicated in the AWP for the District.</p> <p>b) In adhering to the Procurement Plan, the 2017 procurement reports seen were prepared at quarterly intervals and showed that all procurements done were as indicated in the procurement plan. The reports indicate Department, Proposed Procurement method, Estimated Cost, and Reason for Choice of method. Duly signed (by CAO) and stamped quarterly reports were sent to the Executive Director, Public Procurement and Disposal of Public Assets Authority in Kampala. The Authority acknowledged receipt of the documentation by returning one stamped copy to the district. Dates for submission of the reports to the authority were as follows:</p> <ul style="list-style-type: none"> - 1st quarter on 14th Oct. 2016 - 2nd quarter on 9th January 2017 - 3rd quarter on 11th April 2017, and - 4th Quarter on 14 July 2017
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 	0	<ul style="list-style-type: none"> • An advert was sent out in the New Vision newspaper of 20 July 2017 announcing Open bidding for Pader DLG. An addendum to this was sent out in the same paper on August 17 2017. But Open bidding accounts for only 60% of total bids. Selective and Framework bids are only in the process of being sent out.
		<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	<ul style="list-style-type: none"> • An updated 2016/2017 Contracts Register customised for Pader district was at the PDU offices.

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

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LG adhered to thresholds required under procurement guidelines. Examples seen as follows:

Open Bidding:

- Project: Low cost Seal of Pader Town Council (600 meters) on Oryem Bosco Road. Amount: UGX 383,710,013. Procurement Ref No: PADE547/WRKS/CC 11/2016-17/00001. Date: 14 June 2017.

- Project: Drilling, Sitting, casting and Installation of 8 Deep Boreholes. Amount: UGX137,3000,080. Procurement Ref No: PADE547/WRKS/CC 04/2016-17/00002. Date: 17 Oct. 2016

Selective Bidding

- Supply of Desks (54 pieces) at Oweka primary school (18 pcs), Apiri Primary School (18 pcs), and Labworomor P/S (18 pcs). Amount: 8,019,000. Procurement Ref No: PADE 547/SUPLS/CC 08/2016-17/00049. Date: 21st March 2017

- Project: Labour cost for Boreholes rehabilitation. Amount: UGX8,383,900. Procurement Ref No: PADE 547/SRVCS/CC 05/2016-17/00012. Date: 17th Oct. 2016

Framework Contracts:

- Project: Revenue collection at Atanga sub-county Roadside market and Bus Park. Contractor: Bedrock construction Ltd. Amount projected: Procurement Ref No: PADE 547/SRVCS/ CC06/2016-17/00018. Amount projected: UGX400,000/month. Commencement Date: immediately

- Revenue collection in Atanga Main market. Contractor: Trends engineering Company Ltd. Amount projected: UGX700,000/month. Procurement Ref No: PADE 547/SRVCS/CC 06/2016-17/00017. Commencement date: immediately

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	2	<p>Completion Certificates for work done was sampled and the following Certificates were seen:</p> <ul style="list-style-type: none"> - Certificate of Completion awarded to Awinyoma Oruu Co. Ltd on 07 September 2017 upon completion of the supply of pump parts and other materials for Borehole Rehabilitation of 7 Boreholes. - Certificate of Completion awarded to BM Watsan Holdings Ltd on 04 April 2017 upon completion of rehabilitation of 10 Boreholes. - Certificate of Completion awarded to KLR (U) Ltd on 04 April 2017 upon completion of Drilling, Sitting, casting and installation of 8 Boreholes.
		<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	0	<p>Labelling was done but the information availed was according to what the Contractor felt should be put on the Board. The Contract value remains a sticky issue.</p>
Assessment area: Financial management				
16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	4	<p>The LG prepares its bank reconciliation as per the statement generated from IFMS the bank reconciliation of December 2017 was prepared on 15th Jan 2018 and signed by the responsible officers on 17th Jan 2018</p>

17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	2	<p>The LG makes timely payment of their suppliers for example under works supply of road construction material by Tai-Pai Company Ltd , requisition was made on 11th May 2017, Certified on 12th /may/2017 by the District Engineer CFO and and CAO approved it on 17th May 2017 and payment was made voucher number PV-WKO1368</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. 	3	<p>There is Senior Internal auditor and internal auditor, the following reports were prepared</p> <p>1st quarter report 2016/2017 and submitted on 26th /10/2016</p> <p>2nd report 2016/2017 and submitted on 25th May 2017 , 4th Report 2016/2017 and submitted on 11th /sept/2017</p>
		<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	<p>There is Senior Internal auditor and internal auditor, the following reports were prepared</p> <p>1st quarter report 2016/2017 and submitted on 26th /10/2016</p> <p>2nd report 2016/2017 and submitted on 25th May 2017</p> <p>4th Report 2016/2017 and submitted on 11th /sept/2017</p> <p>These reports were submitted to the LGPAC but there is no evidence that the reports were discussed and forwarded to council</p>

		<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	<p>There is evidence through acknowledgements that the following reports were submitted but no evidence that it was reviewed by LGPAC</p> <p>1st quarter report 2016/2017 and submitted on 26th /10/2016</p> <p>2nd report 2016/2017 and submitted on 25th May 2017</p> <p>•4th Report 2016/2017 and submitted on 11th /sept/2017</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 	4	<p>There is an up to date asset register with those assets procured by the LG as per the IFMS print out</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>According to the annual Audit report of 2016/2017 from the Office of the Auditor General , Pader had Unqualified opinion</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>At the 9th Meeting of the 5th Council of Pader DLG held from 12-13th September 2017, under Min.6/10/5/PDLG/2017, council discussed the state of affairs of the DLG where among others it was noted that 95% of the projects had been completed.</p>

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 has designated an Officer to coordinate feedback as evidenced by the letter of 10/08/2017 appointing Ms. Ajok Alice Okello as in-charge complaint. A complaints register running from 29/08/2017 was reviewed.</p>
23	<p>The LG shares information with citizens (Transparency)</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 and Pensioner Schedule were not found displayed at the District HQ/or nearby notice boards.</p>
	<p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that the procurement plan and awarded contracts and amounts are published: score 1 	0	<p>Procurement plan was not found displayed at the District HQ/or Procurement Department notice boards. Only list of pre-qualified firms for FY 2017/18 was found on display.</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	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p>	<ul style="list-style-type: none"> Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	1	<p>HLG has communicated and explained national level policies and guidelines as shown by a letter from CAO of 14/09/2016 to All Sub County Chiefs, In-Charges Health Units and Head Teachers providing guidance on absenteeism.</p>
	<p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG during previous FY has conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc..) with the public to provide feed-back on status of activity implementation: score 1. 	1	<p>Discussions were held with the Public as shown by the report on the Baraza meeting of 05/07/2017 by the DWO to the PS/OPM. The report of the Education Department Baraza of meeting held on 06/07/2017 at Puranga Sub County was reviewed.</p>

Assessment area: Social and environmental safeguards

<p>25</p>	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2. 	<p>2</p>	<ul style="list-style-type: none"> The Gender Focal point Person included a gender section in the District development Plan that has 8 Strategies to address Gender concerns identified in the needs assessment. The Gender Focal point Person included gender issues in the District budget to include A report dated 27th July 2016 was seen with the theme of "Training newly elected Leaders (LCV councillors) on Gender-Based Violence (GBV)" An activity Report dated 15th July 2016 on "Monitoring and Support Supervision of GBV Service Providers (Health, Police and CDOs) at sub-county level, was also availed.
		<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. 	<p>2</p>	<ul style="list-style-type: none"> A report on "Gender Audit of Development projects implemented in 2016/16" was availed and its purpose was to collect views of beneficiaries whether existing Government programs addresses gender needs of women and men, and gender disparities are not continued or made worse. A "Pader Action Plan for gender mainstreaming" document was seen having indicators like putting in place gender responsive promotions A report dated 29 May 2017 on GBV Policy and National Action Plan was seen . It was to orient Service Providers (CDOs, Health workers and development Partners) to respond to GBV with guidance of the Legal framework. A report seen dated 31st May 2017 on orientation of Service Providers on the need for integration of Psycho-social support for victims of BGV. Out of the total planned budget of UGX15,900,000 (8m/= from UNFPA, 4.9 from Women Council and 3m from Local revenue) all amount (100%) was used on the planned activities.

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

Maximum 6 points on this performance measure

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

• Screening reports have been prepared and carefully filed. Samples of such reports include:

- Desk Screening Report for Road rehabilitation/Construction and maintenance projects for FY 2014/2015. Submitted 27th October 2014

- Desk Screening Report for Building and Construction projects for the FY 2014/2015 under education department. Submitted 10th November 2014

- Desk Screening Report for Development of 22 Borehole sites for the FY 2014/2015 under water department Desk Screening Report for. Submitted 11th November 2014

- Environmental Screening Report for Strengthening Operation and maintenance to improve functionality of rural Water supply in Pader and Agago districts, Northern Uganda. Submitted June 2015.

- Environmental Screening Report for the Planned rehabilitation of Boreholes for the FY 2017/2018 by District Water office. Submitted 8th September 2017

- Desk Screening Report for Development projects FY 2016/2017.

- Environmental brief for the planned drilling of Boreholes for the FY 2017/2018 by District.

<p>• Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1</p>	<p>1</p>	<p>- The Bid Documents contain a section on Environmental Protection. The section refers to a more comprehensive set of regulations handed separately to the Contractor.</p> <p>- Also, different projects under different Contractors cater for Environmental and social management by allocating a specified amount of funds for environmental and social management. The allocations seen were as indicated in the below:</p> <ol style="list-style-type: none"> 1. Drilling, Silting, Casting and Installation of 8 deep boreholes by KLR (U) Ltd (UGX290,000/=) 2. Borehole Rehabilitation at 10 sites by BM Watson Holdings Ltd (UGX590,000/=) 3. Construction of one classroom block and office at Labworomor P/S by Ajalo Company Ltd (UGX120,000/=) 4. Construction of 3 classroom block at Latigi P/S by Can Deg;/ Miny Trading & Construction Co. Ltd (UGX30,000/=) 5. Construction of Classroom block at Oweka P/S by Lamda Services (U) Ltd (UGX15,000/=) 6. Construction of one block of 2 classrooms at Labworomor P/S by Ted wii Co Ltd (UGX3,000/=)
<p>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</p>	<p>0</p>	<p>Only processing of Land Title for District Headquarters is ongoing. No other District establishment has a Land Title.</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 	2	<p>Certification has been done and samples selected randomly included the following:</p> <ul style="list-style-type: none"> - Construction of 3 Classroom Block at Lacekocot P/S, Atanga Sub-county. Certification done on 29th November 2016. - Rehabilitation of Amok – Wol Road (14.5 Km) in Latanga sub-county. Certification done on 10th November 2016.. - Rehabilitation/Construction of Community Access Road in Puranga sub-county. Certification done on 31 May 2015. - Construction of Dako – Lwango – Olok Road. Certification done on 6th March 2013. - Completion of Kwonkic Obolokome, Lacek-Abone and Abone –Biwang P/S, Community Access road (21.4 Km) and Agago bridge in Lira Palwo sub-county. Certification done on 16 Feb. 2015
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LGPA 2017/18

Educational Performance Measures

Pader District

(Vote Code: 547)

Score 46/100 (46%)

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 local government had budgeted for for a minimum of head teacher and seven teachers per school as evidenced by the performance contract and list of teachers in the DEOs office for 2017/2018</p> <p>42 out of 107 public schools (39.2%) had less than seven teachers as evidenced by staff lists submitted by head teachers to the DEO in January 2018.</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 	0	<p>This has been achieved in 27 out of 107 public schools (25%)</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 positions of school inspectors have been filled as evidenced by appointment letters dated 22/12/2015 Min. DSC/22/2015 and 27/10/2015 Min. DSC/21/2015.</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>Submission of vacant posts for head teachers and primary school teachers submitted to HRM dated 13/03/2017</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>All the two positions of school inspectors filled</p>
5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department appraised school inspectors during the previous FY • 100% school inspectors: score 3</p>	0	<p>The 2 Inspectors of School have not been appraised for the financial year 2016/17 at the time of assessment.</p>
		<p>Evidence that the LG Education department appraised head teachers during the previous FY. • 90% - 100%: score 3 • 70% - 89%: score 2 • Below 70%: score 0</p>	0	<p>The performance agreement and performance assessment report for head teachers for 2016 calendar year were not seen for verification.</p> <p>Reasons given: they were with the Sub-county chiefs.</p>
<p>Assessment area: Monitoring and Inspection</p>				

6	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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>Circulars and guidelines are submitted to schools as evidenced by;</p> <ol style="list-style-type: none"> 1. Circular (dated 20/01/2017) from DEO to head teachers on school feeding policy. 2. Guidelines on management of of sanitation for girls and PWDs in primary schools (dated 27/11/2017) 3. Circular to head teachers on management of the environment (dated 11/09/2017)
		<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>There was no evidence that the education department held meetings with head teachers in the absence of minutes of meetings for such meetings</p>
7	<p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • 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>From the inspection reports available at the time of inspection;</p> <p>Term one 55 out of 107 public and 65 private primary school were visited (13.4%)</p> <p>Term two 16 schools were inspected (9.3%), Term three 107 schools were inspected (62.2%) this gives a total percentage of 28.3%</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	There were no minutes of departmental meetings so there was no evidence that inspection reports are discussed
		<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	One acknowledgement from DES dated 29/09/2017 was in place at the time of assessment
	<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	In the absence of minutes of departmental meetings, there was no evidence that inspection recommendations were followed up
9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p>	<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 107 schools submitted by the Education department is 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	Enrollment data signed and stamped by the DEO for 2018/2019 is consistent with the EMIS data from MoES
	<p>Maximum 10 for this performance measure</p>			

Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • 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>At the Health and Education Sector Committee Meeting held on 2/05/2017 under Min. 4/2/02 service delivery issues were discussed through consideration of the Draft Budget for FY 2017/18. Some of the matters discussed included the high turnover of teachers due to loan defaulting, difficulty in inspect schools because the only vehicle available was grounded and inadequate staffing due to a moratorium on primary level recruitment.</p>
		<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	<p>At the 4th Meeting of the 5th Council of Pader DLG held on 04/11/2016; the Education and Health Committee under Min.7/4/5/PDLG/2016, council approved the sanctioning of the Head Teacher who had reportedly fled with school funds.</p>
11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	0	<p>Out of the 107 schools 6 schools (5.6%) had submitted minutes of the school management committee meetings</p>
12	<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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>Posting of grants from the centre were done as evidenced by the postings on the notice boards of the department and schools visited by the assessor.</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>Department submitted procurement requests to PDU was done on time as evidenced by the following procurement requests;</p> <ol style="list-style-type: none"> Procurement for construction of a 3 classroom block at Okworo Primary School Lapul subcounty Procurement for costruction of a pit latrine at Lanyotono Primary School Pajule sub county Procurement for construction of a teachers house at Tumalyee Primary School Laguti sub county
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 	0	<p>There was no evidence to support this activity as the officer in charge was out of office with office keys therefore all documents were locked</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>APR was not submitted to Planner by mid-July. Report to submission to CAO as evidenced by acknowledgement by the CAO under his signature and stamp of 12/07/2017 was provided.</p>
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16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • 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>The sector provided the information to the internal audit as per the audit reports of 2016/2017. This department had 3 issues raised in the first report and 8 issued raised in the 4th report and not all issues were responded to</p>
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Assessment area: Social and environmental safeguards

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2 	2	<p>Policies and circulars are being disseminated to the schools as evidenced by the circular from DEO to head teachers on dissemination of guidelines on management of sanitation for girls and PWDs in primary schools dated 27/11/2017.</p>
		<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	2	<p>Circulars are issued as evidenced by by the circular from DEO to head teachers on dissemination of guidelines on management of sanitation for girls and PWDs in primary schools dated 27/11/2017.</p>
		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	<p>School management committees of Lupwa Primary School, Olwonguu Primary School, Pader Kilak Primary School and Papir Primary School have SMCs where a third of the members are females.</p>

18	<p>LG Education department has ensured that guidelines on environmental management are disseminated</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • 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>The guidelines are issued as evidenced by Circular to head teachers on management of school environments dated 11/09/2017. At Akworo Primary School the SMC meeting (21/11/17) in his communication (Min: 2 communication the importance of planting trees in the compound was emphasised.</p>
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LGPA 2017/18

Health Performance Measures

Pader District

(Vote Code: 547)

Score 35/100 (35%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human resource planning and management				
1	<p>LG has substantively recruited primary health workers with a wage bill provision from PHC wage</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 6 points, • 60 – 80% - score 3 • Less than 60% filled: score 0 	0	59% (278 out of 474) positions were filled.
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	Recruitment plan seen dated 7th August 2017, addressed to the Chief Administration Officer and providing for 231 positions.
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	There was no evidence that the In-Charges for health centres had been appraised in financial year 2016/2017 at the time of the assessment.

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>The list in OBT and deployment lists had the same numbers of staff per (a total of 310) and the same cadres per facility.</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 	0	<p>There was no evidence of communication of all policies, guidelines and circulars was provided.</p>
		<ul style="list-style-type: none"> • Evidence that the DHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	0	<p>There was no evidence of meeting with in-charges involving explaining policies, guidelines or circulars was provided.</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>100% (Pajule HCIV, the only one in the district) was supervised as reflected by log in dated 20th October 2016 and 24th August 2017.</p>
		<p>Evidence that DHT has supervised lower level health facilities within the previous FY: • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0</p>	3	<p>100% (34) of lower level health facilities were supervised as reflected in the supervision report dated 12th June 2017.</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>	0	<p>Only 3% (only Pajule HCIV) was supervised as reflected in log dated 20th October 2016.</p> <p>No record of supervision of other lower facilities by the HSD was available.</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>	<p>• Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4</p> <p>• Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6</p>	4	<p>Minute 6 of the HSD meeting held on 22nd November 2016 focused on follow up on PMTCT in 13 health facilities which had been identified in the quarter one report.</p> <p>No evidence of follow up of specific actions was available in minutes.</p>
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>	<p>• 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</p>	0	<p>The OBT data list for the period July to December 2017 reflected 35 facilities yet 43 were reported in HMIS 105 for the same period.</p>

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>At the Health and Education Sector Committee Meeting held on 2/05/2017 under Min. 4/2/02 service delivery issues were discussed through consideration of the Draft Budget for FY 2017/18. Some of the matters discussed included: the challenge of space in health facilities requiring nodding disease patients to share room with other patients and absenteeism in health facilities leading to poor service delivery.</p>
		<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 4th Meeting of the 5th Council of Pader DLG held on 04/11/2016; the Education and Health Committee under Min.7/4/5/PDLG/2016, council e.g. approved THE UPGRADING of Pajule HCIV to a General Hospital Status and upgrading of selected(Pader,Atanga,Putranga) HCIIIs to HCIVs</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 	0	<ul style="list-style-type: none"> • All the two sampled facilities Pajule HCIV and AcholiPii Army barracks HCIV had none functional HUMCs. • For example Pajule HCIV HUMC met once as reflected in 04/29/17 dated 29th June 2017 under which the work plan and budget were approved. • There was no HUMC at AcholiPii Army barracks HCIV.

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>Lists of health facilities with PHC funds for quarter one was pinned on the notice board 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 <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>The procurement plan was submitted in June 2017 beyond the deadline.</p> <p>All the three procurement requests were submitted on 12th July 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: <ul style="list-style-type: none"> • 100% - score 8 • 70-99% – score 4 • Below 70% - score 0 	0	<ul style="list-style-type: none"> • Health supplies procurement plan was available for all facilities. • No date of receipt by NMS making it is heard to ascertain meeting of the 30th April deadline. • No record of support to facilities during the production of procurement plans.

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 does certify and recommend suppliers for payment in a timely manner For example During the construction of Flush Toilet by Tem-Ngumi Co ltd the requisition started on 15/08/2017 DHO certified on 18th/08/2017 CFO certified on 19th/08/2017 and CAO approved on the same day , and payment was made on 16th/10/2017 VOUCHER PV-HE00408</p>
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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>APR was not submitted to Planner by mid-July. Report to submission to CAO as evidenced by acknowledgement by the CAO under his signature and stamp of 14/07/2017 was provided.</p>
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17	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year • If sector has no audit query score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points • If all queries are not responded to score 0</p>	0	<p>The sector provided the information to the internal audit as per the internal audit reports of 2016/2017. This department had 3 issues raised in the first report, and 16 issues raised in the 4th report and not all issues were responded to</p>
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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 • Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2 	2	<p>The sampled facility (Pajule HCIV) HUMC had an 33.3% female composition.</p> <p>A list of recipients of the National Sanitation Guidelines from 26 facilities, dated 30th June 2017 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. 	2	<ul style="list-style-type: none"> • The guideline titled “Approaches to Health Care Waste Management – Health Workers Guide, Second Edition – 2013” was seen. • Receipt date was not recorded.



LGPA 2017/18

Water & Environment Performance Measures

Pader District

(Vote Code: 547)

Score 68/100 (68%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10 	10	<p>Seen evidence in AWP 2017/18 dated 18th July 2017, and received 24th July 2017</p> <p>Planned drilling 7 boreholes and rehabilitating 10 The ones below average of 92% district average are Awere (71%), Atanga (61%), lagoti (81%), Lapul (91), Acholi bur (88%), Evidenced of 5 out of 7 seen on page 4 of 9, of AWP</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>Seen evidence in AWP 2016/17 dated 4th Aug 2016.</p> <p>Had planned 8 but drilled 9.</p> <p>, 2 drilled in Atanga, Latanya, 2-Pajule, 3 in Awere and one in Ogom.</p> <p>These were below district average</p>
Assessment area: Monitoring and Supervision				

3	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually. • If more than 95% of the WSS facilities monitored: score 15 • 80 - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60 - 69% monitored: score 5 • 50 - 59%: score 3 • Less than 50% of WSS facilities monitored -score 0</p>	15	<p>Supervision by DWO & Technical staff done. . There is multisectoral monitoring . Evidence sample of supervision report of 24th March 2017, page 1 of 5. Report of 15th June 2017 seen. Also report of 7th feb 2017 All were visited at least once annually</p>
4	<p>The LG Water department has submitted accurate/consistent reports/data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<p>• Evidence that the LG has submitted accurate/consistent data for the current FY: o List of water facility which are consistent in both sector MIS reports and OBT: score 10</p>	0	<p>• No evidence seen of consistency, OBT number different from MIS</p>
Assessment area: Procurement and contract management				
5	<p>The LG Water department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	4	<p>• • Submission done of procurement plan for all activities of 5th July 2017 (which was later than April 30th 2017) and request sent to DPU to consolidate</p>

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 monthly site meetings by DWO
		• If water and sanitation facilities constructed as per design(s): score 2	0	No Evidence seen
	Maximum 8 points for this performance measure	• If contractor handed over all completed WSS facilities: score 2	2	All facilities are handed over to the community , once each facility is completed. seen hand over report
		• If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2	2	Seen sample of completion certificates of KLR ltd, dated 8th sept 2017 certified by DWO 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	• The DWO does certify and recommend suppliers for payment in a timely manner, as soon from Project of supplying of bore hall parts and building material by Awinyo Maoruu. Requisition was made on 7th /March/2017 DWO/Engineer certified on 9th March 2017, CFO certified the same day and CAO approved same day and payment was made on 27/April/2017 under voucher PV-WK01545
Assessment area: Financial management and reporting				
8	The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit	• 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	APR was not submitted to Planner by mid-July. Report to submission to CAO as evidenced by acknowledgement by the CAO under his signature and stamp of 12/07/2017 was provided.
	Maximum 5 for this performance measure			

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 the information to the internal audit as per the internal audit reports of 2016/2017. This department had 11 issues raised in the first report, and 16 issued raised in the 4th report and not all issues were responded to</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 	0	<p>No minutes were provided.</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>At the 5th Meeting of the 5th Council of Pader DLG held on 22/12/2016; the Works & Technical Services Committee under Min.7/5th /CM/5th C/PDLC/2016 council approved utilisation of UGX. 34,035,200/= for drilling one borehole, rehabilitating two boreholes and monitoring and supervision of projects.</p>

11	The LG Water department has shared information widely to the public to enhance transparency	<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 	2	Displays are at the notice boards at district on each. Copies retained . Saw retained copy and displayed copy of budget of 28th July 2017. Quarterly releases and expenditure also displayed
	Maximum 6 points for this performance measure	<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"> Engraving done on pedestal or water tank. Information seen in report
		<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 of application letters from the communities 200,000 as capital cash community contribution per new borehole. The WUC is paid 1,000-2,000 per household per month
		<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 old ones have no user committees. The new ones and the rehabilitated ones all have user committees. Evidence not seen . This info remains at the S/County

Assessment area: Social and environmental safeguards

13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> 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 	2	.sample of environmental brief dated 6th dec 2017 seen, to CAO FROM ENVIRONMENT OFFICER. Included ENVIRONMENTAL SCREENING
	Maximum 4 points for this performance measure	<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	not seen
		<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	1	<ul style="list-style-type: none"> The BoQ captures environment like planting trees, planting grass, soak pit as evidenced from Tech Specification ,f contract BoQ of KLR ltd (contract no PDLG/04/CC/04/216/17), dated 21 oct 2016; in BoQ, Bill no. 4-Environmental protection
14	The LG Water department has promoted gender equity in WSC composition.	<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"> followed as shown in the training report on WUC by community development officer to CAO <p>sample</p> <ul style="list-style-type: none"> ongom water source % female (4 out of 10)-not compliant agile market females 50% latyek female 50% bajere females (70%) laturuturu female 50% lalogi female 50%
15	Gender- and special-needs sensitive sanitation facilities in public places/RGCs.	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	3	eparate stances for 2men and 2women. provide ramps