



## LGPA 2017/18

Accountability Requirements

Tororo District

(Vote Code: 554)

| Assessment | Compliant | %    |
|------------|-----------|------|
| Yes        | 6         | 100% |
| No         | 0         | 0%   |

| 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                      | <ul style="list-style-type: none"> <li>The LG submitted a performance contract to MoFPED on 11/04/2017 as a draft and a final one on 10/07/2017</li> </ul>   | 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                    | The Budget submitted on 11/04/2017 included a Procurement Plan for the FY 2017/18.   | 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 LG made a timely submission of the annual performance report for the FY 2016/17 i.e. 31/07/2017  | Yes        |
| LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)   | xxxxxx                   | <ul style="list-style-type: none"> <li>The LG submitted all the quarterly budget performance report for all the four quarters of the previous FY2016/17 as follows;</li> </ul> <p>Quarter 1 – 02/11/2016</p> <p>Quarter 2 – 06/02/2017</p> <p>Quarter 3 – 09/05/2017</p> <p>Quarter 4 – 31/07/2017</p> | Yes        |
| Assessment area: Audit   |                          |  |            |

|   |              |   |            |
|---|--------------|---|------------|
| <p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p> | <p>XXXXX</p> | <ul style="list-style-type: none"> <li>• The LG made a submission to the Internal Auditor General on the Auditor General findings and the Internal Audit reports for the year.</li> <li>• The submissions were dated 23rd March 2017 on the status of implementation of Internal Audit and Auditor General's findings as per documents inspected from the Internal Auditor's Office and Internal Auditor General's office made by the District Internal Auditor.</li> </ul> | <p>Yes</p> |
| <p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>   | <p>XXXXX</p> | <ul style="list-style-type: none"> <li>• The Audit Opinion for the LG Financial Statements is unqualified as evidenced in the Audit Report dated December 2017 released in January 2018.</li> </ul>   | <p>Yes</p> |



## **LGPA 2017/18**

Crosscutting Performance Measures

Tororo District

(Vote Code: 554)

Score 52/100 (52%)

| 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"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 2.</li> </ul> | 2     | <ul style="list-style-type: none"> <li>• There is a functional physical planning committee chaired by the D/CAO according to the appointment letter dated 15/05/2017 and committee minutes of 16/07/2017, 16/05/2017, 13/09/2017 etc...</li> <li>• According to the minutes and the plans register, the committee considers new investments in time. I.e. Nyakesi substation submitted plan on 29/06/2017 and was approved 16/07/2017, Hima cement submitted on 26/04/2017 and was approved on 16/05/2017 etc....</li> </ul> |
|  |   | <ul style="list-style-type: none"> <li>• All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2.</li> </ul>  | 0     | <p>The LG does not have a valid physical structural plan and also there are no approved plans for the new infrastructure investments.</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

- Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

2

According to the budget conference report for FY 2017/18 held on 8/11/2016 and AWP FY2017/18 that was approved under MIN.46/TDLG/03/2017 during a council meeting held on 30/03/2017. sampled priorities in the AWP are based on the outcomes of the budget conference, i.e.

- Construction of 1 pit latrine at the teachers, resource centre. appears in report and AWP page 2
- Construction of a peri-meter wall at the district administration block. - appears in report and AWP page 2
- Completion of 1 maternity block at kisoko HC III. - appears in report and AWP page 8
- Construction of maternity block at Mulanda HC IV. - appears in report and AWP page 8
- Construction of (2 Classroom) blocks in 6 P/S'. - appears in report and AWP page 5
- Construction of 5 stance pit latrines in 16 P/S'. - appears in report and AWP page 6&7.
- Drilling of 13 boreholes in 11 S/Cs. - appears in report and AWP page 4
- Extension of piped water to 9 selected areas. - appears in report and AWP page 4

|   |   |   |   |  |
|---|---|---|---|--|
|   |   | <ul style="list-style-type: none"> <li>Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If different, justification has to be provided and evidence that it was approved by Council. Score 2.</li> </ul> | 0 | <p>Whereas most capital investments approved in the AWP 2017/18 FY are derived from the approved five-year development plan. FY 2015/16 – FY2019/20 approved during a council meeting that sat on 31/03/2015 under MIN.27/FC/03/2015, there are some that were not derived from the DDP: See sampled investments below;</p> <ul style="list-style-type: none"> <li>Construction of 1 pit latrine at the teachers, resource centre. NOT IN DDP page and AWP page 2</li> <li>Construction of a peri-meter wall at the district administration block. NOT IN DDP and AWP page 2</li> <li>Completion of 1 maternity block at kisoko HC III. – DDP page 129 and AWP page 8</li> <li>Construction of maternity block at Mulanda HC IV. - DDP page 129 and AWP page 8</li> <li>Construction of (2 Classroom) blocks in 6 P/S'. - NOT IN DDP and AWP page 5</li> <li>Construction of 5 stance pit latrines in 16 P/S'. - NOT IN DDP and AWP page 6&amp;7.</li> <li>Drilling of 13 boreholes in 11 S/Cs. - DDP page 141 and AWP page 4</li> </ul> <p>Extension of piped water to 9 selected areas. - DDP page 141 and AWP page 4.</p> |
|   |   | <ul style="list-style-type: none"> <li>Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1.</li> </ul>   | 1 | <p>Project profiles were developed and appear on chapter 7 of the 5-year development plan and discussed by TPC on 14/02/2017 under MIN.5/02/2017.</p>  |
| 3 | <p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p> | <ul style="list-style-type: none"> <li>Annual statistical abstract, with gender disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making-maximum 1 point.</li> </ul>  | 0 | <p>It's an incomplete document with no gender dis aggregated data but discussed in TPC on 18/01/2017</p>   |

4

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

Maximum 6 points on this performance measure.

• Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2

2

• From the LG approved AWP and budget FY 2016/17 that was approved by council on 07/04/2016 under MIN.16/FC/04/2016 and 28/04/2016 under MIN. 26/FC/04/2016 respectively, it was established that all infrastructure projects implemented by the LG in the FY 2016/17 were derived from the 2 documents For example;

- Completion of Mukuju S/C office block. – AWP page 2 and Budget page 9
- Construction of maternity ward at Kisoko HC III. - AWP page 5 and Budget page 19
- Completion of a maternity ward at Sopsop HC II. - AWP page 5 and Budget page 19
- Construction of 4 classroom blocks at Paya and Achilet P/S. - AWP page 3 and Budget page 21
- Construction of 5 stance pit latrines in 15 P/S'. - AWP page 4 and Budget page 21.
- Drilling of 10 boreholes in 7 S/cs. - AWP page7 and Budget page 25.
- Extension of piped water to 8 selected points. - AWP page7 and Budget page 25.
- Protection of 5 spring wells. - AWP page7 and Budget page 25.



• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0

0

From the projects completion documents, NOT all the investment projects implemented in the FY 2016/17 were completed as per work plan by end of FY at 100%. See completion dates below;

- Completion of Mukuju S/C office block. – 29/11/2017
- Completion of Nabuyoga S/C office block. – 04/10/2017.
- Construction of maternity ward at Kisoko HC III. – 22/05/2017
- Completion of a maternity ward at Sopsop HC II. – 21/07/2017.
- Construction of 4 classroom blocks at Paya and Achilet P/S. – 06/07/2017
- Construction of 5 stance pit latrines in 15 P/S'. – Last one was Omiria P/S on 21/06/2017.
- Drilling of 10 boreholes in 7 S/cs. – 08/05/2017
- Extension of piped water to 8 selected points. – 10/05/2017
- Protection of 5 spring wells. – 15/07/2017

|   |  |   |   |   |
|---|--|---|---|---|
| 5 | <p>The LG has executed the budget for construction of investment projects and O&amp;M for all major infrastructure projects and assets during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p> | <ul style="list-style-type: none"> <li>Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul> | 0 | <p>Whereas some of the investment projects in the FY 2016/17 were completed within the approved budget – Max. 15% plus or minus of original budget, some projects were NOT implemented within the above budget limits.</p> <p>See project s budget performance below;</p> <ul style="list-style-type: none"> <li>Completion of Mukuju S/C and Nabuyoga S/C office blocks – 92.2%.</li> <li>Construction of maternity ward at Kisoko HC III and Completion of a maternity ward at Sopsop HC II. - 142%.</li> <li>Construction of 4 classroom blocks at Paya and Achilet P/S. – 94.6%</li> <li>Construction of 5 stance pit latrines in 15 P/S'. – 78.8%.</li> <li>Drilling of 10 boreholes in 7 S/cs. – 100%</li> <li>Extension of piped water to 8 selected points. – 100%</li> <li>Protection of 5 spring wells. – 100%</li> </ul> |
|   |  | <ul style="list-style-type: none"> <li>Evidence that the LG has budgeted and spent at least 80% of O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>                           | 2 | <p>The LG budgeted and spent at least 80% of O&amp;M budget for infrastructure under water and roads sector i.e. 106.4% and 82.4% respectively is the budget performance.</p>   |

Assessment area: Human Resource Management

|   |   |   |   |   |
|---|---|---|---|---|
| 6 | <p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p> | <ul style="list-style-type: none"> <li>Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul> | 0 | <ul style="list-style-type: none"> <li>In some cases while there were performance reports presented there was no evidence of consideration/appraisal and signing by the supervisor (CAO) for example in the case of HoDs of Works and Education.</li> </ul> |
|   |   | <ul style="list-style-type: none"> <li>Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>                               | 0 | <ul style="list-style-type: none"> <li>Three (3) positions of HoD were not substantively occupied during FY 2016/2017 including Natural Resource Management, Works, and Production &amp; Marketing.</li> </ul>  |

|                                       |  |   |   |   |
|---------------------------------------|--|---|---|---|
| 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"> <li>Evidence that 100 percent of staff submitted for recruitment have been considered: score 2</li> </ul>  | 2 | <ul style="list-style-type: none"> <li>Minutes of the DSC 150th, 157th, 158th, 159th, 160th, 161st, 162nd, and 164th meetings during FY 2016/2017 indicate consideration for submissions and declarations for recruitment.</li> </ul>   |
|                                       |  | <ul style="list-style-type: none"> <li>Evidence that 100 percent of staff submitted for confirmation have been considered: score 1</li> </ul>   | 1 | <ul style="list-style-type: none"> <li>Minutes of the DSC 154th, 155th, 156th, 157th, 160th, 162nd, and 163rd meetings during FY 2016/2017 indicate consideration for submissions for confirmation.</li> </ul>  |
|                                       |  | <ul style="list-style-type: none"> <li>Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1</li> </ul>   | 1 | <ul style="list-style-type: none"> <li>Minutes of the 154th, 155th, 160th, and 164th meetings during FY 2016/2017 indicate considerations for disciplinary cases submitted for action.</li> </ul>   |
| 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"> <li>Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3</li> </ul>    | 0 | <ul style="list-style-type: none"> <li>There some cases of staff during FY 2016/2017 who accessed the payroll after more than two (2) months of assuming duty e.g. Okoth Joseph, Akello Angella, Gwanga Paul, Jenga Paul, and Okello Wilson.</li> </ul>   |
|                                       |  | <ul style="list-style-type: none"> <li>Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2</li> </ul> | 0 | <ul style="list-style-type: none"> <li>There are several cases of staff who retired during FY 2016/2017 who accessed the pensions payroll after more than two (2) months of retirement or even to-date who have not accessed the payroll examples include: Okumu Boniventure, Ochieng O. George, Onyango Valerian, Oboth Gregory, and Owor Valerian among other.</li> </ul> |
| Assessment area: Revenue Mobilization |  |   |   |   |

|    |  |  |   |   |
|----|--|--|---|---|
| 9  | <p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p> | <ul style="list-style-type: none"> <li>• If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points</li> <li>• If the increase is from 5 - 10% : score 2 point</li> <li>• If the increase is less than 5% : score 0 points.</li> </ul> | 4 | <ul style="list-style-type: none"> <li>• Local Revenue (OSR) increased from UGX. 486, 820, 593 in 2015/2016 to UGX. 852, 867,119 in 2016/2017. The percentage increase was about 75%.</li> <li>• The source of information is the Audited Financial Statements for 2015/2016 &amp; 2016/2017 and the Auditor General's Reports for 2015/2016.</li> </ul>  |
| 10 | <p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>  | <ul style="list-style-type: none"> <li>• If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10% : then 2 points. If more than +/- 10% : zero points.</li> </ul>               | 0 | <ul style="list-style-type: none"> <li>• • The Local Revenue Collection ratio for actual against budgeted in 2016/2017 was 59.8%. derived from UGX. 852, 867, 119 as actual against the planned UGX 1, 425, 218, 997 in the year.</li> <li>• The source of information was the Audited Financial Statements for the Financial Year 2016/2017.</li> </ul>  |
| 11 | <p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure</p>   | <ul style="list-style-type: none"> <li>• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>  | 0 | <ul style="list-style-type: none"> <li>• The LG made LST collections amounting to UGX.114, 720, 750 in the Financial Year 2016/2017. Information sourced from the Financial Statements for 2016/2017 and Bank Statements of the General Funds Account for 2016/2017</li> <li>• However, it only allocated UGX. 42, 643, 113 to be remitted and of which UGX. 28, 747, 050 was remitted to 11 Sub Counties, Two Town Councils &amp; Two Municipality Divisions.</li> <li>• Therefore not all the Mandatory LLG share of the Local Revenue was remitted.</li> </ul> |

|  |  |   |   |   |
|--|--|---|---|---|
|  |  | <ul style="list-style-type: none"> <li>Evidence that the LG is not using more than 20% of OSR on council activities: score 2</li> </ul> | 2 | <ul style="list-style-type: none"> <li>During the FY 2016/2017, the LG spent UGX. 68, 860,000 on council activities. The expenditure was within the Limit of the 20% (UGX. 97, 364, 110) of 2015/2016 actual Local Revenue collection of UGX. 486, 820, 593.</li> <li>Therefore the LG spent within the 20% Limit.</li> </ul> |
|--|--|---|---|---|

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"> <li>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</li> </ul> | 0 | <p>Tororo district local government has the position of a Senior Procurement Officer and an assistant Procurement Officer substantively filled. However it doesn't have a Procurement Officer. The Senior Procurement Officer was appointed under District Service Commission Minute No. 102/2008, whereas the Assistant Procurement Officer appointed under Minute No. 79/2015(i)</p>   |
|    |   | <ul style="list-style-type: none"> <li>Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>  | 1 | <p>The TEC meeting made various reports that were submitted to the Contracts Committee for consideration in the FY2016/17. For instance, the 175th contracts committee meeting held on 24th/02/2017, received for consideration, the evaluation report under Min No. 076/DCC/2017. Also the 172nd contracts committee meeting held on 01/12/2016 received an evaluation report form the TEC for consideration under Min. 055/DCC/2016.</p> |

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

1

The Contracts Committee received various recommendations from the TEC and where all approved. During the contracts committee meeting held on 24th/02/2017, under Min No. 076/DCC/2017, various recommendations were approved including;

- (i) Award of contract to M/s Buyela Building Contractors Limited to construct a five stance lined pit latrine at Pamadolo Primary School under PRDP
- (ii) Award of contract to construct a five stance pit latrine to M/s MM Development (U) Limited at Orango Primary School under SFG
- (iii) Award of contract to construct a 2 classroom block at Tororo Prisons Primary school awarded to M/s Shalka General Enterprises (U) Limited
- (iv) Award of contract to for fencing of Mulanda HC IV to M/s Ben and Dok Enterprises Limited
- (v) Award of contract to construct of a two stance lined pit latrine at Merikit HC II

|    |   |  |   |   |
|----|---|--|---|---|
| 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"> <li>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</li> </ul> | 0 | <ul style="list-style-type: none"> <li>The procurement and Disposal Plan for Tororo LG for the FY2017/18 is not aligned to the annual work plan. It was found to have planned infrastructural projects that are not in the LG annual work plan, especially in the Health and education sector. Some of the identified infrastructural projects that don't appear only in the procurement plan but not in the annual work plan includes; (i) Construction of a Male Ward at Tororo Hospital under DDEG (ii) Completion of two classroom block at St. Jude (Annex) p/s Malaba (iii) Completion of a Maternity Ward at Kisoko HC III under DDEG.</li> <li>Comparison of the contracts register with the procurement plan for the FY2016/17 shows that all procurements planned were made. It was only the renovation of OPD at Tororo Hospital that was not done after the scoping down the procurement of reference no. TORO 554/WRKS/16-17/00032 - Renovation of OPD, Children's Ward and fencing of Tororo Hospital under the Capital Development Grant, because less than budgeted funds were received.</li> </ul> |
| 14 | <p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure</p> | <ul style="list-style-type: none"> <li>For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2</li> </ul>   | 2 | <p>For the FY2017/18, all the bid documents were prepared before 30th/08/2017, on 08th/06/2017, on which date they were published in newspapers and the invitation to pre-qualified bidders.</p>  |
|    |   | <ul style="list-style-type: none"> <li>For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>   | 0 | <ul style="list-style-type: none"> <li>The contracts register for the FY 2016/17 was found to be incomplete. It doesn't have some of the projects that were implemented in that very FY. It also misses some payment details and status of the contractors.</li> <li>The procurement activity files were also found to be incomplete with supervision report, interim/completion certificates, and commissioning reports for completed projects missing.</li> </ul>   |

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

2

In the FY 2016/17, the LG ably adhered to the procurement thresholds. For the procurement above Ugx. 50m, adverts were placed in Daily Monitor Newspaper of 04th/08/2016 and conducted under open national bidding procedures. These included, among others;

(i) TORO 554/WRKS/16-17/00016 – Construction of Piped Water scheme Lot 1 under DWSDCG (contract value – Ugx. 164,000,000)

(ii) TORO 554/WRKS/16-17/00029 – Construction of Maternity Block at Kisoko HC III under PRDP (contract value – Ugx. 114,555,462)

(iii) TORO 554/WRKS/16-17/00031 – Construction of two classroom block at Achilet p/s under PRDP

(iv) TORO 554/WRKS/16-17/00035 – Construction of two classroom block and installation of a lightening arrestor at Paya p/s under DDEG (contract value – Ugx. 81,940,000)

For procurements below Ugx. 50m, they were conducted under the selective bidding process and the invitations for bids were sent to the respective pre-qualified bidders. These included, among others;

(i) Construction of five stance lined pit latrine at Pamadolo p/s (contract value – Ugx. 17,161,015)

(ii) Construction of a five stance lined pit latrine at Mulanda p/s (contract value – Ugx. 17,891,000)

(iii) Construction of a five stance lined pit latrine at Soni Ogwang p/s under SFG (contract value – Ugx. 17,212,424)

(iv) Construction of a five stance lined pit latrine Pagoya p/s under SFG (contract value – Ugx. 17,520,404)



|                                       |  |  |   |   |
|---------------------------------------|--|--|---|---|
| 15                                    | <p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p> | <ul style="list-style-type: none"> <li>Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2</li> </ul>                  | 2 | <p>For the completed files and out of defects liability period, both the Interim and Completion certificates were issued and available with the Finance Office. Some of these includes;</p> <p>(i) Construction of a piped water system in Sop – Sop, Nyakesu, Pudit – buyembi and Ochiegen areas</p> <p>(ii) Construction of 2 classroom block at Achilet p/s</p> <p>(iii) Construction of a piped water scheme at Morikiswa Tank site</p> <p>(iv) Construction of 2 classroom blocks and Installation of lightening arrestors at Paya p/s</p> |
|                                       |  | <ul style="list-style-type: none"> <li>Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2</li> </ul> | 0 | <p>All the on-going works projects for the FY2017/18 that were visited have no site boards at the time of assessment. Some of them are;</p> <p>(i) Completion of the construction of a Maternity block at Kisoko HC III</p> <p>(ii) Construction of a Men’s Ward at Tororo Hospital</p> <p>(iii) Construction of 2 classroom blocks at St. Jude (Annex) p/s, Malaba</p>   |
| Assessment area: Financial management |  |  |   |   |
| 16                                    | <p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>                         | <ul style="list-style-type: none"> <li>Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>  | 4 | <ul style="list-style-type: none"> <li>The LG makes timely monthly Bank reconciliations of the TSSA up dated to the 5th February 2018.viewed through the IFMS Oracle System.</li> </ul>   |

|    |  |  |   |  |
|----|--|--|---|--|
| 17 | <p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>  | <ul style="list-style-type: none"> <li>• If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>  | 2 | <ul style="list-style-type: none"> <li>• The LG made timely payments to Suppliers during the Financial Year 2016/2017 as evidenced from payments documents (vouchers, requisitions, invoices) evidenced from the Accounts of Health, Education, Works, Statutory Bodies, Finance examined. The payments time ranged from one to Forty Eight days.</li> </ul>   |
| 18 | <p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p> | <ul style="list-style-type: none"> <li>• Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3.</li> </ul>   | 3 | <ul style="list-style-type: none"> <li>• The LG has a Substantive Principal Internal Auditor duly appointed under a DSC Minute of 2016</li> <li>• The Internal Audit produced all the quarterly Internal Audit reports for 2016/2017 dated the 28th October 2016 , 30th January 2017, 28th April 2017 and 28th June 2017 for First, Second, Third and Fourth Quarters respectively.</li> </ul>   |
|    |  | <ul style="list-style-type: none"> <li>• Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries: score 2.</li> </ul> | 2 | <ul style="list-style-type: none"> <li>• The LG provided information to the Council and LGPAC on the status of the implementation of the Audit findings evidenced through the submissions by the Internal Auditor to LGPAC as per the above dates of submissions.</li> <li>• There were also submissions from the Internal Audit Department submitted to Internal Auditor General (IAG) as per above reference copied to LGPAC &amp; Council to prove this.</li> </ul> |

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|    |  | <ul style="list-style-type: none"> <li>Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1</li> </ul>     | 1 | <ul style="list-style-type: none"> <li>There were submissions to LGPAC and Accounting officer as seen in the Internal Audit Reports and the LGPAC reviewed as per LGPAC Reports dated the 31st October 2017 for all the four Internal Audit Reports of 2016/2017 evidenced through Minutes of Meetings as well. 2015/2016. And not 2016/2017.</li> <li>This was the case for the LG and Town Councils (Nagongera &amp; Malaba), and Schools (St Mary Assumpta , Mulanda Parent's, ATIRI, % JAMESOCHOLA Secondary Schools) Internal Audit Reports.</li> </ul> |
| 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"> <li>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</li> </ul>            | 0 | <ul style="list-style-type: none"> <li>The LG only maintained a copy of Motor Vehicles and Heavy Plant Assets Register in which other Assets were posted into.</li> <li>Therefore not compliant.</li> </ul>  |
| 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"> <li>unqualified audit opinion: score 4</li> <li>Qualified: score 2</li> <li>Adverse/disclaimer: score 0</li> </ul> | 4 | <ul style="list-style-type: none"> <li>The LG had unqualified Audit Opinion for the FY 2016/2017.</li> <li>Evidenced from the Auditor General's Report of 2016/2017 dated December 2017.</li> </ul>  |

Assessment area: Governance, oversight, transparency and accountability

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| 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>According to the minutes available for FY2016/17, there is evidence that council sits i.e. sat on 28/04/2016, 7/04/2016, and 19/05/2017 e.t.c... and during the later council meeting, presentation, discussion and approval of capacity building and procurement plans was done.</p> <p>In the same meeting budget estimates for FY 2017/18 were laid and also the reallocation of funds from the protection of Okuta spring well in Nagongera S/C to Okwenga spring well in Iyolwa S/C was considered.</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"> <li>Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2.</li> </ul>                   | 0 | <ul style="list-style-type: none"> <li>No person was assigned to coordinate this role.</li> </ul>   |
| 23 | <p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>         | <p>Evidence that the LG has published: • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</p>   | 0 | <ul style="list-style-type: none"> <li>The LG Payroll and Pensioner Schedule were not displayed on public notice boards.</li> </ul>   |
|    |   | <ul style="list-style-type: none"> <li>Evidence that the procurement plan and awarded contracts and amounts are published: score 1</li> </ul>   | 0 | <p>Although there was a list of best evaluated bidders for various procurements, procurement plan was not seen published anywhere.</p>  |
|    |   | <ul style="list-style-type: none"> <li>Evidence that the LG performance assessment results and implications, are published e.g. on the budget website for the previous year (from budget requirements): score 1.</li> </ul> | 0 | <p>N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17.</p>  |

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| 24 | The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens | <ul style="list-style-type: none"> <li>Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</li> </ul>   | 1 | There is evidence of an email dated 03/03/2017 from the senior planner sent to all LLG officials communicating DDEG/PRDP guidelines.  |
|    | Maximum 2 points on this performance measure  | <ul style="list-style-type: none"> <li>Evidence that LG during previous FY has conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc..) with the public to provide feedback on status of activity implementation: score 1.</li> </ul> | 0 | Although there is a report on radio programmes conducted on Local FM radio and FG FM station, information wasn't directed towards feed-back on status of activity implementation rather it was in line with social mobilisation of communities for birth registration exercise. |

Assessment area: Social and environmental safeguards

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| 25 | The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles | <ul style="list-style-type: none"> <li>Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2.</li> </ul>   | 2 | The GFP provided guidance to sector on gender mainstreaming during a presentation made to the TPC meeting held on 14th/02/2017 under Min.6/02/2017. Notes presented during the meeting were also circulated in all departments and where on file.   |
|    | Maximum 4 points on this performance measure.   | <ul style="list-style-type: none"> <li>Evidence that gender focal point has planned activities for current FY to strengthen women's roles and that more than 90% of previous year's budget for gender activities has been implemented: score 2.</li> </ul> | 2 | <ul style="list-style-type: none"> <li>Tororo LG GFP has planned activities for the FY2017/18 which includes; <ul style="list-style-type: none"> <li>(i) Conduct 3 women executive meetings</li> <li>(ii) Hold 2 full council women meetings</li> <li>(iii) Celebration of the International Women's Day</li> <li>(iv) Conducting 2 trainings on IGAs for selected women at the district</li> </ul> </li> <li>For the activities of the FY2016/17, the gender mainstreaming activities received and utilised Ugx. 5,463,000, constituting 96% of the planned budget.</li> </ul> |

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| <p>26</p> <p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p> | <ul style="list-style-type: none"> <li>• 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</li> </ul> | <p>2</p> | <p>Screening was done and plans, mitigation measures and budgets prepared for several works projects including, among others;</p> <ul style="list-style-type: none"> <li>i) Construction of a maternity block at Kisoko HC III</li> <li>ii) Borehole drilling, casting and installation at Nagongera, Katajura Parish</li> <li>iii) Construction of 2 classroom block at Achilet p/s</li> <li>iv) Construction of 4 stance pit latrine at Paya HC III</li> <li>v) Construction of 5 stance lined pit latrine at Mukuju p/s</li> </ul> |
|   | <ul style="list-style-type: none"> <li>• Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1</li> </ul>   | <p>0</p> | <p>Reviewing of the bid documents indicated that the environment issues aren't integrated into the contract bid documents and hence they catered for in the BOQs. The environment office is usually not consulted when preparing the bid documents, according to the environment officer.</p>   |
|   | <ul style="list-style-type: none"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>  | <p>0</p> | <p>The processing of titling all LG government land to which the projects are implemented is on-going. Some of the land in the health sector and LG headquarters has land titles. In water sector, the consent forms for the boreholes were prepared. However, for schools that are owned by the LG, land titles or proof of ownership is yet to be processed.</p>  |
|   | <ul style="list-style-type: none"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2</li> </ul>                          | <p>0</p> | <p>Only 2 out of the 15 project conducted in the FY 2016/17 have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer. These are drilling and installation of deep boreholes in sub counties of Nagongera, Kirewa, Nabuyoga, Mella, Merokit, Paya and Petta; and Construction of water supply system in Ochiegen areas.</p>   |



## **LGPA 2017/18**

Educational Performance Measures

Tororo District

(Vote Code: 554)

Score 72/100 (72%)

| No.  | Performance Measure   | Scoring Guide  | Score | Justification  |
|--|---|--|-------|--|
| Assessment area: Human Resource Management |   |  |       |  |
| 1  | <p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p> | <ul style="list-style-type: none"> <li>Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</li> <li>Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4</li> </ul> | 4     | <p>A budget of UGX. 11,773,964,324/= was in place for 1753 teachers across 163 schools. On average each school with 11 teachers.</p> <p>All schools are up to P.7 class. The school with the lowest number of teachers has 8 and the highest has 19. Implying that the threshold of 8 teachers per school was met except for schools - Katandi and Bumanda which need one more teacher each.</p> |
| 2  | <p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>  | <ul style="list-style-type: none"> <li>Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100% score 6 o If 80 - 99% score 3 o If below 80% score 0</li> </ul>   | 3     | <p>Teachers in post were 1753 [94%] against a staff ceiling of 1864 leaving a gap of 111 teachers [replacement] to be recruited. A declaration of vacant posts from DEO to CAO dated 08/09/2017 and the subsequent submission to DSC by CAO dated 24/11/2017 were in place. An advert in the Daily Monitor of 18/12/2017 to this effect was available.</p>                                       |



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| 3 | <p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>  | <ul style="list-style-type: none"> <li>Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6</li> </ul> | 6 | <p>For the FY under assessment the 3 inspectors by structure were in place. However, one inspector retired and need replacement.</p>  |
| 4 | <p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>  | <p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of Primary Teachers: score 2</p>   | 2 | <p>The recruitment plan was in place, declaration and submission dated 08/09/2017 and 24/11/2017 respectively were available and so was an advert dated 18/12/2017</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>  | 0 | <p>In the recruitment plan, declaration, submission and advert seen, there was no provision for filling the vacant post of the inspector.</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 | <ul style="list-style-type: none"> <li>There was evidence of appraisal for all the three (3) school inspectors during FY 2016/2017 namely Aroda Robinson, Etiang Benjamin, and Suleigh Okello.</li> </ul> |
|   |   | <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 | <ul style="list-style-type: none"> <li>Of the 163 primary school head teachers only forty seven (47) constituting 29% had appraisals for 2016 calendar year.</li> </ul>                                   |

Assessment area: Monitoring and Inspection

|   |  |   |                   |   |
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| 6 | <p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p> | <ul style="list-style-type: none"> <li>Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1</li> <li>Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level, including on school feeding: score 2</li> </ul> | <p>1</p> <p>2</p> | <p>Circulars found in place from MoES: Change of dates of birth for public officers [06/02/2017]; Data collection [24/05/2016]; Implementation Report [30/11/2016]; School Feeding - Circular No. 14/2016 among others. Circulars from district to schools: Data collection [27/6/2016]; Data collection [17/06/2016]; Unlicensed/Unregistered Schools [02/02/2017]; Closure of schools [02/02/2017]; Mobilisation on Indoor spraying [01/06/2016; and Data on Enrolment [08/04/2016] among others.</p> <p>Attendance lists and minutes of meetings held on: 15/03/2016; 02/06/2016; 20/06/2016; 03/03/2017; 25/08/2016; 14/11/2016; 06/01/2017; 06/04/2016; and 29/02/2016 were in place with traces of policy issues.</p> |
| 7 | <p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>   | <ul style="list-style-type: none"> <li>Evidence that all private and public primary schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59% score 1 o Below 50% score 0.</li> </ul>   | 0                 | <p>303 schools [163 government &amp; 140 private] were inspected as follows basing on inspection reports of: quarter 1 - 85 [28.1%]; quarter 2 - 180 [59.4%]; quarter 3 - 116 [38.3%] and quarter 4 - 55 [18.2%] schools giving an average of 36% schools inspected.</p>  |

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| 8  | <p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p> | <ul style="list-style-type: none"> <li>Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4</li> </ul>            | 4 | <p>Minutes of meetings held on 17/10/2016; 13/06/2016; 26/09/2016; 05/09/2016; 10/10/2016; 13/06/2016; 19/09/2016; 29/08/2016; 03/10/2016; 29/06/2016; and 16/12/2017 among others were in place with issues related to inspection reports where decision and actions were taken.</p>  |
|  |  | <ul style="list-style-type: none"> <li>Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2</li> </ul> | 0 | <p>There was no evidence of inspection reports submitted to either DES headquarters or its regional offices eastern.</p>   |
|  |  | <ul style="list-style-type: none"> <li>Evidence that the inspection recommendations are followed-up: score 4</li> </ul>   | 4 | <p>Monitoring reports of quarters 1-4 received by MoES on 23/11/2016; 22/02/2017; 25/04/2017; and 07/07/2017 respectively with follow-up issues on inspection findings were available.</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"> <li>Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5</li> </ul>   | 5 | <p>According to OBT, list of schools in place and statistical forms at district and schools, the names and number of schools tally with EMIS data at MoES.</p>   |
|  |  | <ul style="list-style-type: none"> <li>Evidence that the LG has submitted accurate/consistent data: • Enrolment data for all schools which is consistent with EMIS report and OBT: score 5</li> </ul>                                       | 5 | <p>According to OBT, statistical forms [2016] both at district and schools, the enrolment data tally with EMIS data at MoES. For example, schools: Tuba [10972] - 292 boys &amp; 296 girls; UCI [10998] - 449 boys &amp; 482 girls; Koitangiro [10959] - 535 boys &amp; 535 girls; Poyameri [10842] - 396 boys &amp; 441 girls; Muwafu [10890] - 520 boys &amp; 532 girls and Nagongera Girls - 277boys &amp; 887 girls had enrolment data tally with EMIS data.</p> |
| <p>Assessment area: Governance, oversight, transparency and accountability</p> |  |   |   |  |

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| 10 | <p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc...during the previous FY: score 2</li> </ul> <ul style="list-style-type: none"> <li>• Evidence that the education sector committee has presented issues that requires approval to Council: score 2</li> </ul> | 2 | <p>From the committee minutes, it was established that a committee sat and discussed service delivery issues for example during a committee meeting that sat on 16/05/2017, under MIN.19/TDLG/H&amp;E.C/05/2017, presentation and discussion of budget estimates FY 2017/18 was done.</p> <p>During a committee meeting that sat on 25/01/2017, under MIN.11/TDLG/H&amp;E.C/01/2017, the following were some of the issues recommended for approval in council;</p> <ul style="list-style-type: none"> <li>• That sector plan for FY 2017/18 for Education department be approved by council</li> <li>• That MDD and sports be allocated money under Education sector. Etc.....</li> </ul> |
| 11 | <p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>  | <p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>  | 5 | <p>All SMCs are appointed and expire at the same time. The appointment letters in place dated 22/08/2016 put in place SMCs for a term of 3 years with effect from 01/09/2016.</p>  |
| 12 | <p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>   | <ul style="list-style-type: none"> <li>• Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>   | 3 | <p>UPE funds to schools for FY 2016/17 and for quarters 1 &amp; 2 for FY 2017/18 were on notice board for public viewing.</p>  |

Assessment area: Procurement and contract management

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| 13  | <p>The LG Education department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30: score 4</li> </ul>               | 4 | <p>Procurement requests for FY 2016/17 dated 29/03/2016 and for FY 2017/18 dated 31/05/2017 were in place duly signed and stamped.</p>  |
| 14  | <p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>   | <ul style="list-style-type: none"> <li>• Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>  | 3 | <ul style="list-style-type: none"> <li>• The LG Education department made timely certification and recommendations for payments to suppliers in time. This was evidenced from the payments documents (vouchers, funds requisition forms, interim certificates) for the following supplies &amp; Projects in 2016/2017; Five Stance Lined Pit Latrines in OMIRIA, OSIA, MELLA, MBULA, NAGONGERA GIRLS, KISOKO BOYS, AGWOK, SONI &amp; KIREWA Primary Schools, Secretarial Services for the Department. These approvals and certifications ranged from one to 43 days.</li> </ul> |
| Assessment area: Financial management and reporting |   |  |   |   |
| 15  | <p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>  | <ul style="list-style-type: none"> <li>• Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul> | 0 | <ul style="list-style-type: none"> <li>• From the annual performance report, the department acknowledged submission of the annual performance report for FY 2016/17 on 27/07/2017 which is a late submission.</li> </ul>  |

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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"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points o If all queries are not responded to score 0</li> </ul> | 2 | <ul style="list-style-type: none"> <li>• The sector had two (2) queries for the Financial Year 2016/2017 evidenced with the Internal Audit Reports on UPE funds advanced to three schools in the fourth quarter. The headteachers did not maintain requisite books as records for the money spent.</li> <li>• There were formal responses to Audit findings (Internal Audit Reports and Management letters) and this was evidenced with responses availed by the Internal Audit from the various Queried Officials. The department made submissions to the effect that the books had been put in place and the supporting documents were submitted showing how the UPE funds were spent..</li> </ul> |
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Assessment area: Social and environmental safeguards

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| 17 | <p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2</li> </ul> | 2 | <p>Reports of June 2016 and May 2017 on hand washing facilities among other issues were in place. Equally, training of senior women/men by Centre Coordinating Tutors [CCTs] based on training manual by Plan International was conducted</p> |
|    |  | <ul style="list-style-type: none"> <li>• Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2</li> </ul>  | 2 | <p>Reports of 04/11/2016, 22/05/2017, and 30/09/2016 by the Education Officer in charge Gender issues and sanitation were in place.</p>   |
|    |  | <ul style="list-style-type: none"> <li>• Evidence that the School Management Committee meet the guideline on gender composition: score 1</li> </ul>  | 1 | <p>The appointment letters and minutes of SMC meetings plus attendance lists indicated at least 3 women members on each SMC.</p>  |

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| 18 | <p>LG Education department has ensured that guidelines on environmental management are disseminated</p> <p>Maximum 3 points for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 3:</li> </ul> | 3 | <p>Environment clubs were established in schools as per Senior Environment Officer's report dated 20/08/2017. Visits to schools indicated structured compounds with trees and flowers planted. Cleanliness of schools was equally attended to.</p> |
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## **LGPA 2017/18**

Health Performance Measures

Tororo District

(Vote Code: 554)

Score 43/100 (43%)



| 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     | <ul style="list-style-type: none"> <li>• Current staff list indicates that there are 558 established positions of health workers with a wage bill provision for the year 2017/18 filled. In addition there is a letter (Ref: ARC 6/293/05) dated 21st September 2017 from the ministry of public service authorizing to recruit for 60 posts – hence 618 posts for primary health workers with a wage bill provision from PHC wage for the current FY.</li> <li>• There is an advert of the Daily Monitor 18th December 2017 by the Tororo district service commission – DSC External Advert No. 1/2017</li> <li>• There is a discrepancy between the number of positions filled in the 2017/18 performance contract (522) and the actual wage provision (618).</li> </ul> |
| 2   | <p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>  | <p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>  | 0     | <ul style="list-style-type: none"> <li>• There was a staff recruitment plan in the performance contract however it was not comprehensive as not all vacant positions of health workers had been included – only vacant positions corresponding to the positions for which the planned to recruit were indicated</li> </ul>   |

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| 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 | <ul style="list-style-type: none"> <li>• The district had one (1) general hospital and three (3) HC IVs during FY 2016/2017. The in-charges of Mukuju and Nagongera HC IVs constituting 50% were appraised. There was no evidence of appraisal for the in-charges of Tororo GH and Mulanda HC IV.</li> </ul> |
| 4   | <p>The Local Government Health department has equitably deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY: score 4</li> </ul> | 4 | <ul style="list-style-type: none"> <li>• There are 6 and 5 enrolled nurses deployed at Nagongera HC IV and Mukuju HC IV respectively - This is consistent with the staff lists submitted together with the budget 2017/18</li> </ul>   |
| Assessment area: Monitoring and Supervision |  |  |   |  |

5

The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities

Maximum 6 for this performance measure

• 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

• There were no communication letters to indicate that the DHO communicated ALL of the following guidelines issued by the national level in the previous year:

1. PHC grants guidelines 2016/17
2. MoH guidelines for eye care – October 2016
3. Uganda Clinical Guidelines – 2016
4. Essential Medicines & Health Supplies List – 2016
5. MoH Resettlement Policy Framework – 2016
6. Health Sector Quality Improvement Framework and Strategic Plan 2015/16 – 2019/20, June 2016

• 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

• All meetings minutes presented for the period 2016/17 had no indication that the DHO had held meetings with health facility in-charges and among others explained ALL the guidelines, policies, circulars issued by the national level that year

The LG Health Department has effectively provided support supervision to district health services

Maximum 6 points for this performance measure

Evidence that DHT has supervised 100% of HC IVs and district hospitals: score 3

0

- The quarterly integrated support supervision reports provided by the DHT for FY 2016/17 did not include the mandatory integrated support supervision to each of the 3 HC IVs each quarter.

- In other words – there was no evidence in the reports provided that the DHT provided the mandatory quarterly integrated support supervision to Tororo Hospital, Nagongera HC IV, Mulanda HC IV and Mukuju HC IV

- The supervision log book at Nagongera HC IV was not available for review as this was reported to be lost.

- At Mukuju HC IV the supervision log book was reported to be in the custody of the health unit in-charge who was not at station on the day of the assessment.

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

0

- The supervision reports provided by the DHT for FY 2016/17 did not have any indication that all the 49 lower level HFs received the mandatory quarterly integrated support supervision

- Supervision log books at Kisoko HC III and Osukuru HC III had no logs for ALL the mandatory quarterly integrated support supervision by the DHT during FY 2016/17

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| 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 | <ul style="list-style-type: none"> <li>• The HSDs (Nagongera HC IV and Mukuju HC IV) did not avail the mandatory quarterly integrated support supervision reports by the HSD for FY 2016/17. Neither health Unit in-charges were present at the facilities yet reports were reported to be in their custody.</li> <li>• Supervision log books at Kisoko HC III and Osukuru HC HC III had no logs for the mandatory quarterly integrated support supervision by the HSD during FY 2016/17</li> <li>• The general district/HSD supervision report at Kisoko HC III there was only one supervision logged in by the HSD on the 31st March 2017</li> </ul> |
| 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"> <li>• Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4</li> </ul>  | 0 | <ul style="list-style-type: none"> <li>• There were no comprehensive integrated support supervision reports to make recommendations for corrective actions on</li> </ul>   |
|   |  | <ul style="list-style-type: none"> <li>• Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6</li> </ul>   | 0 | <ul style="list-style-type: none"> <li>• There were no comprehensive integrated support supervision reports to make recommendations for corrective actions on</li> </ul>   |

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| 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"> <li>• Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>o List of health facilities which are consistent with both HMIS reports and OBT: score 10</li> </ul> </li> </ul> | 10 | <ul style="list-style-type: none"> <li>• All 52 health facilities on the OBT that are also on the HIMS list from MoH.</li> </ul> |
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Assessment area: Governance, oversight, transparency and accountability

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| 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"> <li>• Evidence that the council committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2</li> </ul> | 2 | <p>From the committee minutes, it was established that a committee sat and discussed service delivery issues for example during a committee meeting that sat on 25/01/2017, under MIN.11/TDLG/H&amp;E.C/01/2017, presentation and discussion of health sector work plan FY 2017/18 was done.</p>   |
|    |   | <ul style="list-style-type: none"> <li>• Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>  | 2 | <p>During a committee meeting that sat on 25/01/2017, under MIN.11/TDLG/H&amp;E.C/01/2017, the following were some of the issues recommended for approval in council;</p> <ul style="list-style-type: none"> <li>• That the allocation of 10M for completion of OPD at Mudodo HC II and 10M of fencing Nagongera HC IV in FY 2017/18 be deducted from 40M meant for procurement of office furniture for DHO.</li> <li>• That sector work plan for health be adopted as a working document with amendments. Etc...</li> </ul> |

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| 11   | <p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>  | <p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> <li>• If 100% of randomly sampled facilities: score 5</li> <li>• If 80-99% : score 3</li> <li>• If 70-79%: : score 1</li> <li>• If less than 70%: score 0</li> </ul> | 0 | <ul style="list-style-type: none"> <li>• Mukuju HC IV did not avail HUMC minutes as they were reported to be in the custody of the facility incharge who was reported away at the time of the assessment.</li> <li>• Nagongera HC IV had no HUMC meeting minutes for FY 2016/17 apparently no HUMC has been appointed due to absence of a district council.</li> <li>• At the time of the assessment Kisoko HC III availed only quarter 2 minutes dated 28th November 2016</li> <li>• Osukuru HC III availed all the mandatory quarterly meeting minutes for 2016/17</li> </ul> |
| 12   | <p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>   | <ul style="list-style-type: none"> <li>• Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>   | 3 | <ul style="list-style-type: none"> <li>• There was posting of all health facilities receiving PHC non-wage recurrent grants on the public notice board at the DHOs office</li> </ul>  |
| Assessment area: Procurement and contract management |  |   |   |   |
| 13   | <p>The LG Health department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2</li> </ul>   | 0 | <ul style="list-style-type: none"> <li>• There was no submission letters to DPU that covered all investment items in the approved Sector annual work plan and budget</li> </ul>   |
|  |  | <p>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>  | 2 | <ul style="list-style-type: none"> <li>• There was a copy of the procurement request form to the PDU by 1st Quarter of the current FY 2017/18 availed</li> </ul>  |

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| 14  | <p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time:</li> <li>• 100% - score 8</li> <li>• 70-99% – score 4</li> <li>• Below 70% - score 0</li> </ul> | 8 | <ul style="list-style-type: none"> <li>• There were Procurement Plans for all lower level HFs, Tororo Hospital and HC IVs for 2016/17 forwarded by the health department signed by the DHO on the 29th January 2016</li> </ul>   |
| 15  | <p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>                                     | <ul style="list-style-type: none"> <li>• Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points</li> </ul>   | 2 | <ul style="list-style-type: none"> <li>• The DHO made timely certification and recommendations for payments to suppliers in time. This was evidenced from the payments documents (vouchers, funds requisition forms, interim certificates) for the following projects and Supplies in 2016/2017; Fuel for the department, Stationery for the Department, Renovation of Children’s Ward &amp; Operating Theatre in TORORO Hospital and the Rain Water Harvesting System in TORORO Hospital. These certifications ranged from one to 17 days.</li> </ul> |
| Assessment area: Financial management and reporting |  |  |   |  |
| 16  | <p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>  | <ul style="list-style-type: none"> <li>• Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>                                      | 0 | <ul style="list-style-type: none"> <li>• From the annual performance report, the department acknowledged submission of the annual performance report for FY 2016/17 on 27/07/2017 which is a late submission.</li> </ul>   |



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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> | 2 | <ul style="list-style-type: none"> <li>The sector had one (1) query for the Financial Year 2016/2017 evidenced with the Internal Audit Reports as poor contract management evidenced by lack of a contracts Register for the constructions works in the department.</li> <li>There were formal responses to Audit findings (Internal Audit Reports and Management letters) by the various queried officials evidenced with responses availed by the Internal Audit and the Accountant In charge Health. An up to date register was availed in the response</li> </ul> |
| Assessment area: Social and environmental safeguards |  |  |   |   |
| 18   | <p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p> | <ul style="list-style-type: none"> <li>Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2</li> </ul>   | 2 | <ul style="list-style-type: none"> <li>Health Unit Management Committee (HUMC) at Osukuru HC III had more than two females members</li> </ul>   |
|  |  | <ul style="list-style-type: none"> <li>Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2</li> </ul>   | 0 | <p>No guidelines on how to manage sanitation in health facilities including separating toilet facilities for men and women were found at Nagongera HC IV, Mukuju HC IV, Kisoko HC III and Osukuru HC III</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"> <li>Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points.</li> </ul>  | 0 | <ul style="list-style-type: none"> <li>No medical waste management guidelines, including guidelines for construction of facilities for medical waste disposal were found at Nagongera HC IV, Mukuju HC IV, Kisoko HC III and Osukuru HC III</li> </ul>  |



## **LGPA 2017/18**

Water & Environment Performance Measures

Tororo District

(Vote Code: 554)

Score 67/100 (67%)

| No.  | Performance Measure   | Scoring Guide  | Score | Justification   |
|--|---|--|-------|---|
| Assessment area: Planning, budgeting and execution |   |  |       |   |
| 1  | <p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p> | <ul style="list-style-type: none"> <li>Evidence that the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10</li> </ul> | 10    | <p>From the annual Workplan of the District For fy 2017/18 dated 12th July 2017 the district safe water coverage stands at 64.2%. The subcounties with safe water coverage below the district include:</p> <p>Mulanda at 60.4%, Petta at 63.9%, Paya at 53.5%, Sosop at 50%, Kirewa at 46.9%, Nagongera at 48.3%, Nabuyoga at 53.3%, Mukujju at 63.6% and Merikit at 55.5%.</p> <p>The District has planned to implement in all the above subcounties as follows:</p> <p>Merikit : Borehole rehabilitation (1), and drilling (1). Mukujju: Borehole rehabilitation (1), and drilling(1) and a piped water system. Kirewa: Borehole rehabilitation (1), and drilling (1). Mulanda: Borehole rehabilitation (2). Nabuyoga : Borehole rehabilitation (3). Nagongera Borehole rehabilitation (3), and drilling (1), Piped water system under PRDP. Paya (Borehole rehabilitation (4), and drilling (1) and Piped water system. Petta: Borehole rehabilitation (3), and drilling (2). Sos Sop Borehole rehabilitation (1), and drilling (1) and a piped water system .</p> |

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| 2 | <p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p> | <ul style="list-style-type: none"> <li>Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15</li> </ul> | 15 | <p>From the District annual workplan Fy 2016/17 dated 19th July 2016 the District safe water coverage was at 64.2%.</p> <p>The subcounties with safe water coverage below the district include:</p> <p>Mulanda at 60.4%, Petta at 63.9%, Paya at 53.5%, Sop sop at 50%, Kirewa at 46.9%, Nagongera at 48.3%, Nabuyoga at 53.3%, Mukujju at 63.6% and Merikit at 55.5%.</p> <p>From the 4th quarter Progress report for 2016/17 the district implemented in all the above subcounties as follows:</p> <p>Petta: 2 boreholes, Mukujju: 1 borehole. Nabuyoga: 1 borehole, Merikit: 1 borehole, Mulanda: 1 borehole and piped water system, Kirewas : 1 borehole. Paya: a piped water system, Nagongera: a piped water system, Sosop: Piped water system.</p> |
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Assessment area: Monitoring and Supervision

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| 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</p> | 15 | <p>The District implemented the following Projects:</p> <ol style="list-style-type: none"> <li>Construction of piped water Supply system to Morikiswa, tanks site and Podut by M/S Suleigh Engineering Works Ltd of P.O Box Kampala Ref TORO 554/WRKS/2016-17/00014</li> <li>Deep Borehole drilling, siting, Pum testing, casting and installation of 10 boreholes in Mulnda, Nabuyoga, Merikit, Paya, Sop Sop, Mukujju, Nagongera, Iyolwa, Kirewa and Petta s/c by M/S SRI Blaji Industrices (EA) Ltd. P.O Box Kla. Ref TORO 554/WRKS/2016-17/00013.</li> <li>Construction of piped water supply system to Ochegegen, Nyakesi, Peri Peri and Podut by M/S Agola General Enterprises Ltd. P.BO Box Kla. Ref TORO 554/WRKS/2016-17/00016</li> <li>Protection of Springs at Okuta Nagongera s/c, Panyangasi in Rubongi s/c, Iyoriang In Mulanda s/c, Wmbungoin Iyolwa s/c, and Asinge in Osukuru s/c by M/S Mbojja Enterprises , Budaka Ref TORO 554/WRKS/2016-17/00018.</li> </ol> |
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|  |  | <p>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>                  |   | <p>5. Construction of 3 stance lined VIPs at Site, Ramogi, Kyafu RGCs by M/S DEMA Construction and Engineering Works Ltd. Kampala. Ref TORO 554/WRKS/2016-17/00037</p> <p>The following reports by the District Water Office support supervision activities undertaken by the district during 2016/17:</p> <p>i. Report on support supervision and monitoring of borehole construction FY 2016/17 Tororo – dated June 2017.</p> <p>ii. Reports on Monitoring and Supervision of Projects dated, May 2017, April 2017, March 2017, Feb 2017, November 2016, September 2016, October 2016, August 2016 and July 2016 were available.</p> <p>From the above reports, 3/3 VIP latrines in RGC, 10 deep boreholes, 5 springs, 27 rehabilitated boreholes, 8km pipeline construction of Namanga, 7km pipeline construction in Sop Sop were all monitored.</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>At the time of the assessment the district had not compiled any data for the current financial year therefore no submissions had been made to MoWE.</p>  |
| Assessment area: Procurement and contract management |  |   |   |   |

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| 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>The requisitions on PP Form I were available:</p> <ul style="list-style-type: none"> <li>- Supervision of drilling initiated from 24/5/2017</li> <li>- Construction of VIPs in RGC and Construction of pipe line in RGCs initiated on 24th May 2017 and CAO confirmed funding on 30th May 2017</li> <li>- Construction of protected springs and construction of pipeline in RGCs initiated from DWO on 24th May 2017 and CAO confirmed funding on 30th May 2017.</li> <li>- Construction of deep boreholes (siting, drilling, pump test , casting and installation. Initiated on 24th may 2017 and confirmation of funding by CAO on 30th May 2017,</li> </ul> |
| 6 | <p>The DWO has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>  | <ul style="list-style-type: none"> <li>• If the DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2</li> </ul> | 0 | <p>At the time of the assessment, Contract managers had not been appointed for the Projects of the current financial year. Contract management plans had not been prepared.</p>   |
|   |   | <ul style="list-style-type: none"> <li>• If water and sanitation facilities constructed as per design(s): score 2</li> </ul>  | 2 | <p>The water facilities visited include:</p> <ul style="list-style-type: none"> <li>i. Borehole at Papada A . DWD 50266 in Magolo s/c .</li> <li>ii. Borehole in Mulanda s/c . DWD 50265</li> <li>iii. Public Tap Stand at Odongo Richard</li> <li>iv. Paya Parish –Tap Stand – project.</li> </ul> <p>These facilities were constructed as per designs</p>   |
|   |   | <ul style="list-style-type: none"> <li>• If contractor handed over all completed WSS facilities: score 2</li> </ul>   | 0 | <p>At the time of the assessment, there was no evidence of handover reports from the contractor.</p>  |

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|   |  | <ul style="list-style-type: none"> <li>If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>  | 0 | <p>At the time of the assessment, there were no completion reports for the facilities constructed last financial year. Only Certificate of completion available without reports. For the current works had just began.</p>  |
| 7   | <ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>        | <ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>   | 3 | <ul style="list-style-type: none"> <li>The DWO made timely certification and recommendations for payments to suppliers in time. The payments documents (vouchers, funds requisition forms, interim certificates) for the following projects in 2016/2017; Siting, drilling, pump testing and Installation of Ten Boreholes in the Sub Counties of MULANDA, NABUYOGA, MERIKIT, PAYA, SOP SOP, MUKUJU, NAGONGERA, IYOLWA, KIREWA &amp; PETTA, Supply of Steel Rod Cylinders Complete U2, Construction of Piped Water system at OCHEGENI, NYAKESI, PERI PARI &amp; PODUT, Repair of Motor Cycle,, Repair of Departmental Vehicle and Fuel for the Department. These approvals ranged from one to 12 days.</li> </ul> |
| Assessment area: Financial management and reporting |  |   |   |   |
| 8   | <p>The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p> | <ul style="list-style-type: none"> <li>Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5</li> </ul> | 0 | <ul style="list-style-type: none"> <li>From the annual performance report, the department acknowledged submission of the annual performance report for FY 2016/17 on 27/07/2017 which is a late submission.</li> </ul>  |

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| 9 | <p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0</li> </ul> | 3 | <ul style="list-style-type: none"> <li>• The sector had three (3) queries for the Financial Year 2016/2017 evidenced with the Internal Audit Reports on non up to date contract Registers for departmental contracts, unaccounted funds for Inspection of the construction of water points, lack of inspection reports for the Inspection and certification of the construction works.</li> <li>• There were formal responses to Audit findings (Internal Audit Reports and Management letters) from the Department forwarded through CAO evidenced with responses availed by the Internal Audit. The department availed all the required supporting documents; inspection and certification reports, an up to date contract register and other forms of accountabilities.</li> </ul> |
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Assessment area: Governance, oversight, transparency and accountability

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| 10 | <p>The LG committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p> | <ul style="list-style-type: none"> <li>• Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3</li> </ul> | 3 | <ul style="list-style-type: none"> <li>• From the committee minutes, it was established that a committee sat and discussed service delivery issues for example during a committee meeting that sat on 23/01/2017, under MIN.17/TDLG/WC/01/2017, presentation and discussion of water sector work plan FY 2017/18 was done presented by the DWO.</li> </ul> |
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|    |   | <ul style="list-style-type: none"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>   | 3 | <p>During a committee meeting that sat on 28/09/2017, under MIN.5/WC/09/2016, the following were some of the issues recommended for approval in council;</p> <ul style="list-style-type: none"> <li>That a meeting/interface be organised between committee members and hand pump mechanics to forge a way forward to improve their operations.</li> <li>There is need to strengthen coordination with development partners to avoid duplication of projects.</li> <li>That 20M be set apart to support in piped water connection in communities. Etc....</li> </ul> |
| 11 | The LG Water department has shared information widely to the public to enhance transparency | <ul style="list-style-type: none"> <li>The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2</li> </ul> | 2 | At the time of the assessment there was an annual work plan, Grant releases and expenditures displayed on the District Water Office Notice Board.  |
|    | Maximum 6 points for this performance measure   | <ul style="list-style-type: none"> <li>All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>   | 0 | <p>Water sources are labelled The facilities visited include:</p> <ul style="list-style-type: none"> <li>i. Borehole at Papada A . DWD 50266 in Magolo s/c .</li> <li>ii. Borehole in Mulanda s/c . DWD 50265</li> <li>iii. Public Tap Stand at Odongo Richard</li> <li>iv. Paya Parish –Tap Stand – project for current financial year.</li> </ul> <p>The boreholes were labelled with date of completion, borehole number and village. There was no name of contractor and source of funding.</p>  |
|    |   | <ul style="list-style-type: none"> <li>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>   | 0 | At the time of the visit there was no display of information on contract awards on the District Notice Board.  |

12

Participation of communities in WSS programmes

Maximum 3 points for this performance measure

• If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1

1

Communities apply for the piped water system examples is an application from Micheal oluka a priest at St. Kizito Catholic Parish Paya. , Othieno Christopher also from Paya, Okongo Tadeo from Sop Sop. However, these applications have to be verified by the DWO and the LC to ascertain ownership of land before they make community cash contribution

For borehole the communities apply for and pay as evidenced by the application letters from the following communities:

i. Agururu zone in Mukujju subcounty – Letter dated 7/1/2018. This community paid UGX 200,000/= to Tororo District local Government as per receipt no. 12277 dated 23-Jan-2018.

ii. Maga II Zone in Molo s/c. Letter dated 18th -11-2017. Community paid UGX 42,800/= as per stanbic deposit slip dated 25/1/2018

iii. Morwa Zone in Kisoko s/c- Ltter dated 24-11-2017. Community paid UGX 200,000/= to Tororo DLG as per receipt no 11871 dated 17octo 2017.

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|  |  | <ul style="list-style-type: none"> <li>• Number of water supply facilities with WSCs that are functioning evidenced by collection of O&amp;M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2</li> </ul> | 2 | <p>Communities pay for operation and maintenance this is evidenced by the receipts from communities where spares for boreholes were paid for and acknowledgement from BHS for repairs undertaken. Examples include</p> <ol style="list-style-type: none"> <li>i. Receipt no 734 for Asinge A Boreholes where pump buckets and bobbing was purchased at UGX30,000/= from Sunday Electronics and General Merchants Tororo dated 15/4/17</li> <li>ii. Receipt No 868 For Asinge B borehole dated 16/4/17 from Sunday Electronics and General Merchants Tororo for Bearing, Pump buckets and piston valve at UGX 82,000/=</li> <li>iii. Receipt No 2151 dated 14/3/17 from Katandi &amp; Sons Hardware , Tororo for Ntalakot B.H for bearing, pump buckets and bolts and nuts for UGX 36,000/=.</li> <li>iv. Receipt No 2161 dated 21/8/17 from Katandi &amp; Sons Hardware , Tororo for Oroti TC B.H for bearing, axle bolt for UGX 55,000/=.</li> <li>v. Receipt No 2152 dated 21/3/17 from Katandi &amp; Sons Hardware , Tororo for Agururu B.H for tin of solvent cement, pump buckets and ball ends for UGX52,000/=.</li> <li>vi. Acknowledgement note for payment of 60,000/= for repairs undertaken by Nicholas Asodio of tele 0784955933.</li> </ol> |
| Assessment area: Social and environmental safeguards |  |  |   |  |

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| 13 | <p>The LG Water department has devised strategies for environmental conservation and management</p> | <ul style="list-style-type: none"> <li>• Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2</li> </ul> | 0 | <p>There are filled in Environmental and Social Screening Forms for boreholes and mitigation plans are in place dated 11th July 2017. However for the extension of piped water systems there is no screening done.</p>  |
|    | <p>Maximum 4 points for this performance measure</p>  | <ul style="list-style-type: none"> <li>• Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>                                       | 0 | <p>At the time of the assessment there was no evidence of follow up made on the identified environmental concerns..</p>   |
|    |   | <ul style="list-style-type: none"> <li>• Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>  | 1 | <p>Contracts sampled included:</p> <ol style="list-style-type: none"> <li>1. Construction of piped water supply system to Ochege, Nyakesi, Peri Peri and Podut by M/S Agola General Enterprises Ltd. P.BO Box Kla. Ref TORO 554/WRKS/2016-17/00016.</li> <li>2. Construction of 13 deep boreholes (Siting, drilling, pump testing, casting and installation by MS/ KLR (U) LTD. Ref TORO 554/WRKS/2017-18/00001.</li> <li>3. Construction of pipeline and 3VIPs in RGCs Lot 1 by M/S Agola General Enterprises Ltd. P.BO Box Kla. Ref TORO 554/WRKS/2017-18/00002.</li> </ol> <p>All the 3 contracts had a clause on Environmental Protection</p> |

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| 14 | <p>The LG Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>           | <ul style="list-style-type: none"> <li>• If at least 50% WSCs are women as per the sector critical requirements: score 3</li> </ul>                            | 3 | <p>From the field reports by the District Community Development Officers on second level training of Water Sanitation Committees for FY 2016/17 dated 31/7/2017, 17/7/2017, 18/7/2017, 19/7/2017, 20/7/2017, 21/7/2017 there are 4 out of 6 WUC where there at least 50% representation of women.</p> <p>Other reports dates 20/12/2017 from Petta s/c by Health Inspector indicate 1 out of 2 WUC have 50% representation of women.</p> <p>Report by Health Inspector Iyolwa, Mr. Oluka Jacob on community sensitization for site selection in Mwombe zone the community had only one woman out of the 6 members.</p> <p>From the minutes of Aguru zone in Mukujju community meeting 4 out 6 members are women.</p> <p>A report by HI of Meriki dates 3rd October 2018 show that 3 out 6 members are women.</p> <p>The district has promoted gender equity in WSC.</p> |
| 15 | <p>Gender- and special-needs sensitive sanitation facilities in public places/RGCs.</p> <p>Maximum 3 points for this performance measure</p> | <ul style="list-style-type: none"> <li>• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul> | 0 | <p>At the time of the assessment, the construction of the planned sanitation facility had not been completed for the current financial year.</p>  |