

12.1 Performance on Health Sector Performance Measures

Performance Area	No.	Performance Measures	Scoring guide	Assessment Procedures	Score	Detailed assessment findings
(A) Human resource planning and management (Maximum 26 points)	1.	LG has substantively recruited primary health workers with a wage bill provision from PHC wage (Maximum 8 points)	Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY (2018/19) <ul style="list-style-type: none"> More than 80% filled: score 8 points, 60 – 80% - score 4 points Less than 60% filled: score 0 	<ul style="list-style-type: none"> From the LG Performance Contract: <ul style="list-style-type: none"> ✓ Check the LG approved structure ✓ Check wage bill provision ✓ Establish the positions filled <i>If there is evidence of effort to recruit (e.g. advertisement etc.) but LG has failed to attract provide the score.</i> 	4	<ul style="list-style-type: none"> There was evidence that LG filled 71.2% of the structure for primary health workers with a wage bill provision from PHC wage for the current FY (2018/19) In the FY 2018/19 Lira Municipal council plans to have four health facilities. The Municipal Health Office provided a list titled “staff list for health department Lira Municipal council”. The staff list was not dated. Overall 71.2% of the primary health workers’ positions are filled
	2.	The LG Health department has submitted a comprehensive recruitment plan for primary health	Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY	<ul style="list-style-type: none"> From the Performance Contract, review recruitment plan to determine whether the vacant positions 	6	<ul style="list-style-type: none"> There was evidence that Health department submitted a comprehensive recruitment plan/request to HRM for the current FY (2018/19), covering the vacant positions of health workers.

Health facility	Positions filled	Staff norms	%
Ober HCIII	19	19	100%
Ayago HCIII	19	19	100%
Lira Municipal Council HCII	9	9	100%
Advell HCIII	0	19	0%
Total	47	66	71.2%

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		care workers to the HRMI department (Maximum 6 points)	(2018/19), covering the vacant positions of health workers: score 6 points	of primary health care workers have been included in the current FY (2018/19)														
	3.	The LG Health department has conducted performance appraisal for Health Centre I/Is and Hospital in-charge and ensured appraisals for HC III and II in-charges are conducted. (Maximum 8 points)	Evidence that all health facility in-charges have been appraised during the previous FY (2017/18): <ul style="list-style-type: none"> 100%: score 8 points 70 – 99%: score 4 points Below 70%: score 0 	<ul style="list-style-type: none"> From the LG HR department, obtain and review a sample of in-charge personnel files to determine whether they were appraised during the previous FY (2017/18). 	8	<ul style="list-style-type: none"> All Health facility in-charges were appraised in FY 2017/18 as indicated below <table border="1"> <thead> <tr> <th>Health facility</th> <th>In-charge</th> <th>Appraised</th> </tr> </thead> <tbody> <tr> <td>Ober HCIII</td> <td>Tino Tamail</td> <td>1st July 2018</td> </tr> <tr> <td>Ayago HCIII</td> <td>Apio Stella Marris</td> <td>20th July 2018</td> </tr> <tr> <td>Lira Municipal Council HCII</td> <td>Adong Mary</td> <td>16th July 2018</td> </tr> </tbody> </table>	Health facility	In-charge	Appraised	Ober HCIII	Tino Tamail	1 st July 2018	Ayago HCIII	Apio Stella Marris	20 th July 2018	Lira Municipal Council HCII	Adong Mary	16 th July 2018
Health facility	In-charge	Appraised																
Ober HCIII	Tino Tamail	1 st July 2018																
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Lira Municipal Council HCII	Adong Mary	16 th July 2018																
	4.	The LG 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 (Maximum 4 points)	Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY (2018/19), and if not provided justification for deviations: score 4 points	<ul style="list-style-type: none"> From the MHO, obtain and review a sample of health facilities (rural and urban) verify whether the health workers as indicated in the staff lists are actually deployed in the health facilities. 	0	<ul style="list-style-type: none"> There was no evidence that the LG Health department deployed health workers equitably, in line with the lists submitted with the budget for the current FY (2018/19). All the three health facilities provided their staff lists. Not all health workers on the staff list provided by municipal health office were deployed in the health facilities. The details are shown below <ul style="list-style-type: none"> Hillary Okello a Senior Clinical Officer is shown as attached to Ober HCIII, but stationed in the Principal Medical Officer's office. Christine Armongi - an enrolled Midwife, and -Bosco Okello - a Laboratory Technician all attached to Ayago HCII were noted as having absconded from duty. 												

Performance Area	No.	Performance Measures	Scoring guide	Assessment Procedures	Score	Detailed assessment findings
(B) Monitoring and supervision (Maximum 32 points)	5.	The MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY (2017/18) to health facilities (Maximum 6 points)	<ul style="list-style-type: none"> Evidence that the MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY (2017/18) to health facilities: score 3 points 	<ul style="list-style-type: none"> From MoH obtain guidelines, policies, circulars issued by the national level in the previous FY (2017/18) to health facilities (MoH to prioritize the documents to be reviewed) From the MHO obtain evidence that s/he communicated guidelines, policies, circulars to health facilities (e.g. through meetings, submission letters, etc). From the sample of 	3	<ul style="list-style-type: none"> The Municipal Health Office showed evidence that the following policies, circulars and guidelines were circulated to lower health facilities: <ol style="list-style-type: none"> Uganda Clinical Guidelines 2016 Essential Medicines and Health Supplies List for Uganda 2016 National policy on public Private partnership in Health Primary health care grants guidelines 2015/16 Ministry of health sector grant and budget guidelines 2017/18 Uganda Public health service protocols 2016 <p>Of the listed above, the first two were on the list of circulars, policies and guidelines issued by the national level to local governments.</p> <p>However, the Municipal Health Office noted that there is no direct communication from Ministry of Health to the municipal councils.</p>
		points)				<p>but not yet replaced.</p> <ul style="list-style-type: none"> -Tom Owani a guard attached to Lira Municipal Council did not appear on the health facility staff list, but rather Apio Joyce a cleaner. -Lira Municipal Council plans to have Adyel HC III accredited by Ministry of Health. The facility is currently staffed by health workers from the three accredited health facilities and these include: <ul style="list-style-type: none"> ➤ One nursing assistant from Ober HCIII ➤ One Senior clinical officer, 1-nursing assistant and 1-porter from Ayago HCIII and ➤ One porter from Lira municipal health centre II

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			<ul style="list-style-type: none"> Evidence that the MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 points 	<ul style="list-style-type: none"> From the MHO obtain and review minutes and/or other evidence of meetings with health facility in-charges in the previous FY Check from a sample of 5 health facilities 	0	<ul style="list-style-type: none"> There was no evidence that the MHO explained the guidelines, policies, circulars issued by the national level. In 2017/18 Municipal health Office had two meetings and the details are shown below; <ul style="list-style-type: none"> The first was held on 14th July 2017 and they discussed service delivery and general issues affecting service delivery; and The second was held on 30th August 2017 and the discussed service delivery and pentent issues.
	6.	The LG Health Department has effectively provided support supervision to district health services (Maximum 6 points)	<ul style="list-style-type: none"> Evidence that MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3 points 	<ul style="list-style-type: none"> From the MHO obtain: <ul style="list-style-type: none"> The LG support supervision reports (quarterly) Minutes of MHT meeting. Facility records From the MHO obtain: <ul style="list-style-type: none"> The LG support 	3	<ul style="list-style-type: none"> The MLG does not have a health facility at this level of care. Based on the guidance provided by OPM and USMID the MLG scores the full marks on this performance measure.
			Evidence that MHT has ensured that HSD has		3	<ul style="list-style-type: none"> The Municipal council does not have a Health Sub District, supervision of lower health facilities is done by

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			<ul style="list-style-type: none"> supervised lower level health facilities within the previous FY (2017/18): If 100% supervised: score 3 points 80 - 99% of the health facilities: score 2 points 60% - 79% of the health facilities: score 1 point Less than 60% of the health facilities: score 0 	<ul style="list-style-type: none"> supervision reports (quarterly) Minutes of MHT meetings Facility records Review and check a sample of minimum 5 facilities 		<ul style="list-style-type: none"> the municipal health team. For financial year 2017/18 there were four support supervision reports on file and these were dated as shown below: <ul style="list-style-type: none"> - 1st was dated 27th October 2017; - 2nd was dated 20th December 2017; - 3rd was dated 24th March 2018; and - 4th was dated 24th June 2018. Our review of the reports indicated that all facilities were supervised in each quarter. In addition, support supervision books were availed to the assessment team for review by two health facilities (Ayago HCIII and Lira Municipal Council Health Centre II).
	7.	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 follow up (Maximum 10 points)	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous financial year: score 4 points Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6 points 	<ul style="list-style-type: none"> From the MHO obtain and review: <ul style="list-style-type: none"> Support supervision and monitoring visit reports Minutes of quarterly meetings Minutes of monthly MHT meetings From the sampled health facilities, determine whether the Health department provided recommendations from the 	<p>0</p>	<ul style="list-style-type: none"> There was no evidence that support supervision/ monitoring reports were discussed and used to make recommendations for corrective actions. A review of the available health department meetings did not indicate discussion of support supervision reports
			<ul style="list-style-type: none"> Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6 points 	<ul style="list-style-type: none"> From the sampled health facilities, determine whether the Health department provided recommendations from the 	<p>0</p>	<ul style="list-style-type: none"> There was no evidence that recommendations were followed up and specific actions taken

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(C) Governance, oversight, transparency and accountability (Maximum 14 points)	8.	The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding list of facilities receiving PHC funding, which are consistent with both HMIS reports and PBS - score 10 points 	<ul style="list-style-type: none"> From the MoH obtain and review: <ul style="list-style-type: none"> HMIS reports for the current FY (2018/19) The performance contract for the current FY (2018/19) Check whether the lists of health facilities submitted are consistent/similar 	0	<ul style="list-style-type: none"> The assessment team was not availed with the HMIS reports for the current FY 2018/19 hence could not ascertain whether the lists of health facilities submitted are consistent/ similar.
	9.	The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council (Maximum 4 points)	<ul style="list-style-type: none"> Evidence that the committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY (2017/18) - score 2 points 	<ul style="list-style-type: none"> From the Clerk to Council obtain and review: <ul style="list-style-type: none"> Health sector standing committee meeting minutes – check if the Council has approved the sector implementation plan and discussions by the committee Review the MHO's reports to the committee 	2	<ul style="list-style-type: none"> The assessment team noted that the Health Sector Issues were presented to the "Education and Health committee" for discussion. In FY 2017/18 the social services committee sat 03 times as detailed below; <ul style="list-style-type: none"> 1st meeting minutes are dated 30th August 2017 – discussed service delivery, and garbage management scours 2nd Meeting minutes are dated 22nd January 2018 – discussed service delivery 3rd meeting minutes are dated 24th April 2018 – No presentation from health department <p>Given that service delivery issues were discussed at 2 meeting out of 3, there was evidence that the council committee responsible for health met and discussed service delivery issues.</p>

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	10.	The Health Unit Management Committees and Hospital Board are operational/ functioning (Maximum 6 points)	Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues): <ul style="list-style-type: none"> If 100% of randomly sampled facilities: score 6 points If 80-99 %: score 4 points If 70-79: %: score 2 point If less than 70%: score 0 	<ul style="list-style-type: none"> From the Clerk to Council obtain and review health sector standing committee meeting minutes – check if the sector committee has presented issues that require approval. 	0	<ul style="list-style-type: none"> There was no evidence that the health sector committee presented issues that require approval to Council. 												
	11.	The LG has publicised all	Evidence that the LG has publicised all health	<ul style="list-style-type: none"> Check the LG Notice Boards and 	4	<ul style="list-style-type: none"> The MLG displayed health facilities that received PHC non-wage recurrent grants in FY 2017/18 on the 												
<table border="1"> <thead> <tr> <th>Health facility</th> <th>Dates</th> <th>HUMC functional</th> </tr> </thead> <tbody> <tr> <td>Ober HCIII</td> <td>28th Aug 2017 27th Mar 2018</td> <td>No</td> </tr> <tr> <td>Ayago HCIII</td> <td>20th Oct 2017 15th Dec 2017 9th Mar 2018</td> <td>Yes</td> </tr> <tr> <td>Lira Municipal Council HCII</td> <td>29th Sep 2017 29th Dec 2017 24th Mar 2018 30th Jun 2018</td> <td>Yes</td> </tr> </tbody> </table>							Health facility	Dates	HUMC functional	Ober HCIII	28 th Aug 2017 27 th Mar 2018	No	Ayago HCIII	20 th Oct 2017 15 th Dec 2017 9 th Mar 2018	Yes	Lira Municipal Council HCII	29 th Sep 2017 29 th Dec 2017 24 th Mar 2018 30 th Jun 2018	Yes
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(D) Procurement and contract management (Maximum 8 points)	12	The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget (Maximum 4 points)	<ul style="list-style-type: none"> facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards - score 4 points 	<ul style="list-style-type: none"> LG budget website to establish if the Health department publicised all health facilities receiving non-wage recurrent grants Check a sample of health facilities 	0	<ul style="list-style-type: none"> The Health department prepared and submitted the approved Sector annual work plan and budget to the PDU on 30th August 2018 by Paga Quirine –Principal Health Inspector) and was acknowledged by the Head Procurement and Disposal –Ochen Bernard on 6th September 2018. This submission was after the deadline of 30th April 2018. At the time of assessment, the health department had raised a procurement requisition for purchase of a vaccine fridge for Ober Health Centre. The requisitions was raised on 9th April 2018 by Paga Quirine (Principal Health Inspector), approval to procure was done by Okello Hillary (Principal Medical Officer) on the same day. Confirmation of Funds availability was done by deputy town clerk Ogweng Patrick on the 16th April 2018. PDU received the requisition on 18th April 2018.
	13	The LG Health department has certified and	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30, 2018 for the current FY (2018/19) - score 2 points Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY (2018/19) - score 2 points 	<ul style="list-style-type: none"> From the Municipal Health Officer (MHO) obtain and review submissions to DPU; From PDU crosscheck submission from DHO 	4	<ul style="list-style-type: none"> For health facilities, only Lira Municipal council HCII displayed PHC non-wage funds received. municipal noticeboards. <p>We reviewed one contract and the details are shown below; Construction of a four stance water Closet Toilet with two showers at Ayago Health Centre 111.</p>

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(E) Financial management and reporting <i>(Maximum 8 points)</i>	14	The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit <i>(Maximum 4 points)</i>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY - 2017/18 (including all four quarterly reports) to the Planner by mid-July for consolidation - score 4 points 	<ul style="list-style-type: none"> From the Planning Unit, obtain and review performance report files From the MHO check annual and quarterly reports for the previous FY (2017/18) 	4	<ul style="list-style-type: none"> The Health Sector prepared and submitted the 2018/19 quarterly reports and annual performance report that included progress in the execution of the planned activities to the Planning Unit for consolidation. Discussion with the Municipal Economic Planner indicated that the performance reports were prepared using the PBS system where each Sector populated its section in the system and the planning unit made the consolidation. Online submission of the consolidated quarterly reports were then done by the Municipal Economic Planner. Our review of the submitted reports indicated that the performance reports contained sections on the health sector. However the Economic Planner did not keep record of the date on which the health sector completed populating its section in the system. However we confirmed that the online submission of the quarter1 and quarter2 reports were done on the dates indicated in the table below. <table border="1"> <thead> <tr> <th>Quarter</th> <th>Online Submission date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>03/03/2018</td> </tr> <tr> <td>2</td> <td>29/01/2018</td> </tr> </tbody> </table>	Quarter	Online Submission date	1	03/03/2018	2	29/01/2018
Quarter	Online Submission date											
1	03/03/2018											
2	29/01/2018											
		initiated payment for supplies on time <i>(Maximum 4 points)</i>	recommended suppliers timely for payment- score 4 points	and determine whether payment requests were certified and recommended on time		<p>Contract was signed on 27th March 2018 between LMC and M/s Site Tech (U) Limited, and the contract amount was Ushs. 34,183,009. The contractor requested for Payment of Ushs. 34,183,000 on 27th June 2018. The Principal Engineer certified the works on 29th June 2018 and the total amount payable was Ushs. 28,180,763. The Municipal engineer recommended for payment on the same date. A cheque payment voucher was raised on 29th June 2018 amounting to Ushs. 28,180,763.</p>						

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(F) Social and environment safeguards <i>(Maximum 12 points)</i>	16	Compliance with gender composition of Health Unit Management Committee (HUMC) and promotion of gender sensitive sanitation in health facilities. <i>(Maximum 4 points)</i>	<ul style="list-style-type: none"> Evidence that HUMC meet the gender composition as per guidelines (i.e. minimum 30% women) - score 2 points 	<ul style="list-style-type: none"> From the sampled health facilities, find out whether the number and gender of committee members is as per required composition 	0	<ul style="list-style-type: none"> Three health facilities are under the jurisdiction of Lira Municipal Council. They were all visited and the HUMC gender composition at all of them was as shown in the table below: <table border="1"> <thead> <tr> <th>Facility</th> <th>Females</th> <th>Males</th> </tr> </thead> <tbody> <tr> <td>Ayago health center III</td> <td>2</td> <td>5</td> </tr> <tr> <td>Ober Health Center III</td> <td>4</td> <td>3</td> </tr> <tr> <td>Lira Municipal Council Health center II)</td> <td>3</td> <td>2</td> </tr> </tbody> </table> From the composition above, Ayago health center III has a gender composition of 28.6%, which did not meet the gender composition of at least 30% women. List of the members of these committees were seen. 	Facility	Females	Males	Ayago health center III	2	5	Ober Health Center III	4	3	Lira Municipal Council Health center II)	3	2
Facility	Females	Males																
Ayago health center III	2	5																
Ober Health Center III	4	3																
Lira Municipal Council Health center II)	3	2																
			<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year If sector has no audit query - score 4 points 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 	<ul style="list-style-type: none"> From the Internal Auditor obtain copies of sector audit reports from the internal audit and Management responses for the previous FY (2017/18) 	4	<ul style="list-style-type: none"> Our review of the quarterly internal audit reports for 2017/18 revealed no issues raised under the health sector. 												
	15	LG Health department has acted on Internal Audit recommendations (if any) <i>(Maximum 4 points)</i>																

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	17	LG Health department has ensured that guidelines on environmental management are disseminated and complied with. (Maximum 4 points)	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women - score 2 points 	<ul style="list-style-type: none"> From the sampled health facilities, find out whether the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women 	<p>0</p>	<ul style="list-style-type: none"> There were no guidelines on sanitation at all the three health facilities at the time of the assessment. However, facilities for men and women were well separated
			<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: score 2 points The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: score 2 points 	<ul style="list-style-type: none"> From the Environmental officer obtain and review filled screening forms to ascertain whether screening was done and whether risks mitigation plans were developed. From the Environmental officer and CDO obtain and review Site visit reports to establish whether they checked compliance to the risk mitigation plans 	<p>4</p>	<ul style="list-style-type: none"> Health facility infrastructure projects were among the projects screened in FY 2017/18. Screening forms were seen, fully filled and duly signed. The Monitoring reports were seen and they also incorporated the projects in the health sector.

Performance Area	No.	Performance Measures	Scoring guide	Assessment Procedures	Score	Detailed assessment findings
	18	The LG Health department has issued guidelines on medical waste management (Maximum 4 points)	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc) for construction of facilities for medical waste disposal - score 4 points. 	<ul style="list-style-type: none"> From the sampled health facilities, find out whether the LG has issued guidelines on medical waste management 	0	<ul style="list-style-type: none"> There was no evidence indicating that guidelines on medical waste management had been issued to the health facilities.
Total					51	

12.2 Performance on Education Sector Performance Measures

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings																		
(A) Human resource planning and management <i>(Maximum 30 points)</i>	1.	The Municipal LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school) <i>(Maximum 8 points)</i>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY (2018/19) - score 4 points 	<p>From the Municipal LG Performance Contract: (i) review the list of schools; and (ii) the staff lists and validate that:</p> <ul style="list-style-type: none"> The Municipal LG has budgeted for at least a Head Teacher and a minimum of 7 teachers per school. 	4	<ul style="list-style-type: none"> There was evidence that Lira MLG budgeted for at least a head teacher and minimum 7 teachers per school. Performance contracts vote 758 for Lira MLG was obtained from the senior planner. The team reviewed the quarterly reports, lists of schools and staff lists. From the performance contract, we established that Lira MLG has a total of 421 teachers in FY2018/19. It was verified that Lira MLG has a total of 19 primary schools. 																		
			<ul style="list-style-type: none"> Evidence that the Municipal LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY (2018/19) - score 4 points 	<p>From the MEO obtain and review</p> <ul style="list-style-type: none"> Teachers' lists to determine whether Municipal LG has deployed a Head Teacher and minimum of 7 teachers (or minimum of a teacher per class for schools with less than P.7) per school for the current FY (2018/19). From the sampled schools (urban and rural), verify whether the teachers as indicated in the staff 			4	<p>From the MEO, staff lists were obtained to ascertain the deployment of teachers and a head teacher per school.</p> <ul style="list-style-type: none"> Verification was done in 05 randomly sampled schools and it was validated that the teachers as indicated in the staff list are actually deployed in the schools, as shown in the table below: <table border="1"> <thead> <tr> <th>School</th> <th>Staff list</th> <th>Deployment</th> </tr> </thead> <tbody> <tr> <td>Lango P/S</td> <td>10</td> <td>10</td> </tr> <tr> <td>Quran P/S</td> <td></td> <td></td> </tr> <tr> <td>V. H Public P/S</td> <td>32</td> <td>32</td> </tr> <tr> <td>Oiwino P/S</td> <td>22</td> <td>22</td> </tr> <tr> <td>Lira P/S</td> <td>29</td> <td>29</td> </tr> <tr> <td>Lira Police P/S</td> <td>36</td> <td>36</td> </tr> </tbody> </table>	School	Staff list	Deployment	Lango P/S	10	10	Quran P/S			V. H Public P/S	32	32	Oiwino P/S	22	22	Lira P/S
School	Staff list	Deployment																						
Lango P/S	10	10																						
Quran P/S																								
V. H Public P/S	32	32																						
Oiwino P/S	22	22																						
Lira P/S	29	29																						
Lira Police P/S	36	36																						

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
	2.	Municipal LG has substantively recruited all primary school teachers where there is a wage bill provision (Maximum 6 points)	<ul style="list-style-type: none"> Evidence that the Municipal LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> If 100% - score 6 points If 80 - 99% - score 3 points If below 80% - score 0 	<p>lists are actually deployed in the schools.</p> <p>From the Municipal LG Performance Contract:</p> <ul style="list-style-type: none"> Check the Municipal LG approved structure Check wage bill provision Positions filled. <p><i>If there is evidence of effort to recruit (e.g. advertisement etc.) but Municipal LG has failed to attract, provide the score.</i></p>	3	<ul style="list-style-type: none"> Lira MLG approved structure for teachers in FY2018/19 is 466 as per the wage bill provision and the total number of teachers on payroll is 422 The wage bill provision was Ushs. 2,809,124,000= From HRM Registers, the MLG in FY2017/18 filed the approved structure for teachers at 422/466x100 i.e. 90.5%
	3.	Municipal LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision. (Maximum 6 points)	<ul style="list-style-type: none"> Evidence that the Municipal LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision - score 6 points 	<p>From the Municipal LG Performance Contract:</p> <ul style="list-style-type: none"> Check the Municipal LG approved structure Positions filled. 	0	<ul style="list-style-type: none"> There was no evidence that Lira MLG substantively filled all the positions of school inspectors. The approved structure for inspectors of schools had 02 positions. Only one position of Municipal Inspector of Schools was filled, namely: Mr. Ornaara Tom Ronald.
	4.	The LG Education department has submitted a recruitment plan covering primary	Evidence that the Municipal LG Education department has submitted a recruitment plan to HRM for the current FY	<p>From the Municipal LG Performance Contract:</p> <ul style="list-style-type: none"> Review the recruitment plan to 	0	<ul style="list-style-type: none"> From MLG performance contract, the recruitment plan was reviewed and we ascertained that The post of Inspector of schools was not in the recruitment plan.

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
		teachers and school inspectors to HRM for the current FY (2018/19). (Maximum 4 points)	(2018/19) to fill positions of: <ul style="list-style-type: none"> ▪ Primary Teachers - score 2 points ▪ School Inspectors - score 2 points 	determine whether the vacant positions of teachers and inspectors have been included.	2	<ul style="list-style-type: none"> • Seven (7) primary teachers had been submitted in the recruitment plan to HRM for current year FY 2018/19.
	5.	The Municipal 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 (2017/18). (Maximum 6 points)	Evidence that the Municipal LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY (2017/18) <ul style="list-style-type: none"> ▪ 100% school inspectors - score 3 points ▪ Primary school head teachers - score 3 points ✓ 90 - 100% - score 3 points ✓ 70% and 89% - score 2 points ✓ Below 70% - score 0 	From the Municipal HR department obtain and review: <ul style="list-style-type: none"> • Personnel files for school inspectors and a sample of head teachers to determine whether they were appraised during the previous FY (2017/18). 	0	<ul style="list-style-type: none"> • We obtained and reviewed personnel files from MEO and we noted that; • The Municipal Inspector of Schools was not appraised in FY (2017/18). • None of the head teachers of the sampled schools was appraised in FY (2017/18).

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
(B) Monitoring and inspection (Maximum 35 points)	6.	The Municipal LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY (2017/18) to schools (Maximum 3 points)	<ul style="list-style-type: none"> Evidence that the Municipal LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY (2017/18) to schools - score 1 point 	<ul style="list-style-type: none"> From MOES obtain guidelines, policies, circulars issued by the national level in the previous FY (2017/18) to schools From the MEO obtain evidence that s/he communicated guidelines, policies, circulars to schools. From the sampled schools, check whether the guidelines, policies, circulars were received. 	0	<ul style="list-style-type: none"> There was no evidence from MEO that Lira MLG Education department communicated all guidelines, policies and circulars issued by the national level in the previous FY 2017/18. From sampled schools, there was no evidence of these policies, circulars and guidelines being received.
	7.	The Municipal LG Education Department has effectively	<ul style="list-style-type: none"> Evidence that the Municipal 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 - score 2 points Evidence that all licenced or registered schools have been inspected at least once per term and 	<ul style="list-style-type: none"> From the MEO, obtain and review school inspection reports and 	0	<ul style="list-style-type: none"> The MEO did not provide any evidence of the minutes of the meetings with head teachers to have discussed policies, guidelines & circulars issued by the national level. <p>A sample of 5 government aided schools and 4 private schools was randomly selected. The assessment team reviewed school inspection reports and inventory of schools inspected in the previous FY</p>

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
		inspected all registered schools (Maximum 12 points)	reports produced: <ul style="list-style-type: none"> ✓ 100% - score 12 ✓ 90 to 99% - score 10 ✓ 80 to 89% - score 8 ✓ 70 to 79% - score 6 ✓ 60 to 69% - score 3 ✓ 50 to 59 % - score 1 ✓ Below 50% - score 0 	<ul style="list-style-type: none"> inventory of schools inspected in the previous FY (2017/18) From sampled school verify the number of times they were inspected during the previous FY (2017/18) 		<p>2017/18 to verify if the sampled schools were inspected at least once per term and reports produced.</p> <p>It was noted that none of the schools sampled were inspected at least once per term, as shown below;</p> <p>Category 1: Government Aided Schools.</p> <ul style="list-style-type: none"> a) Ojuwa Primary School; the school was inspected on the 1st September 2017; 16th March 2018; and reports were produced. b) Lira Police Primary; the school was inspected on 9th march 2018; and 14th June 2018 c) Lira Primary school; the school was inspected on 7th march 2018; and the report produced d) Lango Quran Primary School; the school was inspected on 13th November 2017 and reports produced e) V.H Public Primary School; the school was inspected on 6th July 2018 and the report produced. <p>Category 2: Private Licensed Schools</p> <p>The four sampled schools included St. Kizito P/S; Star light P/S; St. Mary's P/S; Lira Integrated P/S.</p> <p>In all the schools, the monitoring report for Quarter one FY2017/18 indicated they were inspected. There was no other evidence of inspection of private schools in the rest of the quarters.</p>
	8.	Municipal LG Education department has discussed the results/reports of	<ul style="list-style-type: none"> Evidence that the Education department has discussed school inspection reports and used reports to make 	<ul style="list-style-type: none"> From the MEO obtain and review minutes of departmental meetings to 	0	<ul style="list-style-type: none"> From MEO, minutes of departmental meetings held in the FY 2017/18 were not availed for review to show that the department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY 2017/18.

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
		school inspections, used them to make recommendations for corrective actions and followed recommendations (Maximum 10 points)	<p>recommendations for corrective actions during the previous FY (2016/18) - score 4 points</p> <p>Evidence that the Municipal LG Education department has submitted school inspection reports to the DES in the Ministry of Education and Sports (MoES) - score 2 points</p> <p>Evidence that the inspection recommendations are followed-up - score 4 points</p>	<p>determine whether school inspection reports were discussed and used to make recommendations for corrective actions during the previous FY (2016/18).</p> <p>From the DES obtain and review a list of LGs that have submitted school inspection reports</p> <p>From the MEO check whether the MEO has letter of acknowledgement from DES</p> <p>From the sampled schools, determine whether the education department provided recommendations from the inspection reports and followed-up.</p>	0	<p>From the DES, we obtained and reviewed a list of LGs that submitted school inspection reports. It was noted that the Lira MLG did not submit any inspection report for FY 2017/18 to DES.</p> <p>From the MEO, acknowledgement letters were not availed for review.</p> <p>Based on the above, there was no evidence that the MLG Education department submitted school inspection reports to the DES.</p> <p>From the sampled schools, there was no evidence of follow up of the inspection recommendations. Some examples of recommendations made are listed below;</p> <p>i) Under V.H Lira Primary School, teachers were advised to use teaching learning aids.</p> <p>ii) Under Lira Primary School, head teachers were required to carry out support supervision and ensure regular planning of lessons.</p> <p>iii) Under Ojwira Primary School, teachers were to ensure a friendly/conducive learning environment and carry out class displays.</p> <p>iv) Under Lango Qurran Primary School, the head teacher to ensure sanitation was improved and</p>

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
(C) Governance, oversight, transparency	9.	The Municipal LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES (Maximum 10 points)	<ul style="list-style-type: none"> ▪ Evidence that the Municipal LG has submitted accurate/consistent data: <ul style="list-style-type: none"> ✓ List of schools which are consistent with both EMIS reports and Programme Budgeting System (PBS) - score 5 points • Evidence that the Municipal LG has submitted accurate/consistent data: <ul style="list-style-type: none"> ✓ Enrolment data for all schools which is consistent with EMIS report and PBS - score 5 points 	<ul style="list-style-type: none"> ▪ From MoES obtain and review EMIS reports for the current FY (2018/19) ▪ Obtain and review the performance contract for the current FY (2018/19) ▪ Check whether the list of schools submitted are consistent/similar. 	0	<ul style="list-style-type: none"> ▪ From the performance contract vote 758 for Lira MLG, we reviewed the lists of all schools. ▪ The MIS reports from MOES were not availed for review. ▪ Therefore, we were not able to validate whether the lists of schools were consistent with both EMIS reports and PBS in MOES.
	10.	The Municipal LG committee responsible for education met.	<ul style="list-style-type: none"> ▪ Evidence that the council committee responsible for education met and 	<ul style="list-style-type: none"> ▪ From the Clerk to Council obtain and review education sector standing 	2	<ul style="list-style-type: none"> ▪ check on arrival time of teachers and pupils. v) Under Lira Police Primary School, the head teacher to ensure regular support supervision and organize school based refresher courses in continuous assessment. ▪ From Clerk to council, there was evidence that the committee responsible for education met and discussed service delivery issues that require approval to council

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
and accountability (Maximum 12 points)	11.	discussed service delivery issues and presented issues that require approval to Council (Maximum 4 points)	discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc... during the previous FY (2017/18) - score 2 points	<ul style="list-style-type: none"> committee meeting minutes – check if the Council has approved the sector implementation plan and discussions by the standing committee MEO's reports to the committee 	2	<ul style="list-style-type: none"> as indicated below; <ul style="list-style-type: none"> - On 20th February 2018; under Min No.19/LMC/10/EGR: the head of Government Business/Secretary for education presented the following; <ul style="list-style-type: none"> i. Requested for the rewarding & supporting the best primary schools in MLG Education department. ii. Announced award of the best performing primary schools in FY2017/18 to motivate others to perform well too. iii. Proposed the extension of power to Nancy primary School for the deaf in one classroom block, offices and 2 dormitories at Ushs. 65,857,159.
		Primary schools in a Municipal LG	Evidence that all primary schools have functional	<ul style="list-style-type: none"> Check files from MEO if head 	0	The Assessment team sampled five primary schools to ascertain functionality of SMC's and these included;

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
		have functional SMCs (Maximum 5 points)	SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to MEO) <ul style="list-style-type: none"> ▪ 100% schools: score 5 ▪ 80 to 99% schools: score 3 ▪ Below 80 % schools: score 0 	teachers have submitted reports to SMCs and minutes of SMCs (check the entire list and sample 5 reports) <ul style="list-style-type: none"> ▪ Study files from 5 randomly sampled primary schools to confirm whether they have SMCs and review whether they have held 3 mandatory meetings 		<p>a) Lira Police P/S; the SMC comprised of twelve (12) members. The meetings were held on 12th September 2017, 20th February 2018, 12th April 2018 and 15th June 2018. The issues discussed included budgets submission of work plans and performance of learners.</p> <p>b) Olwina P/S; the SMC comprised of 12 members. The meetings were held on 20th November 2017, 25th January 2018, and 30th June 2018. The meetings discussed discipline, performance, work plans and budgets.</p> <p>c) Lira Primary School; the SMC comprised 12 members. The meetings were held on 26th September 2017, 2nd November 2017 and 6th April 2018. They discussed budgets and work plans.</p> <p>d) V.H Primary. The SMC comprised of 12 members. The meetings were held on 24th September 2017 and 10th April, 2018. They discussed budgets and performance</p> <p>e) Lango Quran P/S; the SMC comprised of 12 members. The meetings were held on 19th April 2018, 29th June 2018. The meetings discussed welfare of pupils, performance, budgets and completion of building of the mosque.</p> <p>It was validated that only 3 out of 5 sampled schools (60%) had functional SMCs which had held at least 3 mandatory meetings. V.H Primary school and Lango Quran P/S held only 2 meetings in FY 2017/18. Therefore the score is zero.</p>
	12.	The Municipal LG has publicised all schools receiving non-wage recurrent grants	<ul style="list-style-type: none"> ▪ Evidence that the Municipal LG has publicised all schools receiving non-wage recurrent grants e.g. 	<ul style="list-style-type: none"> • Check the Municipal notice boards to establish if the Education department 	3	<ul style="list-style-type: none"> • The assessment team checked Lira Municipal notice board and established that postings of non-wage recurrent grants for the calendar years 2017 and 2018 had been publicised for public viewing. From the 05 sampled schools, all had postings of non-wage

Performance Area	No	Performance Measures <i>(Maximum 3 points)</i>	Scoring guide	Assessment Procedure	Score	Detailed assessment findings																																																		
			through posting on public notice boards - score 3 points	<p>publicised all schools receiving non-wage recurrent grants for public viewing</p> <ul style="list-style-type: none"> Check a sample of schools for postings of non-wage recurrent grants 		<p>recurrent grants posted on the staffroom noticeboards as indicated below:</p> <p>i) Lira Police P/S</p> <table border="1"> <thead> <tr> <th>Term</th> <th>Amount (Ushs) 2017</th> <th>Amount (Ushs) 2018</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td>5,394,531</td> </tr> <tr> <td>2</td> <td></td> <td>5,727,568</td> </tr> <tr> <td>3</td> <td>5,723,718</td> <td></td> </tr> </tbody> </table> <p>ii) Lango Quran P/S</p> <table border="1"> <thead> <tr> <th>Term</th> <th>Amount (Ushs) 2018</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1,920,000</td> </tr> <tr> <td>2</td> <td>1,490,000</td> </tr> <tr> <td>3</td> <td></td> </tr> </tbody> </table> <p>iii) Lira Primary School</p> <table border="1"> <thead> <tr> <th>Term</th> <th>Amount (Ushs) 2017</th> <th>Amount (Ushs) 2018</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td>3,613,277</td> </tr> <tr> <td>2</td> <td></td> <td>3,843,912</td> </tr> <tr> <td>3</td> <td>3,840,062</td> <td></td> </tr> </tbody> </table> <p>iv) V. H Primary School</p> <table border="1"> <thead> <tr> <th>Term</th> <th>Amount (Ushs) 2017</th> <th>Amount (Ushs) 2018</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td>5,006,927</td> </tr> <tr> <td>2</td> <td></td> <td>5,006,927</td> </tr> <tr> <td>3</td> <td>5,003,077</td> <td></td> </tr> </tbody> </table> <p>v) Oiwina Primary School</p> <table border="1"> <thead> <tr> <th>Term</th> <th>Amount (Ushs) 2017</th> <th>Amount (Ushs) 2018</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td>2,595,766</td> </tr> </tbody> </table>	Term	Amount (Ushs) 2017	Amount (Ushs) 2018	1		5,394,531	2		5,727,568	3	5,723,718		Term	Amount (Ushs) 2018	1	1,920,000	2	1,490,000	3		Term	Amount (Ushs) 2017	Amount (Ushs) 2018	1		3,613,277	2		3,843,912	3	3,840,062		Term	Amount (Ushs) 2017	Amount (Ushs) 2018	1		5,006,927	2		5,006,927	3	5,003,077		Term	Amount (Ushs) 2017	Amount (Ushs) 2018	1		2,595,766
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Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings				
(D) Procurement and contract management (Maximum 7 points)	13	The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, to Procurement Unit that cover all items in the approved Sector annual work plan and budget (Maximum 4 points)	<ul style="list-style-type: none"> Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30, 2018 - score 4 points 	<ul style="list-style-type: none"> From the Municipal Education Officer (MEO) obtain and review submission to Procurement Unit; <ul style="list-style-type: none"> From DPU crosscheck submission from MEO 	0	<ul style="list-style-type: none"> The education department prepared and submitted the approved Sector annual work plan and budget to the PDU on 21st August 2018 by Ogawg Oyang Andrew –Education officer) and was acknowledged by the Head Procurement and Disposal –Ochen Bernard on 24th August 2018. This submission was after the deadline of 30th April 2018 				
	14	The LG Education department has certified and initiated payment for supplies on time (Maximum 3 points)	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<ul style="list-style-type: none"> From the CFO obtain a sample of contracts, review and determine whether payment requests were certified and recommended on time 	3	<ul style="list-style-type: none"> We sampled two contracts and these included Construction of water borne Toilet at Lango Ouran Primary School: Contract was signed on 28th March 2018 between Lira MLG and M/s Amugu United Company Limited. The contractor requested for first Payment of Ushs. 37,124,154 on 11th June 2018. The Principal Engineer certified the works on 12th June 2018. The Municipal Education officer recommended for payment on 14th June 2018. The request for payment was approved by the town Clerk on same date. Payment was effected on 22nd June 2018 vide 				
						<table border="1"> <tr> <td>2</td> <td>2,548,324</td> </tr> <tr> <td>3</td> <td>2,529,588</td> </tr> </table> <p>It was validated that all the 05 sampled schools and MLG had publicised non-wage recurrent grants for public viewing.</p>	2	2,548,324	3	2,529,588
2	2,548,324									
3	2,529,588									

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings
(E) Financial management and Reporting <i>(Maximum 8 points)</i>	15	The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit <i>(Maximum 4 points)</i>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY - 2017/18 (with availability of all four quarterly reports) to the Planner by 15th July for consolidation: score 4 points 	<ul style="list-style-type: none"> From the Planning Unit, obtain and review performance report files From the MEO check annual and quarterly reports for the previous FY (2017/18) 	4	<ul style="list-style-type: none"> The Education Sector prepared and submitted the 2018/19 quarterly reports and annual performance report that included progress in the execution of the planned activities to the Planning Unit for consolidation. Discussion with the Municipal Economic Planner indicated that the performance reports were prepared using the PBS system where each Sector populated its section in the system and the planning unit made the consolidation. Online submission of the consolidated quarterly reports were then done by the Municipal
						<p>payment voucher PV\WK00523.</p> <p>The contractor requested for the second payment of Ushs. 37,124,154 on 18th June 2018. The Principal Engineer certified the works on 21st June 2018 and the total amount certified was Ushs. 6,277,600. The Municipal Education officer recommended for payment on 22nd June 2018. The request for payment was approved by the town Clerk on same date. Payment was effected on 25th June 2018 vide payment voucher PV\ED00170.</p> <ul style="list-style-type: none"> Supply of 40 three seater desks to V.H Public School and Lira Police Primary School: Contract was signed on 27th March 2018 between Lira MLG and M/s Nakabella Investment Limited and the contract amount was Ushs. 7,434,000. The supplier delivered the desks on 1st June 2018. The supplier requested for Payment on the same date. A Goods received Note (GRN) dated 13th June 2018 was issued. The supplies were inspected by the Principal Education officer (Bwayo Bosco) on 14th June 2018 and he recommended for payment on the same date. Payment was effected on 22nd June 2018 vide payment voucher PV\FN00081.

Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings						
	16	LG Education has acted on Internal Audit recommendations (if any) (Maximum 4 points)	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year If sector has no audit query - score 4 points 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 	<ul style="list-style-type: none"> From the Internal Auditor obtain copies of sector audit reports from the internal audit and Management responses for the previous FY (2017/18) 	2	<ul style="list-style-type: none"> During our review we noted that the internal audit raised queries relating to weakness in the preparation of financial statements by the primary school head teachers. Our review of the subsequent internal audit reports and discussion with the internal auditor indicated that the education later provided information to on how this weakness shall be addressed. <table border="1"> <thead> <tr> <th>Quarter</th> <th>Online Submission date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>03/03/2018</td> </tr> <tr> <td>2</td> <td>29/01/2018</td> </tr> </tbody> </table>	Quarter	Online Submission date	1	03/03/2018	2	29/01/2018
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Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings															
(F) Social and environmental safeguards <i>(Maximum 8 points)</i>	17	LG Education Department has disseminated and promoted adherence to gender guidelines <i>(Maximum 5 points)</i>	<ul style="list-style-type: none"> Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: score 2 points 	<ul style="list-style-type: none"> From the Municipal Education Officer (MEO) obtain evidence on dissemination of gender guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc. 	0	<ul style="list-style-type: none"> There was no evidence of dissemination of guidelines on how senior women/ men teachers should provide guidance to girls, and life skills to the schools at the Education Officer's office. There were no such guidelines seen in the five sampled schools. 															
			<ul style="list-style-type: none"> Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PVDs in primary schools - score 2 points 	<ul style="list-style-type: none"> From the MEO obtain evidence on dissemination of sanitation guidelines and awareness raising on how to manage sanitation for girls and PVDs in primary schools 	0																
			<ul style="list-style-type: none"> Evidence that the School Management Committee meet the guideline on gender composition - score 1 point 	<ul style="list-style-type: none"> From the sampled schools, check whether the SMC meets the guideline on gender composition 	1	<ul style="list-style-type: none"> Five primary schools were sampled and their compositions for the SMC were as follows: <table border="1"> <thead> <tr> <th>School</th> <th>Females</th> <th>Males</th> </tr> </thead> <tbody> <tr> <td>V.H Public p/s</td> <td>4</td> <td>8</td> </tr> <tr> <td>Ojwina p/s</td> <td>3</td> <td>9</td> </tr> <tr> <td>Lango Quran p/s</td> <td>3</td> <td>9</td> </tr> <tr> <td>Lira Police p/s</td> <td>2</td> <td>10</td> </tr> </tbody> </table>	School	Females	Males	V.H Public p/s	4	8	Ojwina p/s	3	9	Lango Quran p/s	3	9	Lira Police p/s	2	10
School	Females	Males																			
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Performance Area	No	Performance Measures	Scoring guide	Assessment Procedure	Score	Detailed assessment findings			
	18	LG Education department has ensured that guidelines on environmental management are disseminated and complied with (Maximum 3 points)	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.); score 3 points 	<ul style="list-style-type: none"> From MEO obtain and review: <ul style="list-style-type: none"> ✓ Circulars to schools ✓ Minutes of meetings with teachers ✓ Sample of schools ✓ Inspection reports to schools From the MEO obtain and review: <ul style="list-style-type: none"> Filled screening forms to ascertain whether screening was done and whether risks mitigation plans were developed. From the MEO and CDO obtain and review: <ul style="list-style-type: none"> Site visit reports to establish whether they checked compliance to the risk mitigation plans 	0	<ul style="list-style-type: none"> All the sampled schools management committees were therefore duly composed with at least 2 females, following the guidelines in the Education (pre-primary, primary and Post Primary) Act, 2008 <table border="1"> <tr> <td>Lira P/s</td> <td>3</td> <td>9</td> </tr> </table> <ul style="list-style-type: none"> There was no documented evidence of dissemination of guidelines on Environmental Management to the schools at the Municipal Education Office. There were no guidelines seen in the five sampled schools. Nevertheless, there was evident participation in environmental management at the sampled schools like planting of trees, and environmental clubs in schools. 	Lira P/s	3	9
Lira P/s	3	9							
Total					30				