



Local Government Performance Assessment

Adjumani District

(Vote Code: 501)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	72%
Educational Performance Measures	87%
Health Performance Measures	90%
Water Performance Measures	78%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>Adjumani District Local Government submitted a Final Annual Performance Contract of FY 2018/2019 to the Permanent Secretary, Ministry of Finance Planning and Economic Development on Thursday 19th July 2018 which was within the prescribed timeline of 1st August 2018</p>	<p>Yes</p>
Supporting Documents for the Budget required as per the PFMA are submitted and available			

<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The District Local Government submitted a Budget and Procurement Plan of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on Thursday 19th July 2018, which was within the prescribed timeline of 1st August 2018.</p>	<p>Yes</p>
<p>Reporting: submission of annual and quarterly budget performance reports</p>			
<p>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)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>The District submitted an Annual Performance Report for the FY 2017/2018 on 12th August 2018 later than the mandatory time line of 31st July of the previous Financial Year (2017/2018).</p>	<p>No</p>

<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>The District submitted all its quarterly budget performance reports for all the four Quarters of FY 2017/208 to the Permanent Secretary Ministry of Finance Planning and Economic Development (MoFPED). Despite the submission of all quarterly reports, the 4th Quarterly report was submitted past the end of financial year 2017/2018 (July 31st 2018) on 12th August 2018. The submission dates for quarterly performance were as follows; -</p> <p>1st Quarter was submitted on (09th February 2018)</p> <p>2nd Quarter on (12th April 2018)</p> <p>3rd Quarter on (01th May 2018)</p> <p>4th Quarter (12th August 2018)</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all – LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The CAO submitted to the PS/ST information on the status of implementation of Internal Auditor General or Auditor General's findings through two letters, one dated 22nd March, 2018 referenced CR/251/01 and a second one of the same reference dated 10th April, 2018. Both letters were in response to the three queries raised by the Internal Auditor and two queries raised by the OAG in FY 2016/2017 respectively. The CAO's letter of 22nd March, 2018 and referenced CR/251/01 was acknowledged by the IAG on 29th March, 2018 and it was copied to MoLG as well as the District Chairperson of Adjumani DLG. The CAO's second letter of 10th April, 2018 referenced CR/251/01 which was responding to the PS/ST's letter of 28th March, 2018 under reference IIA 50/260/01 and dated 28th March, 2018 was acknowledged by the IAG, MoLG, MoFPED on 13th April, 2018 and was also copied to MoLG, OAG and the District Chairperson of Adjumani DLG.</p> <p>The provision of information to the PS/ST was done within the deadline of 30th April, 2018.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Adjuman DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) 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 district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The District had Physical Planning Committee, co-opted as per Section 9 of the Physical Planning Act 2010, CAO who shall be the chairperson, District Physical Planner who shall be secretary, District Surveyor, District Roads Engineer, District Education officer, District Agricultural officer, District Water Engineer, District Community Development Officer, District Medical officer, District Environment Officer, District Natural Resource Officer, Physical Planner in Private Practice , Clerks of all urban and town councils in the district.</p> <p>There was also evidence of a functional District Physical Planning Committee from the meetings held in the last Financial Year (2017/2018) such as; -</p> <p>a) The District Physical Planning Committee (DPPC) held a meeting on 29th June 2018, reference number LAN/1200/01. One of the issues discussed was files for land titling under minute 03/2018. Two applications were recommended to the District Land Board i.e. for commercial and institutional land uses.</p> <p>b) Another meeting was held on 23rd October 2017; reference number LAN/1200/01. One of the issues was approval of development application under minute ADPPC 02/2017 (4) of 23rd of October. One application of a telecommunication mast for Eaton towers was approved.</p> <p>c) Another meeting was held on 9th August 2017; reference number LAN/1200/01. One of the issues discussed was a report from the Town Clerk on the Physical Planning State in Adjumani Town Council under minute DPPC/01/2017 (4) of 9th August 2017. He noted among others things that there was increasing number of illegal developments in town that need attention of the committee, he also noted there was need to sensitize the locals about physical Planning and its relevance</p> <p>There was also evidence of a plan register dated from 02nd February 2017 up to 20th February 2018</p> <p>In general, the assessor noticed that spatial plans/site plan for Development partners especially humanitarian agencies were not approved by the District Physical Planning Committee for purposes of support supervision and ensuring compliance.</p>	<p>1</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) 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>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>The District Local Government submitted 4 sets of minutes for the District Physical Planning Committee i.e. (Minute ADPPC/03/2018, ADPPC/02/2017/4, ADPPC/01/2017/4 and ADPPC/04/2017/4) to Ministry of Lands Housing and Urban Development as evidenced by the stamp from the Office of the Commissioner Physical Planning dated 4th October 2018 as provided for in the Physical Planning Act 2010 section 17 sub-section 3</p>	<p>1</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) 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>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The District did not have an approved Physical Development Plan thus none of the infrastructure investments was approved in line with the plan since it was non-existent.</p>	<p>0</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) 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>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>The District Local Government did have an Action Area Plan prepared in the previous Financial Year (2017/2018) for the area of Dzaipi Trading centre (for both Physical Development Plan and Detailed) by Adjumani District Land Office. At the time of the assessment, the plans had been presented to both the Lower Local Physical Planning committee and District Physical Planning Committee awaiting approval from the National Physical Planning Board thus it was not yet a working document.</p>	<p>0</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>The District held budget conference on 10th October 2017 at the District Council Boardroom in preparation for the fiscal year 2018/2019. There was evidence that priorities in the Annual Work Plan for FY 2018/2019 were based on the outcomes of the budget conference as indicated in the priorities presented by various heads of department in different sectors;</p> <p>a) Under health Sector; - In the budget conference report presentation on page 11 there was planned renovation of structures i.e. In the District Hospital, HCIVs, HCIIIs and HCII, Construction of OPD and Wards among others. In the Annual Work plan, there was planned construction of Health Centre and rehabilitation at a total cost of UGX 500,000,000 on page 25 for Arinayapi HCIII building construction and staff house construction in Adjumani Hospital Staff Quarters.</p> <p>b) Under the education sector; in the budget conference report presentation was on page 8 of which there was planned construction of teachers house, classrooms, washrooms/changing rooms and latrine construction and rehabilitation under outcome 2 of improved conducive teaching and learning environment through the provision of the necessary infrastructure . In the Annual Work Plan for FY 2018/2019 the activities were on page 32 and 33 i.e. classroom construction and rehabilitation at a total cost of UGX 411,148,000, Latrine construction and rehabilitation at a total cost of UGX50,090,000 and teacher's house construction and rehabilitation at a total cost of UGX 453,990,000.</p> <p>c) Under the water sector; in the budget, conference report presentation by District Water Officer was on page 4 and among the activities planned were borehole drilling and borehole rehabilitation, public toilets among others. In the Annual Work Plan on page 54 there was planned construction of public latrines in Rural Growth Centre (Amaa Trading Centre) at total cost of UGX 16,214,000, borehole drilling and rehabilitation at total cost of UGX 5,736,000</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>The approved Annual Work Plan for FY 2018/2019 was derived from Adjumani District Development Plan II 2015/2016 to 2019/2020 in consideration of the following cases for instance;</p> <p>a) Under health Sector; - In the District Development Plan-II under the summary of sector programmes, the health sector was on page 123. In the Annual Work plan, the planned activities were on page 25 i.e. planned construction of Health Centre and rehabilitation at a total cost of UGX 500,000,000 for Arinayapi HCIII building construction, staff house construction for Adjumani Hospital Staff Quarters.</p> <p>b) Under the education sector, In District Development Plan-II under the summary of sector programmes of the education sector was on page 124. In the Annual Work Plan for FY 2018/2019 the activities were on page 32 and 33 i.e. classroom construction and rehabilitation at a total cost of UGX411,148,000, Latrine construction and rehabilitation at a total cost of UGX 50,090, 000 and teacher's house construction and rehabilitation at a total cost of UGX 453,990, 000</p> <p>c) Under the water sector, In District Development Plan-II under the summary of sector programmes for the water sector was on page 125. In the Annual Work Plan the activities were on page 54, i.e. planned construction of public latrines in Rural growth Centre (Apa Trading Centre) at total cost of UGX 16,214,000, borehole drilling and rehabilitation at total cost of UGX 5,736,000.</p>	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>The project profiles in the Adjumani District Local Government Development Plan -II were stated as per the format of the Local Government Development Planning guidelines 2014 on page 63 Appendix 3 and as noted the project profiles were from page 144 to 252. In addition the project profiles were discussed by the District Planning Unit in the meeting held on Friday 6th April 2018 under minute 06/DTPC/06/04/18</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>There was evidence of an Annual Statistical Abstract for Adjumani District Local Government for 2018 produced during the FY 2017/2018. It was also discussed by the Technical Planning Committee (TPC) under minute 10/08/5/DTPC/2017 on page 7 for the TPC meeting held on Thursday 10th August 2017 to support budget allocation and decision making in the council Boardroom</p>	<p>1</p>

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

There was evidence that all infrastructure projects implemented in FY 2017/2018 were derived from the annual work plan and budget approved by the District Council for instance;

a) Under the health sector in the Annual Work plan on page 16, there was planned rehabilitation of toilet systems at the District Health Office at a budget cost of UGX 27,930,000 while in the Annual Performance Report on page 58 indicated an expenditure of UGX 27,930,000.

-In addition, under the health sector in the Annual Work Plan on page 17 there was planned construction of staff house at Bira HC III at a total cost of UGX 197,391,000 while in the Annual Performance Report on page 59 the expenditure was UGX 162,345,000,

b) Under the education sector in the Annual Work Plan for FY 2017/2018 on page 22, there was planned rehabilitation of 3 block of 3 classroom at Yoro Primary School at a budget cost of UGX 241,374,000 and Emergency repair of the roof of 1 block of 4-classroom block at Kolididi P/S at UGX 22,685,000. While in the Annual Performance report on page, 64 indicated an expenditure of UGX 139,029,000

- In addition under the education sector, there was planned latrine construction and rehabilitation i.e. (construction of 5 stance VIP latrine in Paluga and Gulinya P/S & pyament of retention for construction of 5 stances at Biyaya, Uyuwi & Mijale P/S & 4 stance at Esia P/S) in the Annual Work Plan on page 22 at a total cost of UGX 47,508,000 while in the Annual Performance Report on page 64 the expenditure was UGX 24,900,000.

-In addition there was also planned teachers house construction in Magburu P/S and retention for construction of staff house, Kitchen & 2 stances drainable latrines at Keyo & Nyeu P/S) in the Annual Work Plan on page 22 at total cost of UGX 188,939,000 while the Annual Performance Report on page 65 expenditure was UGX 335,577,000

c) Under water sector there was planned construction of public latrines at Lukwara market Itirikwa Sub county in Mungula parish) at a total cost of UGX 21,329,000 on page 33 of the Annual Work Plan for FY2017/2018 while in the Annual Performance Report for FY2017/2018 on page 75 the expenditure was UGX 14,250,000

-In addition under water sector there was planned borehole drilling and rehabilitation in the Annual Work Plan for FY2017/2018 on page 33 the total budget was UGX 90,000,000 while in the Annual Performance Report for FY2017/2018 on page 76 the expenditure was UGX 117,892,000

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that 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 	<p>There was evidence that investment projects implemented in the previous FY 2017/2018 were completed as per work plan by end of FY 30th June, 2018 as indicated below; -</p> <p>a) Under the health sector under the Annual Work plan on page 16, there was planned rehabilitation of toilet systems at the District Health Office at a budget cost of UGX 27,930,000 while in the Annual Performance Report on page 58 indicated an expenditure of UGX 27,930,000, which was 100%.</p> <p>- In addition, under the health sector in the Annual Work Plan on page 17 there was planned construction of staff house at Bira HC III at a total cost of UGX 197,391,000 while an interim certificate number 2 issued by the District engineer indicated completion on 5th June 2018 with a retention of UGX 18,101,828</p> <p>b) Under the education sector in the Annual Work Plan for FY 2017/2018 on page 22 there was planned latrine construction and rehabilitation (construction of 5 stance VIP latrine in Paluga and Gulinya P/S & retention for construction of 5 stances at Biyaya, Uyuwi & Mijale P/S & 4 stance at Esia P/S) at a total cost of UGX 47,508,000 while a certificate of completion number LPA-503 issued by the District Engineer indicated completion on 14th June 2018 with a retention of UGX 1,112,717.</p> <p>- In addition under the education sector there was planned teachers house construction in Magburu P/S and retention for construction of staff house, Kitchen & 2 stances drainable latrines at Keyo & Nyeu P/S) in the Annual Work Plan on page 22 at total cost of UGX 188,939,000 while an interim certificate issued by the District Engineer indicated completion on 30th May 2018</p> <p>c) Under water sector there was planned construction of public latrines at Lukwara market Itirikwa Sub county in Mungula parish) at a total cost of UGX 21,329,000 on page 33 of the Annual Work Plan for FY 2017/2018 while an interim certificate issued by the District Engineer indicated completion on 30th June 2018 .</p> <p>-In addition, under borehole drilling and rehabilitation in the Annual Work Plan for FY 2017/2018 on page 33 the total budget was UGX 90,000,000 while an interim certificate issued by the District Engineer indicated completion on 30th June 2018.</p>
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The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

• Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2

The District investment projects in the previous FY (2017/2018) completed within approved budget in the range of 15% maximum and 15% minus threshold of the original budgets;

a) Under the health sector under the Annual Work plan on page 16, there was planned rehabilitation of toilet systems at the District Health Office at a budget cost of UGX 27,930,000 while in the Annual Performance Report on page 58 indicated an expenditure of UGX 27,930,000, at 100% which was within the threshold of 15% maximum and 15% minus of the original budget.

-In addition, under the health sector in the Annual Work Plan on page 17 there was planned construction of staff house and Two Blocks of stance VIP Drainable Latrine at Bira HCIII at a total cost of UGX 197,391,000 while certificate of completion issued by the District Engineer indicated certified value of works at UGX 180,383,500 at 91.4% which was within the threshold of 15% minus of the original budget

b) Under the education sector in the Annual Work Plan for FY 2017/2018 on page 22 there was planned latrine construction and rehabilitation (construction of 5 stance VIP latrine in Paluga and Gulinya P/S & retention for construction of 5 stances at Biyaya, Uyuwi & Mijale P/S & 4 stance at Esia P/S) at a total cost of UGX 47,508,000 while certificate of completion issued by the District Engineer dated 15th June 2018 indicated total certified value of works at UGX 41,095,785 at 87% which was within the threshold of 15% minus of the original budget

c) Under water sector there was planned construction of public latrines at Lukwara market Itirikwa Sub county in Mungula parish) at a total cost of UGX 21,329,000 on page 33 of the Annual Work Plan for FY2017/2018 while a certificate of completion issued by the District Engineer indicated completion on 15th June 2018 indicated total certified value of works at UGX 15,000,000 at 70 %.

-In addition under the water sector, there was planned borehole drilling and rehabilitation in the Annual Work Plan for FY2017/2018 on page 33 the total budget was UGX 90,000,000 while certificate of completion issued by the District Engineer dated 15th June 2018 indicated total certified value of works at UGX 101,596,584 at 113% which was within the threshold of 15% maximum of the original budget

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>Adjumani District Local Government planned for some infrastructure activities under operation and maintenance excluding water and roads. Under the health sector in the Annual Work Plan on page 16, there was planned rehabilitation of toilet systems at the District Health Office at a budget cost of UGX 27,930,000 while in the Annual Performance Report on page 58 indicated an expenditure of UGX 27,930,000 which was at 100%</p>	<p>2</p>
<p>Human Resource Management</p>			
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>Not all HoD positions were substantively filled. The positions of District Internal Auditor, CFO, District Engineer, District Planner, and District Commercial Officer were not substantively filled.</p> <p>Efforts were made to have these positions filled. There had been an advert that appeared in the New Vision newspaper of December 4th 2017 for positions of CFO, District Commercial Officer and District Engineer but no suitable candidates were attracted.</p> <p>The DLG again tabled this concern as contained in extracted minutes of the DSC during the 19th meeting ref: CR/238/2 held on June 20th 2018 in which a decision was made to re-advertise the positions of CFO, District Commercial Officer and District Engineer after earlier recruitment process failed to attract suitable candidates.</p>	<p>0</p>

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>There was evidence that all HoDs including those in acting position were appraised in the FY 2017/2018 as follows;</p> <ol style="list-style-type: none"> 1. Dima Robert (CR/12176), the DEO report was appraised and CAO signed but no date was put. 2. Akuba Denis (CR/ADJ/11055), Internal Auditor was appraised on 29/8/2018. 3. Mioni Fred (CR/D/10735), the District Planner was appraised on 27/8/2018 4. Mugenyi Anthony (CR/D/12177), the District Production and Marketing Officer was appraised on 28/8/2018 5. Bhoka Didi George (CR/D/12279), the DHO was appraised on 27/8/2018 6. Giyaya Charles (CR/ADJ/10182), the District Natural Resources Officer was appraised on 6/7/2018 7. Drate Ewi Christopher (CR/D/12275), the Ag. District Engineer was appraised on 30/8/2018 8. Habib Abubakar (CR/D/10668), the District Community Development Officer was appraised on 6/7/2018 9. Okuga Flamine (CR/D/10750), the Ag. CFO was appraised on 31/7/2018 10. Irama Christopher (CR/ADJ/10662), the PHRO was appraised on 8/8/2018 11. Dipio Agnes, the Ag. District Commercial Officer was appraised on 12/7/2018 	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>All positions submitted for recruitment on ref: CR/115 dated June 28th 2017 were considered as contained in a response from the Permanent Secretary MoPS on letter ref: ARC 6/293/05 dated September 21st 2017.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>Thirty Five staff were submitted for confirmation per department and all were considered as detailed here below.</p> <p>Administration department:</p> <p>ii) Atama Adam (Driver), submission was on letter ref: CR/D/11860 dated July 25th 2017 and considered under min extract 101/2017 as contained in minutes of the 12th meeting</p>	<p>1</p>

actions during the previous FY.

Maximum 4 points on this Performance Measure.

of the DSC ref: DSC/159/1 dated July 28th 2017

ii) Sam Ismail (Assistant Driver) submission was on ref: CR/D/11070 dated July 5th 2017 and considered under minute extract 100/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

iii) Amanzuru Bosco (Assistant Records Officer) submission was on ref: CR/D/159/1 and considered under minute extract 99/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

Production & Marketing Dept

i) Mioni Emmanuel (Agric. Officer) submission was on ref: CR/D/12227 dated July 25th 2017 and considered under minute extract 102/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

ii) Dramani John Bosco (Agric. Officer) submission was on ref: CR/159/1 dated June 7th 2017 and considered under minute extract 103/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

iii) Laila Jesca (Agric. Officer) submission was on ref: CR/D/12225 dated July 17th 2017 and considered under minute extract 104/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

iv) Vuzaa Margaret (Agriculture Officer) submission was on ref: CR/D/12230 and considered under minute extract 105/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

v) Langi Sandra (Fisheries Officer) submission was on ref: CR/D/12260 dated July 17th 2017 and considered under minute extract no. 106/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

vi) Wandera William (Fisheries Officer) submission was on ref: CR/159/1 dated July 4th 2017 and considered on minute extract no. 107/2017 as contained in minutes of the 12th meeting of the DSC ref: DSC/159/1 dated July 28th 2017

vii) Dipio Agnes (Commercial Officer) submission was on ref: CR/ADJ/12261 dated 12/10/2017 and consideration was under minute extract no. 121/2017 contained in minutes of the 13th meeting of the DSC ref: DSC/ADJ/156 dated 5/12/2017

viii) Ijjo Didimous (Veterinary Officer) submission was on ref: CR/ADJ/12255 dated 12/10/2017 and consideration under minute extract 122/2017 contained in minutes of the 13th meeting of the DSC ref: DSC/ADJ/156 dated 5/12/2017.

ix) Byabagambi Yobu (Fisheries Officer) submission was on ref: CR/ADJ/12250 and consideration under minute extract no. 124/2017 contained in the 13th DSC meeting ref: DSC/ADJ/156 dated 5/12/2017.

xi) Tani Saviour Lemi (Animal Husbandry Officer) submission was on ref: CR/ADJ/12250 and consideration under minute extract no. 123/2017 contained in minutes of the 13th DSC meeting ref: DSC/ADJ/156 dated 5/12/2017.

xii) Amalai Henry (Fisheries Officer) submission was on ref: CR/ADJ/12258 dated 12/10/2017 and consideration under minute extract no. 125/2017 contained in minutes of the 13th DSC meeting ref: DSC/ADJ/156 dated 5/12/2017.

Health Department

i) Semanda Innocent (Medical Officer) submission was on ref: CR/D/12265 dated July 10th 2017 and considered under minute extract 94 /2017 dated July 26th 2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

ii) Nyakuru Emily (Enrolled Nurse) ,submission was on ref: CR/D/12106 dated July 12th 2017 and considered under minute extract 93/2017 dated July 26th 2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

iii) Dr. Aniap Emmanuel (Medical Officer) submission on ref: CR/ADJ/10256 and consideration under minute extract no. 127/2017 as contained in minutes of the 13th DSC meeting ref: DSC/ADJ/156 dated 5/12/2017.

Education Department

i) Mander Juliet (Education Assistant II) submission was on ref: CR/D/1158 dated July 25th 2017. Consideration was under minute extract 92/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

ii) Unzima Amos (Education Assistant II) submission was on ref: CR/D/12058 dated July 24th 2017 and consideration was under minute extract 91/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

iii) Draparaku Richard (Education Assistant II) submission was on ref: CR/D/11860 dated July 25th 2017 and considered under minute extract no. 91/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

iv) Ambayo Patrick (Education Assistant II) submission was made on ref: CR/D/12034 dated July 17th 2017 and considered under minute extract 89/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

v) Korani Jacob (Education Assistant) submission was on ref: CR/D/11949) dated July 17th 2017 and consideration was under minute extract 88/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017.

vi) Amadi Sunday (Education Assistant) submission was on ref: CR/D/12091 dated 24/7/2017 and consideration was

under minute extract 87/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

vii) Awori Daniel (Education Assistant II) submission was on CR/D/11656 dated 24/7/2017 and consideration was under minute extract 86/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

viii) Drichi Charles (Education Assistant II) submission was on ref: CR/D/12075 dated 24/7/2017 and consideration under minute extract no. 85/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

ix) Banduyo Monica (Education Assistant II) submission was on ref: CR/D/12030 dated 28/7/2017 and consideration under minute extract no. 84/2017 as contained in the minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

x) Ganyizara Simon (Education Assistant II) submission was on ref: CR/D/11771 dated 24/7/2017 and consideration was under minute extract no. 83/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

xi) Apio Doreen (Education Assistant) submission on CR/D/159/1 dated 18/4/2018 and consideration under minute extract no. 75/2018 as contained in the minutes of the 18th DSC meeting of the DSC ref: CR/238/2 dated 29/5/218

xii) Mutamuta Richard (Education Assistant) submission was on ref: CR/D/159 dated 8/8/2017 and consideration under minute extract 126/2017 as contained in the minutes of the 13th DSC meeting of the DSC ref: DSC/ADJ/156 dated 5/12/2017.

xiii) Evidence of confirmation for Ondoa Annet (Education Assistant II) submission on ref: CR/D/11860 dated 27/7/2017 was not seen at the time of assessment

Finance and Planning Department

i) Kijara Fidel Kotero, submission was on ref: CR/D/12271 dated 24/7/ 2017 and consideration under minute extract no. 97/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

ii) Unzima Henry, submission was on ref: CR/D/12270 dated 17/7/2017 and consideration under minute extract no. 96/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

iii) Kasim Bran, submission was on ref: CR/D/12269 dated 17/7/2017 and consideration under minute extract no. 95/2017 as contained in minutes of the 12th DSC meeting ref: DSC/159/1 dated 28/7/2017

iv) Draparaku John Bosco (Senior Planner) submission was on ref: CR/D/12173 dated 12/10/2017 and consideration was under minute extract no. 118/2017 contained in the minutes of 13th DSC meeting of the DSC ref: DSC/ADJ/156 dated

	5/12/2017	
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The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

Maximum 4 points on this Performance Measure.

• Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1

Five (5) cases were submitted for disciplinary action to the Adjumani DSC and all cases were considered as follows;

Atimaku Lucy Komakech, a Senior Clinical Officer was accused of unprofessional behaviour while on duty. Despite appearing before the rewards and sanctions committee, she did not improve. This case was submitted to the DSC for disciplinary action on ref: CR/159/1 dated October 23rd 2017. It was considered during the 18th meeting of the DSC, ref: CR/238/2 dated May 29th 2018 under minute no. 87/2018. She was severely reprimanded for failure to adhere to staff regulations.

Okuga Flamine Paranza, the Senior Accountant was accused of failure to ensure that Nine million Five Shillings (9,000,005) approved for transfer as quarter II CDD funds during 2009/10 to Adropir sub county was actually transferred. It was submitted to DSC on ref: CR/10750 dated May 24th 2018 and considered as contained in the 19th DSC meeting, ref: CR/238/2 dated June 20th 2018 under min. 95/2018 in which he was cautioned for omissions.

Habib Abubakar, the District Community Development Officer was accused of failure to ensure that Nine million Five Shillings (9,000,005) approved for transfer as quarter II CDD funds during 2009/10 to Adropir sub county was actually transferred. This was submitted to the DSC on ref: CR/10668 dated May 24th 2018. Consideration for this case was contained in the 19th minute of the DSC, ref: CR/238/2 dated June 20th 2018 under Min. 93/2018. He was cautioned for the omission.

Amatre Basil, an Education Assistant was accused of abandonment of duty despite several written notifications that culminated into ending his salary with effect from September 2017. This case was submitted to the DSC on ref: CR/ADJ/11494 dated October 2nd 2017. Consideration for this case was contained in the 18th minute of the DSC, ref: CR/238/2 dated May 29th 2018 under Min. 86/2018. He was regarded as having abandoned duty and accordingly resigned with effect from May 30th 2018

Adranu Emmanuel, a Parish Chief was involved in theft of government property / assets i.e. 3 solar panels, 2 heavy duty powered batteries and a wooden door. This case was submitted for disciplinary action on ref: CR/ADJ/11402 dated November 29th 2017. The recommendation was to have Emmanuel be dismissed from service as a punitive measure to deter reoccurrence in future. Consideration for this case was contained in the 18th minute of the DSC, ref: CR/238/2 dated May 29th 2018 under Min 85/2018. He was dismissed from service with immediate effect

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>There was evidence that all staff recruited during the FY 2017/18 accessed payroll within two months after recruitment.</p> <p>Recruitments were done between 1st April and 1st May 2018 and all had accessed payroll by June 2018</p>	<p>3</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>Staff that retired during FY 2017/2018 had not accessed the pension payroll two months after retirement. The Pensioners files reviewed were for;</p> <p>i) Muye Angelo Kapalanga , the Senior Education Assistant was said to have retired in October 2017. His file was submitted to MoPS on October 5th 2017. He accessed pension payroll in September 2018.</p> <p>ii) Kidega Billy Bones, a Senior Education Assistant retired effective August 2017 and file submitted to MoPS on 2nd November 2017 but accessed pension payroll in July 2018</p>	<p>0</p>
<p>Revenue Mobilization</p>			

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> •• If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>The DLG collected shs 279,718,136 as OSR during FY 2016/2017 as reflected on page 17 of the audited financial statements for FY 2016/2017. The analysis of local revenue collections was indicated on page 19 as captured by the audited financial statements of the district for FY 2016/2017. There was no one-off sell relating to Council assets during the financial year.</p> <p>The district realised shs 441,776,408 as OSR collections during FY 2017/2018 as indicated on page 8 of the FY 2017/2018 financial statements. The Council had one off sale of its assets during FY 2017/2018 amounting to shs 107,664,000 as indicated in the HoF's un referenced letter to CAO dated 26th September, 2018. The amount was captured on page 21 on analysis of local revenue for FY 2017/2018 under "Miscellaneous and Un identified Revenue". This resulted in the net OSR for FY 2017/2018 amounting to shs 334,112,408 i.e (shs 441,776,408 less shs 107,664,000 = shs 334,112,408).</p> <p>Increment in OSR computation:</p> $54,394,272 \times 100 = 19.4\%$ <p>279,718,136</p> <p>The relatively good performance in relation to revenue collection was attributed mainly to two factors:</p> <p>(i) Widening the revenue base that covered collection of local revenue on royalties from forest products from the sub counties within Adjumani DLG.</p> <p>(ii) Mentoring and also training of revenue collectors regarding revenue collection methods and procedures. This was coupled with sensitising of tax payers on the benefits of paying taxes promptly and explaining the tax payers the relationship of timely payment of tax to efficient service delivery to the residents of the district.</p>
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<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within <p>+/- 10 %: then score 2. If more than +/- 10 %: Score 0.</p>	<p>The original local revenue budget of the DLG for FY 2017/2018 was Shs 329,377,000 as indicated on page 14 of the approved budget.</p> <p>The total net local revenue collected during FY 2017/2018 amounted to Shs 334,112,408 excluding sale of council's assets in FY 2017/2018 reflecting 101.4% realisation. There was a positive variation of 1.4%.</p> <p>The original budget was revised from shs 329,377,000 to shs 479,377,000 later during the financial year under review.</p>	<p>2</p>
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Local revenue administration, allocation and transparency

Maximum 4 points on this performance measure.

• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2

Adjumani DLG comprised 9 sub counties and 1 Town Council to which the 65% share of local revenues was remitted during FY 2017/2018. This was done in compliance with the approved formulae as provided in section 85 and 5th Schedule in the Local Government Act CAP 243.

Total remittances to LLGs during FY 2017/2018 were as provided below:

- (i) Adropi Sub county shs 2,303,600;
- (ii) Pacara Sub county shs 3,206,905;
- (iii) Ciforo Sub county shs 3,178,500;
- (iv) Ukusijoni Sub county shs 2,663,310;
- (v) Itirikwa Sub county shs 44,363,500;
- (vi) Ofua Sub county shs 2,463,500;
- (vii) Pakele Sub county shs 15,561,000;
- (viii) Dzaipi Sub county shs 4,829,500;
- (ix) Arinyapi Sub county shs 1,436,500.

Grand total remitted to the LLGs during FY 2017/2018 amounted to shs 97,096,315.

Examples: (i) Remittance to Adropi Sub county of shs 2,303,600 against voucher number PV- FN 00427 dated 27th March, 2018 as 65% local revenue share from the district from the Local Service Tax.

(iii) Remittance to Ofua Sub county of shs 2,463,500 on 27th March, 2018 as per voucher number PV-FN 00433 being the 65% local revenue share from the district realized from the Local Service Tax.

(iv) Remittance to Ciforo Sub county of shs 2,681,250 on 27th March, 2018 as per voucher number PV- FN 00428 of 27th March, 2018 being the 65% local revenue share from the district realized from the Local Service Tax.

(v) Remittance to Ukusijoni Sub county of shs 518,310 on 28th May, 2018 as per voucher number PV-AD009 of 28th May, 2018 being 65% local revenue share from the district

It was noted that the main source of local revenue that was accrued for transfer to LLGs was mainly realized from the Local Service Tax and royalties from forest products.

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>The district spent shs 68,196,000 on Council allowances and emoluments during FY 2017/2018 made up as follows:</p> <p>Committee's sitting allowance shs 34,476,000; ordinary Council sitting allowances shs 33,720,000; all totalling shs 68,196,000.</p> <p>The local revenue realised during FY 2016/2017 amounted to shs 279,718,136 as reflected on page 17 of the FY 2016/2017 audited DLG accounts. Computation:</p> $68,196,000 \times 100 = 24.3\%$ <p>279,718136</p> <p>Whereas the payment of allowances and emoluments exceeded the 20% limit, expenditure over and above the limit was authorised by the Honourable Minister of Local Government through his letter to the District Chairperson dated 4th September, 2017 under reference MC.22 and copied to the PS MoLG, RDC and CAO. The Minister was responding to the District Chairperson's letter requesting for permission to pay allowances beyond the 20% limit dated 27th July, 2017 under reference COU/104. The District Chairperson's letter was copied to the CAO, Adjumani DLG.</p>	<p>0</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>The DLG had both positions of Senior Procurement Officer and Procurement Officer substantively filled.</p> <p>The Senior Procurement Officer, Leku Deogracious Maiku, was promoted to that position on letter ref: CR/D/156/1 dated April 20th 2015. This was as contained in the DSC minute ref: 112/ADS/14/15. He had served as a Procurement Officer since November 2008.</p> <p>The Procurement Officer, Otiku Ori Tokwiny was appointed on letter ref: CR/159/1 dated June 17th 2015 under minute 200/ADSC/14/15 as a promotion from Assistant Procurement Officer, a position he had held since November 2008.</p>	<p>2</p>

The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

• Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1

The District Evaluation Committee (EC) produced and submitted reports to Contracts Committee as evidenced by a report submitted to the Contract Committee dated 22nd January, 2018, as per the sampled projects below;

i. Construction of a five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, opened on 19th January, 2018, under the Education Department, funded by DDEG, submitted on 22nd January, 2018,

ii. Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County, Ref. ADJU504/wrks/2017-2018/0005, opened on 30th August, 2017, under the Water Department, funded by DDEG, submitted on 4th September, 2017,

iii. Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, opened on 19th January, 2018, under the Water and Sanitation Department, funded by PAF, submitted on 21st February, 2018,

iv. Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, opened on 30th August, 2017, under Health Department funded by DDEG, submitted on 13th September, 2017,

v. Construction of staff house at Magburu Primary School, Ref. ADJU504/wrks/2017-2018/002, opened on 30th August, 2017, under Education Department funded by SFG, submitted on 13th September, 2017,

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The District Contracts Committee considered Evaluation Committee recommendations for FY 2017/2018 as evidenced by the sampled projects below;</p> <ol style="list-style-type: none"> i. Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, considered on 19th March, 2018, recommended that the project be awarded to Maria Vusia Slivia Enterprises of P.O. Box 173 Adjumani, at evaluated price of UGX. 22,254,340, under minute number DCC/10/March/2018, ii. Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County, Ref. ADJU504/wrks/2017-2018/0005, considered on 18th September 2017, recommended that the project be awarded to Care Mission Water Services of P.O. Box. 4201 Kampala, at evaluated price of UGX. 101,596,584, under minute number DCC/09/September/2017, iii. Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, considered on 19th March, 2018, recommended that the project be awarded to Corim Company Ltd, of P.O. Box. 205 Adjumani, at evaluated price of UGX. 15, 000,000, under minute number DCC/12/March/2018, iv. Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, considered on 2nd November, 2017, recommended that the project be awarded to Agweru General Merchandise of P.O. Box. 75 Adjumani, at evaluated price of UGX. 181,015,275, under minute number DCC/06/September/ 2017, v. Construction of staff house at Magburu Primary School, Ref. ADJU504/wrks/2017-2018/002, considered on 2nd November, 2017, recommended that the project be awarded to TAK and Friends Ltd of P.O. Box. 87 Adjumani, at evaluated price of UGX. 163,759,810, under minute number DCC/07/September/2017.
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<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> • a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2 	<p>The District Procurement Plan for FY 2018/2019 covered all infrastructure projects in the approved work plan of FY 2018/2019 as evidenced by a copy of the consolidated annual procurement work plan for FY 2018/2019 approved by the Accounting Officer, dated 11th June, 2018. Some of the examples of projects in the work plan for 2018/2019 included;</p> <ol style="list-style-type: none"> i. Renovation of a Classroom Block at Sube Primary School, ii. Construction of VIP latrine at Oringwa and Meliaberi Primary Schools, iii. Extension of rural water at Dzapi, Pakele and Ofua Sub Counties, iv. Construction of VIP latrine at Apaa Trading Centre, and v. Construction of cattle crush at Ojigo village in Okusijoni Sub County. <p>The District also made a consolidated procurement and disposal annual work plan for FY 2017/2018 as per the submitted and endorsed copy of the plan by the Accounting Officer, dated 15th June, 2017. Examples of projects in the work plan for FY 2017/2018 included;</p> <ol style="list-style-type: none"> i. Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, ii. Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County. Ref. ADJU504/wrks/2017-2018/0005, iii. Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, iv. Construction of a staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, v. Construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/002.
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<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>For the current FY (2018/2019) the District prepared 28.5% of all investments/infrastructure by 30th August 2018, which was below the 80% threshold of the prepared documents for all infrastructure investment. The District had 14 projects in the consolidated annual work plan for FY 2018/2019 out of which 4 projects had been initiated by user department and 3 had completed bid documents prepared. The reason for the delayed 11 projects mainly was due to the fact that the user department had not prepared BoQs and therefore they couldn't submit them to the procurement office for processing.</p>	<p>0</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>In the previous FY 2017/2018 the District had updated the Contracts Register as evidenced by the number of entries (22) for the FY 2017/2018. Also the District Council completed procurement files for all procurements for the same FY.</p> <p>For example a sampled file for one project under construction of Pit latrine at Lukwara Market Ref. ADJU504/wrks/17-18/015, was examined and the file had all the required documentation as indicated below; The files had a Requisition form dated 17th October, 2017, at UGX.15,000,000, Records of adverts was on file, dated 8th January, 2018, because of the nature of procurement (selective) it was not put in the newspapers instead it was put on the public notice boards, Issues of bid document, Ref. LGPP form 6 R48 (6), dated 19th January, 2018 was filled, Receipt of bid, dated 19th January, 2018, Ref. LGPP form 9 R70 (5) was on file, Opening of bids, dated 19th January, 2018, Ref. LGPP form 10 R71 (11), (12), (13) had been filled and was on file. Also Evaluation and Contracts Committee minutes, dated 21st February, 2018 and 19th March, 2019 respectively were on file, Award and acceptance letters, dated 5th April, 2018 and 10th April, 2018 respectively plus the contracts document signed on 13th April, 2018, were all on file, making complete the procurement activity file for the sampled project.</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): <p>score 2.</p>	<p>The District adhered to procurement threshold as per the sampled projects below;</p> <ol style="list-style-type: none"> i. Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, at evaluated price of UGX. 22,254,340 – Selective Bidding, ii. Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County, Ref. ADJU504/wrks/2017-2018/0005, at evaluated price of UGX. 101, 596,584 – Open Domestic Bidding, iii. Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, at evaluated price of UGX. 15,000,000 – Selective Bidding, iv. Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, at evaluated price of UGX. 181,015,275 – Open Domestic Bidding, v. Construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/002, at evaluated price of UGX. 163,759,810 –Open Domestic Bidding.
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<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates <p>for all projects based on technical supervision: score 2</p>	<p>There was evidence that works projects implemented in the previous FY 2017/2018 were appropriately certified with interim and/or completion certificates as indicated in the sampled projects below;</p> <ol style="list-style-type: none"> Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, an interim certificate was seen on file, signed on 14th June, 2018, Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County, Ref. ADJU504/wrks/2017-2018/0005, a completion certificate was seen on file, signed on 30th June, 2018, Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, a completion certificate was seen on file, also signed on 30th June, 2018, Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, two interim certificate were seen on file, signed on 7h March, 2018 and 5th June, 2018, Construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/002, two interim certificates were seen on file, signed on 27th March, 2018 and 30th May, 2018. 	2
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects 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 	<p>There was no evidence of site boards in all the infrastructure projects for the current FY (2018/2019). This was because the procurement process had not been completed due to delays in release of funds.</p>	0
Financial management			

The LG makes monthly and up to-date bank reconciliations

Maximum 4 points on this performance measure.

• Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4

Adjumani DLG maintained 14 bank accounts and one TSA account with Bank of Uganda by closure of FY 2017/2018 up to the date of the assessment. Bank reconciliation statements were prepared on monthly basis and dully authenticated by relevant authorities up to the closure of FY 2017/2018 on 30th June, 2018 upon which draft accounts for FY 2017/2018 were accordingly prepared and submitted to the OAG on schedule.

The DLG used a computerised IFMS accounting system for preparation of its bank reconciliation statements. Preparation of the bank reconciliation statements requirement, at least latest up to 31st August, 2018 was halted based on two letters from the PS MoLG dated 15th November, 2017 under reference ADM/103/334/01 addressed to selected CAOs and Town Clerks and copied to: District Chairpersons, Municipal Mayors and RDCs. The second letter was written on 26th June, 2018 regarding the same subject matter under reference FINMAP/PFM/01 and also addressed to selected CAOs and Town Clerks and copied to: PS/ST MoFPED, OAG, Accountant General, Programme Coordinator FINMAP III, RDCs, District Chairpersons, Mayors and PFM Systems Manager LG Financial Management. At the time of the assessment, the MoFPED had not despatched a team of IFMIS software experts to train, guide and supervise the district staffs on updating of the computerised system that was to be shifted from TIER 2 to TIER 1 by desk officers of MOFPED. Preparation of the bank reconciliation statements was therefore not up to date as required.

Examples on reconciliations: (i) Account number 0140022506801 for the District General Fund account with Stanbic bank, Adjumani branch. The reconciled balance on 30th June, 2018 was shs 66,098,798; For the same account, the reconciled balance was shs 462,178,384 as on 31st May, 2018.

(ii) The District UWEPR Recovery account reconciled balance on 30th June, 2018 was shs 1,869,400, account number 9030012579224 with Stanbic bank, Adjumani branch;

(iii) The District PRELNOR Account number 9030012318196 with the Stanbic bank, Adjumani branch. The reconciled balance was shs 175,053,263 on 31st March, 2018.

The LG made timely payment of suppliers during the previous FY

Maximum 2 points on this performance measure

- 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.

The DLG provided evidence showing timely payments of suppliers and contractors during FY 2017/2018 without overdue bills beyond 2 months. The sampled payments in all sectors indicated compliance resulting in no overdue bills beyond two months.

For Example: (i) In the Education department, a payment request was submitted on 24th January, 2018. Certification and approval of the payment was done on 24th January, 2018 by the CAO. Payment against voucher number PV – ED 00501 was done on 7th February, 2018. Payment was made to M/s Malib Enterprises for shs 121,806,021 for renovation of 2 blocks of 4 class rooms at Yoro Primary School in Dzaipi Sub county. Average of 14 days. Receipt number 339 of 7th February, 2018 was issued by the contractor for the purpose.

(ii) M/s Malib Enterprises was paid shs 81,795,598 on voucher number PV – ED 00584 of 27th March, 2018 for renovation of 2 blocks of 4 class rooms at Yoro Primary School in Dzaipi Sub county. Average 4 days. Receipt number 342 of 27th March, 2018 was issued by the contractor for the purpose. The initial request for payment was submitted on 23rd March, 2018 and certification was done on 23rd March, 2018. The above were the two main payments in the Education department.

(iii) As for the Health department, payment request was submitted on 5th June, 2018, certification was done on 5th June, 2018 and actual payment effected to M/s Agweru General Merchandise for shs 3,443,472 against voucher number PV- WHT - 9871 dated 21st June, 2018 in respect of construction of 4 occupant staff house and 2 blocks of 2 stances VIP drainable latrine at Biira Health Centre III in Pakele Sub county. Receipt number 2005 of 28th June, 2018 was issued by the contractor for the purpose.

(iv) A request was submitted on 14th June, 2018, certification and approval was done on 14th June, 2018. Actual payment was effected to Corim Enterprises Company Ltd for shs 13,395,000 on payment voucher number PV –WK 00801 of 22nd June, 2018. Payment was in respect of construction of 3 stance drainable latrine at Lukwara Market in Itirikwa Sub county. Average of 8 days.

In addition, a payment register was verified and confirmation realised that there were no pending bills for settlement by the district beyond two months.

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The district had an Internal Auditor by the names of Mr Denis Akuba. The CAO's letter dated 24th June, 2013 under reference CR/159/1 communicated the appointment on promotion of Mr Akuba to the position of Internal Auditor based on the DSC minute 270/ADSC/12-13. The letter was copied to the OAG Arua branch, and the Secretary to the DSC.</p> <p>There was no substantively appointed Senior Internal Auditor in the district at the time of assessment.</p>	<p>0</p>
<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"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>There was a functional Internal Audit in place during FY 2017/18 as was evidenced by the four internal audit reports that were produced on quarterly basis.</p> <p>The quarterly internal audit reports were timely produced in FY 2017/2018 as detailed below:</p> <p>Quarter 01: Date of report: 30/10/2017</p> <p>Quarter 02: Date of report: 31/1/2018</p> <p>Quarter 03: Date of report: 30/4/2018</p> <p>Quarter 04: Date of report: 31/7/2018</p> <p>Quarter One was referenced 252/1/Aud/001, Quarter Two was referenced 252/1/Aud/002; Quarter Three was referenced 251/1/Aud/04; Quarter Four was referenced 252/1/Aud/05/2018.</p> <p>All the above reports were acknowledged through a delivery book on the day of submission as follows:</p> <p>Quarter One: on 31/10/2017 by the Hon. Speaker of the DLG, on 1/11/2017 by RDC, CAO and Chair Person of the DLG.</p> <p>Quarter Two: on 2/2/2018 by the Hon. Speaker of the DLG, RDC, CAO and Chair Person of the DLG;</p> <p>Quarter Three: on 4/5/2018 by the Hon. Speaker of the DLG, RDC, CAO and Chair Person of the DLG.</p> <p>Quarter Four: on 3/8/2018 by the Hon. Speaker of the DLG, RDC, CAO, Chair Person of the DLG and IAG on 13/9/2018.</p> <p>The copies of the quarterly internal audit reports were circulated to:</p> <p>i) Chairperson of the District;</p>	<p>2</p>

		<p>ii) PS MOLG;</p> <p>iii) Internal Auditor General;</p> <p>iv) RDC;</p> <p>v) OAG – Arua Regional Office;</p> <p>vi) Chairperson LG PAC;</p> <p>vii) CAO;</p> <p>viii) Secretary Finance, Planning and Administration</p> <p>ix) Chairman Audit Committee Northern Region;</p> <p>It was noted that all the quarterly internal audit reports were produced on schedule as required by the Local Government Act CAP 243.</p>	
<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>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of</p> <p>internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Review of the minutes of Council for Adjumani DLG for FY 2017/2018 confirmed that Council held its meetings on the following dates:</p> <p>29th September, 2017, 22nd December, 2017, 13th March, 2018, 6th April, 2018, 3rd May, 2018 and 25th May, 2018.</p> <p>It was further noted that the Internal Audit department timely produced the quarterly internal audit reports and also circulated the same reports to various relevant offices as required. However, perusal of the minutes revealed that Council discussed the internal audit findings based on the LG PAC report relating to FY 2014/2015 (Treasury Memorandum) in only one meeting held on 13th March, 2018 under minute reference 83/OCM/3/2018. There was no further evidence that the LG provided information to the Council on the status of implementation of internal audit findings in the rest of the meetings held by Council as detailed above. There was no trace of Council minutes indicating discussion of the quarterly internal audit reports produced in FYs 2016/2017 and 2017/2018 respectively.</p>	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that 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. 	<p>The quarterly internal audit reports were timely produced during FY 2017/2018 and copies delivered to the Accounting Officer of Adjumani DLG as required. The LG PAC held meetings on 25th and 26th April, 2018 respectively whereby the Quarter One report findings for FY 2017/2018 were reviewed under minute reference 4/LGPAC/4/2018. Other meetings were held from 16th to 18th May, 2018 respectively and Quarter Two report findings for FY 2017/2018 were reviewed under minute reference 8/LGPAC/5/2018.</p>	<p>1</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The DLG manually maintained Asset Registers which were not fully computerised. The registers were partially up dated with most of the information pertaining to the assets lacking. For example, information in respect of values for most assets, their locations, particulars and description were not indicated. Donations to the DLG like those donated by the UNHCR and IDI were not valued and had scanty information about them. There were no values for some vehicles, buildings and land which were owned by the LG.</p> <p>Examples: (i) A motor grader Komatshu make which was donated by the MoW on 11th September, 2017 registration number UG 1821W, engine unmberrnGD663A – 2, chassis number KMT 600 20 TH 001. No value was indicated.</p> <p>(ii) Tractor – LG 0012 -04 donated in 2001 by MoLG, chassis number MCCUMA 441 -00 had scanty information with no values.</p> <p>(iii) Furniture and equipment was lacking in the asset registers.</p> <p>It was explained that the DLG was in the process of computerising its Asset Registers under the IFMIS software and that the Council was still waiting for experts from the MoFPED for training, supervision and guidance. The DLG was in progress of shifting from Tier Two to Tier One.</p>	<p>0</p>

<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Adjuman DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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>There was evidence that Adjumani District Council met and discussed service delivery issues in the Financial year 2017/2018.:</p> <p>a) Minutes of the 2nd District Council Meeting held on Friday 22nd December 2017 in the Council Boardroom of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Presentation of the report on the implementation status of refugees and host population empowerment (ReHOPE) under minute 73/OCM/12/2017 on page 9. Among the project presented was rehabilitation of 3.5km Mazaji-Elegu Market road located in host community of Arinyapi sub county and refugee settlement of Elema, Baratuku at budgetary cost of UGX 50,000,000 and justification was to link access to market <p>b) Minutes of the 3rd District Council Meeting held on Friday 13th March 2018 in the Council Boardroom of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Presentation of standing committee report for 1st Quarter of FY 2017/2018 under minute 85/OCM/3/2018. The council unanimously adopted the social service committee report for instance one of the recommendation from the educations sector was the DEO should ensure that social service committee monitors the activities of the department to increase awareness on education issues. <p>c) Minutes of the 4th District Council Meeting held on Tuesday 6th April 2018 in the Council Boardroom of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Laying of plans for FY 2018/2019 i.e. work plan/budget, capacity building plan, procurement plan, revenue enhancement plan and recruitment plan for FY2018/2019 under minute 93/OCM/4/2018. The plans were received and forwarded to the standing committee for further scrutiny. <p>d) Minutes of the 5th District Council Meeting held on Tuesday 3rd May 2018 in the Council Boardroom of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Presentation of inspection report for education department for 1st and 2nd Quarter of FY 2017/2018 under minute 102/OCM/5/2018. The council unanimously adopted the recommendation from the inspection reports. One of the findings from the clinical school inspection report for the 1st Quarter FY2017/2018 was that syllabus coverage was low in UPE, Community P/S including some accelerated learning programme centre. 	
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<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>There was no evidence of records of appointment of a person designated to handle complaints and grievances. However as noted complaints and grievances were received by different officers such as the CAO, District Chairperson and Human resource.</p>	<p>0</p>
<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"> The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>Adjumani District Local Government had a system for recording, investigating and responding to grievances. The Local Government had three structures through which complaints were received and feedback provided. The structures are dependent on the nature of the complaints/grievance received for instance indiscipline cases were directed to the rewards and sanction committee secretary (Human Resource), political & service delivery in nature through the Chairpersons while service delivery related through CAO and Heads of Department. However the information was not displayed anywhere on a public notice board.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>Adjumani District Local Government had published its payroll for both active staff and pensioners on the noice board for September 2018, as observed from the personnel's noticeboard</p>	<p>2</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>The District Local Government published the awarded contract and amount as observed from file records with dates of display and removal of the notices;</p> <p>a) One of the Best Evaluated Bidder notice was displayed on 2nd November 2017 and it was removed 15th November 2017 of which the awarded contract was;</p> <ul style="list-style-type: none"> - Construction of 1block of four occupants' staff house and two blocks of two stance drainable latrines at Bira HCIII under procurement reference number Adju504/wrks/17-18/001 awarded to Agweru General Merchandise at a bid price of UGX 181,015,275. <p>b) Another Best Evaluated Bidder notice was displayed on 19th March 2018 and it was removed 30th March 2018 of which the awarded contract was;</p> <ul style="list-style-type: none"> - Construction of five stance drainable latrine at Gulinya Primary School through a selective bidding process under procurement reference number Adju504/wrks/17-18/015 awarded to Maria Vusia Silvia Enterprises at a bid price of UGX 22,254,340. <p>c) Another Best Evaluated Bidder notice was displayed on 20th March 2018 and it was removed 4th April 2018 of which the awarded contract was;</p> <ul style="list-style-type: none"> - Borehole drilling, installation, sitting and Supervision through an open bidding process under procurement reference number Adju504/wrks/17-18/0004 awarded to M/s Care Mission Water Services at a bid price of UGX 101,596,584 	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>There was evidence of records that the Annual Performance Assessment results for 2016/2017 were published on the planning unit Public notice board dated 13th August 2018. In addition the LG held a Technical Planning Committee meeting on 13th August 2018 to further disseminate the Annual Performance Assessment results for 2016/2017 in the council boardroom under minute 3/DTPC/13/08/2018 from page 6 to 7</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>a) Evidence of letter to all sub county chiefs and town Clerk of Adjumani dated 24th October 2017 , letter reference number CR/210/9/3 to submit development plans, work plans, budgets to planning unit for consolidation and integration into the district Plan.</p> <p>b) Another letter dated 08th September 2017, letter reference number CR/210/9/3 to all Heads of Department , Sub county chiefs and the Town clerk about the schedules for sub counties and the district in respect to planning and reporting in Adjumani for FY 2017-2018.</p> <p>c) Another letter to the top management dated 5th October 2017 about guidelines for newly established created towns from Ministry of Local Government. Letter reference UAA/102/01</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>A one day non-resident workshop was carried out on 24th November 2017, letter reference CR/103/1 for all the stakeholders in the district. A report on the district education status review highlighted the following objectives</p> <ul style="list-style-type: none"> - Highlights of the roles of various stakeholders in education - Analysis of the syllabus coverage for the years ending 2017 - Provide stakeholders with quantitative data on education - Highlight on factors contributing to poor performance in primary education. 	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>The District Gender Focal Person (DGFP) Mr.Mawadri Ramadhan the Senior Probation Officer (SPO), provided guidance and supported to various sector of the LG such as Education, Environment, Community Development, Natural Resources, Health, Audit, Engineering and Administration, in mainstreaming gender into their activities as evidenced by the report dated 5th March, 2018, where the GFP trained them in integration of gender activities in their sector plans, planning for all sexes in undertaking of department activities, VHT analysis etc. Also at the Sub County level the DGPF built capacities of Sub County CDOs on how to streamline gender in their development plan as per the report dated 22nd June, 2018.</p>	<p>2</p>

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>The GFP planned activities for the current FY (2018/2019) to strengthen women roles as evidenced by the planned activities under women council representation in the District Work Plan generated on 29th July, 2018, on page 65. They included; Quarterly meeting of the women's council and organising national women's day celebration among others. In the previous FY 2017/2018, the District had planned budgeted and implemented gender related activities at a cost for UGX. 7,865,000 as indicated below; i. Gender mainstreaming / training on gender for Sub County CDOs, Voucher No. S120143, at UGX. 1,849,000, mentoring Sub County CDOs on gender related matters, Voucher Nos. S10343 and CM00237, at UGX. 404,360, distribution of gender materials to Sub Counties, Voucher Nos. S139 and CM00284 at UGX. 275,800, purchase of stationary to support gender related activities, Voucher No. CM00328 at UGX. 500,000, training of stakeholders like District Leader in gender mainstreaming, Voucher No.s CM00293, CM00292, CM00291, S11605 and S11411, at 4,865,000, This means that the total expenditure was UGX.7,865,000 for the FY 2017/2018 which was (100%) implementation and therefore way above the 90% threshold.</p>	<p>2</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"> 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 1 	<p>The District carried out screening activities and had evidence of ESIA reports and checklist for some of the sampled 5 projects as indicated below;</p> <p>i. Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, screening form and ESIA Checklist and report dated 30th July, 2017, were seen on file,</p> <p>ii. Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County, Ref. ADJU504/wrks/2017-2018/0005, screening forms and ESIA checklist dated 30th January, 2018, 9th January, 2018, 28th March, 2018, and 21st November, 2017 respectively were on file,</p> <p>iii. Construction of VIP latrine at Lukwara market in Itirikwa Sub County, 002, screening and ESIA checklist ADJU504/wrks/2017-2018/015, no screening and ESIA checklist seen for this project,</p> <p>iv. Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, screening and ESIA checklist dated 5th July, 2017 were seen on file,</p> <p>v. Construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/ dated 30th July, 2017 were seen on file.</p>	<p>0</p>

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

Maximum 6 points on this performance measure

• Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1

The LG had integrated ESMPs in four out of the five sampled projects as evidenced by the 5 sampled projects below;

i. Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, dated 13th April 2018, BoQ item No. 11.00, 22.00 and 27.00. The environmental and social issues contained therein included; safety health and welfare of workers, landscaping and grass planting, tree planting which were all not costed,

ii. Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County. Ref. ADJU504/wrks/2017-2018/0005, dated 11th April, 2018, BoQ item No. 1.5, 1.6 and 3.8. The environmental and social issues contained therein included; allowing for HIV/AIDs awareness at UGX. 50,000, allowing for environmental screening and mitigation at UGX. 50,000,

iii. Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, dated 13th April, 2018, BoQ item No. 9 (9.10-9.50). The environmental and social issues contained therein included; tree planting (Teak, Neem or gmalyna or fruit trees like mangoes avocado) at UGX. 10,000, grass planting around exposed loose area to reduce erosion at UGX. 100,000, provide drainage around the latrine at engineering estimate at UGX. 150,000, cleaning and levelling of debris remaining materials at UGX. 120,000, fencing of the pit during construction to prevent accident at UGX. 120,000,

iv. Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, dated 20th December, 2017, BoQ item No.22.00, and 27.00. The environmental and social issues contained therein included; landscaping and grass planting at UGX. 110,000, tree planting at UGX. 100,000,

v. Construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/002, dated 20th December, 2017, environmental and social safeguards issues were not integrated in the contract bid document for this project.

The assessor however also noted that in four out of the five sampled projects, the mitigation measures captured in the BoQs were generic in nature. This means that they were not related to those indicated in the ESMPs as presented by the Environment Officer. This was attributed to lack of involvement of the concerned officer in the contract preparation process.

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>The LG had evidence of land ownership on which projects implemented for FY 2017/2018 were located, for example;</p> <ol style="list-style-type: none"> Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, a freehold title Ref. LAN/1207/01, Bock (road) 8, Plot 7 at Ajiforo, Sheet No. 13/1/23/NE/2&4, Is. No. MM/2/5429, Area 6.973 Ha, dated 17th June 2015, Borehole siting and drilling in Obu village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County. Ref. ADJU504/wrks/2017-2018/0005, agreements between Obbur village in Dzaip Sub County and Mr. Atopi John LC1 Chairperson who signed on behalf of the LG was seen, dated 22nd July, 2017, agreement between Moinya village Adropi Sub County and Owele Richard Okello LC 1 Chairperson who signed on behalf of the LG, dated 17th July, 2018, an agreement between Kololo village Ofua Sub County and Baru Alfred LC1 Chairperson, dated 15th October, 2017 and an agreement between Charakwe village Pakele Sub County and Mr. Amaluma D. C LC1 chairperson who signed on behalf of the LG, dated 5th May, 2017 were on file, an agreement Mr. Ojja Richard Binika the land owner and Mr. Mawadri Maiku Kizito the Sub Conty of Itirikwa Sub County dated 3rd November 2017, Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, the LG had started on the processing of acquiring a free hold land title located at Plot 26, Block 2 Liria Village. The process was at the level of a Deed Plan, Sheet No. 13/2/18/SW/2, Is. No. A.8033, Construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/002, the LG had also started on the processing of acquiring a free hold land title located at Plot 10, Block 4 Ogbaro Village. The process was at the Deed Plan level, Sheet No. 13/1/14/SW/2, Is. No. A.8074. 	
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>The District had some evidence of environmental and social mitigation certification form completed and signed by the officer as per the following sampled projects;</p> <ol style="list-style-type: none"> Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, certification form number 034/ESI/17/18, signed 22nd June, 2018 was on file, Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County. Ref. ADJU504/wrks/2017-2018/0005, Charakwe village certification form number 003/ESI/17/18, signed 9th January, 2018, Obbur village, certification form number 001/ESI/17/18, signed 30th January, 2018, Kololo village, certification form number 008/ESI/17/18, signed 21 November, 2017 and Obilokongo, village certification form number 006/ESI/17/18, signed 28th March, 2018 were all on file, Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, there was no evidence of certification form for this project. The officer attributed this as an omission, Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, certification form number 022/ESI/17/18, signed 22nd June, 2018, construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/002, certification form number 033/ESI/17/18, signed 22nd June, 2018. 	
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence that all the five sampled projects had contracts payment certificated included prior environmental and social clearance. For example;</p> <ol style="list-style-type: none"> Construction of five stance drainable latrine at Gulinya Primary School, Ref. ADJU504/wrks/2017-2018/013, no evidence seen, Borehole siting and drilling in Obbur village, Dzaipi Sub County, Charakwe village, in Pakele Sub County, Obilokongo village, in Okusijoni Sub County, and Kololo village in Ofua Sub County. Ref. ADJU504/wrks/2017-2018/0005, Charakwe Obbur, Kololo and Obilokongo, villages no evidence seen, Construction of VIP latrine at Lukwara market in Itirikwa Sub County, ADJU504/wrks/2017-2018/015, no evidence seen, Construction of staff house at Bira Health Centre III in Pakele Sub County, Ref. ADJU504/wrks/2017-2018/001, no evidence seen, Construction of staff house at Magburu Primary School, ADJU504/wrks/2017-2018/002, no evidence seen. <p>The assessor observed that the officer could not have done this activity because the ESMPs he generated had not been included in the BoQs as earlier observed and further still he had not done the monthly inspection reports which should have informed the decision for project clearance.</p>	<p>0</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"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There was no evidence of monthly reports from the Environmental Officer and CDO as per the sampled projects because the monitoring had not been done by the officers. The reason for this was lack of facilitation and involvement in project execution.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment 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>	<p>• 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</p>	<p>The LG Education Department had a final approved work plan for FY 2018/19 with a wage bill of UGX.5,386,650 for 681 teachers on ground (i.e. 54 substantive H/Teachers, 43 substantive Deputies and the rest being teachers) as per the Adjumani District Approved Budget Estimates for FY 2018/19, Vote:501, Page 29, dated 18th/7/2018.</p>	4
<p>The LG education de- partment 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>	<p>• Evidence that the 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: score 4</p>	<p>The LG had 66 government schools which had 681 teachers on ground (i.e. 54 substantive H/Teachers, 43 substantive Deputies and the rest being teachers) as per the staff list at the DEO's office.</p> <p>The following schools were sampled and visited by the assessor:</p> <p>Olia P/s in Dzaipi Sub County with a Substantive H/Teacher and 8 teachers</p> <p>Pakele Army P/s in Pakele Sub County with a substantive H/Teacher and 19 teachers plus 2 on PTA</p> <p>Meliaderi P/S in Meliaderi Sub County with 1 substantive H/Teacher and 15 teachers</p> <p>Adjumani Girls P/S in Adjumani Town Council with 1 substantive H/Teacher and 18 teachers on government payroll and 6 parent teachers.</p> <p>Adjumani Central P/S in Adjumani Town Council with 1 substantive H/Teacher and 18 teachers on government pay roll plus 6 parent teachers.</p>	0

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The Local government filled the structure for primary teachers with a wage bill provision as required with 681 teachers.</p> <p>However, the DEO said that the student teacher ratio was currently at 101:1 instead of the proposed national one of 54:1 because of the refugee influx, so their desire was for the government to allocate funds to recruit 120 more teachers.</p>	6
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The staff structure had a provision of two positions of which all were filled as evidenced below;</p> <ol style="list-style-type: none"> 1. One Senior Inspector of Schools as per the appointment letter under the names of; Mr. Edea Sunday, dated 16th June, 2017, Ref. CR/156/1 under minute No. 152/2016. 2. One Inspector of Schools as per the appointment letter under the names of; Mr. Masudi Nasur, dated 4th/4/2011, Ref. CR/D/156/1, under Minute No. 121/ADSC/2011. 	6
<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</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>The LG Education Department submitted a recruitment plan for FY 2018/19 to the CAO on 18th April, 2018, Ref. CR/006/004 for the vacancies below;</p> <p>10 Head Teachers</p> <p>15 Deputy Head Teachers</p> <p>80 Education Assistant 11</p>	2

<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</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>The LG Education Department submitted a recruitment plan for FY 2018/19 to the CAO on 18th April, 2018, Ref. CR/006/004 for different vacancies but the post for School Inspector of Schools was fully filled so it wasn't included in the recruitment plan.</p>	<p>2</p>
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Monitoring and Inspection

<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 has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>The DLG had both Senior Inspector of Schools and Inspector of Schools. The Senior Inspector of Schools, Edea Sunday was appraised on July 6th 2018. The Inspector of schools, Kurube Masudi Nassur (CR/D/10118) was appraised on 29/6/2018</p>	<p>3</p>
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<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 has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>The DLG had 66 Head Teachers in total. A sample of 9 files was taken to confirm whether appraisals were done. 8 out of the 9 sampled files had appraisal reports in place for the period ending December 2017 on file hence 89% of the sampled files had the appraisals. Below are the sampled 9 files;</p> <ol style="list-style-type: none"> 1. Dranzua Alice (CR/D/10562) from Moinya / Rende P/S was appraised on 15/2/2018 2. Abuuni Johnson (CR/D/11453) from Ukusijonoi P/S was appraised on 22/1/2018 3. Aserua Harriet (CR/D/10345) from Mijale P/S was appraised on 30/12/2017 4. Maundu J. Kasiye (CR/ADJ/10313) from Ibiaworo P/S was appraised on 27/3/2018 5. Lokecha Leo Lab (CR/D/10204) from Gulinya P/S was appraised on 22/1/2018 6. Njango Diodone (CR/ ADJ/10323) from Subbe P/S was appraised on 14/3/2018 7. Lekea Alice (CR/ADJ/11200) from OPua Central P/S was appraised on 23/4/2018 8. Izama James Bashir (CR/ADJ/10675) from Ogolo P/S was appraised on 19/2/2018 9. Ahweru Mason Eukerio (CR/D/11464) from Kureku P/s had no appraisal report for FY 2017 	<p>2</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>There was evidence that the LG Education Department communicated guidelines, policies, circulars issued by the national level in the previous FY.</p> <p>From the DEO's office; Circular No.8/2017 from MoES to the Education Department on Adherence to School Calender, dated 9th May, 2017, Ref. ADM/137/235/01.</p> <p>MoES circular to the Education Department on Guidelines on School Charges, dated 24th October, 2017, Ref. ADM/48/315/01.</p> <p>MoES circular to the Education Department on Enforcing closure of illegal schools, dated 26th March,2018, Ref. ADM/104/212/01</p> <p>Circular No.04/2018 from MoES to the Education Department on Uganda National primary schools' performing Arts Festival Syllabus for 2018, dated 17th April, 2018, Ref. ADM/137/157/01.</p> <p>Letter to all Head teachers (primary) from the Education Department on Invitation to Attend Uganda National Primary Schools' Performing Arts Festival Syllabus Dissemination for 2018, dated 15th May,2018, Ref. Cr/006/001</p> <p>Letter from Education Department to Head Teachers on</p>	<p>1</p>

Invitation to Attend Uganda National Primary Schools' Performing Arts Festival Syllabus Dissemination for 2018, dated 15th May, 2018, Ref. CR/006/001.

Letter from MoES to the Education Department to Head Teachers on Uganda National Primary Schools' Performing Arts Festival Syllabus for 2018, dated 17th April, 2018, Ref. ADM/137/157/01.

This was evident at the schools visited and they were:

Olia P/s in Dzaipi Sub County with Circular from the MoES to the Head Teacher on Schools' and Other Institutions' Calendar 2018, dated 2nd October, 2017, Ref. ADM/235/269/01. MoES Education and Sports Sector Strategic Plan 2017/18-2019/20, September 2017. National Malaria Control Program Info pack for key malaria messages in schools, April 2018.

Pakele Army P/s in Pakele Sub County with a policy document on Guidelines On School Feeding And Nutrition Interventions in UPE and UPPET Institutions. Circular from the MoES to the Head Teacher on Schools' and Other Institutions' Calendar 2018, dated 2nd October, 2017, Ref. ADM/235/269/01. Ministry of Health National Malaria Control Program Info pack for key malaria messages in schools, April 2018. Letter from the District Health Office to the Head Teacher on Social Mobilization Campaign for Malaria Prevention, dated 7/8/2017. MoES Education and Sports Sector Strategic Plan 2017/18-2019/20, September 2017. UNEB Guidelines for Registration of 2018 PLE Candidates, dated 20th March, 2018. UNEB Registration Guidelines of Candidates for PLE 2017, dated 1st March, 2017

Meliaderi P/S in Meliaderi Sub County with letter from the CAO on Invitation for A Sensitization Meeting, dated 12th March, 2018, Ref. CR/212/1. Letter from the Internal Auditor to the Head Teacher on Audit Inspection, dated 14/3/2018. Letter from STiR education: Empowering Teachers to be changemakers to the Head Teacher on invitation to participate in Term 2 Training institute 2018, dated 14th May, 2018.

Adjumani Girls P/S in Adjumani Town Council with Letter from the LC 111 Chairperson to the Head Teacher on Invitation For The Implementation Of The Mayors Alliance Campaign Against HIV/AIDS and Sanitation improvement, dated 6th July, 2017, Ref. ATC/ADM/100

Adjumani Central P/S in Adjumani Town Council with

letter from CAO to the Head Teacher on Submission Of Updated Staff List, dated 28th February, 2017, Ref. CR/159/1. Letter from the LC 111 Chairperson to the Head Teacher on Invitation for The Implementation of The Mayors Alliance Campaign Against HIV/AIDS and Sanitation Improvement, dated 6th July, 2017, Ref. ATC/ADM/100. Letter from the Education Department to the Head Teacher on Invitation to Head Teachers Meeting Term 111 2018, dated 19th September, 2018. Ministry of Health National Malaria Control Program Info pack for key malaria messages in schools, April 2018. MoES Education and Sports Sector Strategic Plan 2017/18-2019/20, September 2017.

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has 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 	<p>There was evidence that the LG Education Department held meetings with Primary School teachers and among others sensitized then on guidelines, policies and circulars as evidenced below;</p> <p>From the DEO's office;</p> <p>APSHA (Adjumani Primary School Head teachers Association) meeting held on 29th June, 2017 at Biyaya S.S under minute 6 where the DEO gave a report on Adherence to The School Calendar.</p> <p>APSHA (Adjumani Primary School Head teachers Association) meeting held on 26th November 2017 under minute 8 where the DEO gave guidance on school charges.</p> <p>The minutes on the briefing of proprietors/Directors and Head teachers on the circulars ADM/104/212/01 Of Closing Unlicensed/Unregistered Pre-Primary, Primary And Post-Secondary Educational Institutions , dated 2nd April,2018.</p> <p>Report on training of club games masters and MDD Teachers on MDD syllabus on 31st May, 2018, dated 6th June, 2018. One of the objectives was to train MDD teachers on how to use MDD for passing meaningful information on key life skills and adolescence issues of HIV, teenage pregnancy, VACiS, gender and girls education.</p> <p>Education Department meeting held on 6th May, 2018 under minute 4 where the policies on school feeding and ECD in schools were discussed.</p> <p>Adjumani District Primary Schools Music Committee meeting held on Wednesday 13th June, 2018 under minute 3 where the budget for the music festival 2019 was discussed.</p> <p>Report On Training Of Club Games Masters And MDD Teachers, dated 6th June, 2018.</p>	2
<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: o 100% - score 12 	<p>There was evidence that the schools were inspected as seen in the documents in the DEO's office and the sampled schools.</p> <p>From DEO's office;</p> <p>1st & 2nd Quarter school inspection report done in Term 111, 2017 submitted to DES Northern Regional office on 10th October, 2018.</p>	12

o 90 to 99% - score 10	3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Northern Regional office on 6th July, 2018.
o 80 to 89% - score 8	4th Quarter school inspection report was done in Term 11 2018 submitted to DES Northern Regional office on 10th October, 2018.
o 70 to 79% - score 6	There was evidence that schools were inspected as seen in the visitor's books and school monitoring and inspection books of the schools visited;
o 60 to 69% - score 3	Olia P/s in Dzaipi Sub County inspected on 20/7/2017 by Mr. Masudi Nasur, on 12/3/2018 by Mr Bul Garang Gabriel, on 24/7/2018 by Mr. Chiria Annet and on 20th/8/2018 by Mr Asilolo Joyce. There were no feedback inspection reports available
o 50 to 59 % score 1	Pakele Army P/s in Pakele Sub County inspected on 21/7/2017 by Mr Mawadri Charles, on 9/11/2017 by Mr Kigundu Ronald, on 9/3/2018(feedback report was available) by Mr. Allan Ojakol, on 19/3/2018(feedback report was available) by Ms Limio Roselit, and on 26/7/2018 by Mr. Masudi Nasur.
o Below 50% score 0.	Meliaderi P/S in Meliaderi Sub County inspected on 5/7/2017, 4/4/2018 by Mr. Aganya Nichodemus, on 22/3/2017 by Mr. Edea Sunday, and on 16/7/2018 by Mr. Kisyenene Jamusi.
	Adjumani Girls P/S in Adjumani Town Council inspected on 4/7/2017 by Mr. Dima Robert, on 21/6/2017 by Mr. Akuku Phillip Kaya, on 22/6/2018 by Mr. Aganya Nichodemus, on 2/8/2018 by Mr. Giyo Edina, on 20//7/2017 by Ms. Alipara Jenina(feedback report on 24/7/2017), on 20/7/2017 by Mr. Mori Simon(feedback report on 26/7/2017), on 17/7/2018 by Mr. Opele lsuba(feedback report available), and on 12/3/2018(feedback report available) by Mr. Bayo Augustine
	Adjumani Central P/S in Adjumani Town Council inspected on 4/7/2017 by Mr. Dima Robert and Mr. Aganya Nichodemus, on 20/7/2017(feedback report available) by Mr. Mori Simon and Ms Alipara Jenina on 9/2/2018 by Mr. Edea Sunday, on 14/3/2018 by Mr. Bayo Augustine, and on 2/10/2018 by Mr. Giyo Edina,

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was evidence that school inspection reports were discussed and used to make recommendations for corrective actions as seen below;</p> <p>From DEO's office;</p> <p>Education Department meeting held on 6th May,2018 under minute 4b where school inspection was discussed and issues included; the need for inspection to be narrowed on ensuring quality of education.</p> <p>Education Department meeting held on 6th July, 2017 under minute 5 where there was a discussion on inspection report where among other issues, inspectors were allocated zones for inspection.</p> <p>Education Department meeting with CAO held on 25th/7/2018 that discussed school inspection under minute 3.</p> <p>Education Department meeting held on 8th/2/2018 that discussed school inspection results and effectiveness of tools used.</p> <p>Education Department meeting with CAO held on 28th/4/2018 under minute 5 where there was a presentation and review of the inspection tool, planning and a road map for school inspection was also done.</p>	<p>4</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the 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 	<p>There was evidence that the Education Department submitted school inspection reports for Q 1& 2, 3 & 4 to the DES Northern Regional Office and an acknowledgement letter showing date of submission as indicated below;</p> <p>1st & 2nd Quarter school inspection report done in Term 111, 2017 submitted to DES Northern Regional office on 10th October, 2018. The DEO further explained that these two quarters are usually submitted together because schools follow the term system so the MoES decided to combine these first two quarters.</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Northern Regional office on 6th July, 2018.</p> <p>4th Quarter school inspection report was done in Term 11 2018 submitted to DES Northern Regional office on 10th October, 2018.</p>	<p>2</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was no evidence in the five schools visited that inspection recommendations were followed up.</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>A list of schools which was consistent with EMIS report and PBS was available and it showed 66 schools as per the template for capturing Pupil Enrolment by Schools for FY 2018/19 for Adjumani District Local Government.</p>	<p>5</p>
<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>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>The LG submitted accurate/ consistent enrolment data for all schools which was consistent with EMIS report and PBS which was 42,842 pupils as per the template for capturing Pupil Enrolment by Schools for FY 2018/19 for Adjumani District Local Government.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>There was evidence that education sector committee met during FY 2017/18 and discussed issues among others related to service delivery such as;-</p> <p>a) One of the meeting was held on 19th April 2018 to discuss inspection reports of 1st and 2nd Quarter of financial year 2017/2018 for the education department under minute 21/SSCM/4/2018. Members as a way forward agreed that teachers should take thematic curriculum under career guidance.</p> <p>b) Another meeting was held on 8th, 9th and 10th May 2018 as a joint standing committee. One of the items was to scrutinize District work plan/budget for FY 2018/2019, recruitment plan for FY 2018/2019, capacity building plan for FY 2018/2019 and revenue enhancement plan for FY 2018/2019 under minute 26/SSCM/5/2018. Under the education sector , the budget for FY 2018/2019 was UGX 10,307,270,477 which was an increment as compared to financial year 2017/2018 due to rise in sector conditional grants. Members reacted that Subbe classroom block roof had not been considered in the budget.</p> <p>c) Another meeting was held on 16th January 2018 to discuss 1st Quarter Report for financial year 2017/2018. The planned approved budget was UGX 1,202,450,000, Plan for Quarter UGX 300,612,000, Quarter out turn at UGX 204,787,000 and unspent balance UGX 437,506,000. In addition, members noted that there was high rate of school dropout among the young boys and girls in primary school.</p>	
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<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>a) The following were recommendation made from discussion of meeting held on 8th, 9th and 10th May 2018</p> <ul style="list-style-type: none"> - The CAO should ensure that renovation of classroom block at Okangali Primary School and the roof of classroom block at Subbe Primary School to be done - A special audit should be carried out about the 100 scholarships for students to be selected from the sub counties to benefit on Government Sponsorship - The CAO should make follow-up on construction of 30 incinerators in schools for waste management from UNICEF <p>b) The following were recommendation made from discussion of meeting held on 16th January 2018</p> <ul style="list-style-type: none"> - The DEO should ensure that education ordinance was enforced in order to change negative attitude of people towards education. - The DEO should ensure that committee members of social services are involved in enforcing education ordinance in the community among others. 	<p>2</p>
<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/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>Adjumani District Local Government had 66 Government Primary School, The assessment team made a desk review of files for 15 schools and a field visit to 5 schools. Out of the 15 files reviewed 14 had functional SMCs representing 93.3%. Below are the details of some of the schools sampled;</p> <p>Ogolo P/S School Management Committee held a meeting on 4th July 2017 and issues discussed among others were; - approval of annual work plan for 2017 under minute 6/4/7/2017. Members noted that some items were missing in the budget such as sports uniform, agricultural inputs, ball game etc.</p> <p>Ogolo P/S School Management Committee held another meeting on 28th November 2017 and issues discussed among others were, accountability report on school funds for 2017 under minute 5/28/11/2017. In his/her, presentation the head teacher noted that school enrollment for 2017 was in total 289 pupils. UPE release for 1st Term was UGX 1,982,586, 2nd Term UGX 1,700,000 and 3rd Term was UGX 1,111,411 among others</p> <p>Ogolo P/S School Management Committee held another meeting on 27 April 2018 and the major issue discussed was approval of work plan for the Year 2018 under minute 7/27/4/2018. The work plan was presented to</p>	<p>5</p>

members and it was approved without amendments.

Adjumani Girls P/S School Management Committee held a meeting on 28th June 2018 and one of the issues discussed among others was implementation of school development plan for 2018 under minute 1/9/6/2018. To mention a few, the following activities were set to be implemented;

- Construction of two blocks of latrine drainable, construction of shelter for P.7 residential students, renovation of teachers houses etc.

Adjumani Girls P/S School Management Committee held a meeting on 04th July 2017 and issues discussed among others were; - head teachers report on finances, P.7 residential studies and work plan for 2017 under minute 1/Ag/5/2017.

- Under finance he/she noted that UPE 2nd Quota and 3rd Quota 2016/2017 the amount released was UGX 3,520,192, School Development Fund for 1st Term 2017 was UGX 2,697,000.

- P.7 residential studies had met some challenges for instance because of failure for parents to pay school fees, failure to provide lighting system among other of which resolutions were made to have a meeting with both SMC, parents and P.7 candidates

Adjumani Girls P/S School Management Committee held a meeting on 4th July 2017 and issues discussed among others were; - presentation of the UPE 3rd Quarter Budget for FY 2016/2017 under minuet 06/2017. The budget presented showed income received as UGX 1,732,570 and budgeted amount at UGX 1,550,000 and allocated as follows i.e. Institutional Materials at 40%, Co-curricular at 30%, Management at 20% and administration at 10%.

Adjumani Girls P/S School Management Committee held a meeting on 4th April 2018 and issues discussed among others were; - Head teachers report on finances, P.7 residential studies and work plan for 2017 under minute 1/Ag/5/2017

- Under finance he/she noted that UPE 2nd Quota and 3rd Quota 2016/2017 the amount released was UGX 3,520,192, School Development Fund for 1st Term 2017 was UGX 2,697,000.

- P.7 residential studies had met some challenges for instance because of failure for parents to pay school fees, failure to provide lighting system among other of which resolutions were made to have a meeting with both SMC, parents and P.7 candidates

Paluga P/S School Management Committee held a meeting on 23rd February 2018 and issues discussed

among others were; - financial report for UPE, SDF and MOT under minute 06/2018. The Deputy Head teacher noted UPE releases in 2017 were received on 30th August 2017 amounting to UGX 1,425,125, while School Development fund at totaling to amount UGX 1,085,000 among others

Paluga P/S School Management Committee held a meeting on 27th June 2018 and issues discussed among others were; - general performance of the school i.e. teachers, pupils and parents under minute 05/06/2018. The overview of term one performance 2018 was as follows

- Class lesson was conducted appropriately by both the pupils and the teachers
- Three (3) sets of examinations were done and marked
- Report cards for all the pupils were issued for term one among others.

Paluga P/S School Management Committee held a meeting on 4th August 2017 and issues discussed among others were; - general report from Head teacher on academics, discipline, finance under minute/05/SMC. From the report presentation, members reacted that on health let the parents continuously be engaged and talked on hygiene of their children.

Amelo P/S School Management Committee held a meeting on 21st November 2017 and issues discussed among others were; - PTA executive meeting report under minute 5/SMC/11/2017. Several issues were highlighted among which included sending home pupils for non-school fees payment, renovation project of the classroom block, Discipline of pupils among others.

Amelo P/S School Management Committee held a meeting on 7th July 2017 and issues discussed among others were; - Head teachers report under minute 5/SMC/2017. The following were some of the activities reported in the school i.e. examination were continuous, sports was also going on the school. Under finance the 2nd Quarters was UGX 1,200,000, School Development Funds was at UGX 1,876,000

Amelo P/S School Management Committee held a meeting on 11th April 2018 and issues discussed among others were; - Approval of the work plan and budget for FY 2018/2019 under minute 06/01/2018. The work plan was approved with amendment of which embers suggested that the extension of electricity to the school be included in the work plan.

Zoka P/S School Management Committee held a meeting on 17th July 2017 and issues discussed among others were; - report on School Development Fund for Term I

		<p>2017 under minute 05/2/2017. The collection indicated out of 726 expected enrollment, 580 enrolled and the collection was UGX 6,070,000 among others.</p> <p>Zoka P/S School Management Committee held a meeting on 3rd July 2018 and issues discussed among others were; - review of the schoolwork plan for 2018 under minute 06/2/2018. Some of the priorities were finishing staff house (hut) fixing of power solar and fixing of the door glass had broken. A member suggested that a technical should be called to assess the solar connection</p> <p>Zoka P/S School Management Committee held a meeting on 9th February 2018 and issues discussed among others were; - presentation and approval of the annual work plan under minute 05/01/2018. Summary of particulars indicated that in 2018 UPE capitation had been budgeted at UGX 8,200,000, School Development Fund at UGX 2,095,000, Examination fees at UGX 350,500,000.</p>	
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>There was evidence that the LG publicized and displayed a list of all schools receiving non-wage recurrent grants during FY2017/18 as per the Education District Notice Board.</p>	<p>3</p>
<p>Procurement and contract management</p>			

<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>There was evidence that the LG Education Department submitted procurement requests, complete with all technical requirements to PDU that cover all items in the approved Sector annual work plan and budget for FY 2018/19, however it was submitted late on 30th July, 2018. The items included;</p> <p>Construction of science laboratory, administration block, 5 stances durable VIP latrine for teachers and students@Maaji ss.</p> <p>Construction of 4 unit's staff house 2 unit at cassia P/S and 2 unit at Adjumani girls PS respectively.</p> <p>Renovation of 1 block of 4 classroom at Subbe PS.</p> <p>Construction of 2 block of 10 stances drainable VIP latrines atMeliaderi and Oriangwa PS 5stances@.</p> <p>Maintenance-Civil.</p> <p>Fuel, lubricants and oils.</p> <p>Procurement of stationary.</p> <p>Maintenance-motorcycle.</p> <p>Training of Head Teachers, Teachers, Education Department Staff, SMC on their roles and responsibilities, C&G, C&D and other stakeholders in various education related fields.</p>	0
Financial management and reporting			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>The LG Education departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>For Example:</p> <p>A payment request was submitted on 24th January, 2018. Certification and approval of the payment was done on 24th January, 2018 by the CAO. Payment against voucher number PV – ED 00501 was done on 7th February, 2018. Payment was made to M/s Malib Enterprises for shs 121,806,021 for renovation of 2 blocks of 4 class rooms at Yoro Primary School in Dzaipi Sub county. Average of 14 days. Receipt number 339 of 7th February, 2018 was issued by the contractor for the purpose.</p>	3

<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>As noted from the submission forms, the Education Department submitted its Annual Performance report (4th Quarter) on 13th July 2018 to the District Planner for consolidation, which was within the prescribed mandatory timeline of Mid-July 2018. Other quarterly submission were as follows;</p> <p>1st Quarter 20th November 2017</p> <p>2nd Quarter 12th January 2018</p> <p>3rd Quarter 12th April 2018</p> <p>4th Quarter 13th July 2018</p>	<p>4</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query <p>score 4</p> <ul style="list-style-type: none"> 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 o If all queries are not responded to score 0 	<p>There were two outstanding queries that were raised by the Internal Auditor in quarter four during FY 2017/.2018. All the queries were responded to, followed up and cleared by the time of the assessment. Letter dated 10th August, 2018 from the Senior Education Officer to the CAO through the Internal Auditor was verified as supporting evidence. A copy of the letter was acknowledged by the CAO' office on 10th August, 2018 by date -stamping.</p> <p>.</p>	<p>4</p>
<p>Social and environmental safeguards</p>			
<p>LG Education Department has</p>	<ul style="list-style-type: none"> • Evidence that the LG Education 	<p>There was evidence that the Education Department consulted with the Gender Focal Person and</p>	<p>2</p>

<p>disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<p>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</p>	<p>disseminated the following guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills as seen below;</p> <p>Report on training of club games masters and MDD Teachers on MDD syllabus on 31st May, 2018, dated 6th June, 2018. One of the objectives was to train MDD teachers on how to use MDD for passing meaningful information on key life skills and adolescence issues of HIV, teenage pregnancy, VACiS, gender and girls' education.</p> <p>Letter from the Education Department to Head Teachers on Invitation to Attend A One Day Dissemination Workshop on The Sanitation, Water Sanitation and Hygiene Management in Schools (WASH) Guidelines for Senior Women Teachers on Wednesday 16th August, 2017, dated 8th August, 2017.</p> <p>Report on Orientation of Senior Women Teachers on Water Sanitation Hygiene And Menstrual Management In Schools, dated 25th August,2017 where issues discussed included; general concept of WASH, sexual reproductive health, promotion of menstrual hygiene management among adolescent girls, and key issues of reproductive health.</p> <p>The assessor also got evidence from the sampled schools that were visited as seen below;</p> <p>Adjumani Girls P/S in Adjumani Town Council that I sampled and visited had a Letter from the LC 111 Chairperson to the Head Teacher on Invitation for The Implementation of The Mayors Alliance Campaign Against HIV/AIDS and Sanitation improvement, dated 13th July, 2017. The activities that were to be undertaken included sensitization of the community on Reproductive Health.</p> <p>Pakele Army P/s in Pakele Sub County with a MoES National menstrual hygiene management training manual, 2017. A report on this training was also available dated 6/22/2017</p> <p>Letter from the Education Officer to the Head Teachers on Invitation to Attend One Day Dissemination Workshop on The Gender Mainstreaming Guidelines and Gender in Education, dated 30th August, 2017, Ref. CR/006/005.</p> <p>Report on Orientation of Teachers on Gender Mainstreaming and Policy Guidelines in Primary Schools, dated 15th September,2017, Ref. CR/006/004</p>
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<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that 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 	<p>There was evidence that the Education Department in collaboration with Gender Department issued and explained guidelines on how to manage sanitation for girls and PWDs as seen below;</p> <p>Report on Orientation Of Senior Women Teachers On Water Sanitation Hygiene And Menstrual Management In Schools, dated 25th August,2017 where issues discussed included ; Purpose of effective sanitation in schools, roles of SWT in promoting clean and safe sanitation in schools</p> <p>Letter from the Education Department to Head Teachers on Invitation to Attend A One Day Dissemination Workshop on The Sanitation, Water Sanitation and Hygiene Management in Schools (WASH) Guidelines for Senior Women Teachers on Wednesday 16th August, 2017, dated 8th August, 2017.</p> <p>Adjumani Girls P/S in Adjumani Town Council and Adjumani Central P/S in Adjumani Town Council that I sampled and visited had a Letter from the LC 111 Chairperson to the Head Teacher on Invitation For The Implementation Of The Mayors Alliance Campaign Against HIV/AIDS and Sanitation Improvement, dated 13th July, 2017.</p>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>There was evidence at the schools sampled and visited that the School Management Committees met the guidelines on gender composition as evidenced in the schools the assessor sampled below;</p> <p>Olia P/s in Dzaipi Sub County with 13 members of whom 5 were female</p> <p>Pakele Army P/s in Pakele Sub County with 13 members of whom 4 were female</p> <p>Meliaderi P/S in Meliaderi Sub County with 13 members of whom 5 were female</p> <p>Adjumani Girls P/S in Adjumani Town Council with 12 members of whom 4 were female</p> <p>Adjumani Central P/S in Adjumani Town Council with 13 members of whom 3 were female</p>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>The Education Department In Collaboration With Environment Department Issued Guidelines On Environmental Management As Follows:</p> <p>Adjumani Girls P/S In Adjumani Town Council And Adjumani Central P/S In Adjumani Town Council That I Sampled And Visited Had A Letter From The LC 111 Chairperson To The Head Teacher On Invitation For The Implementation Of The Mayors Alliance Campaign Against HIV/AIDS And Sanitation Improvement, Dated 13th July,2017. The Activities That Were To Be Undertaken Included Beautification And Environment Protection By Planting Ornamentals (Trees) And Flowers.</p> <p>Pakele Army P/S In Pakele Sub County Memorandum Of Understanding Between LWF Adjumani And Institutions For Woodlot/Orchards Establishments Made On 6th June, 2018. Conditions To Be Fulfilled By The Institution Were Provision Of Land For Woodlot/Orchid Establishment, Lining And Pegging, Pitting, Planting, Protection And Maintenance. Conditions To Be Fulfilled By LWF Were Provision Of Tree Seedlings, Land Clearance And Ploughing.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school 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 1 	<p>There was evidence that the school infrastructure projects were screened before approval for construction as evidenced below on the screening forms with corresponding dates showing when they were signed;</p> <p>Construction of 2 Blocks of VIP Durable Latrine in Magburu P/S Ciforo Sub County, dated 30th /7/2017.</p> <p>Construction of 4 occupant staff house in Magburu P/S Ciforo Sub County, dated 30th /7/2017</p> <p>Construction of 5 stances VIP Latrine in Gulinya P/S Ukusijoni Sub County, dated 30th/7/2017</p> <p>Construction of 5 stances VIP Latrine in Paluga P/S Pakele Sub County, dated 30th/7/2017</p> <p>Construction of 5 stances Drainable Latrine in Zaka P/S Itirikwa Sub County.</p>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>There was evidence that the environmental Officer and Community Development officer visited the sites to check that the mitigation plans were complied with and signed on the ESIA reports for each project as evidenced below;</p> <p>Construction of 2 Blocks of VIP Durable Latrine in Magburu P/S Ciforo Sub County, dated 30th /7/2017 .</p> <p>Construction of 4 occupant staff house in Magburu P/S Ciforo Sub County, dated 30th /7/2017</p> <p>Construction of 5 stances VIP Latrine in Gulinya P/S Ukusijoni Sub County, dated 30th/7/2017</p> <p>Construction of 5 stances VIP Latrine in Paluga P/S Pakele Sub County, dated 30th/7/2017</p> <p>Construction of 5 stances Drainable Latrine in Zaka P/S Itirikwa Sub County</p>	<p>1</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>According to DHO's and District Human Resource records, there were 526 positions filled out of 570 positions approved for FY 2018/2019, making 92% positions filled.</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 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 primary health care workers: score 6</p>	<p>According to Circular from PS Ministry of Public Service date 29th June 2018, Ref. PMD/80/80/01, Section 3.2, no new recruitment has been allocated funds this year 2018/2019, except for replacement within the available wage bill.</p> <p>However the DHO submitted a Recruitment Plan for FY 2018/2019 to CAO on 22nd March 2018 (stamped received on 23rd March 2018), seeking recruitment of 42 Health Workers. As per HR follow up notes on the submitted letter, the Health Department submission was to be approved by Council.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>There evidence of appraisal of the health facility In-charges from a total of 29 Health facilities.</p> <p>A sample of 5 files was taken to confirm the information as listed below;</p> <ol style="list-style-type: none"> 1. Acidri Victor (CR/ADJ/12027) was appraised on 31/7/2018 2. Lagu Raphael Chono (CR/D/10923) was appraised on 13/7/2018 3. Dr. Aniap Emmanuel (CR/ADJ/12266) was appraised on 6/8/2018 4. Angutoko Nazious (CR/D/11298) was appraised on 3/8/2018 5. Ambaku Michael (CR/ADJ/11550) was appraised on 31/7/2018 	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>Total number of employees deployed in District Health Service was 526 by August 2018. However according to the detailed staff list of 501 filled positions for FY 2017/2018, which indicates the units/facilities, the number of employees deployed in each unit, and the cadres of the employees, was as follows:</p> <p>DHO's Office 13 out of 11</p> <p>Adjumani General Hospital 163 out of 191</p> <p>Adjumani Town Council 3 out of 7</p> <p>HCIV 38 out of 48</p> <p>HCIIIs 147 out of 152</p> <p>HCIIIs 162 out of 171</p>	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>The District received many documents from Ministry of Health in FY 2017/2018. The signed distribution lists of the following documents, among others, were seen at DHO's Office:</p> <ol style="list-style-type: none"> 1. Immunization in Practice Uganda 2017 2. Technical Guidelines for Integrated Disease Surveillance and Response 2012 3. Vaccine Preventable Disease Surveillance 2018. <p>Most importantly Adjumani DHO's Office kept a record of all materials received and distributed. The recipient Health Facility representatives signed for the copies received.</p> <p>At the sampled Health Facilities a range of materials were seen. The Uganda Clinical Guidelines 2016 was consistently found.</p>	<p>3</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>There were Quarterly Integrated Performance Review Meetings at DHO's Office where Health Facility In- Charges meet with DHT members. Minutes were seen for:</p> <p>Q1 26th Oct 2017</p> <p>Q2 19th Jan 2018</p> <p>Q3 24-25th May 2018</p> <p>Q4 22- 23rd Aug 2018</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>DHT Support Supervision reports were seen for every Quarter in FY 2017/2018:</p> <p>Q1 Report 24th September 2017</p> <p>Q2 Report 22nd December 2017</p> <p>Q3 Report 23rd March 2018</p> <p>Q4 Report 06th July 2018</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>There was evidence that the HSDs carried out Support Supervision to LLHUs.</p> <p>Adjumani West HSD</p> <p>Q1 Report 14th Aug 2017</p> <p>Q2 Reports 11th Oct 2017 & 14th Dec 2017</p> <p>Q3 Report 13 Feb 2018</p> <p>Adjumani East HSD</p> <p>Q1 Report 30th Sep 2017</p> <p>Q2 Report 31st Jan 2018</p>	<p>3</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>There were Quarterly Integrated Performance Review Meetings at DHO's Office where Health Facility in charges meet with DHT members. Minutes were seen for</p> <p>Q1 26th Oct 2017</p> <p>Q2 19th Jan 2018</p> <p>Q3 24-25th May 2018</p> <p>Q4 22- 23rd Aug 2018</p> <p>The minutes had Action Points for follow-up.</p>	<p>4</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>There is evidence of systematic corrective action based on recommendations from the Support Supervision Reports.</p> <p>For that purpose there were follow-up DHT Meetings.</p> <p>For example the DHT Meeting of 12th January 2018 discussed the need for strengthening of Health Unit Management Committees (HUMC). Following that discussion IP CUAMM was requested, by letter from DHO of 22nd January 2018, to assist with strengthening the capacity of HUMCs. Then CUAMM provided funds for training of HUMC members and for purchase of bicycles for HUMC Chairpersons to facilitate their monitoring function.</p> <p>A new bicycle for the HUMC Chairperson of Pakele HCIII was seen in the Pakele HCIII Store during this Assessment exercise.</p>	<p>6</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Each month each Public and PNFP Health Facility receiving funds from Government (and any other Health Facility which was HMIS enabled), sends HMIS Data to the National HMIS Database electronically.</p> <p>From the record obtained from Ministry of Health, all Public and Govt funded PNFP Health Facilities, which appeared in MOH approved list of funded HFs, in 2017/2018, provided data to the National HMIS Database consistently (100%) every month.</p> <p>Adjumani Police HCII and Adjumani Prisons HCII also submitted HMIS data consistently (100%).</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			

The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

Maximum 4 for this performance measure

- Evidence that the LG 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

The health sector committee under the social service committee met during FY 2017/18 and discussed issues among others related to service delivery as follows;-

a) One of the meeting was a joint one held from 4th to 6th October 2017 to discuss 4th Quarter report for FY 2016/2017 under minute 4/JCM/10/2017 from page 8-12. The District Health Officer in his/her report did highlight some of the challenges faced by the sector such as high refugee population that had put a lot of pressure on health services, insufficient support infrastructure for example, staff housing accommodation was at 49% among others.

b) Another meeting was held on 19th April 2018 to discuss supervision report of 1st and 2nd Quarter of Financial Year 2017/2018 for Health Department under minute 20/SSCM/4/2018. The DHO noted that there were three categories of supervision i.e. technical support supervision, District Health Team integrated support supervision and Political Support Supervision

c) Another meeting was held on 25th June 2018 to discuss supervision report of 3rd Quarter of Financial Year 2017/2018 for Health Department under minute 26/SSCM/6/201. The DHO noted that in Eighth (8) month of the year (2018), 268,000 persons were diagnosed and treated for malaria which was representing 52%

The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

Maximum 4 for this performance measure

- Evidence that the health sector committee has presented issues that require approval to Council: score 2

There was evidence that health sector committee presented their issues to the council that required approval as follows;

a) One of the recommendation was that the DHO should ensure maintenance of three level supervision of health staff i.e. by watching, mentoring and monitoring in addition to regular support supervision. The recommendation arose from discussion of a joint meeting that was held from 4th -6th October 2017 on page 12.

b) The following were recommendations made during the discussion of the committee meeting held on 25th June 2018 from page 4-5;

- Recruit or re-deploy the available Human resource to facilitate with the heavy workload.

- CAO to write to development partners like UNHCR, UNICEF and MTI to support the District Hospital in medical supply.

- Strengthen support supervision to all health units among others.

c) The following were also recommendations made during the discussion of the committee meeting held on 19th April 2018 from page 6;

- CAO to make follow up on the provision of generator for Mungula Health Centre IV

- CAO to lobby funds from implementing partners to construct storied building to accommodate health facility.

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p>	<p>Minutes show Hospital Board and Health Unit Management Committee Meetings in FY 2017/2018 as follows:</p>
<p>Maximum 6 points</p>	<ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>Adjumani General Hospital Board</p> <p>Quarter 1 2nd Aug 2017</p> <p>Quarter 2 22nd Jan 2018</p> <p>Quarter 3 10th Apr 2018</p> <p>Quarter 4 09th July 2018 (Extra-ordinary)</p> <p>Adjumani Mission HCIII –</p> <p>Quarter 1 Not seen</p> <p>Quarter 2 22nd Dec 2017</p> <p>Quarter 3 4th Apr 2018</p> <p>Quarter 4 11th Aug 2018</p> <p>Ciforo HCIII</p> <p>Quarter 1 10th Oct 2017</p> <p>Quarter 2 28th Nov 2017</p> <p>Quarter 3 27th Feb 2018</p> <p>Quarter 4 14th Sep 2018</p> <p>Pakele HCIII</p> <p>Quarter 1 None</p> <p>Quarter 2 15th Nov 2017</p> <p>Quarter 3 07th Apr 2018</p> <p>Quarter 4 18th Jun 2018</p> <p>Olia HCII</p> <p>Quarter 1 Not seen</p> <p>Quarter 2 13th Dec 2017</p> <p>Quarter 3 31st Mar 2018</p> <p>Quarter 4 27th June 2018</p> <p>Aggregate is 4+3+4+3+3=17 Quarterly meetings out of 20 possible quarterly meetings, making 85%</p>

<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>The list of Health Facilities receiving PHC Funds for 4 Quarters of the last financial year (FY 2017/2018) was still displayed at the DHO's Notice Board.</p> <p>The funds for sampled Health facilities (on Notice Boards) were displayed as follows:</p> <p>Adjumani General Hospital (Annual 2018/2019 - UGX 162,657,736/= and Quarterly UGX 40,664,430/=)</p> <p>Ciforo HCIII Q1 2018/2019 displayed - UGX 3,148,000/=.</p> <p>Pakele HCIII Q1 2018/2019 displayed - UGX 3,148,000/=.</p> <p>Adjumani Mission HCIII RBF 2017/2018 Q3 UGX 24,112,000/=, PHC NW 2018/2019 - Q1 UGX 1,742,148/=</p>	<p>4</p>
<p>Procurement and contract management</p>			
<p>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</p> <p>Maximum 4 for this performance measure</p>	<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 for the current FY: score 2 	<p>Procurement Plan for 2018/2019 was submitted on 18th April 2018, as per letter from DHO to CAO for attention of Procurement and Disposal Unit, received and stamped the same date 18th April 2018.</p> <p>The Health Department Procurement Plan FY 2018/2019 totalled UGX 712,764,887/=</p> <p>The Health Department submission was within the stipulated deadline of 30th April 2018.</p>	<p>2</p>

<p>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</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>Various Procurement Requisitions on LG PP Form 1 were submitted to Procurement Officer and CAO on 6th August 2018. (Within Quarter 1 of FY 2018/2019)</p>	<p>2</p>
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>The LG Health departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: (i) Payment to M/s Taka and Friends Ltd for shs 20,443,534 on voucher number PV-HE 01986 of 23rd June, 2018 in respect of renovation of district health office toilet and corridor at the DLG headquarters. The request was done on 21st June, 2018; certification was done on 22nd June, 2018 and actual payment effected on 23rd June, 2018. Average of 2 days.</p> <p>(ii) A payment request was submitted on 7th March, 2018, certification and approval done on 13th March, 2018. The actual payment to M/s Agweru General Merchandise for shs 98,656,713 on voucher number PV – HE-2500 was effected on 27th March, 2018. The payment was in respect of construction of 4 occupant staff house and 2 blocks of 2 stance VIP drainable latrines at Biira Health Centre III in Pekele Sub county. Receipt number 2009 dated 2nd April, 2018 was issued by the contractor for the total amount paid. Average of 20 days.</p>	<p>4</p>
<p>Financial management and reporting</p>			

<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>As noted from the delivery acknowledgment form, the Health Department submitted its Annual Performance report (4th Quarter) on 28th July 2018 to the District Planner for consolidation, which was past the prescribed mandatory timeline of Mid-July 2018. Other quarterly submission were as follows;</p> <p>1st Quarter 30th October 2017</p> <p>2nd Quarter 28th January 2018</p> <p>3rd Quarter 30th April 2018</p> <p>4th Quarter 28th July 2018</p>	<p>0</p>
<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query: Score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points If all queries are not responded to Score 0 	<p>There were no queries raised by the Internal Auditor in respect of the DLG Health Department in FY 2017/2018.</p>	<p>4</p>
<p>Social and environmental safeguards</p>			

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>14 out of 38 Hospital Board/HUMC members from the 5 sampled Health Facilities were female. This was an aggregate of 36.8% members as female/women, well above the 30% threshold, as follows:</p> <p>Adjumani Gen Hospital (2 out of 9)</p> <p>Adjumani Mission HCIII (3 out of 9),</p> <p>Ciforo HCIII (4 out of 7),</p> <p>Pakele HCIII (3 out of 7),</p> <p>Olia HCII (2 out of 6)</p>	<p>2</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>Guidelines on Sanitation were not seen at any of the sampled Health Facilities.</p> <p>Gender separation of toilets was observed only at 1 of the 5 sampled Health Facilities (Adjumani General Hospital) .</p> <p>Hand Washing Wall Charts were seen only at Olia HCII and Adjumani Mission HCIII.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<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 	<p>The District Environment Officer and DCDO carried out appropriate screening of health infrastructural projects for environmental and social risks. They prepared Environmental and Social Management Plans for mitigating identified risks.</p> <p>Examples of projects:</p> <ol style="list-style-type: none"> Construction 4 Occupant Staff House at Biira Health Centre (The Screening Report with mitigation measures was signed 06th July 2017). Rehabilitation of Doctor's House at Forua, Adjumani Town (The Screening Report with mitigation measures was signed 06th July 2017). 	<p>2</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>The District Environment Officer and the District Community Development Officer did not participate in the monitoring nor certification of health infrastructural projects for environmental and social safeguards.</p>	<p>0</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<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. 	<p>A circular ADHO/EH of 15th August 2017 guides all Health Facility In-Charges in Adjumani District on Health Care Waste Management. The circular was particularly seen at Adjumani General Hospital.</p> <p>Laboratory Standard Operating Procedures (SOPs) on Laboratory Hazardous Waste Management were seen at Adjumani General Hospital and Ciforo HCIII. All the 5 sampled Health Facilities practiced use of colour coded waste bins.</p> <p>The HCWM Algorithm Charts were seen at Adjumani General Hospital only, while Pakele HCIII Laboratory had a hand written HCW Segregation Table (on the wall).</p> <p>Guidelines on construction of facilities for medical waste disposal were not seen.</p>	<p>4</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>There was evidence that sub counties with safe water coverage below the district average were targeted in the 2018/2019.</p> <p>At the time of preparation of the annual work plan, the safe water coverage for the district was 63%. There were four sub-counties below this and these were; Pachara at 45%, Itirikwa at 48%, Arinyapi at 57% and Ukusijoni at 42%.</p> <p>The district allocated UGX 676,798,986 to the development of water sanitation facilities for both DWSCG and DDEG. Of this, UGX 168,000,000 was earmarked for 8 new boreholes and UGX 31,500,000 for rehabilitation of 7 existing ones. All the new boreholes and rehabilitated boreholes were to be located in the above four sub counties.</p> <p>This amounted to a budgetary allocation of UGX 199,500,000 for the above four sub counties representing 29% of the development budget. This was less than the 60% minimum required percentage.</p>	<p>0</p>

<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. <ul style="list-style-type: none"> o If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> <ul style="list-style-type: none"> o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>There was evidence that the Local Government Water department implemented all budgeted water projects in the targeted sub counties in 2017/2018.</p> <p>At the time of preparation of the annual work plan for 2017/2018, the safe water coverage of the district was 62%. There were four sub counties below this and these were; Pakele at 52%, Ofua at 44%, Dzaipi at 46% and Adropi at 33%.</p> <p>A total of 4 new boreholes and 6 rehabilitations were planned for 2017/2018. All the 4 planed new boreholes and 3 of the rehabilitations were in the above four sub counties.</p> <p>All the budgeted water projects, including the ones in the targeted sub counties, were implemented, indicating 100% completion.</p>	<p>15</p>
<p>Monitoring and Supervision</p>			
<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>There was evidence that the District Water department supervised and monitored the water supply facilities in the financial year 2017/2018. On 14th June 2018, two contract management reports were submitted by the DWO. One was for the construction of the 3 stance VIP latrine at Lukwara RGC and the other was for drilling and construction of the 4 boreholes. Both reports highlighted the major events that took place for both projects.</p> <p>There was also a comprehensive assessment report of functionality for all existing water facilities having been conducted in June 2018.</p> <p>This gave the indication that at least 95% of the water facilities were monitored.</p>	<p>15</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>Quarterly reports for the financial year 2017/2018 were submitted to the Ministry as follows;</p> <ul style="list-style-type: none"> Quarter one report was submitted on 9th November 2017 Quarter two report on 9th August 2018 Quarter three report on 9th August 2018 Quarter four report on 9th August 2018 <p>In the financial year 2017/2018, the district planned and constructed 4 new boreholes and rehabilitated 6 existing ones. Also various development partners collectively drilled 22 new boreholes and rehabilitated 7 existing ones.</p> <p>In total 26 new boreholes were drilled and 13 existing ones rehabilitated.</p> <p>The information submitted to the ministry was accurate and consistent. However, all new water facilities constructed by development partners were not reflected in the sector MIS reports.</p>	5
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>The facilities that were consistent on both the sector MIS reports and PBS were;</p> <ul style="list-style-type: none"> Obilokongo west community borehole in Adropi sub county (DWD 45598) Toloro community borehole in Dzaipi sub county (DWD 45599) Kololo community borehole in Ofua sub county (DWD 45597) Charakwe community borehole in Pakele sub county (DWD 45596) 	5
Procurement and contract management			

<p>The district Water department has submitted input for district's procurement plan, 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 input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>The sector submitted input for the district procurement plan to the PDU on 20th April 2018. Among the projects submitted were;</p> <p>a) Rehabilitation of 7 boreholes estimated at UGX 49,500,000 for 15 of them.</p> <p>b) Drilling of 8 boreholes estimated at UGX 168,000,000</p> <p>c) Extension of rural water in Dzaipi, Pakele and Ofua sub counties estimated at UGX 444,287,419</p>	<p>4</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>The Contract Managers for borehole drilling and construction of the 3 stance VIP latrine at Lukwara RGC were appointed on 11th April and 13th April 2018 for respectively. Also in place were contract management plans for the said projects.</p> <p>In these plans were requirements that the contractors submitted work programs within 14 working days for borehole drilling and 7 working days for latrine construction, upon delivery of letters of acceptance. In the bids submitted by Care Mission Water Services Ltd and Corim Enterprises Ltd were programs of works. These did not require revising upon award of contract.</p> <p>There were also requirements that the contractors adhered to certain time lines. The starting and completion dates for borehole drilling were 11th April 2018 and 10th June 2018, while those for latrine construction were; 14th April 2018 and 30th June 2018 respectively. These were well within the agreed timelines for both projects.</p> <p>For borehole drilling, there were also requirements that the contractor sampled the soil sampling after every 1 meter drilled, and conducted water sampling and testing among others. He was also required to maintain activity logs for activities done on a daily basis. In the completion report submitted by Care Mission Water Services Ltd were logs for soil strata, water yield tests, and reports for physio-chemical tests done on the water sources.</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>Four projects implemented under the water supply and sanitation department were visited and assessed. These were;</p> <p>i) The 3 stance VIP latrine at Lukwara rural growth center.</p> <p>ii) Obilokongo west community borehole in Adropi sub county (DWD 45598)</p> <p>iii) Kololo community borehole in Ofua sub county (DWD 45597)</p> <p>iv) Obu Toloro community borehole in Dzaipi sub county (DWD 45599)</p> <p>All these projects were found to have been executed in accordance to the design specification.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>There was evidence that contractors handed over completed water supply and sanitation projects; Two hand over notices were seen and they were as follows;</p> <p>i) On 5th July 2018, Care Mission Water Services issued the District Water Officer with a hand over notice having successfully sited, drilled and constructed 4 boreholes.</p> <p>ii) On 30th June 2018, Corim Enterprises Company Ltd issued the District Water Officer with a hand over notice having successfully constructed the 3 stance VIP latrine at Lukwara Market.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>There was evidence that the District Water Officer certified all completed Water supply and Sanitation projects. On file were two completion certificates and they were as follows;</p> <p>i) On 10th June 2018, a substantial completion certificate was issued to Care Mission Water Services Ltd for siting, drilling and construction of 4 boreholes.</p> <p>ii) On 30th June 2018, a substantial completion certificate was issued to Corim Enterprises Company Ltd for the construction of a 3 stance VIP latrine at Lukwara market.</p>	<p>2</p>

<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>The LG Water departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: (i) M/s Care Mission Water Services was paid shs 90,725,749 on voucher number PK-WK 00800 dated 22nd June, 2018 for sitting and drilling of boreholes of Toloro, Charakwe, Obilokong West, and Kololo in Sub counties of Dzaipi, Pakelle, Adropi, and Ofua. The initial request for payment was submitted on 14th June, 2018; certification done on 14th June, 2018 and actual payments on 22nd June, 2018.</p> <p>Average of 8 days.</p> <p>(ii) A request was submitted on 29th March, 2018, certification and approval was done on 29th March, 2018 whereas payment to M/s Maria Vusia Silva Enterprises for shs 25,226,028 was effected on 5th April, 2018 on voucher number PV-WK 00524 dated 5th April, 2018. The payment was in respect of rehabilitation of boreholes at Nzolokwe in Arinyapi Sub county, Tanganyika in Pacara Sub county, Openzinzi Central in Adropi Sub county, Orwenyi in Arinyapi Sub county and Guruguru in Ofua Sub county. Average of 6 days. Receipt number 302 dated 10th April, 2018 was issued by the contractor for the purpose.</p>	<p>3</p>
<p>Financial management and reporting</p>			
<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>As noted from the delivery acknowledgment form, the Water Department submitted its Annual Performance report (4th Quarter) on 11th August 2018 to the District Planner for consolidation, which was past the prescribed mandatory timeline of Mid-July 2018. Other quarterly submission were as follows;</p> <p>1st Quarter 20th November 2017</p> <p>2nd Quarter 11th April 2018</p> <p>3rd Quarter 30th April 2018</p> <p>4th Quarter 11th August 2018</p>	<p>0</p>

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>The Internal Auditor raised five queries in quarter four in FY 2017/2018. At the time of the assessment, all the five queries had been followed up, responded to and cleared. The Water Engineer's letter to the CAO through the Internal Auditor dated 30th August, 2018 in respect of the queries was verified as supporting evidence. The CAO's office acknowledged receipt of the letter on 30th August, 2018 by date –stamping.</p>	<p>3</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>There was evidence that water sector under production and marketing, natural resources, technical services/works committee met and discussed service delivery issues including supervision reports, performance as follows; -</p> <p>a) On 27th June 2018, the committee met and one of major issues discussed was the 3rd Quarter report for financial year 2017/2018 under minute 25/PMNRTSWCM/6/2018. Under works and technical service members noted with concern when would production wells at Unna be drilled to supply water at Uderu. In response the water officer informed members that the sitting of the boreholes had already been done and the production of would be drilled before end of July 2018.</p> <p>b) Another meeting was held on 18th January 2018 and one of major issues discussed was the 1st Quarter report for financial year 2017/2018 under minute 14/PMNRTSWCM/1/2018. The following were presented under water sector report;- Approved Budget was UGX 467,717,000, Plan for Quarter was UGX 116,929,000, Quarter out turn at UGX 114,912,000 and % Quarter Plan at 98%</p> <p>c) Another meeting was held on 8th 9th & 10th May 2018 and one of major issues was scrutiny of the District Work Plan/Budget, Procurement plan, Recruitment Plan, Capacity building Plan, and Revenue Enhancement Plan for FY 2018/2019 under minute 26/SSCM/5/2018 on page 27 to 28. The following were presented under water sector report; - the planned revenue for water sector for Financial Year 2018/2019 was UGX 988,067,983 that was an increase from the budget of Financial Year 2017/2018 because of expected revenue performance from the District Discretionary Equalization Grants.</p>
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<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence that the water sector committee recommended issues for approval to council and among the recommendation from the discussion were;</p> <p>a) One of the recommendation made was that the Water Department should present a list of partners undertaking wash activities in the District for purposes of monitoring. The recommendation arose from the discussion that was held on 27th June 2018 on page 5</p> <p>b) Another recommendation was CAO should ensure that UGX 127,500,000 donor funding under UNHCR to be spent before the end of FY 2017/2018. The recommendation arose from the meeting held on 18th April 2018 on page 6</p> <p>c) Another recommendation was that CAO should ensure that the Department of Technical Services and Works sensitize the water user committees to improve sanitation at the water sources and fence boreholes within their areas. The recommendation arose from the discussion of the joint standing committee meeting held on 8th, 9th and 10th May 2018.</p>	
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<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>The sector Annual Work Plan for DWSCG for 2018/2019 was clearly displayed on the Notice board, duly signed and stamped on 18th August 2018. Among the allocations on the work plan were the following;</p> <ul style="list-style-type: none"> i) Stakeholder coordination estimated at UGX 6,400,000. ii) Monitoring and supervision estimated at UGX 11,004,000 iii) District rural water supply development estimated at UGX 229,279,986 <p>Also on display was the summary for first quarter release for 2018/2019 dated 8th August 2018. In the sector for water were the following under DDEG;</p> <ul style="list-style-type: none"> i) Environmental impact assessment of UGX 6,666,667 ii) Engineering and design studies of UGX 11,666,667 iii) Monitoring and supervision of UGX 2,000,000 iv) Other structures of UGX 128,839,815 	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>All the four projects visited had displayed information clearly indicating the names of the projects, dates of construction, contractor names and sources of funding. Among the displays sampled were for;</p> <ul style="list-style-type: none"> i) Obilokongo west community borehole in Adropi sub county; <p>Village: Obilokongo Funded by: DWSCG DWD: 45598 DATE: 01st June 2018</p> <ul style="list-style-type: none"> ii) Kololo community borehole in Ofua sub county; <p>Village: Kololo Date: 01st June 2018 Funded by: DWSCG DWD: 45597</p>	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>At the time of the assessment, the procurement process for 2018/2019 was still ongoing and so information relating to best evaluated bidders was not yet available.</p> <p>However, for 2017/2018, for the two contracts managed by the department of water, the best evaluated bidder notices that were seen were as follows;</p> <p>i) From 20th March to 4th April 2018, a best evaluated bidder notice was displayed for borehole siting, drilling and construction under reference number Adju504/wrks/17-18/0004. The award went to M/s Care Mission Water Services for a contract sum of UGX 101,596,584</p> <p>ii) From 19th to 30th March 2018, a best evaluated bidder notice was displayed for the construction of a 3 stance VIP latrine at Lukwara RGC under reference number Adju504/wrks/17-18/015. The award went to Corim Enterprises Company Ltd for a contract sum of UGX 15,000,000.</p>	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence that communities applied for public water and sanitation facilities for 2018/2019.</p> <p>Three applications were sampled as follows;</p> <p>i) On 2nd February 2018, the community of Mocope village in Ciforo sub county applied for a borehole for the financial year 2018/2019</p> <p>ii) On 24th June 2018, the community of Aboki village in Dzaipi sub county applied for a borehole for the financial year 2018/2019</p> <p>iii) On 16th June 2018, the community of Leiya village in Dzaipi sub county applied for a borehole for the financial year 2018/2019</p> <p>However, all the community applications sampled were not accompanied by minutes of community meetings and attendance.</p>	<p>0</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii(carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that the communities were committed towards proper operation and maintenance of their water facilities.</p> <p>Five water supply facilities were assessed and these were; Obilokongo West community borehole in Adropi sub county, Kololo community borehole in Ofua sub county, Obu Toloro community borehole in Dzaipi sub county, Palemoderi community borehole in Adropi sub county and Subbe community borehole in Ofua sub county.</p> <p>The following people were interviewed; Asienzo Vicky (Caretaker Obilikongo), Tani Richard (Mobilizer Kololo), Ijjo Dominic (Caretaker Obu Toloro), Okuo Kanta (Treasurer Palemoderi) and Monciruku Rebecca (Chairperson Subbe). All the five interviewed community members revealed that their committees conducted monthly meetings and collected monthly contributions.</p> <p>The assessors also observed that all the facilities had properly installed fences.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>Environmental screening was done for the four water supply facilities that were implemented by the district in 2017/2018. Screening templates and reports were seen for all the four which were; Obilokongo west, Obu Toloro, Kololo and Charakwe community boreholes.</p> <p>In the field, all facilities visited were fenced and also had functional soak away pits as per the mitigation measures proposed. However, none of the facilities had attempted to do grass and tree planting, contrary to what was proposed.</p> <p>The assessors noted that all the 22 boreholes constructed by the various development partners were not screened for environmental and social concerns. The Environmental Officer attributed this shortfall to failure by the Water Department to bring the Environment Department on board during the planning and implementation of the said boreholes.</p>	<p>0</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>On record were reports of environmental monitoring and supervision. However, there was a discrepancy between the dates when monitoring was done and those during which project implementation took place. According to the monitoring reports, environmental monitoring for water projects was done between November 2017 and March 2018 and yet implementation of the said projects was done between April and May 2018. This implied that monitoring was done before project implementation was started!</p>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>In the specifications for the drilling and construction of the 4 boreholes, there was a clause on environment. This clause required that the contractor to extra care in the handling of and storage of all drilling fluids, oils, greases and any fuels on site. It also required that the contractor disposed of any such materials in a manner which would not cause environmental degradation.</p> <p>There was also another clause that required that the contractor handed over a clean site.</p> <p>The monitoring reports seen lacked credibility because environmental monitoring was reported between November 2017 and March 2018. There was no way such reports could have reported on contractor performance with respect to environmental management for projects that were implemented between April and May 2018 and as such, could not be relied on to inform on whether the contractors adhered to the above specifications.</p>	<p>0</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>Of the five water user committees assessed; Obilokongo West had 5 women out of the 9 members, Kololo had 4 out of 9, Obu Toloro had 4 out of 9, Palemoderi had 8 out of 9 and subbe had 3 out of 9 members.</p> <p>The average percentage of women on all the user committees assessed was 53%, which was more than the minimum recommendation of 50%.</p> <p>All the five user committees had at least one woman in key positions. The chairpersons for Obikolongo west, Palemoderi and Subbe community boreholes were women and went by the names of; Emilia Esienzo, Alisikina Eyito and Monciruku Rebecca respectively.</p>	<p>3</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>Three sanitation facilities were visited and assessed. These were;</p> <p>i) The sanitation facility at Gulinya Primary School.</p> <p>ii) The public sanitation facility at Lukwara Rural Growth Center.</p> <p>iii) The sanitation facility at Paloga Primary School.</p> <p>All the sanitation facilities visited had separate stances for males and females, and there were access ramps for people with disabilities.</p>	<p>3</p>