



Local Government Performance Assessment

Amuru District

(Vote Code: 570)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	59%
Educational Performance Measures	85%
Health Performance Measures	51%
Water Performance Measures	73%

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 PFMAA 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>The 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 Wednesday 25th 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 submitted a Budget and Procurement Plan of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on Wednesday 25th 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 27th August 2018 later than the mandatory time line of 31st July of the previous Financial Year (2017/2018). The late submission according to District Planner was attributed to challenges of shift from OBT to PBS systems that necessitated adjustment to the new system.</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>Amuru District Local Government submitted all its quarterly budget performance reports for all the four Quarters 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 27th August 2018. The submission dates for quarterly performance were as follows; -</p> <p>1st Quarter was submitted on (08th January 2018)</p> <p>2nd Quarter on (4th March 2018)</p> <p>3rd Quarter on (16th May 2018)</p> <p>4th Quarter (27th 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>Office of the Auditor General report for FY 2016/2017. Amuru District Local Government provided information to the PS/ST MOFPED on the status of implementation of Internal Auditor General or Auditor General's findings through the CAO's letter to the PS/ST dated 21st March, 2018 and referenced CR/ADLG/124/3. All the seven queries raised by the OAG in FY 2016/2017 were responded to, followed up and cleared. In addition, the Internal Auditor also specifically raised 18 (eighteen) queries which were responded to, followed up and cleared. A copy of the CAO's letter to the PS/ST dated 21st March, 2018 was acknowledged by the IAG and the Chairperson of the LGPAC on 27th March, 2018 by date - stamping. The letter was further circulated to:</p> <p>PS MoLG, IGG, OAG, Chairperson of Amuru DLG, RDC, District Internal Auditor and HoF.</p> <p>Provision of information to the PS/ST on the status of implementation and response thereto which included a follow up on all the issues reported in the OAG report and statement on actions against all Internal Audit General and Auditor General findings for FY 2016/2017 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>Amuru DLG obtained a Qualified "Except for" 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 Local Government had a Physical Planning Committee, constituted as per Section 9 of the Physical Planning Act 2010, which stipulates the composition of the District Physical Planning Committee to include. However, there was no evidence of records of appointments of the District Physical Planning Committee.</p> <p>There was also evidence of a functional District Physical Planning Committee from the meetings held in the last Financial Year such as; -</p> <p>a) The District Physical Planning Committee (DPPC) held a meeting on 27th February 2018 – meeting reference number PPC 13/17-18 and under minute 4/13/17-18. The secretary presented building plans of 5 schools to the committees (Tek Oo P/S, Go Smart Nursery and P/S, Bright Standard College, Hope P/S and Mary Hill P/S)</p> <p>b) Another meeting was held a meeting on 20th February 2018 – meeting reference number PPC 12/17-18 and under minute 3/12/17-18. The secretary presented the plans the plans that had been submitted for approval of which (28) building plans for instance American Tower Company, Petrol Station at Elegu among others.</p> <p>c) Another meeting was held a meeting on 18th June 2018 – meeting reference number PPC 14/17-18 and under minute 4/13/17-18. The secretary presented the plans the plans that had been submitted for approval of which nine (9) building plans</p> <p>d) Another meeting was held a meeting on 11th October 2017 –under minute ADPPC 24/10/2017. There was presentation and discussion of the structural and architectural plans</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"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>There was no evidence that the District Local Government submitted any set of minutes for the Physical Planning Committee to Ministry of Lands Housing and Urban Development. The reasons as presented by the AG Physical Planner was lack of financial resources to facilitate the submission of the minutes.</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"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The District Local Government 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>Amuru District Local Government did have an Action Area Plan prepared in the previous Financial Year (2017/2018) for the area of Pyelamot Trading Centre in Lamogi Sub county and Amuru Town Council. At the time of the assessment, the plans were in draft-form awaiting for approval from the Technical Team at Ministry of Lands.</p>	<p>0</p>
<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 a budget conference between 22nd and 23rd November 2017 at the Multipurpose Hall in preparation for the fiscal year 2018/2019. There was evidence that priorities in the Annual Work Plan for FY 2018/2019 dated 23rd July 2018 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>Under health Sector; - In the budget conference report presentation on page 5 of which there was planned construction of drainable latrines, renovation of OPD block, retention remodelling of theatre block, retention remodelling of staff houses, construction of health centre (IV) in Amuru, procurement of ambulance in health centres, construction of staff houses. In the Annual Work Plan (AWP) for FY 2018/2019 from page 54 to 55 there was planned drainable pit latrine construction with female changing room to be constructed at Pawel HCII-Pawel Parish in Atiak Subcounty at a budget cost of UGX 15,818,000, One incinerator constructed at Atiak HCIV and one placenta pit constructed at Otwee HCII at budget cost of UGX 24,190,000, Staff house construction and rehabilitation at budget cost of UGX 250,000,000, Maternity ward construction and rehabilitation at budget cost of UGX 59,000,000, OPD and other ward construction and rehabilitation (construction of General Ward Otwee HCIII and rehabilitation of the maternity ward at Otwee HCIII at a total budgetary cost of UGX 240,000,000, Atiak HCIV Theatre construction and rehabilitation. at budget cost of UGX 39,000,000</p> <p>Under the education sector; in the budget conference report presentation was on page 5 of which there was planned</p>	<p>2</p>

supply of three seater desk, construction of stance latrines, construction of two classroom block with an office and store. In the Annual Work Plan (AWP) for FY 2018/2019 from page 59 and 60 there was planned classroom construction and rehabilitation for (a block of 2 classrooms with an office and store to be constructed, and 2 blocks of 8 classrooms were to be rehabilitated at Omee P/S) at budget cost of UGX 169,912,000, Latrine construction and rehabilitation at budget cost of UGX 350,000,000, Teachers house construction and rehabilitation (construction of 2 blocks of 2 units each staff house at Olinga P/S in Pabo S/C and Muruli P/S in Atiak S/C) at budget cost of UGX 190,000,000

Under the water sector; in the budget conference report presentation by District Water Officer was on page 5 and among the activities planned were drilling of boreholes, borehole rehabilitation, and construction of drainable latrines in Pabbo sanitation and hugeness campaign. The AWP on page 154 there was planned drilling of boreholes and rehabilitation at a budget cost of UGX 230,050,000, Construction of Public latrine in one Rural Growth Centre a budget cost of UGX 44,100,000

<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>There was evidence that the approved Annual Work Plan for FY2018/2019 was derived from Amuru District Development Plan II 2015/2016 to 2019/2020 in consideration of the following cases for instance;</p> <p>Under health Sector; - In the District Development Plan-II from the project profiles in the Appendix was on page 10-12 while In the Annual Work Plan (AWP) for FY 2018/2019 were from page 54 to 55 of which there was planned drainable pit latrine construction with female changing room to be constructed at Pawel HCII-Pawel Parish in Atiak Subcounty at a budget cost of UGX 15,818,000, One incinerator constructed at Atiak HCIV and one placenta pit constructed at Otwee HCII at budget cost of UGX 24,190,000, Staff house construction and rehabilitation at budget cost of UGX 250,000,000, Maternity ward construction and rehabilitation at budget cost of UGX 59,000,000, OPD and other ward construction and rehabilitation (construction of General Ward Otwee HCIII and rehabilitation of the maternity ward at Otwee HCIII at a total budgetary cost of UGX 240,000,000, Atiak HCIV Theatre construction and rehabilitation. at budget cost of UGX 39,000,000</p> <p>Under the education sector; in the District Development Plan-II from the project profiles in the Appendix was on page 13-16 while in the Annual Work Plan (AWP) for FY 2018/2019 was from page 59 and 60 of which there was planned classroom construction and rehabilitation for (a block of 2 classrooms with an office and store to be constructed, and 2 blocks of 8 classrooms were to be rehabilitated at Omee P/S) at budget cost of UGX 169,912,000, Latrine construction and rehabilitation at budget cost of UGX 350,000,000, Teachers house construction and rehabilitation (construction of 2 blocks of 2 units each staff house at Olinga P/S in Pabo S/C and Muruli P/S in Atiak S/C) at budget cost of UGX 190,000,000</p> <p>Under the water sector; in the DDP-II from sector specific strategies and priorities, page 224-225 of which the intervention was to construct, operate and maintain appropriate community water supply systems in rural-unserved areas while in the AWP on page 154 there was planned drilling of boreholes and rehabilitation at a budget cost of UGX 230,050,000, Construction of Public latrine in one Rural Growth Centre a budget cost of UGX 44,100,000</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 District Development Plan -II were not stated as per the format of the Local Government Development Planning guidelines 2014 on page 63 Appendix 3. As noted the project profiles were an addendum. However, there was evidence of minutes from the Technical Planning Committee of the meeting held on 23rd January 2014 in the Multipurpose Hall at the District Headquarters under 5/TPC/ADLG/JAN/2014 on page 6.</p>	<p>0</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 the District . However, it was still in draft form and had not yet been discussed by the Technical Planning Committee at the time of the assessment</p>	<p>0</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>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;</p> <p>Under education in the Annual Work Plan for 2017/2018 on page 48 there was planned construction of 5 stance at Paminlalwak P/S in Pabbo Sub county at a budget cost of UGX 24,700,000 while from the end of year (2017/2018), financial report from Engineering Department indicated an expenditure of UGX 24,177,500 with a retention of UGX 1,272,500.</p> <p>Under water, sector in the AWP for 2017/2018 on page 55 and 56. There was planned construction of public latrine in Rural Growth Centre (4 stance drainable latrine at Atoro Market at a budget cost of UGX 18,000,000) while in the Annual Performance Report was on page 71 at an expenditure of UGX 18,000,000 which was 100%. In addition to Borehole drilling and rehabilitation (10 boreholes to be drilled and installed in Attiak,Pabbo, Lamogi and Amuru and 8 major boreholes to be rehabilitated at a total budget cost of UGX 257,258,000) while in the Annual Performance Report was on page 72 at an expenditure of UGX 257,258,000 which was 100%. In addition to construction of piped water supply system in Otwee Town Council at budget, cost of UGX 20,000,000 while in the Annual Performance Report was on page 72 at an expenditure of UGX 20,000,000, which was 100%.</p>	
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<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>Under education in the Annual Work Plan for 2017/2018 page 48 there was planned construction of 5 stance at Paminlalwak P/S in Pabbo Sub county at a budget cost of UGX 24,700,000 while from the end of year (2017/2018), financial report from Engineering Department indicated an expenditure of UGX 24,177,500 which was at 97% with a retention of UGX 1,272,500.</p> <p>Under water, sector in the Annual Work Plan for 2017/2018 on page 55 and 56. There was planned construction of public latrine in Rural Growth Centre (4 stance drainable latrine at Atoro Market at a budget cost of UGX 18,000,000) while in the Annual Performance Report was on page 71 at an expenditure of UGX 18,000,000 which was 100%. In addition to Borehole drilling and rehabilitation (10 boreholes to be drilled and installed in Atiak,Pabbo, Lamogi and Amuru and 8 major boreholes to be rehabilitated at a total budget cost of UGX 257,258,000) while in the Annual Performance Report was on page 72 at an expenditure of UGX 257,258,000 which was 100%. In addition to construction of piped water supply system in Otwee Town Council at budget, cost of UGX 20,000,000 while in the Annual Performance Report was on page 72 at an expenditure of UGX 20,000,000, which was 100%.</p>	
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<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 all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>Amuru District Local Government had some of its investment projects in the previous FY (2017/2018) completed within approved budget in the range of 15% maximum and 15% minus threshold while others were outside the threshold for instance;</p> <p>Under education in the Annual Work Plan for 2017/2018 page 48 there was planned construction of 5 stance at Paminlalwak P/S in Pabbo Sub county at a budget cost of UGX 24,700,000 while from the end of year (2017/2018), financial report from Engineering Department indicated an expenditure of UGX 24,177,500 which was at 97% with a retention of UGX 1,272,500 which was within the threshold of 15% maximum and 15% minus of the original budget.</p> <p>Under water, sector in the Annual Work Plan for 2017/2018 on page 55 and 56. There was planned construction of public latrine in Rural Growth Centre (4 stance drainable latrine at Atoro Market at a budget cost of UGX 18,000,000) while in the Annual Performance Report was on page 71 at an expenditure of UGX 18,000,000 which was 100%. In addition to Borehole drilling and rehabilitation (10 boreholes to be drilled and installed in Atiak,Pabbo, Lamogi and Amuru and 8 major boreholes to be rehabilitated at a total budget cost of UGX 257,258,000) while in the Annual Performance Report was on page 72 at an expenditure of UGX 257,258,000 which was 100%. In addition to construction of piped water supply system in Otwee Town Council at budget, cost of UGX 20,000,000 while in the Annual Performance Report was on page 72 at an expenditure of UGX 20,000,000, which was 100%. In summary all the projects under the water sector were within the threshold of 15% maximum and 15% minus of the original budget .</p>	<p>2</p>
<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>The District planned for Operation and Maintenance. Among the planned activities was completion of education and sports block at the District Headquarter budgeted at UGX 22,000,000 on page 50 of the Annual Work Plan for FY 2017/2018 while in the Annual Performance Report on page 64 the expenditure was UGX 19,493,000, which was 89%, and above the threshold of 80%.</p>	<p>2</p>

Human Resource Management			
<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>Only 5/11 HoD's were substantively filled. There were; District Health Officer, Principal HRO, District Planner, Chief Finance Officer and District Community Development Officer.</p> <p>Efforts were being made to have other offices filled as well for instance the DLG advertised in Monitor Newspaper of March 20th 2017 for positions of DEO & District Engineer but they failed to attract suitable candidates due to the fact that the DLG is a hard to reach area among other reasons.</p> <p>The Plan was now to have accelerated promotion of the DEO and District Natural Resource Officer because they have the required qualifications and experience. This discussion was held during a management team meeting on the implementation of new established structure for Amuru DLG that was held on July 31st 2018 on ref: 152/1 Similar discussion was during a meeting on the establishment structure adjustments for selected officers that was held on October 1st 2018 on ref: AMR/CR/115/1</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 no evidence that all HoD's were appraised. Only three files had appraisal reports as detailed below;</p> <ol style="list-style-type: none"> 1. Akwero Betty (PHRO) , AMR/CR/01/0010 was appraised on 26/7/2018 2. Komakech Sebastian (Ag. District Internal Auditor), CR/D/1441 was appraised on July 12th 2018 3. Ajok Doreen Lanyero (AMR/CR/), Ag. Natural Resources Officer was appraised on 28/7/2018 	<p>0</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 Thirty Seven positions submitted for recruitment were considered. Twenty Seven were submitted on ref: CR/156/5 on May 19th 2017. Ten positions were submitted on ref: CR/156/8 dated February 12th 2018.</p> <p>These were considered as contained in a minute extract dated February 26th 2018 (DSC minutes serial No.1/2018) and March 23rd 2018 (DSC Minutes serial No. 2/2018)</p>	<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 positions submitted for confirmation have been considered: score 1 	<p>Twenty Nine (29) staff were submitted for confirmation on ref: CR/ADLG/156/ 8 on dates: May 16th 2018, November 8th 2017, February 23rd 2018 and September 21st 2017</p> <p>Consideration for all was made on October 13th 2017 as contained in a minute extract ref: DSC minutes serial no. 4/2017. 2018.</p>	<p>1</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 positions submitted for disciplinary actions have been considered: score 1 	<p>Seven (7) cases were submitted for consideration.</p> <p>Four were submitted on Feb. 23rd 2018 on ref: CR/ADLG/156/8 while three (3) were submitted still under the same reference on April 11th 2018.</p> <p>However it was only the first four that have been considered on 23rd March 2018 under min. 10.0, 11.0, 12.0 and 13.0 respectively</p> <ol style="list-style-type: none"> Laker Andrew, Information Officer had abandoned duty four months, so he was dismissed Olanya Geoffrey, A PD Dental Officer had abandoned duty since June 2015. He was dismissed. Okema Paul, a Physical Planner had abandoned duty for four months. He was dismissed as well. Amone Solomon, a Dispenser had been charged with fraud and loss of drugs. He was charged in anti-corruption case and therefore dismissed from service under minute No. AMR/DSC/156/05/2018 as contained on ref: CR/ADLG/163/1 dated March 26th 2018 <p>For the other three cases, the DSC is yet to convene a meeting.</p>	<p>0</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 recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>Thirty One (31) staff were recruited during the FY 2017/18 as cited on ref: CR/ADLG/109/3 dated February 23rd 2018. This was also as contained in minute extract dated February 26th 2018 (DSC minutes serial No.1/2018) and March 23rd 2018 (DSC Minutes serial No. 2/2018)</p> <p>These staff reported for duties in March and April 2018 respectively and accessed the payroll in July 2018.</p>	<p>0</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>Five (5) staff retired during the FY 2017/18 and all these had not accessed the pension payroll within two months after retirement. These included;</p> <ol style="list-style-type: none"> Oryem William an Education Assistant who retired effective 1st August 2017. His file was submitted to MoPS on March 31st 2018. He has not accessed pension payroll. Onok Mark an Education Assistant who retired effective December 12th 2017. His file was submitted to MoPS on 31st March 2018. He had not accessed the pension payroll. The file was deferred because he was receiving salary for Senior Education Assistant II since 2013 yet he was an Education Assistant Grade II. This was to be rectified before proceeding with processing pension. Odokonyero Nixon an Education Assistant retired effective 30th March 2018. His file was submitted to MoPS on August 17th 2018. He had not accessed pension payroll because his date of birth was not tallying; IPPS had March 5th 1958 yet according to him its May 3rd 1958 Omona Anjelous a Head Teacher retired effective June 3rd 2018. His file was submitted to MoPS on April 30th 2018 and he had not accessed pension payroll yet Okumu Peter a Head Teacher retired effective May 1st 2018. His file was submitted to MoPS on April 30th 2018. He accessed pension payroll in September 2018 	<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>OSR collected by Amuru DLG during FY 2016/2017 amounted to shs 262,145,932 as indicated on page 11 of the audited financial statements of the Council for FY 2016/2017. Analysis of local revenue collection was indicated on page 16 of the audited financial statements of the LG for FY 2016/2017. There was no sale of Council assets during the year.</p> <p>The district realised shs 1,089,974,518 as OSR collections during FY 2017/2018 as reflected on page 7 of the FY 2017/2018 financial statements. Analysis of local revenue collection was indicated on page 28 of the financial statements of the LG for FY 2017/2018. The Council had no sales of any of its assets during the year.</p> <p>Increment in OSR computation:</p> $827,828,586 \times 100 = 316\%$ $262,145,932$ <p>The wind fall realised during FY 2017/2018 on revenue collection was explained by the HoF as having been attributed mainly two factors but not due to un realistic budgeting:</p> <p>(i) Tax that was levied on charcoal sellers in the entire district after the Government of Kenya slapped a ban on sale of charcoal in their country. Non-citizens dealing in charcoal sales crossed into Uganda, smuggled charcoal out of the country but the Amuru LG Revenue Collectors ensured that tax was charged and accordingly paid by all (citizens and foreigners) dealers, in charcoal.</p> <p>(ii) Premiums paid by land owners in the entire district which was introduced and enforced in Pabbo Sub county, Amuru TC, Amuru Sub county, Atiak Sub county and Lamogi Sub county during the year. This was a newly introduced tax in the district.</p>	4
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Amuru DLG budgeted for its local revenue for FY 2017/2018 amounting to Shs 473,040,000 as reflected on page 12 of the approved budget. The total local revenue collected during FY 2017/2018 amounted to Shs 1,089,974,518 as per page 7 of the financial statements for FY 2017/2018 reflecting 230% realisation. There was a variation of 130%.</p> <p>It was noted that the original budget for local revenue collection was revised from shs 473,040,000 (page 12) to shs 1,093,040,000 as indicated on page 28 of the revised approved budget later in the financial year under review.</p>	0

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

The District comprised 5 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) Amuru Sub county shs 7,428,571.
- (ii) Pabbo Sub county shs 328,864,575;
- (iii) Lamogi Sub county shs 11,597,856;
- (iv) Atiak Sub county shs 36,639,570;
- (v) None for Amuru Town Council.

Grand Total shs 384,530,572.

Examples: (i) Remittance to Atiak Sub county of shs 5,000,000 on 22nd February, 2018 as per voucher number 229 being the 65% local revenue share from the district.

(ii) Remittance to Pabbo Sub county of shs 23,000,000 against voucher number 1347 dated 18th December, 2017 as 65% local revenue share from the district.

(iii) Remittance to Pabbo Sub county of shs 40,500,000 on 6th March, 2018 as per voucher number 793 being the 65% local revenue share from the district.

(iv) Remittance to Atiak Sub county of shs 2,677,500 on 16th August, 2017 as per voucher number 856 being the 65% local revenue share from the district.

It was noted that the main source of local revenue was from sell of charcoal as major activity in Pabbo Sub county.

<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 34,866,000 on Council allowances and emoluments during FY 2017/2018 detailed as follows:</p> <p>Councillors' allowances shs 20,046,000:</p> <p>Standing Committees shs 11,720,000:</p> <p>Business Committee shs 3,100,000.</p> <p>Local revenue realised during FY 2016/2017 amounted to shs 262,145,932 as reflected on page 11 of the audited FY 2016/2017 audited accounts. Computation:</p> $34,866,000 \times 100 = 13.3\%$ <p>262,145,932</p> <p>Payment was within the 20% limit as required by the law.</p>	<p>2</p>
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Procurement and contract management

<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>There was evidence that the DLG had both the Senior Procurement Officer and Procurement Officer substantively filled.</p> <p>The Senior Procurement Officer was Ms. Oyela Pauline who was appointed first a Procurement Officer in Nebbi District posted to Amuru District on posting instruction ref: CR/161/2 date March 10th 2008. and then promoted to Senior Procurement Officer on posting instruction ref: CR/159/1 dated June 13th 2008 under minute no.3208 (E).</p> <p>The Procurement Officer was Ms. Amony Nancy Linda appointed under DSC minute no. 10/2015/ Amuru (5) on ref: CR/156/3 dated May 15th 2015.</p>	<p>2</p>
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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 Evaluation Committee (EC) produced and submitted reports to Contracts Committee as evidenced by minutes of the EC dated 16th November, 2017, 23rd February, 2018, 9th April, 2018 and 25th May 2018, as per the sampled projects below;

i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub Counties, Ref. Amuru 570/wrks/2017-2018/0016, opened on 9th August, 2017, under Works and Technical Services, funded by DWSCG and DDEG, submitted on 7th September, 2017,

ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema-Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, opened on 11th August, 2017, under Works and Technical Services, funded by DDEG, submitted on 7th September, 2017,

iii. Construction of the Education Office Block at the District Headquarters, Ref. Amuru570/wrks/2017-2018/0021, opened on 1st August, 2017, under Education Department, funded by DDEG, submitted on 7th September, 2017,

iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, opened on 21st August, 2017, under Administration (Amuru Sub County), funded by DDEG, submitted on 7th September, 2017,

v. Completion of Mutema Health Center II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, opened on 25th August, 2017, under Health Department (Amuru Sub County) funded by DDEG, submitted 7th 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> <ul style="list-style-type: none"> i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub Counties, Ref. Amuru 570/wrks/2017-2018/0016, considered on 28th November, 2017, recommended that the project be awarded to EBOWA Investment Ltd of P.O. Box. 442 Lira, at evaluated price of UGX. 153,287,664, under minute number 4/117/ACC/17-18, ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema- Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, considered on 23rd January, 2018, recommended that the project be awarded to Latong and Sons Company Ltd of P.O. Box. 1561 Gulu, at negotiated price of UGX. 18,541,016, under minute number 4/118/ACC/17-18, iii. Construction of the Education Office Block at the District Headquarters, Ref. Amuru570/wrks/2017-2018/0021, considered on 28th November, 2017, recommended that the project be awarded to TODI Investment Ltd of P.O. Box. 43 Lira, at evaluated price of UGX. 20,423,440, under minute number 4/117/ACC/17-18, iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, considered on 28th November, 2017, and recommended that the project be awarded to DEG BEDO Company Ltd of P.O. Box. 109 Kitgum, at evaluated price of UGX. 51, 374,193, under minute number 4/117/ACC/17-18, v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, considered on 26th February, 2018 recommended that the project be awarded to TODI Investment Ltd of P.O. Box. 43 Lira, at evaluated price of UGX. 71,964,365, under minute number 5/119/ACC/17-18,
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The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

• 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

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 29th May, 2018. Some of the examples of projects in the work plan for 2018/2019 included;

- i. Siting and drilling of 15 boreholes to all the four Sub Counties in the district, Ref. Amuru570/wrks/18-19/00001,
- ii. Construction of a fence at livestock market at Ayii, Ref. Amuru570/wrks/18-19/00007,
- iii, Construction of one cattle crush at Agwayugi Parish Lamog Sub County, Amuru570/wrks/18-19/00019,
- iv. Construction of 4 stance VIP latrine in Pabbo Sub County, Ref. Amuru570/wrks/18-19/00010,
- v. construction of one block of four unit staff house at Tekibur Primary School Lamogi Sub County Ref. Amuru570/wrks/18-19/00018.

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 12th May, 2017. Examples of projects in the work plan for FY 2017/2018 included projects like;

- i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016,
- ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema- Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008,
- iii. Construction of the Education Office Block at the District Headquarters, Ref. Ref. Amuru570/wrks/2017-2018/0021,
- iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017,
- v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022.

<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 56.4% 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 55 projects in the consolidated work plan for FY 2018/2019 out of which 31 projects had been initiated by user department and had completed bid documents prepared. However the missing projects were from the Education Department which had failed to initiate on time the projects because of the revised budget by the MoE&S.</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 (62) for the FY 2017/2018. Also the District Council had completed procurement files for all procurements for the same FY. For example a sampled file for one project under Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, was examined and the file had all the required documentation as indicated below;</p> <p>The files had a requisition form dated 9th August, 2017, UGX.136,400,000, Records of adverts which was made in the Daily Monitor newspaper, dated 26th September, 2017, Issues of bid document, Ref. LGPP form 6 R48 (6), dated 24th October, 2017 filled, Receipt of bid, dated 24st October, 2017, Ref. LGPP form 9 R70 (5) had been filled, Opening of bids, dated 24th October, 2017, Ref. LGPP form 10 R71 (11), (12), (13) had been filled and was on file. Also Evaluation and Contracts Committee minutes dated 10th November, 2017 and 28th November, 2017 respectively were on file, Award and acceptance letters, dated 14th December, 2017 and 11th January, 2018 respectively were on file and the Contracts document signed on 15th January, 2018, were all on file, making complete the procurement activity file for the sampled project.</p>	<p>2</p>

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

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

The District ad adhered to procurement threshold as per the sampled projects below;

- i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, at evaluated price of UGX. 153,287,664 - Open Domestic Bidding,
- ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema- Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, at evaluated price of UGX. 18,541,016 – Selective Bidding,
- iii. Construction of the Education Office Block at the District Headquarters, Ref. Ref. Amuru570/wrks/2017-2018/0021, at evaluated price of UGX. 20,423,440 – Selective Bidding,
- iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, at evaluated price of UGX. 51,374,193 - Open Domestic Bidding,
- v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, at evaluated price of UGX. 71,964,365 - Open Domestic Bidding.

<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 completion certificates as indicated in the sampled projects below;</p> <ul style="list-style-type: none"> i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, a completion certificate was on file, signed on 16th September, 2018, ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, a completion certificate was on file, signed on 10th June, 2018, iii. Construction of the Education Office Block at the District Headquarters, Ref. Amuru570/wrks/2017-2018/0021, and a completion certificate was on file, signed on 10th June, 2018, iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, and a completion certificate was seen on file, signed on 10th June, 2018, v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, and a completion certificate was seen, signed on 10th July, 2018. However the certificate of Mutema Health Centre II was issued outside the FY of assessment. 	<p>2</p>
<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 release of funds.</p>	<p>0</p>
<p>Financial management</p>			

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

Amuru DLG maintained 14 bank accounts at the Centenary bank, Gulu branch, KCB bank, Gulu branch, DFCU bank, Gulu branch, Barclays bank, Gulu branch and the TSA account number 005700528000000 with Bank of Uganda.

At the date of assessment, all the accounts were reconciled on a monthly basis up to 30th September, 2018. Verification of the bank reconciliation statements revealed that all the statements were authenticated by the relevant officials as required.

Examples on reconciliations:

(i) The TSA account number 005700528000000 with Bank of Uganda was reconciled up to 30th September, 2018; (shs 00.00).

(ii) Account number 2203280794 for the District PRELNOR account with KCB bank, Gulu branch, the reconciled balance on 30th September, 2018 was shs 154,803041;

(iii) The District UNICEF account reconciled balance on 30th June, 2018 was shs 11,105, account number 9030006348644 with Stanbic bank, Gulu branch;

(iv) The District NUSAT III account number 2203280786 with KCB bank, Gulu branch on 30th June, 2018 had a reconciled balance of shs 2,858,799.

(v) The District UNICEF account reconciled balance on 31st July, 2018 was shs 15,872,909 for account number 9030006348644 with Stanbic bank, Gulu branch;

(vi) The District General Fund account number 01093500727822 with the DFCU bank, Gulu branch. The reconciled balance on 30th September, 2018 was shs 1,045,678,9965;

(vii) The District Global Fund account number 7510500444 with Centenary bank, Gulu branch. The reconciled amount on 30th November, 2017 was shs 130,049.

<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If the LG makes timely payment of suppliers during the previous FY <ul style="list-style-type: none"> – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>Evidence was provided by the DLG 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.</p> <p>For Example: (i) In the Water department, a payment request was submitted on 12th June, 2018. Certification and approval of the payment was done on 20th June, 2018. Payment against voucher number 18377852 dated 22nd June, 2018 for shs 34,481,011 was effected to M/s Ebowa Investments Ltd on the same day. The payment was in respect of drilling, test pumping and casting of 12 deep boreholes: 10 boreholes in Atiak Sub county and 2 boreholes in Lamogi Sub county. Average of 10 days.</p> <p>(ii) M/s Bygon Enterprises Ltd was paid shs 53,205,442 on voucher number 18085722 dated 14th June, 2018 for supply of 18 pump parts for installation of deep boreholes and major rehabilitation using PVC/PPR, SS pipes, SS rods etc at the DLG central stores.</p> <p>Initial request for payment was done on 30th May, 2018 and certification done on 4th June, 2018. Average of 14 days.</p> <p>(iii) As for the Education department, payment request was done on 15th January, 2018; certification was done on 21st May, 2018 and actual payment effected to M/s Awoto Foundation (U) Ltd for shs 1,996,626 against voucher number 18177961 dated 18th June, 2018 in respect of retention for construction of 2 block and 5 stance drainable latrine at Okidi Primary School in Atiak Sub county.</p> <p>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>
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<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 LG had a District Internal Auditor by the names of Mr Komakech Sebastian Oboth without a substantively appointed Senior Internal Auditor in place. The department was manned by two LG officials.</p> <p>The CAO's letter dated 19th May, 2017 under reference CR/D/156/3 communicated the appointment of Mr Komakech Sebastian Oboth as District Internal Auditor on promotion based on the DSC minute number 2016/Amuru (F).</p> <p>The letter was copied to: PS MoPS, Chairperson of Amuru DLG, OAG, HoF, Secretary, DSC and the HRO of the district.</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>A functional Internal Audit Department was in place during FY 2017/18 as was evidenced by the four internal audit reports that were produced on quarterly basis.</p> <p>Quarterly reports produced in FY 2017/2018 were as follows:</p> <p>Quarter 01: Date of report: 30/10/2017</p> <p>Quarter 02: Date of report: 25/1/2018</p> <p>Quarter 03: Date of report: 5/4/2018</p> <p>Quarter 04: Date of report: 17/7/2018</p> <p>All the above reports were referenced CR/ADLG/250/3 with exception of the second quarter report which was referenced CR/115/2. Acknowledgement of the reports was by date stamping.</p> <p>Details of the of submissions to and acknowledgements were as follows:</p> <p>Quarter One: on 8th December, 2017 by MoLG, IAG, MoFPED, and OAG ;</p> <p>Quarter Two: on 29th January, 2018 by IAG, OAG and MoLG; the CAO acknowledged on 31st January, 2018.</p> <p>Quarter Three: on 29th August, 2018 by IAG, OAG and MoLG; the CAO acknowledged on 12th August, 2018.</p> <p>Quarter Four: on 29th August, 2018 by IAG, OAG and MoLG; the CAO acknowledged on 12th August, 2018. (Same dates as per quarter three above).</p> <p>Submissions of reports was done to the Speaker of the District Council and copied 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;</p> <p>vi) Chairperson LG PAC;</p> <p>vii) CAO;</p> <p>viii) HoF;</p> <p>ix) Secretary Finance;</p> <p>x) Chairman Audit Committee Northern Region;</p> <p>It was noted that all the 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>Whereas the quarterly internal audit reports were timely produced during FY 2017/2018, there was no evidence that information was provided by the DLG to the Council and the LG PAC on the status of implementation of internal audit findings for the previous FY 2017/2018. For example, records indicate that Council held its meetings on the following dates: 31st October, 2017; 30th January, 2018, 15th March, 2018; 30th May, 2018 and 29th June, 2018.</p> <p>Review of all the minutes of Council revealed that there was no evidence through recorded and approved minutes that the Council discussed the quarterly internal audit reports for FY 2017/2018 as provided by the law.</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"> • 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>Although the internal audit reports were produced and accordingly circulated to various offices, there was no evidence that they were reviewed by the LG PAC. The term of office of the previous LGPAC expired in May, 2017 during FY 2016/2017. Through Council minute number 10/FC/FY 2017/2018/7/10 of its meeting held on 31st October, 2017, Mr Edward Openy Obi was proposed to be appointed to take charge of the LG PAC but he turned down the offer. At the time of the assessment therefore, there was no constituted LG PAC to handle the DLG business as required. There was no record of any meetings held by the LG PAC during FY 2017/2018 to date.</p>	<p>0</p>
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The LG maintains a detailed and updated assets register
Maximum 4 points on this performance measure.

• 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

The DLG maintained a computerised Assets Register under the IFMIS software which was up dated regularly. A print out of the computerised register at the time of the assessment indicated that information on motor vehicles, motor cycles furniture and fixtures, equipment, computers, land and buildings was well captured and up dated to the month of October, 2018.

Examples:

(i) Motor vehicle Yoyota Hilux Double Cabin registration number LG 00017-008 valued at shs 139,000,000 for the CAO's office – under the Administration department. The register was up dated in September, 2018.

(ii) Dumper truck- Faw- valued at shs 160,000,000 for the Works department registration LG 0002-008.

(iii) Motor cycle registration number LG 0017-71 Honda XL 125 valued at shs 12,500,000 for the Works department under Amuru Town Council.

(iv) Motor cycle registration number LG 0034-71 Yamaha AG 100 valued at shs 7,400,000 for the Health department under the DHO's office.

(v) 4 Filing cabinets metallic valued at shs 4,000,000 for the CAO's office at the district headquarters.

(vi) Public Address System valued at shs 7,500,000 for the DCDO department at the district headquarters.

(vii) Generator - Canopy valued at shs 47,000,000 under the CAO's office at the district headquarters.

(viii) Administration Office Block building valued at shs 350,000,000 that accommodated the Administration, Finance, Internal Audit and Land offices.

(ix) Multipurpose Hall and Office Block valued at shs 1,200,000,000 for the Community Based Services at the DLG headquarters.

<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>Amuru DLG obtained a Qualified "Except for" Audit Opinion for FY 2017/2018</p>	<p>2</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 the District Council met and discussed service delivery issues in the Financial year 2017/2018. In total the District Council held five meetings among which included:</p> <p>Minutes of the 7th District Council Meeting by 10th Council Held on Tuesday 31st October 2017 at the District Headquarters of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Presentation, discussion and approval of committee reports under minute 7/FC/FY/2017/2018/7/10 from page 10-11. One of the issues discussed under the social service committee was a recommendation of health staff had not been captured in the report a matter which was raised by Hon Abwot Pamela of which the Chairpersons responded that the transfer matter was not committee duty but rather a managerial one. - In addition, under the finance, planning and administration committee resolved that the District Physical Planning Committee inspects and produce a report on town boards of Pabbo and Attaik land use and development in 14 days. <p>Minutes of the 9th District Council Meeting by 10th Council Held on Tuesday 15th March 2018 at the District Headquarters of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Presentation, discussion and approval of the district Annual Work Plan for FY 2018/2019 under minute 6/FC/FY/2017/2018/9/10 on page 5 of 7. The Vice Chairperson informed members of the budget proposal for each department in total UGX 21,086,407 /=. One of the resolutions made was that CAO writes to the Permanent Secretary MoWE to decommission abandoned waters sources in former Internally Displaced Persons Camp <p>Minutes of the 10th District Council Meeting by 10th Council Held on Thursday 30th May 2018 at the District Headquarters of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Presentation, discussion and approval of the district Budget Estimates for FY 2018/2019 under minute 7/FC/FY/2017/2018/10/10. The Vice Chairperson informed members of the total budget of UGX 25,908,340,000 /= with revenue performance as Local revenue (UGX 1,289,800,000), Discretionary Government Transfers (UGX 5,029,377,000), conditional Government transfers (UGX 13,539,195,000), other government transfers (UGX 4,921,719,000), and donor funding (UGX 1,128,249,000), 	
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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 evidence of records of appointment of a person designated to handle complaints and grievances from the Client Charter as a “Clients Service Officer” in the Capacity of Principle Assistant Secretary (Mr Obwona Havier Morris). There was also evidence that action had also been taken one case in particular was a Senior Clinical Officer who had absconded from duty and accused of negligence of duty that led to under performance of duty and service delivery under minute 4/ARM/RAS/11/17. The action take was interdiction and half pay of salary among others.</p>	<p>1</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>There was a system for recording, investigating and responding to grievances, among which included complaints/ suggestion box, which had been displayed in the administration block among others. The LG also had a client charter running from 2016/2017-2020/20211, within which it had feedback mechanisms from clients, complaints and appeal mechanism among others. The Local Government had three major structures through which complaints were received and feedback provided all of which were 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 in nature through the speaker while service delivery related through Deputy CAO. The mechanism of handling compliant/ grievances as observed was inherent of the structure under subcommittees.</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>The District had published its payroll for both active staff and pensioners, as observed from the registry files dated June 2018</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;</p> <p>One of the Best Evaluated Bidder notice was displayed on 6th March 2018 and it was removed on 20th March 2018 of which some of the awarded contracts were among the following;</p> <ul style="list-style-type: none"> - One of the project rehabilitation of 1 block of 4 classrooms at Tekibur P/S under procurement reference number Amuru570/wrks/17-18/0025 awarded to Akidas Technical Service at a bid price of UGX 45,708,754 - Another project was construction of 1 block of 5 stances drainable latrine with urinal at Jengari HCII, Pabbo Sub-county under DDEG under procurement reference number Amuru570/wrks/17-18/0006 awarded to Awoto Foundation Limited at a bid price of UGX 22,857, 780 <p>Another Best Evaluated Bidder notice was displayed on 30th November 2017 and it was removed on 11th December 2017 of which some of the awarded contracts were among the following;</p> <ul style="list-style-type: none"> - One of the project was Lot 1supply of 400 three seater desks;220 desks to 11 Primary School Amuru SC, 100 to Labala P/S Pabbo Sub-county and 80 to Lamogi SC(Ter Kibur, Giragira and Parabong P/S) under DDEG under procurement reference number Amuru570/suppl17-18/0024 awarded to Lakona Engineering Works Ltd at a bid price of UGX 68,689,200 - Another project was construction of 1 block of 5 stances drainable latrine at Otong HC II in Pukwany village, Pabbo Sub county under DDEG, procurement reference number Amuru570/wrks/17-18/0005 awarded to Todi Investment Limited at a bid price of UGX 19,286, 640 	<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 no evidence of records that the Annual Performance Assessment results for 2017 were published on the notice board neither the website</p>	<p>0</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>There was no evidence of records that Amuru District Local Government communicated and explained to both Higher and Lower Local governments about guidelines, circulars and polices issued at the national level. However, as noted from the District planner circulars, guidelines and policies were received and disseminated but evidence of records of dissemination were not available.</p>	<p>0</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>There was no evidence of records that the District conducted discussion with the public to provide the status of activity implementation during the FY 2017/2018.</p>	<p>0</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) Ms. Achiro Stella the Senior Community Development Officer (SCDO), had provided guidance and supported to various sector of in mainstreaming gender into their activities as required. In the annual departmental progress report not dated activity not numbered, the GFP advised departments not mentioned in the report on gender mainstreaming in their departmental plans.</p>	<p>0</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 implement-ted: 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 23rd July, 2018, on page 166 of the work plan and budget for FY 2018/2019. Activities therein included; Quarterly meeting of the women's council and organising national celebration for women's day, In the previous FY 2017/2018, the district budgeted for UGX. 8,110,000 to undertake the following planned activity;</p> <ol style="list-style-type: none"> Organizing women committee meetings Voucher No. 17687117 UGX. 796,000, dated 12th June, 2018, Organizing women's day celebrations Voucher No. 17043252, UGX. 3,850,000, dated 12th June, 2018, Monitoring women group by the district executive committees in the Sub Counties, Voucher No. 17043252, UGX. 817,000, dated 12th June, 2018, Monitoring projects by women council executive, Voucher No. 17687117, UGX. 1000,000, dated 12th June, 2018, Conducting review meetings of women council, Voucher No. 15181507, UGX. 817,000, dated 17th January, 2018, Monitoring women groups by women council, Voucher No. 15941153, UGX. 817,000, dated 17th January, 2018, <p>This means that the total expenditure was UGX. 8,097,000 for the FY 2017/2018 which was (99.84%) implementation and therefore above the threshold of 90%. However the assessor noted that most vouchers were generated on the same day, some having similar amount and were addressing similar activities.</p>
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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 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 for five sampled projects and prepared ESMPs for two out of the five sampled projects in the FY 2017/208 as indicated below;</p> <ol style="list-style-type: none"> i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, screening forms dated 13th , 14th March, 2018, and ESMPs, dated 20th March, 2018 were seen. ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, screening forms dated 13th March, 2018 and ESMP dated 20th March, 2018 were on file, iii. Construction of the Education Office Block at the District Headquarters, Ref. Amuru570/wrks/2017-2018/0021, screening forms dated 13th March, 2018 were seen and ESMP were no seen, iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, screening forms dated 13th March, 2018 were seen and ESMP were not seen, v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, screening forms dated 13th March 2018 and ESMP was no seen. 	<p>0</p>
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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 LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>The District integrated Environmental and Social Management Plans (ESMPs) in some the contract bid documents as evidenced by the sampled projects below;</p> <p>i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, dated 16th October 2017, BoQ No.4, page 4 of 5, The environmental and social issues contained therein included; item 4.1: clear site of top soil 150mm thick and disposed of the spoils at UGX. 45,000, item 4.90: clearing site and curing for not less than 7 days ready for handover to the use at UGX. 30,000 and item 4.11: construct a fence round the borehole to protect well from animals using locally available material, was not costed.</p> <p>. ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema- Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, dated 9th November 2017, BoQ 5 & 6, The environmental and social issues contained therein included; item 5.3 restoration of site(s) quarries and borrow pits at UGX. 100,000, item 6.9 plant trees on the edges of the road reserve at 50m spacing and item 6.10 HIV AIDs awareness both not costed.</p> <p>iii. Construction of the Education Office Block at the District Headquarters, Ref. Ref. Amuru570/wrks/2017-2018/0021, dated 23rd October 2017, pages 10 & 11, BoQ No.15, The environmental and social issues contained therein included; item 15.13 remove surplus excavated materials at UGX. 66,000, item 15.29 removal of excavated material from site at UGX. 96,000,</p> <p>iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, had no evidence of integration of environment and social management plan in the contract bid document,</p> <p>v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, had no evidence of integration of environment and social management plan in the BoQ. The assessor noted a big discrepancy between the environmental measures captured in the BoQs and those captured in the ESMPs of different projects.</p>	
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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 all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1

The LG had some evidence of land ownership on which projects implemented for FY 2017/2018 were located, for example;

i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, nine out of twelve agreements between villages where boreholes were drilled and LC1 Chairpersons representing the LG were reviewed as indicated below; Omolo village, Palasa parish, Lamogi Sub County and Mr. Oceng David Santa, LC 1 Chairperson, dated 25th November, 2017, Okok village in Gaya parish Pabbo Sub County and Ms. Akello Esther LC1 Chairperson, dated 20th November, 2017, Ibinonga village, Pawel Parish, Atiak Sub County and Mr. Ocakacon John, LC 1 Chairperson dated 6th November, 2017, Pamin mele village Lwaka kwa parish Lamogi Sub County and Ocaya Charles LC1 chairperson, dated 29th January, 2018, Elegu A2 village , Bibia West parish Bibia Sub County and Droba Martin LC1 Chairperson dated 25th November, 2017, Lagwedola village, Paluvere parish Atiak Sub County and Mr. Olanya Martin O. LC1 Chairperson dated 3rd November, 2017, Omoro A village in Ladala parish Pabbo Sub County and Mr. Kumakech Charles dated 19th November, 2017, Ogok village Gaya parish, Pabbo Sub County and Akello Esther Chairperson LC 1 dated 20th November, 2017, and Oguma village Palwong parish Pabbo Sub County and Mr. Loum Mark LC 1 Chairperson dated 17th November, 2017, were seen on file,

ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, this did not require a title because the project was along a planned road which is a public good,

iii. Construction of the Education Office Block at the District Headquarters, Ref. Ref. Amuru570/wrks/2017-2018/0021, Minutes of the District Land Board were seen, Ref. ADLB(15), Min.4/2016(a)(41), dated 29th – 30th June2016, Area 4.872 Ha, survey completed and title processing commenced,

iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, no evidence seen,

v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, Minutes of the District Land Board were seen, Ref. ADLB (14), Min.4 (a) (32), dated 20th – 21st May, 2015, Area 1.3 Ha, the council was at the level of processing the deed plan.

<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 no evidence of environmental and social mitigation certification form completed and signed by the officer for the following sampled projects;</p> <ol style="list-style-type: none"> i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, not seen, ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema- Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, not seen, iii. Construction of the Education Office Block at the District Headquarters, Ref. Amuru570/wrks/2017-2018/0021, not seen, iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, not seen, v. Completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, not seen. The officer never prepared them because she was not facilitated. 	<p>0</p>
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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 five sampled projects had contracts payment certificated included prior environmental and social clearance. For example;</p> <ol style="list-style-type: none"> i. Drilling and casting of 12 deep boreholes of average depth 75m in and measurement contract, 10 belonging to four Sub Counties, 2 to Atiak and Lamogi Sub County, Ref. Amuru 570/wrks/2017-2018/0016, not yet in place because the project was still under defects liability period. ii. Rehabilitation of Twolo vented drift over Twolo stream along Otwe Mutema Okungedi road, Ref. Amuru 570/wrks/2017-2018/0008, dated 18th June 2018. However the assessor noted the inconsistency between the mitigation measures captured in the clearance certificate and those that were integrated in the BoQ, iii. Construction of the Education Office Block at the District Headquarters, Ref. Ref. Amuru570/wrks/2017-2018/0021, not yet in place because the project was still under defects liability period, iv. Chain link fencing of Amuru Sub County Headquarters, Ref. Amuru570/wrks/2017-2018/0017, not seen because it was not prepared by the officer, v. Completion of Mutema HC II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, not seen because it was not prepared by the officer. 	<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 was never done due to lack of facilitation.</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>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>The LG Education Department had a final approved work plan for FY 2018/19 with a wage bill of UGX.4,545,174 for 595 teachers on ground (i.e. 27 Substantive H/Teachers, 47 Substantive Deputy H/Teachers, and the rest being teachers) as per the District Approved Budget Estimates for FY 2018/19, Vote:570, Page 31.</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>	<ul style="list-style-type: none"> 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>The LG had 51 government schools which had 595 teachers on ground (i.e. 27 Substantive H/Teachers, 47 Substantive Deputy H/Teachers, and the rest being teachers) as per the Amuru District Approved Budget Estimates for FY 2018/19, Vote: 570, Page 31.</p> <p>The following schools were sampled and visited by the assessor:</p> <p>Kaladima P/s in Lamogi Sub County with Substantive H/Teacher and 10 teachers</p> <p>Labongani P/s in Amuru Sub County with a substantive H/Teacher and 13 teachers on government pay roll plus 2 parent teachers</p> <p>Amuru Lamogi P/S in Amuru Sub County with 1 substantive H/Teacher and 26 teachers on government pay roll plus 3 parent teachers</p> <p>Amuru Reckiceki P/S in Amuru Sub County with 1 substantive H/Teacher and 11 teachers.</p> <p>Otwee Public P/S in Amuru Town Council with 1 substantive H/Teacher and 16 teachers on government pay roll plus 3 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 had been filled the structure for primary teachers with a wage bill provision as required with 595 teachers.</p> <p>However, the DEO said that the student teacher ratio is currently at 65:1 instead of the proposed national one of 54:1 so their desire was for the government to allocate funds to recruit 223 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. Ocan Christopher, dated 1st December,2011 who joined the service of Amuru District on the 28th June 2010, under DSC Min No 03/2010(h) and resumed office on the 2nd August,2010. 2. One Inspector of Schools as per the appointment letter under the names of; Mr. Otto Dominic, dated 23rd September,2015, Ref. CR/156/3, Minute No. 12/2015 	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 had submitted a recruitment plan for FY 2018/19 to the CAO on 16th January, 2018 for the vacancies below;</p> <p>24 Head Teachers</p> <p>4 Deputy Head Teachers</p> <p>36 Senior Education Assistants</p> <p>491 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 had submitted a recruitment plan for FY 2018/19 to the CAO on 16th January, 2018 for different vacancies but the post for School Inspector of Schools was 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 (SIS) and Inspector of schools. The SIS was Ocan Christopher (AMR/CR/05/ 0059) who was appraised on July 11th 2018</p> <p>The Inspector of Schools, Otto Dominic (AMR/CR/05/0019) was appraised on 16/7/2018</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>There was evidence that all Head Teachers were appraised. Out of a list of 56 Head Teachers, a sample of ten files was taken to confirm this as detailed below.</p> <ol style="list-style-type: none"> 1. Kumakech David (AMR/CR/18/0528) from Otwee Public P/S was appraised on 4/4/2018 2. Ayoli Martin (AMR/CR/18/1000) from Oloyotong P/S was appraised on 15/3/2018 3. Odoch Michael (AMR/CR/18/0630) from Abbott P/S was appraised on 14/3/2018 4. Aceng Aida Otto (AMR/CR/18/0889) from Kaladima P/S was appraised on 26/3/2018 5. Oloyotoo Ben (AMR/CR/18/0981) from Agole P/S was appraised on 14/4/ 2018 6. Ajwayo Lawrence (AMR/CR/18/1083) from Amuru Reckiceke P/S was appraised on 15/3/2018 7. Olanya Nelson (AMR/CR/18/0955) from Layima P/S was appraised on 15/3/2018 8. Aura Grasiano Lagom (AMR/CR/18/0621) from Aporwegi P/S was appraised on 15/3/2018 9. Ajok Lucy (AMR/CR/18/0967) from Labongogali P/S was appraised on 15/3/2018 10. Aceng Julian (AMR/CR/18/0561) from Olaa Amilobo P/S was appraised on 4/3/2018 	<p>3</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. This was evidenced at the schools visited and they were:</p> <p>Kaladima P/s in Lamogi Sub County with a letter from the DEO's office to the Head Teacher on Non Submission Of Curriculum Money To The Account Of Head Teachers Account Of The District, dated 25th July,2017</p> <p>Labongani P/s in Amuru Sub County letter from the MoES to Head Teacher on Teacher Support Supervision in Schools, dated 30th June, 2017, Ref. ADM/203/255/01. Circular from MoES to the Head Teacher, Establishment Notice No.1 of 2017 On Dressing Code For The Non Uniformed Officers In The Public Service, Ref. ADM 234/01. Circular No.05/2017 from MoES to the Head Teacher on Uganda National Primary Schools' Performing Arts Festival Syllabus for 2017, dated 17th February, 2017, Ref. ADM/137/157/01.</p> <p>Circular from the MoES to the Head Teacher on Schools' and Other Institutions' Calender 2018, dated 2nd October,2017, Ref.ADM/235/269/01</p> <p>Amuru Lamogi P/S in Amuru Sub County with a letter from the DEO's office to the Head Teacher on Non Submission Of Co-Curriculum Money And Training Of Learners On Music, Dance And Drama (MDD) As A Requirement By</p>	<p>1</p>

Law, dated 25/7/2018. MoES Guide to The Debriefing Meeting on Verification of DL17 At School Level-Teacher Presence and Time On Task, May 2018.

Amuru Reckiceki P/S in Amuru Sub County with MoES Guide to The Debriefing Meeting on Verification of DL17 At School Level-Teacher Presence and Time on Task, May 2018. Circular from the MoES to the Head Teacher on Schools' and other institutions' Calender 2018, dated 2nd October, 2017, Ref. ADM/235/269/01. Letter from the CAO to the Head Teacher on Staff Attendance to Duty, dated 11th July, 2017, Ref.CR/ADLG/154/2. Circular from MoES to the Head Teacher, Establishment Notice No.1 of 2017 on Dressing Code For The Non Uniformed Officers In The Public Service, Ref. ADM 234/01. Letter from the DEO's office to the Head Teachers on Weekly Report On Specific Indicators, dated 17th July, 2017. This included average attendance of learners, number of teachers supervised per week, number of lessons taught during the week to mention but a few. UNEB circular to all Head Teachers on Guidelines for Registration of 2018 PLE Candidates, dated 20th March, 2018, Ref. PLE/CF/EA/10. Circular No.01/2018 from MoES to the Education Department on Information to District Education Officers, CCTS, and Head Teachers of 2,727 Primary Schools Implementing Early Grade Reading in 29 Districts Under GPE On the Delivery of P.3

Primers, dated 6th February, 2018, Ref. ADM/48/90/01.

Otwee Public P/S in Amuru Town Council with Circular from the MoES to the Head Teacher on Schools' and Other Institutions' Calender 2018, dated 2nd October,2017, Ref.ADM/235/269/01. Circular No.01/2018 from MoES to the Education Department on Information to District Education officers, CCTS, and Head Teachers of 2,727 Primary Schools Implementing Early Grade Reading In 29 districts under GPE on the delivery of P.3 primers. Dated 6th February, 2018, Ref. ADM/48/90/01. MoES Guide to The Debriefing Meeting on Verification of DL17 At School Level-Teacher Presence and Time on Task, May 2018. UNEB Circular to All Head Teachers on Guidelines for Registration of 2018 PLE Candidates, dated 20th March, 2018, Ref. PLE/CF/EA/10.

<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 both at the centre and in the 5 schools the assessor sampled and visited.</p> <p>Minutes of sensitization meeting on different policies held on 27th October, 2017 at Pabbo Sub County Head Quarters in Minute 1/2017/PS/1/3 where the DEO talked about the policy on licensing and registration of private schools and in Minute 1/2017/PS/1/4 the inspector of schools made a presentation on Early Childhood Development.</p>	<p>2</p>
<p>The LG Education Department has effectively inspected all registered primary schools</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: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<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 4th September, 2018.</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Northern Regional office on 4th September, 2018.</p> <p>4th Quarter school inspection report was done in Term 11 2018 submitted to DES Northern Regional office on 4th September, 2018.</p> <p>There was evidence that schools had been inspected as seen in the visitor's books and school monitoring and inspection books of the schools visited;</p> <p>Kaladima P/s in Lamogi Sub County inspected on 27/7/2017, 8/11/2017 by Mr. Ocitti.A.Charles, on 10/10/2017(feedback report available) by Mr. Olaa J.B, on 3/8/2017 by Mr. Nure Celsins Charles, on 4/8/2017 by Mr. Owor Emmanuel, on 13/2/2018, 11/4/2018, 16/7/2018(feedback report available) by Mr. Tadeo Wallance, on 16/3/2018 by Mr. Omara Okoya Kaziro, and on 18/4/2018 by Mr. Onen James.</p> <p>Labongani P/s in Amuru Sub County inspected on 12/7/2017, 26/9/2017(feedback report available), 27/9/2017(feedback report available), on 8/8/2017, 2/10/2017 by Mr. Otto Dominic, on 1/10/2017 by Mr. Onyango Julius, on 13/10/2017 by Mr. Komakeck Hannington, on 24/10/2017 by Mr. Orach Jackson, on 10/11/2017 by Mr. Okwamoi Ben, on 15/11/2017 by Mr. Akot Jobsco, on 28/2/2018(feedback report available),</p>	<p>12</p>

23/7/2018 by Mr. Ocan Christopher, on 21/11/2017 by Mr Okwir Angelous, on 20/9/2017 by Ms Lanyero Joyce, on 27/9/2017 by Mr Omona Norman, on 2/10/2017 by Mr. Atimango Agnes, on 20/9/2017, 28/2/2018 by Mr. Owor Emmanuel, on 18/4/2018 by Mr. Odongkara Denis, on 25/4/2018 by Ms Acayo Okello Martina, on 25/6/2018 by Mr. Oketa Willy, on 26/6/2018 by Mr. Lacwec Joel, on 26/6/2018 by Mr Ojera Vincent, on 4/4/2018 by Mr. Tadeo Wallance, on 21/11/2017 by Mr. Omara Okoya Kaziro, and on 18/4/2018 by Mr. Onen James.

Amuru Lamogi P/S in Amuru Sub County inspected on 18/4/2018, 27/4/2018, 4/5/2018, 28/9/2017(feedback reports available) by Mr. Otto Dominic, on 25/10/2017 by Mr. Komakeck Hannington, on 10/11/2017 by Mr. Okwamoi Ben, on 27/2/2018 by Mr. Ocan Christopher, on 11/10/2017, 21/3/2018, 28/9/2017(feedback report available) by Mr Okwir Angelous, on 12/10/2017 by Mr. Olaa John Baptist, on 14/11/2017 by Mr Ojera Vincent, on 21/3/2018 by Mr. Nure Celsins Charles, on 26/6/2017(feedback report available) by Ms Lanyero Joyce, on 3/4/2018, 28/4/2018 by Mr. Tadeo Wallance, and on 14/2/2018, 7/6/2018 by Mr. Omara Okoya Kaziro.

The old visitors book was misplaced so the assessor failed to see some of the evidence.

Amuru Reckiceki P/S in Amuru Sub County inspected, on 2/3/2017 by Mr. Omona Angelous, on 9/8/2017 by Mr. Otto Dominic, on 27/11/2017 by Mr. Ocan Christopher, on 27/2/2018 by Mr. Owor Emmanuel, on 13/7/2017, 25/9/2017, 28/9/2017, 6/10/2017, 17/10/2017, 6/11/2017, 22/11/2017((feedback report available), 5/3/2018(feedback report available), 16/3/2018, 11/6/2018 by Mr Okwir Angelous, on 25/6/2017, 21/6/2018(feedback report available) by Mr Ojera Vincent, on 8/11/2017 by Mr. Nure Celsins Charles, on 26/6/2017 by Ms Lanyero Joyce, and on 12/4/2018 by Mr. Otto Dominic.

Otwee Public P/S in Amuru Town Council inspected on 5/7/2017, 13/7/2017, 19/7/2017, 17/10/2017, 14/11/2017, 14/3/2018(feedback report available), 19/3/2018(feedback report available), 27/3/2018, 16/4/2018, 26/6/2018(feedback report available). by Mr Okwir Angelous, on 19/7/2017, 3/10/2017, 28/11/2017, 29/11/2017, 18/6/2018 by Mr. Ocan Christopher, on 26/7/2017, 21/2/2018 by Mr. Owor Emmanuel, and on 2/11/2017, 17/4/2018, 25/4/2018 by Mr. Otto Dominic, , on 25/4/2018 by Mr. Tadeo Wallance, and on 27/2/2018 by Ms Lanyero Joyce .

LG Education	• Evidence that the	There was evidence that school inspection reports were	4
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<p>department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p>	<p>Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4</p>	<p>discussed and used to make recommendations for corrective actions as seen below;</p> <p>From DEO's office;</p> <p>Report on support supervision carried out in the month of late June and early July 2018 in Amuru District Local Government, dated 16th July, 2018. 51 government grant aided schools were visited and at least 150 teachers were directly observed teaching in classes, supervised and individual conferencing done with them.</p> <p>Letter from the CAO to the District Education Officer on ensuring teacher presence in schools through enforcing rewards and sanctions, dated 14th July, 2017, Ref. CR./ADLG/305/4. This was to address and bring to attention the issue of teacher absenteeism that was identified during school inspection and monitoring.</p> <p>Inspection report on St Mary's Rescue P/S that was carried out on 18th May, 2018, dated 25th May, 2018. This was to be used to make an informed decision to license the school to enable it operate legally as required by the national Education Policy.</p> <p>Minutes of dissemination of inspection findings to Education team members, dated 6th April, 2018 under minute 3.4/4/2018 where inspection findings were presented by the Inspector of Schools.</p> <p>Term one (1) inspection report 2017/2018 on classroom observation and leadership carried out in April 2018, dated 9th May, 2018.</p> <p>Report on school inspection conducted in July, term 11 2017</p> <p>Report on support supervision (classroom observation) carried out in the month of March 2018, dated 19th March, 2018.</p> <p>Report on joint monitoring and support supervision carried out from 26th February to 3rd March 2018 under NUBE Project, dated 5th March, 2018.</p> <p>Report on joint monitoring and support supervision carried out from 24th November to 1st December 2017 under NUBE Project, dated 5th November, 2017.</p> <p>Quarter Four (04) inspection report 2016/2017 report on inspection carried out in government grant aided primary schools-Amuru District in the Month of July 2017, dated 2nd August,2017</p> <p>Monitoring reports for Amuru District FY 2017/18, dated 25th August, 2018.</p> <p>ECD Inspection report carried out in the month of February to April 2018 in the District</p>
<p>Maximum 10 for this performance measure</p>		

		<p>Circular from CAO to PS MoES workplan to enforce teacher presence and time on task 2018, dated 16th January,2018, Ref. CR/ADLG/158/2-the purpose of this was to curb absenteeism and late coming while promoting effective teaching to improve education performance in the district.</p> <p>Letter from the Department of Education and sports to the CAO on Teachers Who Have Intentionally Refused to Go for Early Grade Reading (EGR) Training, dated 18th January, 2018.</p> <p>Ministry of Local Government joint stakeholder’s mobilization meeting on Teachers & Learner Absenteeism 28th November-8th December 2017, dated 14th November, 2017, Ref ADM/327/328/02.</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 4th September, 2018.</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Northern Regional office on 4th September, 2018.</p> <p>4th Quarter school inspection report was done in Term 11 2018 submitted to DES Northern Regional office on 4th September, 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 evidence in the five schools visited that inspection recommendations were followed up as seen below;</p> <p>From the DEO's office;</p> <p>A report on follow up inspection, dated 13th October, 2017.</p>	<p>4</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 51 schools as per the Pupil Enrolment for UPE by schools for FY 2018/19 and a letter from the CAO to the Permanent Secretary MoES Data on Pupils/Student enrolment by school/institution for FY 2018/2019, dated 9th January, 2018.</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 had submitted accurate/ consistent enrolment data for all schools which was consistent with EMIS report and PBS which was 40,339 pupils as per the Pupil Enrolment for UPE by schools for FY 2018/19 and a letter from the CAO to the Permanent Secretary MoES Data on Pupils/Student enrolment by school/institution for FY 2018/2019, dated 9th January, 2018.</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>One of the meeting was held on 18th to 19th January 2018 to discuss departmental work plan for FY 2018/2019 under minute 3/SC/FY 2017/18/5/10. The sports officer made the presentation and informed members of the PLE results (1st Grade 47, 2nd Grade 1312, 3rd grade 732, 4th grade 662 and U grade at 225. The DEO in response to poor performance said that teacher had neglected their teaching role and thus the department had come up with work plan for teacher’s time on task.</p> <p>Another meeting was held on 26th to 27th September 2017 to discuss 4th Quarter departmental financial and narrative report for FY 2017/2018 under minute 3/SC/FY 2016/17/4/10. The presentation was by District Inspector of Schools who informed members of the actual quarters output and expenditure as UGX 229,760,000 and noted the release came late on page 5 of the report.</p>	2
<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>The education sector committee recommended issues for approval to council such as;-</p> <p>One of the submission made, was on Wednesday 30th May 2018 by the Chairperson social service committee that arose from the meeting and discussion that was held on 17th to 18th May 2018 where there was review of the departmental budgets for the FY 2018/2019. The committee recommended under education allocation of UGX 8,041,816. In addition the committee also had approved nominees for School Management Committee and Board of Governors and requested the DEO to issue appointment letters</p> <p>The Chairperson social service committee made another submission on Tuesday 31st October 2017. It arose from the meeting and discussion that was held on 26th to 27th September 2017 where there was review of 4th Quarter departmental budgets for the FY 2016/2017. The committee recommended under education that all Head teachers and deputy head teacher were to draw supervision plan or tool on a weekly basis and ensure implementation. In addition the committee recommended all schools provide changing and washroom for both boys and girl to reduce on the school dropouts.</p>	2
<p>Primary schools in a LG have functional SMCs</p>	<p>Evidence that all primary schools have functional</p>	<p>There was evidence that Primary Schools in Amuru District had functional School Management Committees, held meetings, and discussed budget and resource issues</p>	3

<p>Maximum 5 for this performance measure</p>	<p>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>including submission of reports. Amuru District Local Government had 54 Government Primary school, out of 54 government Primary Schools in Amuru District Five (5) were sampled i.e. Paminlalwak P/S, Otong P/S, Olya P/S, Pogo Ogwera P/S and Bibia P/S.</p> <p>Paminlalwak P/S School Management Committee held a meeting on 28th June 2018 and issues discussed among others were; - plan for Term II under minute 7. The head teacher proposed borehole committee members because of the safety of the boreholes, another proposal was a class system meeting where it was advised to be shared among teachers, pupils and parents among others.</p> <p>Paminlalwak P/S School Management Committee held another meeting on 17th February 2018 and issues discussed among others were, reading of the 2018 work plan and way forward under minute 5/Feb/19/018. The following were highlighted;- wages to teachers' cook and watchman would be paid according to the budget of 2018, Executive meeting would be paid Ugx 7000 per sitting per executive. Construction of Latrine would be at Ugx 3,000,000 for pupils and 1 for teachers.</p> <p>Paminlalwak P/S School Management Committee held another meeting on 23rd November 2017 and the major issue discussed was work plan for the Year 2018 under minute 5/23/Nov/2017. The head teacher communicated on the following teacher tracking record, which included signing of teacher's arrival, checking of teacher's preparation, duty assignment and assessment records.</p> <p>Otong P/S School Management Committee held a meeting on 6th March 2018 and issues discussed among others were; - review of 2017 activities under minute 5. Hon Opira highlighted the achievements, activities that were not completed and added activities. The following were not done;- repairing the windows of the teachers block, remedial lesson collapsed in term II of 2017, teachers houses were not renovated among others.</p> <p>Otong P/S School Management Committee held a meeting on 26th October 2017 and issues discussed among others were; - resolution of teaching staff to be considered in 2017 Annual General Meeting (AGM) under minute 4/10/2017. The teachers in their staff meeting held on 22nd September 2017 resolved the following to be considered in 2017 AGM (Increase of PTA to Ugx 15,000 per child per term which totaling to UGX 45,000 per child per year among others.</p> <p>Olya P/S School Management Committee held a meeting on 3rd May 2018 and issues discussed among others were; - review and approval of PTA Annual Budget 2018 under minute 05/03/05/2018 of which the budget was read approved as a working document. In addition, there was also communication from the chair under minute 04/03/05/2018 of which the following were highlighted; 60</p>
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P.7 pupils were registered, SMC executive members had their appointment letters processed and their term of office extended.

Olya P/S School Management Committee held a meeting on 21st November 2017 and issues discussed among others were; - action work plan 2018 under minute 04/21/11/2017. The work plan drawn covered the following PTC/SMC meeting to be carried out three times in a term and AGM once in a term, Enrolment target at 1,200 pupils, academic performance.

Pogo Ogwera P/S School Management Committee held a meeting on 23rd April 2018 and issues discussed among others were; - implementing the school development plan under minute 06. The executive agreed that the four (4) huts be renovated to accommodate new staff posted among other discussion.

Pogo Ogwera P/S School Management Committee held a meeting on 05th December 2017 and issues discussed among others were; - head teachers' report on the status of school 2017, government strategies for 2017 and school land under minute 4. In the remarks of the Head teacher noted that the major problems at the school was few teachers in the school as per staffing among other things.

Pogo Ogwera P/S School Management Committee held a meeting on 08th December 2017 and issues discussed among others were; - school development plan for 2016-2020 of which they resolved the increment in enrollment of up to 350, by teacher being actively teaching, pupils attending the school and classes.

Bibia P/S School Management Committee held a meeting on 12th April 2018 and issues discussed among others were; - communication from the chair SMC/PTA of which he urged the members to consider the following time management , active participation in the meeting among others

Bibia P/S School Management Committee held a meeting on 7th December 2017 and issues discussed among others were; - update of school PTA account with DFCU Bank under minute 7/2/2017 of which members discussed and resolved that the update should be effected as soon as possible since the account was in the hands of a different bank i.e. DFCU, because formerly it was opened in Crane Bank.

Note: Some Primary Schools like Bibia, Olya and Otonga had 2 School Management committee minutes available. In total, the available SMC minutes were 12 out of 15 which was in a range of 80%-90%.

<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 had publicized and displayed list of all schools receiving non-wage recurrent grants during FY2017/18 as per the 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 had 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, dated 7th March, 2018. The items included;</p> <p>Fuel, lubricants and oils.</p> <p>Maintenance of vehicles and equipment</p> <p>Rehabilitation of classroom blocks at Omee P/S.</p> <p>Construction of drainable pit latrine stances at Omee P/S Amuru Sub County</p> <p>Construction of drainable pit latrine stances at Bibia P/S Atiak Sub County</p> <p>Construction of drainable pit latrine stances at Pogo Okuture P/S Pabo Sub County</p> <p>Supply of 60 seater desks at 8 primary schools</p> <p>Stationary and office consumables</p> <p>Supply of motor vehicle tyres</p> <p>Books, periodicals and news papers</p> <p>Service and repair of computers and photocopier.</p>	<p>4</p>
<p>Financial management and reporting</p>			

<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>Examples: (i) The payment request was submitted on 30th May, 2018 whereas certification was done on 20th June, 2018. Actual payment to M/s Awoto Foundation for shs 9,413,842 against voucher number 15983005 dated 22nd June, 2018 was effected on the same day. The payment was in respect of supply of 120 wooden 3-Seater desks to Bibia Primary School in Atiak Sub county, Agwayugi Primary School and Pabbo Primary School both schools located in Pabbo Sub county. Average 23 days.</p> <p>(ii) Payment was made to M/s Norah Foundation (U) Ltd for shs 1,219,097 on voucher number 18019971 of 2nd June, 2018 after submitting a request for payment on 15th January, 2018 and certification of payment on 5th June, 2018. Payment was in respect of retention for construction of 1 block of 2 stance drainable latrine at Otong Primary School in Pabbo Sub county.</p>	<p>3</p>
<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>There was no evidence of records of submission of annual performance from the education department to the District Economic Planner for consolidation by Mid- July 2018.</p>	<p>0</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 o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>As for FY 2017/2018, the Internal auditor raised eight (8) queries and all were not responded to nor followed up. The queries were still un resolved at the time of the annual performance assessment.</p>	<p>0</p>
<p>Social and environmental safeguards</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 LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>There was evidence that the Education Department consulted with the Gender Focal Person and 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>Training report on menstrual hygiene management organized by the DLG on Friday 23rd -24th February,2018 held at Pabbo Sub County Head Quarters where issues discussed included; understanding puberty and menstruation, roles of Senior women and Senior men teachers, types of sanitary pads, the concept of gender, sex and gender equity.</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 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>Department of Education and Sports Budget conference for FY 2018/19 held on 22nd December 2017 in the Multipurpose hall where under 1.0 Sector goal, Goal 1: increase in access to quality education by gender and special needs at all levels of education, and 7.0 sector unfunded priorities in FY 2018/19 issues to be done included establishment of Special Needs units at Otwee Public PS and Pabo PS, renovation of Elegu PS and purchase of District sports equipment.</p> <p>Letter from the MoES to the Education Department on Invitation to Participate in Training Of Teachers On Functional Assessment For Learners With Special Education Needs (SENs), dated 3rd July,2018, Ref. TED/191/255/01</p> <p>Education Departmental meeting held on 24th/5/2018 under minute 4 where issues on sanitation and hygiene in schools were discussed and it was concluded that sanitation in schools should be followed up.</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>Kaladima P/s in Lamogi Sub County with 13 members of whom 4 were female</p> <p>Labongani P/s in Amuru Sub County with 12 members of whom 4 were female</p> <p>Amuru Lamogi P/S in Amuru Sub County with 13 members of whom 3 were female</p> <p>Amuru Reckiceki P/S in Amuru Sub County with 12 members of whom 3 were female</p> <p>Otwee Public P/S in Amuru Town Council with 13 members of whom 6 were female</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are disseminated 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>Report for training of Head Teachers on Climate Change Adaptation and Mitigation, dated 16th August, 2017. This was conducted by the District Education Department and one of the objectives was to mainstream environment into the school workplan and budget. This training was attended by 54 head teachers of whom 38 were male and 16 females. It was recommended that in order for to ensure environmental mainstreaming in all schools the following best practices were to be implemented; establishment of demonstration nursery, formation of environmental clubs, formation of school environmental committees, promotion of boundary planting to mention but a few.</p> <p>Among the schools sampled and visited by the assessor; Kaladima P/s in Lamogi Sub County planted pin trees.</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 in the project below;</p> <p>Completion of Education office block at the DHQ, dated 13th/3/2018</p> <p>Construction of one (1) Block of 5 stances Drainable latrine in Paminlawak P/S, dated 14th/3/2018</p> <p>Rehabilitation of 1 block of 4 classroom block in Tekibur P/S Lamogi sub county, dated 13/3/2018</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 no evidence that the environmental Officer and Community Development officer visited the sites to check that the mitigation plans were complied with.</p>	<p>0</p>

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>There were 320 positions filled out of 344 positions approved making 93% 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>There was no recruitment plan for the Health Department for FY 2018/2019</p>	0

<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 was evidence that the Health facility In-charges were appraised. Out of a list of Twenty one In-charges, five were sampled, their files reviewed were to confirm this. These were;</p> <ol style="list-style-type: none"> 1. Moro Ceasar (AMR/CR/16/405) from Okungedi HC II was appraised on 8/8/2018 2. Ocen Paul (AMR /CR/ 16/0236) from Parabongo HC II was appraised on 10/7/2018 3. Akun Lucy (AMR/CR/16/0164) from Pabbo HC III was appraised on 7/8/2018 4. Aromorach Susan (AMR/CR/16/0278) from Bira HC II was appraised on 7/8/2018 5. Odoki Louis Obalo (AMR/CR/184) from Pawel HC III was appraised on 7/8/2018 	<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 320 according to the staff list which indicates the units/facilities, the number of employees deployed in each unit, and the names and cadres of the employees. The deployment against approved positions is as follows:</p> <p>DHO's Office 10 out of 11</p> <p>Atiak HCIV 37 out of 48</p> <p>HCIIIs 98 out of 114</p> <p>HCIIIs 175 out of 171</p> <p>Study Leave 5 (part of deployed)</p> <p>Three (3) HCIIIs (Pawel HCII, Labongogali HCII and Parabongo HCII) have Staff deployment for the level of HCIII, as the work load they have is commensurate to HCIII level.</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 documents below and many others from Ministry of Health were seen at DHOS Office:</p> <ol style="list-style-type: none"> Uganda Clinical Guideline 2016. Cancer Series 2017 Polio Eradication and End game Integrated Management of Neonatal and Child Illness with Care for Child Development,..... among others. <p>There were no distribution lists seen.</p> <p>At the sampled Health Facilities a range of materials were seen. Only The Uganda Clinical Guidelines 2016 was consistently found.</p> <p>The Uganda Medicines and Health Supplies List for Uganda (UMHSLU) 2016 was seen at Olwal HCIII, Labongogali HCIII and Otwee HCIII.</p>	<p>0</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>No minutes were seen of Quarterly Integrated Performance Review Meetings at DHO's Office where Health Facility in charges meet with DHT members.</p>	<p>0</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 Report was seen for Quarter 4 only in 2017/2018:</p> <p>Q1 Report - Not seen</p> <p>Q2 Report - Not seen</p> <p>Q3 Report - Not seen</p> <p>Q4 Report - 12th June 2018</p>	<p>0</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 HSD carried out Support Supervision to Lower Level Health Units (LLHUs).</p> <p>The Atiak HCIV staff do carry out HSD Support Supervision. For example for Quarter 3 2017/2018 there was a Support Supervision report dated 21st September 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>Minutes were seen for only an Emergency DHT Meeting held on 18th March 2018.</p>	<p>0</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 was no evidence of systematic corrective action based on recommendations from the Support Supervision or Inspection Reports.</p>	<p>0</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 in Amuru District, which appeared in MOH approved list of funded Health Facilities in 2017/2018, provided data to the National HMIS Database consistently (100%) every month.</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:-

One of the meeting was held on 18th to 19th January 2018 to discuss departmental work plan for FY 2018/2019 under minute 3/SC/FY 2017/18/5/10. The presentation was made by the clinical Officer (Joe Okello) and informed members of achievements constraints and work plan for FY 2018/2019. Among the reactions from the presentation was why Otwee health Centre III had not been planned for nor funded in the FY 2018/2019 in response the clinical officer said communication to the Ministry for the PHC funding of Otwee HCIII had been done and proposed the District chairperson to follow up.

Another meeting was held on 26th to 27th September 2017 to discuss 4th Quarter departmental financial and narrative report for FY 2017/2018 under minute 3/SC/FY 2016/17/4/10. The Acting District Health Officer noted that CAO had written to upgrade three-health center from HCII to HCIII and that Labongali HC had space and standard maternity.

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;

One of the submission made, was on Wednesday 30th May 2018 by the Chairperson social service committee that arose from the meeting and discussion that was held on 17th to 18th May 2018 where there was review of the departmental budgets for the FY 2018/2019. The committee recommended under health allocation of UGX 3,409,125

The Chairperson social service committee made another submission on Tuesday 31st October 2017. It arose from the meeting and discussion that was held on 26th to 27th September 2017 where there was review of 4th Quarter departmental budgets for the FY 2016/2017. The committee recommended under health that the District chairperson make follow-up the communication from CAO in regards to upgrade of Labongali HCII, Pawel HCII and Pogo HCII. In addition the committee recommended that the departments to organize orientation of Health Unit Management Committees.

<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>	0
<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>Olwal HCIII</p> <p>Quarter 1 No meeting</p> <p>Quarter 2 No meeting</p> <p>Quarter 3 No meeting</p> <p>Quarter 4 22nd June 2018</p> <p>Labongogali HCII –</p> <p>Quarter 1 No meeting</p> <p>Quarter 2 No meeting</p> <p>Quarter 3 No meeting</p> <p>Quarter 4 No meeting</p> <p>Lacor HCIII, Amuru</p> <p>Quarter 1 29th Sept 2017</p> <p>Quarter 2 No meeting</p> <p>Quarter 3 No meeting</p> <p>Quarter 4 No Meeting</p> <p>Amuru HCII</p> <p>Quarter 1 No meeting</p> <p>Quarter 2 No meeting</p> <p>Quarter 3 No meeting</p> <p>Quarter 4 No meeting</p> <p>Otwee HCIII</p> <p>Quarter 1 No meeting</p> <p>Quarter 2 No meeting</p> <p>Quarter 3 No meeting</p> <p>Quarter 4 No meeting</p> <p>Aggregate is 1+0+1+0+0=2 Quarterly meetings out of 20 possible quarterly meetings, making 10%</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 current financial year (FY 2018/2019) was not displayed at the DHO's Notice Board, nor the Amuru DLG CAO's Notice Board.</p> <p>Only at Labongogali HCII and Amuru HCII was the 2018/2019 Budget Allocation for Health Facilities displayed on Notice Boards.</p>	<p>0</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>The Health Department Procurement Plan for 2018/2019 was submitted to CAO on 6th February 2018. The Health Department Procurement Plan was consolidated into the District Procurement Plan 2018/2019, which was submitted to the District Chairperson by CAO on 29th May 2018, and was stamped received by PPDA on 29th July 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, R 65 (1) were submitted to Procurement Officer and CAO on 13th August 2018.</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: Payment to M/s Luna Technical Services and General Supplies Company Ltd for shs 11,429,059 was effected on voucher number 15717986 dated 18th June, 2018 in respect of construction of 1 block of 2 stance drainable latrine with 2 bathing shelters at Pachilo Health Center II in Atiak Sub county. The request for payment was submitted on 13th May, 2018 whereas certification was done on 20th June, 2018. Average of 22 days.</p>	<p>4</p>
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Financial management and reporting

<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>There was evidence of records of submission of annual performance from the health department to the District Planner for consolidation on Monday 20th August 2018 which was past the prescribed timeline of Mid- July 2018</p>	<p>0</p>
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<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>The Internal Auditor did not raise any queries in the Health department during 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>9 out of 39 Hospital Board/HUMC members from the 5 sampled Health Facilities were Women. This was an aggregate of 23.1% members as female/women, which was well below the 30% threshold, as follows:</p> <p>Olwal HCIV (1 out of 7)</p> <p>Labongogali HCIII (2 out of 7,</p> <p>Lacor HCIII, Amuru (2 out of 11),</p> <p>Amuru HCII (2 out of 7),</p> <p>Otwee HCIII (2 out of 7)</p>	<p>0</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>No Guidelines on Sanitation were availed at any of the sampled Health Facilities i.e. Olwal HCIII, Labongogali HCIII, Lacor HCIII, Amuru, Otwee HCIII and Amuru HCII.</p> <p>Gender separation of toilets was seen at Labongogali HCIII, Lacor HCIII, Amuru (separate blocks), Otwee 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 carried out screening of health infrastructural project for environmental and social risks, For example for completion of Mutema Health Centre II staff house at Amuru Sub County, Ref. Amuru570/wrks/2017-2018/0022, screening forms dated 13th March 2018 were seen.</p>	<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 checked whether the mitigation plans are complied with: Score 2 	<p>The District Environment Officer and the District Community Development Officer did not systematically participate in the monitoring or 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>Health Care Waste Management Guidelines were not seen at any of the 5 sampled Health Facilities of Olwal HCIII, Labogogali HCIII, Lacor HCIII, Amuru, Otwee HCIII and Amuru HCII. All 5 sample Health Facilities were using Colour coded waste bins.</p> <p>The HCWM Algorithm Charts were seen at Otwee HCIII, and Labogogali HCIII only,</p> <p>Guidelines on construction of facilities for medical waste disposal were not seen.</p>	<p>0</p>
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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 safe water coverage was below the district average 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 69.8%. There were two sub-counties, whose safe water coverage was below that of the district, and these were; Amuru at 65.14% and Pabbo at 56.75.</p> <p>The district had a total development budget of UGX 293,790,307 for both DWSCG and DDEG. Of this, UGX 213,070,307 was earmarked for construction of 9 new boreholes and UGX 45,600,000 for the rehabilitation of 8 existing ones. 6 of the new boreholes and 4 of the rehabilitated ones were to be located in the above two sub counties.</p> <p>This amounted to a budgetary allocation of UGX 164,846,871 for the two sub counties representing 56% of the development budget, which was below the minimum of 60%.</p>	0
<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: Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 	<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 68.1%. There were three sub counties whose safe water coverage was below that for the district and these were; Lamogi at 67.5%, Amuru at 60.8% and Pabbo at 67.1.</p> <p>A total of 10 new boreholes, and 8 rehabilitations were planned for the financial year 2017/2018. 8 of the new boreholes and 6 of the rehabilitated ones were located in the above three sub counties.</p> <p>The new boreholes in the targeted sub counties were;</p> <p>i) Adokonam B community borehole in Amuru sub county (DWD 46751)</p> <p>ii) Paminmel C community borehole in Lamogi sub</p>	10

0

county (DWD 46743)

iii) Ogok valley community borehole in Pabbo sub county (DWD 46747)

iv) Omora A community borehole in Pabbo sub county (DWD 46749)

v) Reckiceke primary school borehole in Amuru sub county (DWD 46750)

vi) Amiilobo community borehole in Lamogi sub county (DWD 46742)

vii) Oguma community borehole in Pabbo sub county (DWD 46748)

And the rehabilitated ones were;

i) Omee 1 primary school borehole in Amuru sub county

ii) Lamo community borehole in Amuru sub county

iii) Giragira primary school borehole in Lamogi sub county

iv) Pagak primary school borehole in Lamogi sub county

v) Abera primary school borehole in Pabbo sub county

vi) Okutire primary school borehole in Pabbo sub county

7 out of 8 new boreholes targeting the sub counties below the district average were implemented representing 87.5% completion.

<p>The district Water department carries out monthly monitoring of project investments in the sector</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 water supply and sanitation projects.</p> <p>i) On record were monitoring reports for all the months of 2017/2018. For example reports for the months of July 2017 and April 2018 were submitted on 31st July 2018 and 30th April 2018 respectively.</p> <p>ii) There was also a report for supervision and monitoring of DWSCG and DDEG projects that was done jointly by the Political and Technocrats that was done and reported on 6th June 2018.</p> <p>iii) There was also a comprehensive assessment report for all existing water facilities conducted throughout 2017/2018</p> <p>This gave the indication that at least 95% of the water facilities were monitored and supervised in 2017/2018.</p>
<p>Maximum 15 points for this performance measure</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 6th October 2017 (unreferenced) • Quarter two report on 10th January 2018 (unreferenced) • Quarter three report on 9th April 2018 (unreferenced) • Quarter four & annual report on 9th July 2018 (unreferenced) <p>In the financial year 2017/2018, the district water department managed to construct 9 of the planned 10 new boreholes and all the 8 planned rehabilitations. The tenth borehole was not constructed because of challenges of weather which rendered the site inaccessible up to the end of the financial year. In addition, the sub counties of Atiak and Pabbo each planned and constructed 1 borehole in their sub counties.</p> <p>All in all, 11 new boreholes were constructed in 2017/2018.</p> <p>The department submitted accurate and consistent information to the ministry. However some information was not reflected in the MIS database.</p>	
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The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

- List of water facility which are consistent in both sector MIS reports and PBS: score 5

The facilities that were consistent on both the sector MIS reports and PBS were;

- i) Adokonam B community borehole in Amuru sub county (DWD 46751)
- ii) Paminmel C community borehole in Lamogi sub county (DWD 46743)
- iii) Ogok valley community borehole in Pabbo sub county (DWD 46747)
- iv) Omora A community borehole in Pabbo sub county (DWD 46749)
- v) Lagwedola community borehole in Attiak sub county (DWD 46745)
- vi) Binonga community borehole in Attiak sub county (DWD 46746)
- vii) Elegu A2 community borehole in Attiak sub county (DWD 46744)

The facilities that were not reflected in the sector MIS reports were;

- i) Reckiceke primary school borehole in Amuru sub county (DWD 46750)
- ii) Amiilobo community borehole in Lamogi sub county (DWD 46742)
- iii) Oguma community borehole in Pabbo sub county (DWD 46748)
- iv) Lamogi sub county headquarters (DWD 46741)

Maximum 10 for this performance measure

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 06th March 2018. Among the projects submitted were;</p> <p>a) Siting, Drilling and Installation of deep boreholes estimated at UGX 90,000,000 for 6 of them.</p> <p>b) Consultancy for borehole siting and supervision estimated at UGX 18,000,000.</p> <p>c) Construction of a 4 stance drainable latrine in Pabbo Sub County estimated at UGX 20,000,000.</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 Manager for drilling and construction the 12 boreholes implemented in the financial year 2017/2018 was appointed on 30th October 2017 and in place were contract management plans for the said project.</p> <p>In these plans were requirements that the contractors submitted work programs showing the general methods, arrangements, order and timing for all the activities of the works within 14 working days upon delivery of the letter of acceptance. There were also requirements that the contractors adhered to certain time lines which included starting works within 14 days and completing them within 3 months from the starting date.</p> <p>In the bids submitted by Ebowa Investments Ltd was a program of work whose duration was within the 3 months limit. The contractor started works on 28th February 2018; 8 days after the supervising contractor submitted their siting report. This was within the limit of 14 days upon site hand over.</p> <p>Much as the contractor was supposed to have completed works by 28th May 2018, he did not do so because of challenges of weather which rendered the site of Apetu C in Amuru sub county, inaccessible. There wasn't any formal communication between the contractor and the Project manager with respect to any request of, and grant of time extensions as required in clause 28 of the general conditions of contract. Access to the site only became favorable late in June and by that time; the financial year was coming to an end.</p>	<p>0</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>The assessment team visited a sample of five water supply and sanitation projects constructed in 2017/2018. These were:</p> <p>a) Amiilobo community borehole in Lamogi sub county (DWD 46742)</p> <p>b) Paminmel C community borehole in Lamogi sub county (DWD 46743)</p> <p>c) Elegu A2 community borehole in Atiak sub county (DWD 46744)</p> <p>d) Lagwedola community borehole in Atiak sub county (DWD 46745)</p> <p>e) Ogok Valley community borehole in Pabbo sub county (DWD 46747)</p> <p>All the above projects were found to have been executed in accordance to the designs and specification and the user expectations of the user communities were satisfied.</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>For financial year 2017/2018, only Geobot Water Engineering Services Ltd which was handed over in form of a hand over report. Still, the copy of the hand over report was not accessed because, according to the District Water Officer, it was in the custody of the Auditors who were in Gulu.</p>	<p>0</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 Water supply and Sanitation projects. On record were interim certificates issued both Ebowa Investment Ltd and Geobot Water Engineering Services Ltd on 19th June 2018</p> <p>Also a completion certificate was issued to Ebowa Investments Ltd on 16th September 2018. The assessors however noted that since the contractor had drilled only 11 of the contracted 12 boreholes, it would have been more appropriate for the District Water Officer to issue an interim certificate instead of the completion certificate.</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 and or contractors for payment:</p> <p>Example: M/s Geobot Water Engineering Services Ltd was paid shs 5,894,909 on voucher number 18377867 dated 22nd June, 2018 for consultancy services for supervision of hydro geological survey of 12 deep boreholes at Atiak and Lamogi Sub counties. A request for payment had been submitted on 11th June, 2018 and certification on 19th June, 2018. Average 11 days.</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>There was no evidence of records of submission from the Water Department to the District Planner for consolidation by Mid-July of 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 did not raise any queries in the Water department during FY 2017/2018.</p>	<p>5</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 finance, planning and administration committee met and discussed service delivery issues including supervision reports, performance as follows; -</p> <p>On 16th to 17th January 2018 met and one of salient issues they discussed departmental Annual Work Plan for the FY 2018/2019</p> <p>- Under works and technical service The District Water Officer noted that there were boreholes within Internally Displaced Camps which had not been decommissioned and he said there was need to encourage the community to contribute towards operation and maintenance</p>	<p>3</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 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> <ul style="list-style-type: none"> - One of the submission was made on Tuesday 31st October 2017 by the Chairperson Finance, Planning and Administration that arose from the meeting and discussion that was held on 26th to 27th September 2017 where there was review of the 4th Quarter Departmental reports for the FY 2016/2017. The water sector committee recommended that the District Water Officer circulate rates of payment to hand pump mechanic to all the sub counties. In addition, the committee also recommended that all water source in the district to be fenced. - Another submission was made on Tuesday 30th January 2018 by the Chairperson Finance, Planning and Administration that arose from the meeting and discussion that was held on 16th to 17th January 2018 where there was review of 1st Quarter and 2nd Quarter Departmental reports for the FY 2017/2018 and departmental Annual Work Plan for 2018/2019. The water sector committee recommended that CAO writes to the Permanent Secretary Ministry of Water and Environment to decommission boreholes that were in former IDP camps which were contributing to the district water coverage at over 80% falsifying the existing data coverage of safe water at 68%. 	
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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 Annual Work Plan for the District Water and Sanitation department for 2018/2019 was clearly displayed on the Notice board, duly signed and stamped on 3rd July 2018. Among the allocations on the work plan were;</p> <ul style="list-style-type: none"> i) Drilling and installation of 10 deep boreholes both under DWSCG and DDEG estimated at UGX 206,630,000. ii) Construction of public toilet at Atoro Market estimated at UGX 26,100,000 iii) Rehabilitation of 8 boreholes estimated at UGX 46,800,000 <p>Also on display were details of quarterly releases and expenditures for the financial year 2017/2018 signed and stamped on 24th May 2018. For example the releases for third were spend as follows;</p> <ul style="list-style-type: none"> i) Recurrent non-wage (DWSCG) UGX 11,361,376 ii) Development (DWSCG) of UGX 65,593,442 iii) DDEG District water of UGX 57,590,000 	<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 five projects visited were clearly engraved indicating the names of the projects, dates of construction, contractor names and sources of funding. Among the engravings sampled were;</p> <ul style="list-style-type: none"> i) Amiilobo community borehole in Lamogi sub county; <p>Village: Amiilobo DWD: 46742 Funded by: DWSCG Contractor: Ebowa Investments Ltd Date: 10th June 2018</p> <ul style="list-style-type: none"> ii) Paminmel community borehole in Lamogi sub county; <p>Village: Lwala-Akwar DWD: 46743 Funded by: DWSCG Contractor: Ebowa Investments Ltd Date: 10th June 2018</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, a best evaluated bidder notice was displayed from 30th November to 11th December 2017. In the department of Water and Sanitation as follows;</p> <p>i) Supervision and hydro geological survey for 12 boreholes awarded to Geobot Water Engineering Service Ltd for a contract sum of UGX 28,800,024 (Ref: Amuru570/srvc/17-18/00001).</p> <p>ii) Drilling and casting of 12 deep boreholes awarded to Ebowa Investments Ltd for a contract sum of UGX 153,287,664 (Ref: Amuru570/wrks/17-18/00016).</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>Two applications were seen as follows;</p> <p>i) On 25th June 2016, the community of Labika B village in Pabbo Sub County applied for a borehole and had been considered in 2018/2019 financial year.</p> <p>ii) On 17th September 2018, the community of Cindi village in Otwee Town Council applied for a borehole for the financial year 2018/2018</p> <p>All the community applications were accompanied with minutes of community meetings and attendance.</p>	<p>1</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 have 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 as follows; Amiiilobo community borehole in Lamogi sub county, Paminmel community borehole in Lamogi sub county, Elegu A2 community borehole in Atiak sub county, Lagwedola community borehole in Atiak sub county and Ogok Valley community borehole in Pabbo sub county.</p> <p>The following people were interviewed; Cecilia Obalo (Chairperson Amiiilobo), Otema Moris (Secretary Paminmel), Lawa Regina (Treasurer Elegu A2), Owor Albert (Chairperson Lagwedola) and Ocaya Wilson Morris (Care Taker Ogok Valley). All the five interviewed community members revealed that their committees conducted monthly meetings and collected monthly contributions. Records were seen for Amiiilobo and Paminmel to attest to this.</p> <p>The assessors also observed that all the facilities had properly installed fences with the exception of Elegu A2 whose fence was worn out. The correspondent at Elegu A2 informed us that plans were underway to install a walled fence.</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>There was evidence of environmental screening for all the 12 boreholes implemented in 2017/2018. Screening forms for three facilities were sampled and these were Amiiilobo community borehole, Paminmel C community borehole and Elegu A2 community borehole.</p> <p>Since there were no environmental monitoring reports for the said projects, it was difficult to tell if the proposed mitigation measures proposed were adhered to. However, to the sake of tree and grass planting, there was no evidence on site that this was done except for Paminmel C where some attempt had been made but only for a small fraction of the facility area.</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>There was no evidence of follow up on negative environmental and social concerns raised during environmental screening as there were no environmental monitoring reports; much the Environmental Officer informed us that she did environmental monitoring.</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 boreholes, there was a clause on environment. This clause required that the contractor properly managed waste collection, storage and disposal both at the staff camps and drilling sites. Also care was to be taken to minimize damage to trees and other vegetation among other things.</p>	<p>1</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; Amiilobo had 5 women out of the 9 members, Paminmel had 6 out of 9 members, Elegu A2 had 5 out of 9, Lagwedola had 4 out of 9 and Ogok valley had 7 out of 9.</p> <p>The average percentage of women on all the user committees assessed was 60%, which was more than the minimum recommendation of 50%.</p> <p>All the committees had at least one woman in the key positions. For the facilities of Amiilobo, Paminmel, Ogok valley, their chairpersons were female and went by the names of Cecilia Obalo, Akumu Angoleta, and Atek Pauline 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 public sanitation facilities were visited and assessed. These were;</p> <ul style="list-style-type: none"> i) The sanitation facility at Elegu border market, ii) The sanitation facility at Pabbo market, iii) The sanitation facility at Pabbo auction site. <p>All the sanitation facilities had separate stances for males and females, and there were access ramps for people with disabilities.</p>	<p>3</p>
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