



## Local Government Performance Assessment

Arua District

(Vote Code: 503)

Assessment	Scores
Accountability Requirements	33%
Crosscutting Performance Measures	70%
Educational Performance Measures	60%
Health Performance Measures	65%
Water Performance Measures	65%

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"> <li>• 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"> <li>o If LG submitted before or by due date, then state 'compliant'</li> <li>o If LG had not submitted or submitted later than the due date, state 'non- compliant'</li> </ul> </li> <li>• From the Uganda budget website: <a href="http://www.budget.go.ug">www.budget.go.ug</a>, check and compare recorded date therein with date of LG submission to confirm.</li> </ul>	<p>Arua District Local Government submitted a Final Annual Performance Contract of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on Wednesday 8th August 2018, which was past the mandatory timeline of 1st August 2018.</p>	No
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"> <li>• From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> <li>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.</li> </ul> </li> </ul>	<p>The District Local Government submitted a Budget and Procurement Plan of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on Wednesday 8th August 2018, which was past the mandatory timeline of 1st August 2018</p>	<p>No</p>
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Reporting: submission of annual and quarterly budget performance reports

<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"> <li>• If LG submitted report to MoFPED in time, then it is compliant</li> <li>• If LG submitted late or did not submit, then it is not compliant</li> </ul>	<p>The District submitted an Annual Performance Report for the FY 2017/2018 on 29th August, 2018 later than the mandatory time line of 31st July of 2018.</p>	<p>No</p>
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<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"> <li>• 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).</li> <li>• If LG submitted late or did not submit at all, then it is not compliant.</li> </ul>	<p>The 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). However, the 4th Quarter was submitted on 29th August 2018 which was past the timeline of July 31st 2018. The submission dates for quarterly performance were as follows; -</p> <p>1st Quarter on (04th May 2018)</p> <p>2nd Quarter on (05th May 2018)</p> <p>3rd Quarter on (28th August 2018)</p> <p>4th Quarter (29th 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"> <li>• If LG submitted a 'Response' (and provide details), then it is compliant</li> <li>• If LG did not submit a 'response', then it is non-compliant</li> <li>• If there is a response for all – LG is compliant</li> <li>• If there are partial or not all issues responded to – LG is not compliant.</li> </ul>	<p>The District made submissions to the PS/ST, MOFPED on the status of implementation of the Internal Auditor General's findings for FY 2016/2017 through two letters that were written by the District Internal Auditor, the first letter dated 5th April, 2018 under reference AUD/252/1 and a second one of similar reference dated 10th April, 2018. Both letters were acknowledged by date stamping by the IAG and the MOLG on 11th April, 2018. The two letters were in response to the 26 queries that were raised by the District Internal Auditor for which all 26 queries were followed up and cleared.</p> <p>As for the 4 queries raised by the OAG during FY 2016/2017 (namely Non-remittance of WHT of shs 125,714,451; unaccounted for funds totaling shs 345,261,257; expenditure in excess of warrants amounting to shs 4,984,174,329 among others). The CAO provided information to the PS/ST on the status of implementation of Auditor General's findings through his letter dated 4th April, 2018 and referenced CR/101/1. The MOFPED acknowledged receipt of the CAO's letter on 10th April, 2018 by date stamping on copies. All the queries were followed up and cleared.</p> <p>The information provided to the PS/ST on the status of implementation and response thereto was done within the deadline of 30th April, 2018. Copies of the letters were sent to RDC, District Chairperson , HoF and PS MOLG.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Arua DLG obtained Unqualified Audit Opinion</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"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 1.</li> </ul>	<p>The District Local Government had a Physical Planning Committee, that was dully constituted as per Section 9 of the Physical Planning Act 2010 which stipulates the composition of the District Physical Planning Committee to include:</p> <ul style="list-style-type: none"> <li>- CAO who shall be the chairperson, District Physical Planner who shall be secretary, District Surveyor, District Roads Engineer, District Education officer, District Agricultural officer, District Water Engineer, District Community Development Officer, District Medical officer, District Environment Officer, District Natural Resource Officer, Physical Planner in Private Practice , Clerks of all urban and town councils in the district. A copy of the letter of appointment of Arua District Physical Planning Committee date 6th February 2017 reference CR/212/1/2 was available.</li> </ul> <p>There was also evidence that the District Physical Planning Committee (DPPC) had held meetings to approve development application and land registration application as seen from minutes;</p> <p>On 9th March 2018, the DPPC held a meeting at the District Board Room. One of the issues on the agenda was consideration of the new development application under minute 4 PPC/PDP/03/04 for Eight (8) applicants among them included Drate Francis whose plan application was approved subject to re-planning, Bayo Luka whose plan application was differed due to unclear clause and locational description sketches among others on page 2 and 3 of the minutes.</p> <p>Another meeting was held on 24th April 2018 by the DPPC in the district board room. One of the key issues was presentation of new application under minute 4 PPC/PDP/04/05. Of which there was physical development application and land application for 13 applicants from page 2 -4</p> <p>Another meeting was held on 14th November 2017 by the DPPC in the district board room. One of the key issues was presentation and approval of Ovisoni Town Board Physical Development Plan 2017-2027 under minute 4 PPC/4/14/11/2017. The committee unanimously approved the plan and recommended it to be submitted to the district council for approval on page 2 of which it was approved in the council under minute ARU/DC/29/11/8/2017. In addition to the same sitting there was also presentation and approval of selected Rural Growth Centres to Town council under minute</p>	1

5 PPC/14/11/2017. Members argued that Arua District was a large district without town Council and yet there were numerous fast growing rural centres that had met the standards of Town Council. The committee approved the following to be recommended for town Councils in Arua District (Ediofe TC, Onduparaka TC, Odramacaku TC, Ovisoni Town Board, Arivu-Bondo TC, Rhino Campa TB, Okollo TC, Wandu TC, Kubala-Omugo TC, Leju TC, Okpotani TC and Indde HQ

Another meeting was held on 8th June 2018 in the district board room. One of the issues was presentation and approval of new application under minute 4 PPC/PDP/06/04 for development and land application in total there were 55 applications from page 2-9 of the minutes

Arua District Local Government had also evidence of plan register under works department and building plan collection records of various application for FY 2017/2018 was from 23rd August 2017 to 13th June 2018, One example was on 7th July 2017 where by Oxfam had proposed a construction of five stance VIP latrine in schools located in Rhino Camp among others which was approved.

As observed from the notification file there was evidence that applicants were notified for the status of their development plan for instance Jojo Mike application number PPC/PDP/098 of 2018 his application for development of residence in Alengo village –Pokea Parish-Pajulu Sub-county was considered on 8th June 2018 under minute 4/PDP/06/04 dated 2nd August 2018

<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"> <li>• Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.</li> </ul>	<p>There was evidence that the DLG submitted one set of minutes for the 4th Quarter Financial Year 2017/2018 to the Arua Ministry Zonal Office on 16th August 2018, letter reference CR/212/1/2. However, there was no evidence of submission of any set to Ministry of Land Housing and Urban Development</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"> <li>• All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0</li> </ul>	<p>The District Local Government did not have an approved Physical Development Plan thus none of the infrastructure investments was approved as per 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"> <li>Action area plan prepared for the previous FY: score 1 or else 0</li> </ul>	<p>The District prepared and approved an action area plan for Ovisoni Town Board on 16th November 2017 at Arua Council Chamber under minute ARU/DC/29/11/8/2017 on page 18 of the minutes. The Plan was prepared by Geo-Mik Consultants Ltd, Drawing number ARU/OVIS/LPDP/02/07/2013</p> <p>In addition, the District had also undertaken efforts to initiative preparation of action area plans Wandi Town Council and Odramacaku Town Council. At the time of assessment, a number of planning stages had been done such as community consultation and sensitization and formation of the Local Physical Planning Committee.</p>	<p>1</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"> <li>Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</li> </ul>	<p>The District Local Government held a budget conference on 1st November 2017 at Arua Core PTC in preparation for the fiscal year 2018/2019. There was evidence that priorities in the Annual Work Plan for FY 2018/2019 were based on the outcomes of the budget conference as indicated in the priorities presented in the different sectors such health education sectors and water;</p> <p>Under the health sector there was planned construction and rehabilitation of Out Patient Department and other ward for Ayivuni HCIII on page 61 of the Annual Work Plan while in the Budget conference report presented by the department of health was on page 5</p> <p>Under the education sector there was planned classroom and latrine construction and rehabilitation on page 65 of the AWP. In addition, under education there was planned provision of furniture to primary schools on 66 of the AWP while in the budget conference presented by the department of education was on page 5.</p> <p>Under the water sector there was planned construction Borehole Drilling in Pajulu Sub county- Driwala parish on page 82 of the AWP, Rehabilitation and repair of rural water sources on page 80 of the AWP while in the budget conference report presentation of department of water and sanitation was on page 10 of the report.</p>	<p>2</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"> <li>• Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1.</li> </ul>	<p>The approved Annual Work Plan for FY2018/2019 was derived from the District Development Plan II 2015/2016 to 2019/2020 in consideration of the following cases for instance;</p> <p>Under the health sector there was planned construction and rehabilitation of Out Patient Department (OPD) and other ward page 61 of the Annual Work Plan and in the District Development Plan-III it was reflected on page 208.as construction of OPD in Ayivuni HCII</p> <p>Under the education sector there was planned classroom and latrine construction and rehabilitation on page 65 of the AWP. In addition, under education there was planned provision of furniture to primary schools on 66 of the AWP and while in the District Development Plan-III it was reflected on page 210 as planned classroom construction, VIP latrine construction, furniture supply.</p> <p>Under the water sector there was planned construction Borehole Drilling in Pajulu Sub county- Driwala parish on page 82 of the AWP, Rehabilitation and repair of rural water sources on page 80 of the AWP and while in the budget conference report presentation of department of water and sanitation was on page 10 of the report and in the District Development Plan-III it was reflected on page 186</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"> <li>Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2.</li> </ul>	<p>The project profiles in the District Local Government Development Plan -II were stated as per the Local Government Development Planning guidelines 2014 on page 63 Appendix 3, as observed the project profiles in the DDP-II for all sectors were from page 154 to 183. In addition there was evidence of records of the Technical Planning Committee (TPC) minutes of the meeting held on 26th March 2018 under minute MIN.5/3/DTPC/18 of which project profiles for 2018 capital development projects were discussed on page 5 of the minutes</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<p>The District compiled an annual statistical abstract for 2018 under financial year 2017/2018. Dated 2nd August 2018. For instance, some of the sampled dis-aggregated data were demographic and social indicator on page 4 had gender dis-aggregated data, council board and committee on page 10, enrollment summary 2015-2016 and 2017 on page 38 .There was also evidence of the District Technical Planning Committee meeting held on 26th March 2018 at the District Board Room under minute 6/3/DTPC/18 on page 5 to page 6</p>	<p>1</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"> <li>• 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</li> </ul>	<p>There was evidence that some of the infrastructure project that were implemented were derived from the annual work plan and budget approved by the Local Council while others were not implemented as per the AWP and yet the performance measure required all for instance;</p> <p>Under the health sector on page 87 of the AWP for FY 2017/2018 there was planned motorization of borehole in Adumi HCIV while in the APR it was on page 61,</p> <p>Under the education sector in the Annual Work Plan on page 89 there was planned classroom construction and rehabilitation, (Katiyi and Odujo P/S) latrine construction and rehabilitation for (Baito, Ave, Pajuru and Onduparaka P/S) and furniture supply to (Katiyi and Odujo P/S) on page 89 to 90. While in the APR on page 63 it indicated the construction of Katiyi P/S, Manago P/S and Matangacia P/S of which Odujo P/S had been eliminated.</p> <p>In addition to education there was planned latrine construction and rehabilitation (Baito, Ave, Pajuru and Onduparaka P/S) on page 89 of the AWP, while it was on page 64 of the APR (Baito, Matangacia, Manago and Onduparaka, Pajuru P/S of which Ave, had been eliminated. In addition to education sector there was planned provision of furniture to P/S of (Katiyi and Odujo, ) in the AWP on page 90 while in APR was on page 64 the beneficiaries were Katiyi and Matangacia, )</p> <p>Under water there was planned construction of Public latrines in Rural Growth Centre on page 97 while in the APR it indicated that the planned Public latrines was at the District Water Officer. on page 74</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"> <li>• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.</li> <li>o 100%: score 4</li> <li>o 80-99%: score 2</li> <li>o Below 80%: 0</li> </ul>	<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 Health there was planned motorization of borehole in Adumi HCIV at cost of UGX 100,000,000 while the Interim certificate of completion issued on 15th Indicated 99,990,100 with a maximum retention of UGX 4,999,403</p> <p>Under education there was planned classroom and latrine construction and rehabilitation on page 65 of the AWP. In addition, under education there was also planned provision of furniture to primary school at a total cost of UGX 270,000,000. The following indicate interim certificate of completion issued by the District Engineer for under the education sector</p> <ul style="list-style-type: none"> <li>- One was an interim certificate of payment at contract sum of UGX 169,943,084 was obtained for Matangacia dated 9 April 2018 with a maximum retention of UGX 8,497,154</li> <li>- Another interim completion certificate at a contract sum of UGX 104,954,900 was obtained for Kityi dated 20 February 2018 with a maximum retention of UGX 5,247,745</li> <li>- Another interim completion certificate at a contract sum of UGX 20,946,180 was obtained for Onduparaka dated 4 May 2018with a maximum retention of UGX 1,047,309</li> <li>- Another interim completion certificate at a contract sum of UGX 132,970,336 was obtained for Manago P/S dated 9 April 2018with a maximum retention of UGX 6,648,517</li> <li>- For supply of furniture was in Katiyi where an interim completion certificate at a contract sum of UGX 8,984,520 was obtained dated 3 May 2018 with a maximum retention of UGX 449,226</li> <li>- Another supply of furniture was in Matangacia where an interim completion certificate at a contract sum of UGX 11,637,160 was obtained dated 9 April 2018 with a maximum retention of UGX 581,858</li> </ul>
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<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>• Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	<p>The 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 completed outside the threshold for instance;</p> <p>Under Health there was planned motorization of borehole in Adumi HCIV at cost of UGX 100,000,000 while the expenditure indicated UGX 99,990,100 which was within a threshold of 15% maximum and minus of the original budget.</p> <p>Under education there was planned classroom and latrine construction, rehabilitation and supply of furniture to primary school at total cost of UGX 270,000,000 on page 65 of the AWP while the expenditure as indicated in the Annual Performance Report was at UGX 449,436,180 of which was at 166%. A percentage which was above the 15 % Maximum threshold</p>	<p>0</p>
<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>• Evidence that the LG has budgeted and spent at least 80% of the O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	<p>The District Local Government had planned for some activity under Operation and Maintenance. The total budget for the selected planned activities was at a cost of UGX. 318,000,000 total expenditure at UGX. 292,247,077 of which was at 92%.</p> <p>In the AWP of FY 2017/2018 there was planned rehabilitation of public building under works and technical services on page 94 of which there was planned rehabilitation of 3 buildings (Land, Human Resource, Engineering and DSC offices at the district Headquarters at a cost of UGX 318,000,000. The following blocks were renovated (Administration toilet, Renovation of works and Human Resource Offices, Renovation of the District Main store, renovation of lands department offices and the districts service commission offices)</p>	<p>2</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>There was no evidence that all HoD's positions were substantively filled. Out of the eleven positions, Seven were filled substantively and these included; Principal Human Resource Officer, Chief Finance Officer, District Planner, District Education Officer, District Natural Resources Officer, District Health Officer and District Production Officer.</p> <p>Positions of Senior Internal Auditor, District Engineer, District Community Development Officer and District Commercial Officer were still vacant.</p> <p>Efforts were made to fill these positions and a declaration of vacancies was sent on ref: CR/159/1 dated 17/01/2018. This resulted into an external advert in the new vision newspaper of Monday February 12 2018. This however this did not yield much as no suitable candidates were got.</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"> <li>• Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	<p>There was no evidence that all HoD's were appraised. Eleven (11) HOD's personnel files were reviewed and only seven (7) were found to have performance agreements and appraisal reports on file. These included;</p> <ol style="list-style-type: none"> <li>1. Echoku Israel, PHRO (CR/D/12361) was appraised on 3/8/2018</li> <li>2. Shapan G.A. Andeku, District Planner (CR/D/10062) was appraised on 20/7/2018</li> <li>3. Obia Richard, Ag. District Community Development Officer was appraised on 2/7/2018</li> <li>4. Dr. Toa Gordon Victor, District Production Officer (CR/D/11464) was appraised on 15/8/2018</li> <li>5. Paul Samuel Mbiwa, DCAO was appraised on 24/8/2018</li> <li>6. Acia Marino, the DEO (CR/D/12259) was appraised on 2/7/2018</li> <li>7. Draku Anson Abamile, the Ag. District Engineer (CR/D/10066) was appraised on 13/7/2018</li> </ol>	<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"> <li>• Evidence that 100 % of staff submitted for recruitment have been considered: score 2</li> </ul>	<p>A total of Thirty Four (34) positions were submitted for recruitment. However only 32 positions were considered as contained in a declaration of vacancies ref: CR/D/159/1 dated 17/01/2018 and also during the 20th meeting of the DSC that was convened on 8/6/2018. These positions were then advertised in the new vision newspaper of February 12th 2018.</p> <p>The positions of Senior Planner and District Community Development Officer were not considered in this recruitment.</p>	<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"> <li>• Evidence that 100 % of positions submitted for confirmation have been considered: score 1</li> </ul>	<p>There were several staff submitted for confirmation and these were considered during the 15th and 16th meeting of the DSC ref: DSC/212/1 held on 26/4/2018. These included;</p> <ol style="list-style-type: none"> <li>1. 11 staff in education department</li> <li>2. 1 staff in works</li> <li>3. 16 in Management services</li> <li>4. 1 in production</li> <li>5. 1 Planning statistician</li> <li>6. 4 in health services.</li> </ol>	<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"> <li>• Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<p>Although the there were minutes to confirm that the DSC considered the submission from the HR, The Assessment Team was not availed copy of the submission letter to the DSC and therefore it was difficult to ascertain the percentage of submission considered</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"> <li>• Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3</li> </ul>	<p>Twenty Eight staff were recruited in the month of February 2018 and many of them starting duties in June 2018. However only two staff were paid out of the 28 and this was attributed to the implementation of the new approved staff structure for Arua DLG.</p> <p>The LG submitted a request for a new staff structure on ref: CR/151/1 dated 29th December 2018 as approved and adopted by the council on 20th Dec. 2018 under minute no. ARU/DSC/12/41/08/2016 during the 5th sitting of the 1st session of the 8th council that was approved on letter ref: ARC 135/306/01 dated 12/4/2017.</p> <p>The new structure will increase the number of slots per position, which were hitherto not included in the data base and without this inclusion, staff cannot be paid.</p>	<p>0</p>

Staff recruited and retiring access the salary and pension payroll respectively within two months

Maximum 5 points on this Performance Measure.

• 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

There was no evidence that staff that retired during the previous FY 2017/18 accessed the pension payroll not later than two months after retirement.

However, there was notable success by the DLG in having staff access the pension payroll and this was attributed to early submission of a complete and accurate file in line with the MoPS / benefits application guidelines that stipulates submission of a file at least six months in advance.

There were seven (7) staff that retired during the FY 2017/2018. The details are as follows;

1. Candiru Philister, a Deputy Head Teacher retired on 15/5/ 2018 and request submitted to MoPS in January 2018. She received monthly pension starting July 2018 in line with the mandatory time for payment because of early submission of request.
2. Andaku Charles, an Education Officer retired effective 28/2/2018. The file was submitted to MoPS on 23rd March 2018. He accessed pension payroll in July 2018.
3. Avutia Johnson, a teacher retired on 28/6/2018. The request was submitted to MoPS on Jan 27th 2018. He accessed pension payroll in July 2018
4. Ayoma David, an Office Attendant retired on 30/7/2017. The file was submitted to MoPS on 12 Mar 2018 and he accessed pension payroll in August 2018.
5. Suta Charles, an Education Assistant retired on 15/7/2017. The file was submitted to MoPS on 27/1/2018. He accessed pension payroll in June 2018
6. Abamia Dacio, a Head Teacher retired effective 20/01/2018. The file was submitted to MoPS on 27/1/2018. He accessed the pension payroll in July 2018
7. Draku Akonye Levi, a Senior Education Assistant retired effective 24/8/2017. His file was submitted to MoPS on 27/1/2018. He accessed the pension payroll in June 2018.

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>•• If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4.</li> <li>• If the increase is from 5% -10 %: score 2.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>The DLG collected shs 544,438,367 as OSR during FY 2016/2017 as reflected on page 11 with analysis of local revenue collections on page 19 of the audited financial statements for FY 2016/2017. There was no evidence of sales relating to council assets during the FY.</p> <p>The district realised shs 582,707,352 as OSR collections during FY 2017/2018 as reflected on page 7 supported by local revenue collections analysis on page 20 of the FY 2017/2018 financial statements submitted to the OAG. The council did not sell any of its assets during FY 2017/2018.</p> <p>Increment in OSR computation:</p> <p><math>38,268,985 \times 100 = 7\%</math></p> <p>544,438,367</p> <p>The district experienced challenges in its collection of OSR due to irregular sensitization of tax payers on the benefits of paying tax.</p> <p>Secondly, the district had not fully exploited the implementation of the Revenue Enhancement Plans .</p> <p>It was further explained that political pronouncements advising would-be tax payers to reject payment of certain taxes in situations where tax payment did not relate very well with service delivery at district and LLG levels affected the LG's local revenue collections.</p>	2
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0.</li> </ul>	<p>The Original Budgeted local revenue for the district for FY 2017/2018 was Shs 544,000,000 as reflected on page 13 of the approved budget. The Council budget was subsequently revised to shs 692,000,000 prior to the end of FY 2017/2018.</p> <p>The total local revenue collected during FY 2017/2018 amounted to Shs 582,707,352 as per page 7 of the final financial statements for FY 2017/2018 reflecting 107.1% realisation. There was variation of 7%. (582,707,352/544,000,000x100)</p>	2

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	<p>The District comprised 26 sub counties to which the 65% share of local revenues was remitted during FY 2017/2018. This was done in compliance with approved formulae as provided in section 85 and 5th Schedule in the Local Government Act CAP 243.</p> <p>Over all, the district transferred a total of shs 93,775,000 to the 26 sub counties as detailed in the acting CFO's letter dated 12th March, 2018 under reference FIN/103/2.</p>	<p>2</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the 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</li> </ul>	<p>The LG spent a total of shs 79,999,500 on council allowances and emoluments during FY 2017/2018 as per page 16 of the financial statements. The amount paid out as indicated above was determined after separating contributory funding originating from the Consolidated Fund (strictly spent out of local revenue) during FY 2017/2018 for payment of Council emoluments and allowances.</p> <p>Local revenue realised during FY 2016/2017 amounted to shs 544,438,367 as reflected on page 19 of the FY 2016/2017 audited accounts. Computation:</p> $79,999,500 \times 100 = 14.7\%$ $544,438,367$ <p>The expenditure was within the 20% limit as provided by the law.</p>	<p>2</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2</li> </ul>	<p>The DLG had both positions of Senior Procurement Officer (SPO) and Procurement Officer filled substantively.</p> <p>The SPO, Wakabi Erisa (CR/D/12382) was appointed on ref: CR/164/1 dated 15/2/2016 as a transfer of service from Butaleja DSC. This was also contained under Min. 584/2016 held on January 20th 2016.</p> <p>The Procurement Officer, Draku Sam (CR/D/11807) was appointed on ref: CR/156/1 dated 26/9/2014 under DSC min no.354/2014 of the meeting held on 9/9/2014.</p>	<p>2</p>

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

Maximum 4 points on this performance measure.

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

The District Evaluation Committee (EC) produced and submitted reports to Contracts Committee as evidenced by minutes of the EC dated 13th September, 2017 as per the sampled projects below; i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiivu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, opened on 21st July, 2017, under Water Department, funded by DWDSG, submitted on 2nd August 2017, ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, opened on 26th July, 2017, under Health Department, funded by DDEG, submitted on 2nd August, 2017, iii. Construction of a three Classroom Block at Katyi Primary School, Ref. Arua503/wrks/17-18/00018, opened on 27th July, 2017, under Education Department, funded by SFG, submitted on 2nd August, 2017, iv. Renovation of personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, opened on 27th July, 2017, under Engineering Department, funded by DDEG, submitted on 2nd August, 2017, v. Construction of three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016, opened on 26th July, 2017, under Education Department, funded by SFG, submitted on 2nd August 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"> <li>• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>The District Contracts Committee considered Evaluation Committee recommendations for FY 2017/2018 as evidenced by the sampled projects below;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppi, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiiyu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, considered on 13th September, 2017, recommended that the project be awarded to Icon Projects Ltd, of P.O. Box. 21559 Kampala, at evaluated price of UGX. 437,176,501, under minute number CC007/09/2017 (a), ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, considered on 13th September, 2017, and recommended that the project be awarded to E-Power Solution Ltd of P.O. Box. 26271 Kampala, at evaluated price of UGX. 99,990,100, submitted on 13th September, 2017, under minute number CC007/09/2017 (d), iii. Construction of a three Classroom Block at Katyi Primary School, Ref. Arua503/wrks/17-18/00018, considered on 13th September, 2017, recommended that the project be awarded to Jephtar and Sons Construction Ltd of P.O. Box. 238 Nebbi, at evaluated price of UGX. 104,954,900, under minute number CC007/09/2017 (i), iv. Renovation of personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, considered 13th September, 2017, recommended that the project be awarded to Jinako Engineering Works Ltd, of P.O. Box. 142 Arua, under minute number CC007/09/2017 (j), v. Construction of three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016, considered 13th September, 2017, recommended that the project be awarded to A.A.S. Lanzua and Sons P.O. Box. 10 Yumbe, under minute number CC007/09/2017 (g),</p>
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<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2</li> </ul>	<p>The District Procurement Plan for FY 2018/2019 covered all infrastructure projects in the approved work plan of FY 2018/2019 as evidenced by a copy of the consolidated annual procurement work plan for FY 2018/2019 approved by the Accounting Officer, dated 2nd July, 2018. Some of the examples of projects in the work plan for 2018/2019 included; i. construction of a 3 Classroom Block at Oyoo Primary School, Ref. Arua503/wrks/18-19/00002, ii. Construction of a 3 Classroom Block at Aroi Primary School, Ref. Arua503/wrks/18-19/00003, iii. Construction of a 3 Classroom Block at Katrini Primary School, Ref. Arua503/wrks/18-19/00001, iv siting, drilling and installation of 9 boreholes Lot 1, Ref. Arua503/wrks/18-19/00015, v. siting, drilling and installation of 9 boreholes Lot 2, Ref. Arua503/wrks/18-19/00016.</p> <p>The District also made a consolidated procurement and disposal annual work plan for FY 2017/2018 as per the submitted and endorsed copy of the plan by the Accounting Officer, dated 30th June, 2017. Examples of projects in the work plan for FY 2017/2018 included projects like;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiiyu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, iii. Construction of a three Classroom Block at Katyi Primary School, Ref. Arua503/wrks/17-18/00018, iv. Renovation of personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, v. Construction of a three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016,</p>
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<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2</li> </ul>	<p>For the current FY (2018/2019) the District prepared 83.3% of all investments/infrastructure by 30th August 2018, which was above the 80% threshold of the prepared documents for all infrastructure investment. The District had 24 projects in the consolidated work plan in FY 2018/2019 out of which 20 of projects had been initiated by user department and had completed bid documents prepared. The reason for the delayed 8 projects mainly from the Health Department was due to the fact that they were still waiting for confirmation from the source of funding (DDEG and UNHCR) as indicated by the District Procurement Officer.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	<p>In the previous FY 2017/2018 the District had updated the Contracts Register as evidenced by the number of entries (117) for FY 2017/2018. Also the District Council had completed procurement files for all procurements. For example a sampled file for a project under construction of a three Classroom Block at Katyi Primary School was examined and the file had all the required documentation as indicated below; The files had requisition form of UGX. 104,954,900, Records of adverts which was done in the New Vision newspaper, dated 4th August, 2017, issues of bid document, Ref. LGPP form 6 R48 (6), dated 24th August, 2017 filled, receipt of bid, dated 24th August, 2017, Ref. LGPP form 9 R70 (5) had been filled and opening of bids, dated 24th August, 2017, Ref. LGPP form 10 R71 (11), (12), (13) had been filled and was on file. Also Evaluation and Contracts Committee minutes dated 8th September, 2017, 13th September, 2017 respectively were on file, Award and acceptance letters, dated 2nd October, 2017 and contracts document signed on 23rd October, 2017, were all on file, making complete the procurement activity file for the sampled project file.</p>	<p>2</p>



<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.</li> </ul>	<p>The District had adhered to procurement threshold as per the sampled projects below;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiiyu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, at UGX. 437,176,501 – Open Domestic Bidding, ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, at UGX. 99,990,100 – Open Domestic Bidding, iii. Construction of a three Classroom Block at Katyi Primary School, Arua503/wrks/17-18/00018, at UGX. 104,954,900 – Open Domestic Bidding, iv. Renovation of personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, at UGX. 51,878,169 – Open Domestic Bidding and v. Construction of a three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016, at UGX. 132,970,336 – Open Domestic Bidding.</p>	<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"> <li>• Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2</li> </ul>	<p>There was evidence that works projects implemented in the previous FY 2017/2018 were appropriately certified with interim and completion certificates as indicated in the sampled projects below;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiiyu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, one interim certificate signed on 30th January, 2018 and one final certificate signed on 1st June, 2018 were on file, ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, a final certificate signed on 15th January, 2018 was on file, iii. Construction of a three Classroom Block at Katyi Primary School, Arua503/wrks/17-18/00018, an interim certificate signed on 20th February, 2018 was on file, iv. Renovation of personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, an interim certificate signed on 12th April 2018 was on file and v. Construction of a three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016, an interim certificate signed on 15th March, 2018 was seen on file.</p>	<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"> <li>Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2</li> </ul>	<p>There was no evidence of site boards in all the infrastructure projects for the current FY (2018/2019). This was because the procurement process had not been completed due to delays in initiation of projects by user departments.</p>	<p>0</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	<p>The DLG maintained 15 bank accounts at the Crane bank, Housing Finance bank, Orient bank, Stanbic bank, Arua branch and the TSA by Bank of Uganda. At the time of the annual performance assessment from 24th to 26th September, 2018, all accounts were reconciled on a monthly basis and the bank reconciliation statements were appropriately authenticated by the relevant LG officials.</p> <p>The district used a computerised IFMS accounting system for preparation of the bank reconciliation statements. Preparation of the bank reconciliation statements was done up to 31st July, 2018 and to some bank accounts beyond the indicated date.</p> <p>Examples on reconciliations:</p> <p>(i) Account number 9030006394921 with Stanbic branch, Arua branch for the District General Fund account. The reconciled balance on 30th June, 2018 was shs 248,838,792;</p> <p>(ii) UNICEF reconciled balance on 31st May, 2018 was shs 67,098,017, account number 0121136485900 maintained by Housing Finance Bank, Arua branch;</p> <p>(iii) Arua District Health Services account number 9030006292002 with the Stanbic bank Arua branch. The reconciled bank balance on 30th June, 2018 was shs 7,621,913.</p>	<p>4</p>
<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this</p>	<ul style="list-style-type: none"> <li>If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2</li> </ul>	<p>There was evidence provided by the district that indicated timely payments of suppliers during FY 2017/2018 without overdue bills beyond 2 months. The sampled payments from sectors indicated compliance resulting in no overdue bills beyond two months.</p> <p>Examples: (i) In the Education department, a payment request was done on 19th June, 2018. The certification and</p>	<p>2</p>

<p>performance measure</p>	<p>months: score 2.</p>	<p>approval of payment was done on 20th June, 2018. Actual payment was effected against voucher number PV – EDU/06/18/33 dated 22nd June, 2018. The payment was made to M/s Gibo Cheap Stores, Arua for shs 77,942,671 in respect of completion of construction of 2 Science Room Block and Administration Block at Pawor Seed Secondary School in Pawor sub county.</p> <p>(ii) M/s A.A.S. Lanzua and Sons was paid shs 56,685,948 on voucher number PV EDU/04/18/04 dated 16th April, 2018 for construction of a 3 Classroom Block and 5 Stances VIP latrine at Manago Primary School IN Rhino Camp sub county. The initial request for payment was done on 9th March, 2018 and certification was done on 20th March. 2018.</p> <p>(iii) M/s MG Hidaya was paid shs16,688,649 on 16thMay, 2018 on voucher number PV EDU/05/18/01 dated 9th May, 2018 for construction of a 5 Stances VIP latrine at Baito Primary School in Okollo sub county. A payment request had been done on 4th April, 2018, certification on 19th April, 2018.</p> <p>As for the Water department, payment request was done on 24th November, 2017 for a final certificate dated 15th December, 2017; certification was done on 13th March, 2018 and actual payment effected to M/s Icon Projects Ltd for shs 68,533,117 against voucher number RW/03/18/04 dated 19th March, 2018 in respect of sitting, drilling and installation of 20 boreholes at various water points within the district. Examples of water points among others included: Awupi village in Ayivuni sub county, Ozuvu village in Pajulu sub county, Terego village in Dadamu sub county, Joya village in Ulipi sub county.</p> <p>The same contractor was paid shs 68,005,779 for continuation of similar works on voucher number RW/04/18/03 dated 6th April, 2018. Request for payment had been done on 29th January, 2018, certification on 23rd March, 2018 whereas payment was effected on 6th April, 2018.</p> <p>The same contractor for similar works (LOT 1) made a request for payment on 24th November, 2017, certification was done on 18th December, 2017 and payment for shs 210,773,000 was effected on 19th February, 2018 on voucher number RW/12/17/04 dated 20th December, 2017.</p> <p>There were no contractors and or suppliers in the Health sector during FY 2017/2018 with exception of suppliers under the UNCHR.</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"> <li>• Evidence that the LG has a substantive Senior Internal Auditor: 1 point.</li> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>The District appointed an Internal Auditor by the names of Ms Angucia Anita Nite per appointment letter dated 31st May, 2017 written by the CAO under reference CR/164/4. The CAO was responding to a directive from the DSC vide minute number 114/2017 based on a DSC meeting that was held on 22nd May, 2017. Ms Angucia Anita Nite was formerly a Senior Accounts Assistant in the district. In the CAO's letter dated 1st February, 2018 referenced CR/154/2, Ms Angucia Anita Nite was designated to perform the duties of the Internal Auditor in the district after Mr Roy Angumaniyo formerly the District Principal Internal Auditor was assigned the duty of heading the Finance Department (Ag HOF) effective from 6th February, 2018.</p> <p>The Internal Audit department was manned by three LG officials: Internal Auditor and two Examiners of Accounts.</p> <p>The district had no appointed Senior Internal Auditor in place.</p>	<p>0</p>
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The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

Maximum 6 points on this performance measure.

• LG has produced all quarterly internal audit reports for the previous FY: score 2.

A functional Internal Audit department was in place during FY 2017/2018 as evidenced by the four internal audit reports that were produced on quarterly basis.

Quarterly reports produced in FY 2017/2018 were as follows:

Quarter 01: Date of report: 12/10/2017

Quarter 02: Date of report: 11/1/2018

Quarter 03: Date of report: 11/4/2018

Quarter 04: Date of report: 10/7/2018

All the above reports were referenced AUD/252/1, submitted to the Speaker and were accordingly acknowledged through a delivery book and also by date stamping on the day of submission as follows:

Quarter one: 23/3/2018 by IAG and MOLG;

Quarter two: on 23/3/2018 by IAG –MOFPED and MOLG;

Quarter three: on 15/5/2018 by MOLG;

Quarter four: on 23/8/2018 by IAG and MOLG

Submissions of reports were copied to:

- i) Chairperson of the District LG PAC;
- ii) PS MOLG;
- iii) Internal Auditor General;
- iv) RDC;
- v) OAG;
- vi) Chairperson of Finance Committee;
- vii) CAO;
- viii) CFO

It was noted that all the internal audit reports were produced on schedule as required by the Local Government Act CAP 243.

<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>The approved minutes of Council meetings that were held provided evidence that information was provided on the status of the internal audit findings for FY 2017/2018. For example, the Council meeting that held its meeting on 6th July, 2018 discussed the internal audit reports for FYs 2013/2014, 2014/2015 and 2015/2016 under minute reference number ARU/DC/07/07/8/2017. In a Council meeting held on 24th May, 2018, minute reference ARU/DC/56/05/08/2018 discussion was done based on the LG PAC recommendations on quarter 1 and 2 of the internal audit reports for FY 2017/2018. Reports for quarter 3 and 4 had not been considered.</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"> <li>• Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1.</li> </ul>	<p>The district had a functional LG PAC as was evidenced by the approved minutes in place. The LG PAC held meetings on 21st and 22nd September, 2017 and reviewed the internal audit reports for quarter 3, for FY 2016/2017, under minute numbers MIN/4/9/ARUA LG PAC/2017/18 and MIN/8/9/ARUALG PAC/2017/18 respectively.</p> <p>On 11th and 12th December, 2017, the LG PAC discussed a special investigation report on primary schools by the Internal Auditor under minute reference MIN/8/12/A/ALPI/2017/18 and MIN/4/12/ALPI/2017/18.</p> <p>Another meeting was held on 27th and 28th August, 2018 but the minutes were still in draft form at the time of the assessment.</p>	<p>1</p>

<p>The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4</li> </ul>	<p>The District maintained a fully computerised Assets Register which was regularly updated up to 13th September, 2018. Categorization of assets, their values, location, and depreciation were all well captured in the register. Confirmation on the existence of a fully computerised Assets Register was based on a partial print out of the register which was prudently verified.</p> <p>For examples</p> <p>(i) Land:</p> <p>Residential plot 2 - 06 Pajulu road – Freehold land in Arua Municipality that was up dated on 6th February, 2018;</p> <p>Location of Training Centre on plot 2 Madi Okollo, 5 Freehold land for Ayuu Primary School up dated on 30th June, 2018.</p> <p>(ii) Motor Vehicles and Cycles:</p> <p>Yamaha motor cycle reference LBPKE 179000 – E3N2E up dated on 23rd August, 2018.</p> <p>Toyota Pickup reference 3871254 up dated on 20th August, 2018.</p>	4
<p>The LG has obtained an unqualified or qualified Audit opinion Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> <li>Unqualified audit opinion: score 4</li> <li>Qualified: score 2</li> <li>Adverse/disclaimer: score 0</li> </ul>	<p>Arua DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	4
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG Council meets and discusses service delivery related issues Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>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:</li> </ul>	<p>There was evidence that Arua District Council met and discussed service delivery issues in the Financial year 2017/2018. In total the District Council held six meeting among which included:</p> <p>The 1st sitting of the 2nd Section of the 8th Arua District Council in the Financial year 2017/ 2018 was held on 6th July 2017 and the following issues were discussed;</p> <p>- Laying of the Alcohol Control Ordinance 2016 under minute ARU/DC/06/07/8/2017. One of the issues discussed was the unknown chemicals in the sachet waragi which was harmful to</p>	2

the health of the residents among others on page 12.

- Discussion and adoption of PAC and Internal Audit recommendation for financial year (2013/2014, 2014/2015, 2015/2016) under minute ARU/DC/07/07/8/2017 one of the key issues was raised by Hon Edward Akua with regard to wastage of 50 bags of cement that was meant for installation of culverts along the roads of Ulepi- Offaka—Anyiribu on page 17 of the minutes.

- First reading of the regulation of charcoal production Ordinance 2017 under minute ARU/DC/08/07/8/2017 to council on page 20.

- Presentation of sector committee reports for discussion and adoption (finance, planning and administration among others) under minute ARU/DC/09/07/8/2017 from page 20-22. Reports from Works committee presented and approved list of roads from the District to Ministry of Works (UNRA) for maintenance because of insufficient fund. On page 21-22. The committee further tasked the sub county leadership to also identify roads which they could not maintain and forward them to the District for maintenance

The 2nd sitting of the 2nd session of the 8th Arua District Council in the Financial year 2017/ 2018 was held on 19th September 2017 and the following issues were discussed;

- Approval of supplementary funds from ReHOPE UGX 3,383,000,000, Funds from UNICEF UGX 20,354,800 to construct a mini police station with staff quarters in Tukulu Imvempi refugee Settlement. and also conditional grant as additional funds from Ministry of Agriculture Animals and Fishers worth UGX 488,245,272. Under minute ARU/DC/16/7/8/ 2017 on page 6 to 8 which was approved.

- Also the council passed a resolution to direct CAO to seek permission from Minister of LG to allow the council spend more than 20 % of the Local Revenue under minute ARU/DC/18/7/8/ 2017 on page 8 to 12. One of the justification for the 20% waivers was that council had earlier on passed a resolution to more than double local revenue generated in the district by directly participating in the mobilization efforts.

The 3rd sitting of the 2nd session of the 8th Arua District Council in the Financial year 2017/ 2018 was held on 16th November 2017 and the following issues were discussed;

- There was presentation of proposal to gazette vibrant rural growth centres to town council and creation of administrative units under minute ARU/DC/27/11/8/2017 from page 13 to 17 of which 11 sub counties and 12 town council were approved. At the time of assessment, the approved town council list was in the Ministry of Local Government for final approval. The rationale as presented in the minutes was to extend service closer to people and also to plan for rapid urbanization.

- There was also presentation and a approval of Ovisoni



Town Board Physical Development Plan under minute ARU/DC/29/11/8/2017 on page 18. The councillor had been sensitized about the physical development plan and thus it was approved.

The 4th sitting of the 2nd session of the 8th Arua District Council in the Financial year 2017/ 2018 was held on 28th December 2017 and the following issues were discussed;

- Council approved supplementary another budget for UNHCR funds worth 5.2 Bn under minute ARU/DC/36/12/8/2017 from page 7 to 10. In the discussion the funds were further allocated to different sectors for instance 3,182,339,226 under ReHOPE project identified for implementation from January till June 2018 under works, health, gender, education and natural resource. The balance was allocated to Windal trust (Development NGO) of 2,051,316,381 to construct a school.

- Approval of Area Land Committee for Uleppi sub county under minute number ARU/DC/37/12/8/2017 on page from 10 to 11 of which 5 members were approved.

- Standing committee reports (gender and community services committee, social services committee, finance planning and administration, production and marketing) under minute number ARU/DC/38/12/8/2017 from page 11 to 24. Under social Service committee, the health department presented to council to resolve the upgrade of HCIII to HCIV and HCII to HCIII on page 17

The other meeting of the District Council meeting was the 5th and 6th sittings of the 2nd session of the 8th Arua District Council in the Financial year 2017/ 2018 was held on 22nd March 2018 under minute number ARU/DC/47/3/8/2018 laying on table the recurrent and development budget and annual work plan for 2018/2019 financial year on page 22. and 24th May 2018 it was approval of the recurrent and development budget and annual work plan for 2018/2019 financial year

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1.</li> </ul>	<p>There was evidence of appointments of person designated to handle complaints and grievance as Ms Olemaru Consoloate the District Communications Officer (DCO) letter dated 26th March 2018 reference CR/166/8</p> <p>One case was a complaint from the Arua District Farmers Association who were complaining to the District Chairperson about the purchase price of chillies which had deviated from earlier arrangement with a private Investor. The earlier arrangement with a private Investor was that farmer would grow chilli and were promised to be paid UGX 10,000 per kg of which the price later on changed to 3,500 per kg. The complaint from Arua District Farmers Association was under minute 4 on page 1. The LCV held a meeting on 13th January 2018 in the Chairman's office and among the resolutions were police to follow up the case with the private investor, announcement to be made on radio to market chilly that was not bought, and also the Chairperson for the Farmers' Association was tasked to involve the district leadership with all its engagement on page 3 of the Minute 6</p> <p>As noted there were other complaints and action taken such as (misconducts of officers, absenteeism from duties, theft etc. as observed from the 4th Quarterly reports of handling staff indiscipline that affects service delivery dated 11th July 2018 letter reference CR/214/6 to the Permanent Secretary Ministry of Public Service prepared by Principal HR/ Secretary Rewards and Sanction Committee.</p>	
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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"> <li>• 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</li> </ul>	<p>The District Local Government had a system for recording, investigating and responding to grievances, among which included complaints/ suggestion box that was displayed in the administration block, a complaint register book at CAO's office , complaint files among others</p> <p>The compliant/ grievances were received by the District Communications officer /CAO/ District Chaperons and Speaker. However, the focal person who designated was the District Communications Officer. The mechanism of handling compliant/ grievances was as follows for instance</p> <p>If the issues presented were in disciplinary cases that affected service delivery, it would be forwarded to the Rewards and Sanctions Committee which normally sat quarterly and the deliberates upon the issues raised. A reports from the discussion is disseminated by the District Communication Officer (DCO) on various platforms such notice board, District social medial account such as Facebook, Websites and weekly press briefing. In situations where complains are of development related such as poor roads, class rooms etc. the DCO presents them to various heads of department for further action , who can decided t take action at that stage or forwards it to Technical Planning Committee and finally the resolution is made in council if as required</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"> <li>• The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</li> </ul>	<p>The District had published payroll and pensioner schedules on the public notice board near Human Resource offcie block . Though as observed from the notice board it was not possible to identify which month had been published</p>	<p>2</p>

The LG shares information with citizens (Transparency)

Total maximum 4 points on this Performance Measure

• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.

The District published the awarded contract and amount as observed in the file records and administration notice board in three batches i.e. September 2017, February 2018 and March 2018.

The 1st batch notice was issued and displayed on 15th September 2017 letter reference CR/105/2 and later removed from display on 28th September 2017. Some of the awarded contracts were among others the following under open domestic bidding;

One of the project was motorization of 1 borehole at Adumi Health Centre IV under procurement reference Arua503/wrks/17-18/00014 of which the contract was awarded to E-Power Solutions ltd at a bid price UGX 99,990,100

Another project was sitting, drilling and installation of 20-borehole under lot 1, under procurement reference Arua503/wrks/17-18/00012 of which the contract was awarded to Icon Project ltd at a bid price UGX 437,176,501

Another project was sitting, drilling and installation of 20-boreholes under lot 1, under procurement reference Arua503/wrks/17-18/00012 of which the contract was awarded to Icon Project ltd at a bid price UGX 437,176,501

The 2nd batch notice was issued and issued and displayed on 16th February 2018 letter reference CR/105/2 and later removed on 01st March 2018. Some of the awarded contracts were among others the following under selective domestic bidding;

One project was Supply of 54-3 seater school desks for Katiyi P/S under procurement reference Arua503/suply/17-18/00014 of which the contract was awarded to Lemeru Traders and Construction Works at a bid price UGX 8,984,520

The 3rd batch notice was issued and displayed on 20th March 2018 letter reference CR/105/2 and later removed on 04th April 2018. Some of the Best Evaluated Bidders were among others the following under selective domestic bidding;

One project was construction of 4 stance VIP latrine at Elefe P/S in Odupi Sub county under procurement reference Arua503/wrks/17-18/00045 of which the contract was awarded to Maulana Construction Company at a bid price UGX 16,933,590

<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"> <li>• Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1.</li> </ul>	<p>There was evidence that the District published the Local Government Annual Performance Assessment results for FY 2016/2017 on district website <a href="http://www.arua.go.ug">www.arua.go.ug</a> under the menu of forms and download at the time of the assessment. In addition there was also evidence that the Annual Performance Assessment results for 2017 were published on the notice board of CAO's Office and Finance Department dated 27th June 2018</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</li> </ul>	<p>There was evidence of presentation and issuance of National Policies and guidelines as evidenced from the Technical Planning Committee meeting held on 31st July 2017 in the District Board Room with regard to DDEG Guidelines for FY 2017/2018 under minute 6/7/17-18/1. The guideline was also issued to both Lower Local Government of which the District Planner informed members that the grants had been amalgamated with reference to 50% receipts regardless of performance and the other 50% grant receipt based on performance of a particular quarter.</p> <p>There was another meeting held on Tuesday 29th May 2018 in Arua District Local Government Boardroom of which one of the items on the agenda was Midterm review of the DDPII under minute 5/7/DTPC/18 from page 5 to page 6. The District Planner made a presentation on the Mid Term Review of the DDP II highlighting the scope, principles and financial responsibilities and reporting mechanism of the DDP II review process of which the process was expected to be completed by December 2018. The letter of invitation to all heads of department and SAS/LLGs was date on 25th May 2018</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<p>The District conducted discussion with the public to provide the status of activity implementation during the FY 2017/2018. As observed, there was evidence of reports;</p> <p>One of the report was on Barraza meeting held at Ayivuni Sub County Headquarter on 20th September 2017. Various presentations were made from CAO, Uganda Human Rights Commission, Sub county chief. In the presentation of the Sub county chief of Ayivuni he noted that 4 classroom block had been constructed at Kijoro-Odrua worth UGX 20,000,000 on page 3 of the report among others.</p> <p>Another one was also held in Arivu Sub county on 17th June 2018. Communities raised two issues i.e. mismanagement of DDEG funds worth UGX 48,000,000 by the sub county chief of Arivu where ghost projects were identified and the action was a special audit into the usage of DDEG funds dated July 18 2018. Another report of Barraza was conducted in Anyiribu sub county on 09th January 2018.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<p>The District Gender Focal Person (DGFP) Ms. Sitaraya Jinah the Community Development Officer (CDO), had provided guidance and supported various sector departments like health, education, water etc. in mainstreaming gender into their activities as evidenced by the report dated 20th October, 2017, where the GFP used the gender matrix to guide the HoDs in planning for their gender gaps. The assessor noted however the limited activities done by the GFP which was attributed to lack of funding by the LG of planned activities by the GFP. In FY 2017/2018, the sector did not receive any money for the budgeted activities because they were allocated money from local revenue which was not realised hence the none funding of their activities. The GFP also noted that most of their activities were placed under un funded priorities in the development plan.</p>	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The GFP had 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 08th August, 2018, under page 160. Activities therein included; supporting women groups with income generating activities, organising national celebration for women's day, offering support supervision of the activities in the different Sub Counties, organise coordinate meeting with Women Council and facilitate the chairperson and secretary of Women Council.</p> <p>In the previous FY 2017/2018, the District had budgeted for only UGX. 12,679,664 to undertake the following planned activities;</p>	<p>2</p>

previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2.

- i. Support supervision in the Sub Counties of Katrini Olepi, Logiri and Rhino Cap at UGX. 1,200,000, Voucher No. CMM/02/18/04, dated 22nd February, 2018, and Vouchers No. COMM/06/18/18 at UGX. 1,200,000, dated 11 June, 2018,
- ii. Carry out quarterly meeting for Women Council at UGX. 250,000, Voucher No. COMM/02/10/03A, dated 22nd April, 2018,
- iii. Women's Day celebrations at 2,000,000, Voucher No. CMMM/02/18/02A, dated 22nd April, 2018,
- iv. Facilitation for women council chairperson and secretary to attend sector meeting at UGX. 220,000, Voucher No. COMM/11/17/06, dated 13th December, 2017,
- v. Monitoring of women council activities for first quarter in the sub counties of Ofaka and Uriama at UGX. 1,033,000, dated 10th December, 2017,
- vi. Quarterly meeting for second quarter women executive council meeting at UGX. 890,000, Voucher Nos. COMM/02/18/03A, dated 22nd February, 2018, COMM/09/17/04, dated 29th September, 2017 dated COMM/06/18/20, date 11th June, 2018, and COMM/09/17/04, dated 29th September, 2017.
- vii. Support of women groups in Sub Counties of Ewanga, Anyiribu and Ayivuni at UGX. 2,500,000, Voucher No COMM/06/18/25A, dated 12th June, 2018,
- viii. Identification of women groups for income generating activities in Ewanga and Ayivuni Sub Counties, at 436,200 Voucher No. COMM/06/18/23 and
- ix. Facilitation of general meeting for women chairpersons of 26 Sub Counties at 1,340,000 Voucher No. COMM/06/18/19, Totalling to UGX. 12,194,200 expenditure for FY 2017/2018 which was (96.17%) implementation and above the threshold of 90%.

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1</li> </ul>	<p>The District carried out screening activities of 3 out of the 5 sampled projects in the FY 2017/2018 as indicated below;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiivu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, screening form and ESMP were seen dated 6th October, 2017 and 5th October, 2017 respectively, However the assessor noted an anomaly under this project where screening was done after preparation of the ESMP yet it was supposed to be the reverse.</p> <p>ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, screening form and ESMP were seen dated 14th July, 2017 and 16th July, 2017 respectively,</p> <p>iii. Construction of a three Classroom Block at Katyi Primary School, Arua503/wrks/17-18/00018, no screening was done but ESMP was in place, dated 15th January, 2018,</p> <p>iv. Renovation on personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, no screening form and ESMP were seen,</p> <p>v. Construction of a three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016, also no screening form was seen but the ESMP was in place, dated 15th January, 2018.</p> <p>These inconsistencies and anomalies noted above could indicate some forgeries done by the officer concerned just to try and meet the assessment requirements.</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"> <li>• Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1</li> </ul>	<p>The District integrated Environmental and Social Management Plans (ESMPs) in the contract bid documents as evidenced by the sampled projects below;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiiyu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, dated 24th August, 2017, BoQ item No. 4 (4.1).</p> <p>The environmental and social issues contained therein included; i. allow for planting of 10 seedlings of environmentally and water friendly tree species and grass as approved by the District Environment Officer or the representative within the donated project land and mitigate any possible environmental impacts as associated with the project at UGX. 350,000.</p> <p>ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, dated 22nd August, 2017, BoQ Element A - 11. The environmental and social issues contained therein included; i. allow for planting of 10 seedlings of environmentally and water friendly tree species and grass as approved by the District Environment Officer or the representative with in the donated project land and mitigate any possible environment impacts as associated with the project at UGX. 790,000,</p> <p>iii. Construction of a three Classroom Block at Katyi Primary School, Arua503/wrks/17-18/00018, there was no evidence of environmental concerns integrated in the bid contract document seen,</p> <p>iv. Renovation on personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, there was no evidence of environmental concerns integrated in the bid contract document seen,</p> <p>v. Construction of a three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016, also no evidence of environmental concerns were integrated in the bid contract document. The Assessor noted that the officer did only projects where there was direct requirement for addressing environmental concerns like those under DDEG. However for those projects were it was not specified the Environment Officer was not involved in the project.</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"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>	<p>The LG had evidence of land ownership on which projects implemented for FY 2017/2018 were located, for example;</p> <p>i. Sitting, drilling and installation of boreholes at various Sub Counties, Ref. Arua503/wrks/17-18/00011, for example at Uriama village, an agreements between MS. Nakasi of Yoro Village Akino parish (the landlord) and the LG dated 6th May 2015, A consent letter by the landlord at Rigbo village to allow the LG use the land dated 4th October 2017, an agreement between the community and LG at Katrini, dated 14th October 2017, Land offer from Mt. Wati S.S. to LG, dated 21st March, 2018, an agreement between the land lord Mr. Aliku Remijo of Ewanga, village and the LG dated 4th December, 2017, an agreement between land owners Afidra Damiano, Guma jimmy, Onzima Vick, Agupio Alfred, Auga Prisca, Bako Ralle, Madira Milton and Draku Mario, with the LG dated 24th October 2017, an agreement between Oluko community signed by Tiko I, Draru J, Omuyo R.I, Amayo G, Anguyo M, Edema A, Sinia F, Natalia, and the LG dated 13th October 2017, All these were aimed at allowing the siting and drilling of boreholes on their land.</p> <p>ii. Motorisation of one bore hole at Adumi HC IV, Ref. Arua503/wrks/17-18/00014, and the LG had started processing land acquisition for the area as evidenced by a freehold offer dated 19th January, 2010 by the District Land Board, Minute No. 91/2009/2010(24) of 14th August 2009, Area: 3.0 Ha. and</p> <p>iii. Renovation of personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, had a Freehold Title: 32727, Vol. 612, Fol. 4, Sheet No.11/4/24/NW/1, Plot 2-6 Pajulu Road, Area: 3.427 Ha., in the names of Arua District Local Government, dated 17th December 2008,</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"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1</li> </ul>	<p>The District had some environmental and social mitigation certification form completed and signed by the officer for the following sampled projects;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiiyu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, dated 4th December, 2017,</p> <p>ii. Motorisation of one bore hole at Adumi Health Centre IV, Ref. Arua503/wrks/17-18/00014, dated 3rd September, 2018 but this was signed outside the FY of assessment,</p> <p>iii. Construction of a three Classroom Block at Katyi Primary School, Arua503/wrks/17-18/00018, no forms were seen,</p> <p>iv. Renovation on personnel /works Office Block at the District Headquarters, Ref. Arua503/wrks/17-18/00019, no forms were seen,</p> <p>v. Construction of three Classroom Block and 5 stance VIP latrine at Manago Primary School, Ref. Arua503/wrks/17-18/00016, also no forms were seen. The Assessor noted that the officer did only projects where there was direct requirement for addressing environmental concerns like those under DDEG. However for those projects were it was not specified he was not involved.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1</li> </ul>	<p>There was evidence that only one out of the five sampled projects had contracts payment certificated included prior environmental and social clearance. For example;</p> <p>i. Siting, drilling and installation of 20 boreholes at Ogoko, Pawor, Rigbo, Rhiro Camp, Offaka, Anyiribu, Okollo, Uleppim, Ewanga, Ayivuni, Pajulu, Oluko, Arivu, Vurra, Logiri, Katrini, Aiiyu, Uriama, Bileafe and Omugo Sub Counties, Ref. Arua503/wrks/17-18/00011, dated 20th August 2018. The rest of the sampled projects did not have any evidence of certification. There was no reason given by the officer for this omission.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1</li> </ul>	<p>There was no evidence of monthly reports from the Environmental Officer and CDO as per the sampled projects because the monitoring had not been done by the officers. The reason for this none performance was lack of funding.</p>	<p>0</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>The District OBT for the FY 2018/2019 had a wage bill of UGX.22,881,898,388 for 3,472 teachers as per the Summary of Arua District Local Government Vote 503 Wage Bill Performance FY 2017/18 and the budget estimate for FY 2018/19 dated 24th/9/2018.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>The LG had 246 government schools of whom 142 are substantive H/Teachers, 118 care takers who were deputies and. 2,819 teachers as per the Staffing Gaps in Education and Sports Central Department Arua District LG for FY 2017/2018-the one for FY 2018/19 were yet to be submitted because according to the DEO, they were still receiving updated staff lists</p> <p>Ewava P/s with a substantive H/Teacher 19 teachers</p> <p>Ringili 1 substantive H/Teacher and 20 teachers</p> <p>Ezuku P/S 1 substantive H/Teacher 17 teachers</p> <p>Ayelembe P/S 1 substantive H/Teacher 14 teachers</p> <p>Anzuu P/S 1 substantive H/Teacher 16 teachers</p> <p>The assessor also sampled and visited a number of schools to confirm the above;</p> <p>Ewava P/s with a H/Teacher 23 teachers</p> <p>Ediofe Boys P/S 1 H/Teacher and 129 teachers</p> <p>Ediofe Girls P/S 1 H/Teacher 30 teachers</p> <p>Endru P/S 1 substantive h/teacher 24 teachers</p> <p>Oreku P/S 1 H/Teacher 19 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"> <li>• Evidence that the LG has filled the structure for primary teachers with a wage bill provision</li> <li>o If 100%: score 6</li> <li>o If 80 - 99%: score 3</li> <li>o If below 80%: score 0</li> </ul>	<p>The Local government filled the structure for primary teachers with a wage bill provision as required.</p> <p>They need to employ 4,292 teachers however only 3,079 were employed because of the wage bill provision as per the Staffing gaps in Education and Sports Central Department Arua District LG for FY 2017/18, dated 10th July, 2017. So there was a gap of 1,213 more teachers</p>	<p>6</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6</li> </ul>	<p>The staff structure had a provision of five positions for ;</p> <p>i) One Senior Inspector of Schools Mr. Acema Charles Ngakua who passed on three years ago and had not been replaced since then. An advert was run but no one was appointed according to the DEO so the position remained vacant.</p> <p>ii) Four Inspector of schools of whom all were available as per the appointment letters under the names of;</p> <p>Mr. Acema Geoffrey, dated 6th/5/2014, Ref. CR/156/1, minute No. 300/2014 of the meeting held on 28th/4/2014.</p> <p>Mr. Wadri Henry, dated 1st August, 2006, Ref. CR/156-A, minute No. 419/2006 of the meeting held on 6th July, 2006.</p> <p>Mr. Asiku Jino Jimmy, dated 6th/5/2014, Ref. CR/156/1, minute No. 300/2014 of the meeting held on 28th/4/2014.</p> <p>M.r Dhinya Joseph, dated 30th May, 2008, Ref CR/156/A, minute No. 52/2008 of the meeting held on 15th/5/2008.</p> <p>However, there was effort to fill the vacant position for Senior Inspector of schools as seen in the document showing Staffing Gaps in Education and Sports Central Department Arua District LG for FY 2017/18, dated 10th July, 2017</p>	<p>0</p>

<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"> <li>• Primary Teachers: score 2</li> </ul>	<p>The District LG did not have an education sector recruitment plan for the FY 2018/19.</p> <p>However they had a document showing Staffing Gaps in Education and Sports Central Department Arua District LG for FY 2017/18, dated 10th July, 2017 which according to the DEO will still apply to the Current FY 28/19. The recruitment plan for 2018/19 wasn't available because the DEO's office hadn't yet received communication from HR about the wage bill provision. The position of primary school teachers wasn't advertised because it was filled as per the wage bill</p>	<p>0</p>
<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"> <li>• School Inspectors: score 2</li> </ul>	<p>The District LG did not have an education sector recruitment plan for the FY 2018/19.</p> <p>However they had a document showing Staffing Gaps in Education and Sports Central Department Arua District LG for FY 2017/18, dated 10th July, 2017 which according to the DEO will still apply to the Current FY 28/19. The recruitment plan for 2018/19 wasn't available because the DEO's office hadn't yet received communication from HR about the wage bill provision. The positions to be filled included Senior Inspector of schools.</p>	<p>0</p>
<p>Monitoring and Inspection</p>			
<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"> <li>• 100% school inspectors: score 3</li> </ul>	<p>There was no evidence that the DLG had appraised all school Inspectors. Out of the 4 Inspectors, only one was appraised by names of Wadri Henry (CR/D/11785), appraisal forms dated 30/8/2018.</p> <p>The others i.e. Dhinya Joseph (CR/D/12014), Acema Geoffrey (CR/D/12261) and Asiko Jino Jimmy did not have completed performance appraisal forms for the 2017/2018 FY on their personnel files.</p>	<p>0</p>

<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"> <li>• Primary school head teachers o 90 - 100%: score 3</li> <li>o 70% and 89%: score 2</li> <li>o Below 70%: score 0</li> </ul>	<p>There was no evidence that all the 142 substantive Head Teachers were appraised.</p> <p>Files belonging to Olega George Erklano (CR/D/13879), Bayoya Isaac (CR/D/13877), Odipio Newton (CR/D/14551), Ayikobua Albert (CR/D/12892), Sr. Ajarova Hellen (EDU/AR/00307), Tiperu Grace (CR/D/13389), Draleru Joyce (CR/D/13338), Lulua Stuart (CR/D/14382), Orionzi Charles and Seru Abiniku (CR/D/15448) neither had appraisal reports nor plans on file.</p> <p>However on further sampling, the following files were found to have appraisal reports.</p> <ol style="list-style-type: none"> <li>1. Ariaka Charles (CR/D/12714) from Muni P/S who was appraised on 18/1/2018</li> <li>2. Asimasiya Beatrice (EDU/AR/3076) from Ambeko P/S was appraised on 31/12/2017</li> <li>3. Orionzi Charles from Anyiribu P/S was appraised on 31/12/2017</li> <li>4. Alioni Victor from Orawa P/S was appraised on 31/12/2017</li> <li>5. Elema Justus (CR/D/14253) from Akavu P/S was appraised on 18/7/2018</li> <li>6. Inzikuru Betty (CR/D/13116) from Oyoo P/S was appraised on 31/12/ 2017</li> <li>7. Eriku Natal (CR/D/12642) from Kubo P/S were appraised on 31/12/2017</li> </ol>	2
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1</li> </ul>	<p>There was evidence that the LG Education Department communicated guidelines, policies, circulars issued by the national level in the previous FY. This was evident at the schools the assessor visited.</p> <p>Letter from MoES to the Education Department on Operation of Unlicensed/Unregistered Schools, dated 16th January, 2017, Ref. DES/50/14.</p> <p>Letter from the MoES to the Education Department, dated 2nd October, 2017, Ref. ADM/235/269/01 on Schools and Other Institutions Calender-2018.</p> <p>Letter from the Ministry of Local Government to the CAO's on Ensuring Teacher Presence in Schools Through Enforcing Sanctions and Rewards, dated 26th June, 2017, Ref. ADM/168/01. On this, the CAO wrote a note on the letter asking the DEO to mobilise all staff under him so that the content of the document is analysed.</p> <p>Letter from MoES to the Education Officer on Teacher Support Supervision in Schools, dated 30th June, 2017, Ref ADM/203/255/01.</p>	1



		<p>Policy Guidelines on School Feeding and Nutrition Intervention Programme For Use in UPE and UPPEP School Systems November 2017</p> <p>Policy on National Malaria Control Programme Info Pack for Key Malaria Messages in Schools April 2018</p> <p>However, the assessor sampled and visited 5 schools and most of them didn't have letters as shown below;</p> <p>Ewava P/s in Vura sub county didn't avail me with any guidelines, policies or circulars because he couldn't find any.</p> <p>Ediofe Boys P/S in Payudu sub county I didn't access any documents because the H/Teacher wasn't available due to the fact that he had gone for a burial and wasn't informed of my visit by the DEO so he didn't delegate anyone.</p> <p>Ediofe Girls P/S in Payudu sub county had a letter from the Directorate of Education and Sports to the DEO on movement permit, dated 27th June, 2018. Letter from Production and Marketing Department to the H/Teacher on Second Planning meeting for Uganda Multisectoral Food Security and Nutrition Project, dated 17th July,2018</p> <p>Endru P/S had only one letter on Establishment Notice on Dressing Code for non-uniformed officers in the public service, Ref. ADM/235/01</p> <p>Oreku P/S in Manibe sub county didn't avail me with any documents too because the H/Teacher had gone for a burial and also hadn't been informed by the DEO about my visit but I found the deputy who failed to trace the circulars, guidelines and policies</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"> <li>• Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2</li> </ul>	<p>The LG Education Department held meetings with Primary School teachers and among others sensitized then on guidelines, policies and circulars which include;</p> <p>Minutes of meeting of Primary School Head Teachers General meeting held on 4th August, 2017 under minute 4/08/2017 where H/Teachers were asked to play their supervisory role, and teaching was also talked about, inadequate supervision by H/Teachers, inspectors and sub county chiefs.</p>	<p>2</p>

<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:</li> </ul> <ul style="list-style-type: none"> <li>o 100% - score 12</li> <li>o 90 to 99% - score 10</li> <li>o 80 to 89% - score 8</li> <li>o 70 to 79% - score 6</li> <li>o 60 to 69% - score 3</li> <li>o 50 to 59 % score 1</li> <li>o Below 50% score 0.</li> </ul>	<p>There was evidence that the schools had been inspected as seen in the documents in the DEO's office and the sampled schools the assessor visited as indicated below;.</p> <p>From the DEO's office:</p> <p>1st &amp; 2nd Quarter school inspection report done in Term 111, 2017 and report submitted to DES Gulu Regional office on 3/10/2017</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 and report submitted to DES Gulu Regional office on 4/6/2018</p> <p>4th Quarter school inspection report was done in Term 11 2018 and report submitted to DES Gulu Regional office on 3/11/2018</p> <p>There was evidence that some of the schools had been inspected as seen in the visitor's books and school monitoring and inspection books of some of the schools the assessor visited;</p> <p>In Ewava P/s inspected on 27/6/2017 by Mr. Wadri Henry, on 4/12/2017 by Mr. Acia Marino, on 19/7/2018, 14/6/2018, 4/5/2018, 22/8/2017, 25/7/2017, 26/6/2017 by Mr. Dramadri Maxine David, on 7/8/2018, 27/11/2017 by Mr. Ajidra Charles, on 2/11/2017 by Mr. Dhinya Joseph and on 3/9/2010 by Mr. Anguandia Stephen.</p> <p>In Ediofe Boys P/S inspection was on 3/11/2017 by Mr Omate Henry and Mr. Acia Marino, on 20/11/2017 by Mr. Avutia Malon, on 28/4/2018, by Mr. Asiku Jimmy, and on 6/8/2018 by Mr. Wadri Henry.</p> <p>Ediofe Girls P/S was inspected on 9/1/2018, 20/9/2018 by Mr. Acia Marino, on 14/7/2018, 1/8/2018, 3/3/2017(report available), by Mr. Asiku Jimmy, on 3/6/2017 by Mr. Dramadri Maxine David, and on 21/6/2018(report available) by Mr. John Angulilo</p> <p>Endru P/S on 5/6/2018, 18/10/2017 by Mr. Asiku Jimmy.</p> <p>Oreku P/S inspected on 10/11/2017, 14/11/2017, 8/12/2017, 8/8/2018(report available), 9/8/2018(report available) by Mr. Asiku Jimmy and on 24/2/2018, 3/5/2018, 31/2/2018 by Mr.Acema Geoffrey</p>
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4</li> </ul>	<p>There was evidence that school inspection reports were discussed and were used to make recommendations for corrective actions as evidenced below;</p> <p>Letter from the Ministry of Local Government to the CAO's on Ensuring Teacher Presence in Schools Through Enforcing Sanctions and Rewards, dated 26th June, 2017, Ref. ADM/168/01. On this, the CAO wrote a note on the letter asking the DEO to mobilise all staff under him so that the content of the document is analysed.</p> <p>Minutes of meeting of Primary School Head Teachers General meeting held on 4th August, 2017 under minute 4/08/2017 where H/Teachers were asked to play their supervisory role, and teaching was also talked about, inadequate supervision by H/Teachers, inspectors and sub county chiefs.</p> <p>Minutes of Education Department Staff meeting held on 7th March 2017 in the DEO's office under minute 5 where inspection and monitoring of schools 3rd quarter was discussed.</p>	<p>4</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2</li> </ul>	<p>There was evidence that the Education Department had submitted school inspection reports for Q 1, 2, 3&amp;4 to the DES Kampala Office and the Kampala office too. The Gulu office had an acknowledgement letter showing date of submission as 2/9/2018.</p> <p>1st &amp; 2nd Quarter school inspection report done in Term 111, 2017 submitted to DES Gulu Regional office on 3/10/2017</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Gulu Regional office on 4/6/2018</p> <p>4th Quarter school inspection report was done in Term 11 2018 report submitted to DES Gulu Regional office on 3/11/2018</p> <p>The acknowledgment letter from DES Kampala office on the other hand didn't have a stamp showing the date of submission</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"> <li>• Evidence that the inspection recommendations are followed- up: score 4.</li> </ul>	<p>Out of the five schools visited such as, Ewava P/S, Ediofe Boys P/S, Ediofe Girls P/S, Endru P/S and Oreku P/S, only Oreku P/S had evidence of follow up on inspection recommendations as seen in the visitor's book dated 9/8/2018 by Mr Asiku Jimmy and on 10/8/2018 by Mr Abala George.</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> <li>o List of schools which are consistent with both EMIS reports and PBS: score 5</li> </ul> </li> </ul>	<p>A list of schools which was consistent with EMIS report and PBS was available and it showed 246 schools as per the letter from the CAO to the Permanent Secretary MoES on Submission of Enrollment Data for two Primary Schools in Arua District, dated 22nd June, 2018 which was a follow up letter of that on Submission of Enrollment Data for Arua District from the CAO to the Permanent Secretary MoES, dated 9th March, 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"> <li>• Enrolment data for all schools which is consistent with EMIS report and PBS: score 5</li> </ul>	<p>The LG had submitted accurate/ consistent enrolment data for all schools which was consistent with EMIS report and PBS which was 267,781 pupils as per the letter from the CAO to the Permanent Secretary MoES on Submission of Enrollment Data for two Primary Schools in Arua District, dated 22nd June, 2018 which was a follow up letter of that on Submission of Enrollment Data for Arua District from the CAO to the Permanent Secretary MoES, dated 9th March, 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"> <li>• Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2</li> </ul>	<p>There was evidence that education sector committee met during FY 2017/18 and discussed issues among others related to service delivery which included; -</p> <p>a) One meeting was held on 21st May 2018 and one of the items on the agenda was presentation of the education sector work plan and budget for 2018/2019 to be approved under minute 03/2018 on page 2 and 3. In the discussion of the budget, members requested that sources of funding for dissemination of the education ordinance be identified before the budget was approved.</p> <p>b) Another meeting held on 13st October 2017 and one of the items on the agenda a was presentation by the District Education Officer (DEO) who noted that COPE schools were to be officially confirmed as primary schools since they were beneficiaries of UPE and were coded. In addition, other issues were raised for instance the dislike of thematic curriculum by many stakeholder, automatic promotion of pupils, that staff ceiling was not yet full which had negatively affected students teacher ratio</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"> <li>• Evidence that the education sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>There was no evidence of service delivery related issues that were recommended to council for approval. Also some files were noted missing and the practice of recording minutes for recommendation to council was not evident.</p>	0
<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (estab- lished, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> <li>• 100% schools: score 5</li> <li>• 80 to 99% schools:</li> </ul>	<p>There was evidence that Primary Schools in Arua District had functional School Management Committees and established a n d held regular meetings, discussed budget and resource issues and submission of reports to District Education as follows;</p> <p>As noted the District had 246 Government Primary school as of FY 2017/2018 Out of 246 government Primary Schools in Arua District Five (5) were sampled i.e. Okollo P/S, Bandili P/S, Aria P/S, Ediofe P/S and Riki P/S.</p> <p>Okollo P/S School Management Committee held a meeting on 5th March 2018 and issues discussed</p>	5

score 3

• Below 80 % schools:  
score 0

among others were; - communication from the SMC Chairperson under minute 2 who noted challenges faced by the school such as water disconnection as a result of bills, teacher pupil ratio was high because of many school going pupils among others. In addition, members accepted the school nutrition project and were encouraged to recruit more members under minute 6

Okollo P/S School Management Committee (finance committee) held another meeting on 25th June 2018 and issues discussed among others were budgeting for UPE 4th Quarter releases under minute 04/04/2018 of amount UGX 1,880,000. The allocation to different votes was as follows instructional materials at 30%, Co-curricular activity at 25%, Others 20%, Administration 15% and Management 10%

Okollo P/S School Management Committee (finance committee) held another meeting on 23rd March 2018 and issues discussed among others were budgeting for UPE 4th Quarter releases under minute 04/01/2018 of amount UGX 1,900,000 The allocation to different votes was a follows instructional materials at 30%, Co-curricular activity at 25%, Others 20%, Administration 15% and Management 10%

Bandili P/S School Management Committee held a meeting on 24th November 2017 and one of the major issue discussed was development plan for 2018 which included construction of boy's latrine, staff latrine, roofing of crows building and nursery for Bandili N/S under minute 04/02/2017 of which several budgets were drawn for the different priority such as UGX 262,000 for Staff house construction etc.

Bandili P/S School Management Committee held another meeting on 27th April 2018 and issues discussed among others were, work plan for 2018 (completion of the third block crown project, Staff Latrine at School and Monthly exams for P4-P7). The SMC Chairperson under minute 4 noted with concern the challenges of teacher's accommodation of which he/she proposed to accommodate teachers in the quarters and plan was to purchase 44 iron sheets at a cost of UGX 1,232,000 inclusive of labor. In addition, members also accepted that the staff latrine be constructed from 10th June 2018 to July 10th 2018.

Bandili P/S School Management Committee (finance committee) held another meeting on 28th June 2018 and issues discussed among others were budgeting for UPE 4th Quarter releases under minute 04 of amount UGX 5,500,000 The allocation to different votes was a follows scholastic materials at 30%, Co-curricular activity at 25%, Management at 10%, Administration 15% and Flexibility 20%.

Aria P/S School Management Committee held a meeting on 12th December 2017 and issues discussed among others were budgeting for UPE grant under minute 04/2017 of amount UGX 3,000,000. The allocation to different votes was as follows: scholastic materials at 30%, Co-curricular activity at 25%, Management at 10%, Administration 15% and Others 20%.

Aria P/S School Management Committee (finance committee) held another meeting on 13th June 2018 and issues discussed among others were budgeting for UPE grant under minute 04/2018 of amount UGX 3,356,731. The allocation to different votes was as follows: scholastic materials at 30%, Co-curricular activity at 25%, Management at 10%, Administration 15% and Others 20%.

Aria P/S School Management Committee (finance Committee) held another meeting on 5th September 2017 and issues discussed among others were budgeting for UPE grant under minute 04/2017 of amount UGX 3,280,242. The allocation to different votes was as follows: scholastic materials at 30%, Co-curricular activity at 25%, Management at 10%, Administration 15% and Others 20%.

Ediofe P/S School Management Committee held a meeting on 5th April 2018 and issues discussed among others were, head teachers report under minute 4/1/2018. The issues highlighted by the head teacher were on school enrolment, pupils that were officially registered, staff establishments of which he/she noted that in total there were 30 teachers of which 21 were male and 9 female.

Ediofe P/S School Management Committee held a meeting on 20th July 2018 and the discussion was about the head teacher's report under minute 4. The head teacher highlighted on various activities such as pupil registration of which he noted that a total of 1,458 pupils had registered, staff establishment, SMC and PTA which he/she noted was functional and met at least once a Term, school infrastructure, water sources among others.

Ediofe P/S School Management Committee (finance committee) held another meeting on 19th June 2018 and issues discussed among others were budgeting for 3rd Quarter UPE grant under minute 05/3/2018 of amount UGX 4,100,000. The allocation to different votes was as follows: scholastic materials at 30%, Co-curricular activity at 25%, Management at 10%, Administration 15% and Others 20%.

Riki P/S School Management Committee held a meeting on 16th May 2018 among the items discussed was construction of teacher's kitchen and

		<p>latrines under minute 6/2018. In addition, member also set the date for the renovation of the teacher latrine on 27th August 2018.</p> <p>Riki P/S School Management Committee held a meeting on 06th March 2018 among the items discussed was communication from Head teacher who noted that PLE had been poorly performed since there was no 1st Grade which he/she attributed to ineffective teaching under minute 3/2018</p> <p>Riki P/S School Management Committee (finance Committee) held another meeting on 28th June 2018 and issues discussed among others were budgeting for UPE Capitation grant reassess for 4th Quarter under minute 05/28/06/2018 of amount UGX 2, 730,000 The allocation to different votes was as follows instructional materials at 30%, Co-curricular activity at 25%, Others 20%, Administration 15% and Management 10%.</p>	
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>	<p>There was evidence that the LG publicized all schools receiving non-wage recurrent grant for FY 2017/2018 on DEO and District Notice Boards in the District Office on 17th August, 2018. This included Q1&amp;2, Q3 and Q4 releases.</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, 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"> <li>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</li> </ul>	<p>There was no evidence that the LG Education Department submitted procurement requests, complete with all technical requirements to PDU that cover all items in the approved Sector annual work plan and budget for FY 2018/19</p>	<p>0</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"> <li>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</li> </ul>	<p>The LG Education departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: The payment request was done on 11th April, 2018 whereas certification was done on 2nd May, 2018. Actual payment to M/s Rokani Michael for shs 17,115,428 against voucher number PV – EDU/06/18/11 dated 11th June, 2018 was effected on the same date. The payment was in respect of construction of two units of 2 Stances VIP latrines at EAR’s offices at the Education sector at the district headquarters.</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"> <li>Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4</li> </ul>	<p>The education department did submit their annual performance reports on Tuesday 28th August 2018 which was past due Mid-July of 2018 to the District Planner for consolidation. This was evident from a copy of an e-mail from the Program Budgeting System administrator.</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"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</li> <li>o If sector has no audit query score 4</li> <li>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</li> <li>o If all queries are not responded to score 0</li> </ul>	<p>The Internal Auditor raised twelve queries during FY 2017/2018 all of which were responded to, followed up and cleared.</p>	<p>4</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"> <li>• Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines</li> <li>on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2</li> </ul>	<p>The Education Department consulted with the Gender Focal Person as evidenced by: Training Report by the MoES on Gender and Piacy for Primary and Secondary School Teachers in Arua District at Arua Public Primary School from 7th -9th July,2017 where issues discussed included; menstruation hygiene management and gender in education.</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"> <li>Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2</li> </ul>	<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>Education Department staff meeting held on 8th February 2017 at DEO's office under minute 4(f) where issues on SNE were discussed</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"> <li>Evidence that the School Management Committee meets the guideline on gender composition: score 1</li> </ul>	<p>There was evidence at the schools sampled schools that the SMC met the guidelines on gender composition as evidenced below;</p> <p>Ewava P/s 12 members 4 females</p> <p>Ediofe Girls P/S 10 members 5 female</p> <p>Ediofe Boys P/S 13 members 2 females (information from DEO's office)</p> <p>Endru P/S 9 members 3 female</p> <p>Oreku P/S 10 members 1 female and this is because the 2nd female was removed due to misconduct.</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"> <li>Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1:</li> </ul>	<p>The Education Department in collaboration with Environment Department issued guidelines on environmental management as follows:</p> <p>Assessment report on the woodlots established under Nuri Project, dated 17th August,2018 which showed the different schools involved in tree planting namely; Emvenga P/S that has planted 1334 teak trees on 3 acres of land, Katiku P/S that has planted 1334 Gmelina arborea trees on 3 acres of land,Ocea P/S that has planted 1334 Gmelina arborea trees on 3 acres of land, Matangacia P/S that has planted 1334 Gmelina arborea trees on 3 acres of land, Bandili P/S that has planted 1334 Gmelina arborea trees on 3 acres of land.</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"> <li>• 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</li> </ul>	<p>There was no evidence that the school infrastructure projects were screened before approval for construction</p>	<p>0</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"> <li>• The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1</li> </ul>	<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"> <li>• More than 80% filled: score 8</li> <li>• 60 – 80% - score 4</li> <li>• Less than 60% filled: score 0</li> </ul>	<p>There were 581 positions filled out of 754 positions approved making 77.1% positions filled, plus 6 replacement positions submitted under recruitment plan 2018/2019, as per letter from CAO to Secretary District Service Commission CR/159/1 of 31st August 2018 (and earlier submissions by DHO to CAO of 4th December 2017- HEA/160/1, on 27th June 2018 – HEA/163/1 and HEA/162). So effective % is 587 out of 754 x100= 77.7%.</p> <p>29 of the District Health staff were seconded to PNFPs (26), UVRI (1), Police (1), Prisons (1)</p>	4
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>According to Circular from PS Ministry of Public Service date 29th June 2018, Ref. PMD/80/80/01, Section 3.2, no new recruitment has been allocated funds this year 2018/2019, except for replacement within the available wage bill.</p> <p>However based on 2017/2018 unfilled posts, DHO wrote to CAO on 4th December 2017- HEA/160/1, on 27th June 2018 – HEA/163/1 and HEA/162 requesting for deletion of persons who have exited the District Health Service, so that they can be replaced. In his letter to Secretary District Service Commission CR/159/1 of 31st August 2018, CAO requested for recruitment/advertisement for 81 positions, including 6 from Health Department.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	<p>There was no 100% evidence that all the forty seven health facility in-charges were appraised during the previous FY 2017/2018. The sample taken revealed that the process was not adequately done with several hiccups here and there. Here below is a summary of the review done to ascertain in individual files.</p> <ol style="list-style-type: none"> <li>1. HC IV Nyakuni Robert (HEA/D/11874) from Kumuyo HC II was appraised on 24/8/2018</li> <li>2. Adiga Geoffrey (HEA/D/11840) from Wandi HC III had been appraised on 26/7/2018</li> <li>3. Opiro Nicholas from Pawor HC III was appraised on 20/8/2018</li> <li>4. Onzima Lonzino (HEA/D/11883) from Lazebu HC II was appraised on 31/8/2018</li> <li>5. Akwanga Pius (HEA/D/12155) from Yinga HC II was appraised on 31/7/2018</li> <li>6. Cwinyai Norman (HEA/D/12133) from Pajulu HC III was appraised on 27/7/2018</li> </ol> <p>However, the following were also noticed.</p> <ol style="list-style-type: none"> <li>1. Dr. Harogha Allan (HEA/D/12280) from Omugo HC IV had filled the performance appraisal form but the Supervisor had not signed it.</li> <li>2. Etedra Jimmy (HEA/D/12158) from Okollo HC III did not have the performance appraisal form for FY 2017/2018 on file</li> <li>3. Babu Stanley (CR/D/12131) from Orivu HC III did not have the performance appraisal form for FY 2017/2018 on file</li> <li>4. Obitre Eyoa Harold (HEA/D/11761) from Adumi HC IV was appraised on 15/7/2018 but file missing signature of the CAO</li> </ol>	4										
<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"> <li>• 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</li> </ul>	<p>Total number of employees deployed in District Health Service was 581 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 were as follows:</p> <table border="0"> <tr> <td>DHO's Office</td> <td>19 out of 10</td> </tr> <tr> <td>3 HCIVs</td> <td>115 out of 144</td> </tr> <tr> <td>HCIII</td> <td>316 out of 437</td> </tr> <tr> <td>HCII</td> <td>105 out of 162</td> </tr> <tr> <td>Seconded</td> <td>29</td> </tr> </table>	DHO's Office	19 out of 10	3 HCIVs	115 out of 144	HCIII	316 out of 437	HCII	105 out of 162	Seconded	29	4
DHO's Office	19 out of 10												
3 HCIVs	115 out of 144												
HCIII	316 out of 437												
HCII	105 out of 162												
Seconded	29												

Monitoring and Supervision			
<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"> <li>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</li> </ul>	<p>These documents from Ministry of Health were seen at DHOS Office:</p> <ol style="list-style-type: none"> <li>Circular from DGHS dated 30th August 2018 on Infection Prevention and Control</li> <li>Uganda Clinical Guideline 2016</li> <li>A series of booklets on Cancer</li> <li>A series of books on Adolescent Health</li> <li>Essential Medicines and Health Supplies List for Uganda (from NMS)</li> <li>Integrated Management of Neonatal and Childhood Illnesses for Health Workers</li> <li>Sanitation posters</li> </ol> <p>Only the Uganda Clinical Guidelines 2016 was consistently seen in the sampled Health Facilities.</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"> <li>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</li> </ul>	<p>There were Quarterly Integrated Performance Review Meetings at DHO's Office where Health Facility in charges meet with DHT members. For example Minutes were seen for Quarter 4 meeting on 21st June 2018.</p> <p>However there were also service specific quarterly review meetings, such as HIV Performance Review Meeting on 31st January 2018, and Quarterly Quality Improvement Meeting on 20th June 2018.</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>DHT Support supervision reports were seen for every Quarter in 2017/2018:</p> <p>Q1 Report Team 1 18th Sept 2018</p> <p>Q1 Report Team 2 28th Sept 2017</p> <p>Q2 Report Special Oyima HCIII Supervision Report 25th Oct 2017</p> <p>Q2 Report 20th Dec 2017</p> <p>Q3 Report 27th Mar 2018 (but titled as 2nd Quarter Report),</p> <p>Q4 Report 24th June 2018</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> <li>• If 100% supervised: score 3</li> <li>• 80 - 99% of the health facilities: score 2</li> <li>• 60% - 79% of the health facilities: score 1</li> <li>• Less than 60% of the health facilities: score 0</li> </ul>	<p>There was evidence that HSDs carried out Support Supervision to LLHUs, as shown by examples of Reports:</p> <p>Ayivu HSD Q4 Report 18th May 2018</p> <p>Lower Madi HSD Q4 Report 16th to 18th May 2018</p> <p>Terego HSD Q4 Report 11th May 2018</p> <p>Vurra and Upper Madi HSD Q4 Report 26th May 2018 (and Q3 Report of 26th Mar 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"> <li>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</li> </ul>	<p>There was no evidence that all 4 quarterly Support Supervision Reports were discussed to make corrective recommendations for corrective actions.</p> <p>However, Minutes were seen for Quarterly Performance Review Meetings for HIV/AIDS on 31st Jan 2018 for (Q2), for District Quality Improvement on 20th June 2018 (Q4), and for Integrated Performance Review on 21st June 2018 (Q4).</p> <p>(On 24th May 2018, there was a DHT alone review meeting of findings from Support Supervision carried out in Quarter 4 of FY 2017/2018, to prepare for the Quarter 4 DHT with HF Incharges Quarterly Performance Review Meeting, which took place on 21st June 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"> <li>Evidence that the recommendations are followed</li> <li>– up and specific activities undertaken for correction: score 6</li> </ul>	<p>There was evidence of systematic corrective action based on recommendations from the Support Supervision Reports.</p> <p>For example in the 28th September 2017 Support Supervision Report by the DHT, Oyima HCIII was noted to be performing badly and was having a gross shortage of Health Workers. On 25th October 2018 the Secretary for Health and Vice Chair of the District Social Services Committee led a team to do a fact finding mission to the Health Centre. Thereafter action was taken by DHO to replace the In-charge, and post a Midwife and other Health Workers. By the time of this Assessment Ayima HCIII had 7 Health Workers, and was working well.</p>	<p>6</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10</li> </ul> </li> </ul>	<p>Each month each Public and PNFP Health Facility receiving funds from Government (and any other Health Facility which is HMIS enabled), sends HMIS Data to the National HMIS Database electronically.</p> <p>From the record obtained from Ministry of Health, all Public and Govt funded PNFP Health Facilities, which appeared in MOH approved list of funded HFs, in 2017/2018, provided data to the National HMIS Database consistently (100%) every month.</p> <p>However a few of the Health Facilities, missed to fill in some of the pages of the HMIS forms.</p>	<p>10</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</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>There was evidence that health sector committee under the socials service committee met during FY 2017/18 and discussed issues among others related to service delivery which included;</p> <ul style="list-style-type: none"> <li>- One meeting was held on 13th July 2017 and among issues discussed under minute 4A page 3 of which the District Health Officer (DHO) presented key results from the department among which were;</li> <li>-35% of the population had been tested and vaccinated for Hepatitis B.</li> <li>-Training and capacity building for Health workers on Sexual and Gender Based Violence, Post Abortion care, Counselling skill et</li> </ul>	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>There was evidence that health sector committee presented their issues to the council that required approval and among the recommendations made were;</p> <p>Members were argued to mobilize the communities to finish their hepatitis B Vaccination and also the District was to implement structures from 1st July for funds for radio programme to mobilize communities on Hepatitis Vaccination B on page 5 of the meeting held on 13th July 2017.</p>	<p>2</p>

<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/Health Unit Management Committee Meetings in FY 2017/2018 as follows:</p>
<p>Maximum 6 points</p>	<ul style="list-style-type: none"> <li>• If 100% of randomly sampled facilities: score 6</li> <li>• If 80-99 %: score 4</li> <li>• If 70-79: %: score 2</li> <li>• If less than 70%: score 0</li> </ul>	<p>Kuluva Hospital Board</p> <p>Quarter 1</p> <p>Quarter 2</p> <p>Quarter 3</p> <p>Quarter 4 30th May 2018</p> <p>Adumi HCIV –</p> <p>Minutes of HUMC for 2017/2018 were not seen.</p> <p>Pajulu HCIII</p> <p>Quarter 1 Nov 2017(/date)</p> <p>Quarter 2 and Quarter 3 combined meeting 27th Apr 2018</p> <p>Quarter 4 12th Sept 2018 (in new FY).</p> <p>Aroi HCIII</p> <p>Quarter 1 23rd Aug 2017</p> <p>Quarter 2 10th Nov 2017</p> <p>Quarter 3 27th Feb 2018</p> <p>Quarter 4 29th May 2018</p> <p>Oreku HCII</p> <p>Quarter 1 17th Aug 2017</p> <p>Quarter 2 18th Oct 2017 and 28th Nov 2018</p> <p>Quarter 3 23rd Feb 2018</p> <p>Quarter 4 12th Apr 2018 and 5th Jun 2018</p> <p>Aggregate is 1+0+3+4+4=12 Quarterly meetings out of 20 possible quarterly meetings, making 60%</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"> <li>Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4</li> </ul>	<p>The list of Health Facilities receiving PHC Funds for Quarter 1 of the current financial year (FY 2018/2019) was displayed at the DHO's Notice Board For example Kuluva Hospital received UGX 43,739,628/, HCIVs each received UGX 7,632,246/=-, HCIIIs each received UGX 1,979,229, while HCIIIs each received UGX 565,373/=-.</p> <p>The latest financial receipts (either for Q4 of FY 2017/2018 or forQ1 of FY 2018/2019) were seen on Notice Boards of the sampled Health Facilities, except for Adumi HCIV.</p>	<p>4</p>
<p>Procurement and contract management</p>			
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector an- nual work plan and budget on time by April 30 for the current FY: score 2</li> </ul>	<p>Procurement Plan for 2018/2019 was submitted on 08th June 2018.</p> <p>Copy stamped by Senior Procurement Officer on 8th June 2018 was seen.</p> <p>But this was well after the stipulated deadline of 30th April 2018.</p>	<p>0</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"> <li>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.</li> </ul>	<p>Procurement Request Form PP1 for Ayivuni HCIII OPD construction (2018/2019) was submitted on 24th September 2018, as a priority ahead of other procurement requests, because the OPD of Ayivuni HCIII had collapsed.</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"> <li>Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.</li> </ul>	<p>The LG Health department had no major payments through contracting or major supplies funded by the Central Government.</p> <p>Most of the works and supplies that required contracting out were mainly undertaken by the UNCHR, UNICEF and IDI (Infectious Diseases Institute) which organizations followed up implementation of their own programmes in the district.</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>	<p>The health department did submit their annual performance reports on Tuesday 28th August 2018 which was past due Mid-July of 2018 to the District Planner for consolidation. This was evident from a copy of an e-mail from the Program Budgeting System administrator</p>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> <li>• If sector has no audit query: Score 4</li> <li>• 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</li> <li>• If all queries are not responded to Score 0</li> </ul>	<p>The Internal Auditor raised 54 queries during the FY 2017/2018 out of which 44 were responded to and followed up. The remaining 10 were still pending at the time of the assessment.</p>	<p>0</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"> <li>• Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2</li> </ul>	<p>9 out of 26 Hospital Board/HUMC members from 4 of the sampled Health facilities were female. This was an aggregate of 35% members as female/women.</p> <p>Lists seen for Kuluva Hospital (2 out of 7)</p> <p>Pajulu HCIII (3 out of 7),</p> <p>Aroi HCIII (2 out of 7), and</p> <p>Oreku HCII (2 out of 5)</p> <p>Adumi HCIV HUMC files were unavailable at the time of Assessment Team visit.</p>	<p>2</p>

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2.</li> </ul>	<p>Posters on of Hand Washing (printed by IDI) were seen at Pajulu HCIII, Aroi HCIII and at Adumi HCIV.</p> <p>Guidelines on Sanitation were not seen at any of the sampled Health Facilities.</p> <p>Gender separation of toilets was observed at 4 of the 5 sampled Health Facilities. At Oreku HCII, one of the two stances of the latrine had no door; so only one stance was available for male and female patients, as well as male and female Health Workers.</p> <p>There was no record to show that the Sanitation posters seen at the DHO's Office had been distributed to Health Facilities. The Ebola Poster was seen at Aroi HCII only.</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"> <li>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</li> </ul>	<p>The District Environment Officer did not carry out screening of health infrastructural projects for environmental and social risks, .</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"> <li>The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2</li> </ul>	<p>The District Environment Officer and the District Community Development Officer did not participate in the monitoring and/or certification of health infrastructural projects for environmental and social safeguards. There were no reports in place because officers were not involved in project execution.</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"> <li>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.</li> </ul>	<p>Health Care Waste Management Guidelines were seen at Kuluva Hospital and Aroi HCIII. Health Care Waste Management Standard Operating Procedures were seen at Kuluva Hospital, Adumi HCIV and Aroi HCII. The HCWM Algorithm Charts were seen at Kuluva Hospital, and Adumi HCIV only. The colour coded waste bins were used at 4 of the sampled Health Facilities, excluding Oreku HCII which did not have colour coded waste bins.</p> <p>Oreku HCII had a newly constructed placenta pit (funded by CUAMM).</p> <p>However guidelines on construction of facilities for medical waste disposal were not seen.</p>	<p>4</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"> <li>• 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"> <li>o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10</li> <li>o If 80-99%: Score 7</li> <li>o If 60-79: Score 4</li> <li>o If below 60 %: Score 0</li> </ul> </li> </ul>	<p>There was evidence that sub counties with safe water coverage below the district coverage were targeted in the 2018/2019.</p> <p>At the time of preparation of the annual work plan, the safe water coverage for the district was 80.99%. There were nine sub-counties, whose safe water coverage was below that of the district, and these were; Dadamu at 59.52, Oluko at 79.50, Ogoko at 52.61, Pawor at 45.73, Rigbo at 66.06, Aii-vu at 60.43, Katrini at 79.48, Omugo at 63.36 and Odupi at 61.32.</p> <p>The district allocated UGX 791,042,884 to the rural water supply development. Of this, UGX 513,242,884 was earmarked for 22 new boreholes and UGX 124,800,000 for rehabilitation of 20 existing ones. 5 of the new boreholes and 10 of the rehabilitated ones were to be located in the above nine sub counties.</p> <p>This amounted to a budgetary allocation of UGX 179,046,110 for the nine sub counties representing 23% of the development expenditure. This was less than the 60% of the minimum required percentage.</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"> <li>• 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.</li> <li>o If 100 % of the water projects are implemented in the targeted S/Cs:</li> </ul> <p>Score 15</p> <ul style="list-style-type: none"> <li>o If 80-99%: Score 10</li> <li>o If 60-79: Score 5</li> <li>o If below 60 %: Score 0</li> </ul>	<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 78.05%. There were eight sub counties whose safe water coverage was below this and these were; Dadam at 58.06, Ogoko at 49.46, Pawor at 42.62, Rigbo at 64.15, Aii-vu at 59.69, Katrini at 77.61, Omugo at 62.67, and Udupi at 60.59.</p> <p>A total of 20 new boreholes and 27 rehabilitated ones were planned for 2017/2018. 4 of the new boreholes and 7 of the rehabilitated ones were located in the above eight sub counties.</p> <p>All the budgeted water projects, including those in the targeted sub counties, were implemented, indicating 100% completion.</p>	<p>15</p>
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Monitoring and Supervision

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> <li>• If more than 95% of the WSS facilities monitored: score 15</li> <li>• 80% - 95% of the WSS facilities - monitored: score 10</li> <li>• 70 - 79%: score 7</li> <li>• 60% - 69% monitored: score 5</li> <li>• 50% - 59%: score 3</li> <li>• Less than 50% of WSS facilities monitored: score 0</li> </ul>	<p>There was evidence that the District Water department supervised and monitored the water supply facilities. For example;</p> <p>i) On 5th December 2017, a progress report on the drilling and installation of the 20 boreholes under lot 1 was prepared and issued to the District Water Officer.</p> <p>ii) On 26th March 2018, a site inspection report for the construction of the 5 stance VIP latrine at Luluwiri trading center was submitted to the District Water Officer.</p> <p>iii) There was also a comprehensive assessment report for all existing water facilities conducted in August 2018</p> <p>This gave the indication that at least 95% of the water facilities were monitored.</p>	<p>15</p>
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<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"> <li>• Evidence that the district has submitted accurate/consistent data for the current FY: Score 5</li> <li>• List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>Quarterly reports for the financial year 2017/2018 were submitted to the Ministry as follows;</p> <ul style="list-style-type: none"> <li>• Quarter one report was submitted on 12th October 2017</li> <li>• Quarter two report on 6th March 2018</li> <li>• Quarter three report on 4th May 2018</li> <li>• Quarter four &amp; annual report on 17th July 2018</li> </ul> <p>In the financial year 2017/2018, the district planned and constructed 20 new boreholes and rehabilitated 27 existing ones. Also a number development partners constructed 31 new boreholes and rehabilitated 56 existing ones. Finally the sub counties of Dadamu, Pajulu, Arivu and Rhino camp each constructed one borehole in their respective sub counties.</p> <p>In total 55 new boreholes were implemented and only 14 were reflected in the sector MIS reports. Of the 14, 6 were consistent with both sector MIS reports and PBS. The other 8 were not because of change of their originally planned locations.</p> <p>This gave the indication that the department did not submit accurate and consistent information to the Ministry.</p>	<p>0</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;

- Ofude community borehole in Oluko sub county (DWD 69200)
- Ozuvu community borehole in Pajulu sub county (DWD 52832)
- Joya community borehole in Arivu sub county (DWD 52836)
- Chiaba Cope School borehole in Logiri sub county (DWD 69201)
- Arasi community borehole in Anyiribu sub county (DWD 69203)
- Alibu community borehole in Offaka sub county (DWD 52839)

Those that were reflected on the MIS reports but not consistent with PBS were;

- Awupi community borehole in Ayivuni sub county (DWD 52830)
- Terego community borehole in Dadamu sub county (DWD 52831).
- Odravu community borehole in Manibe sub county (DWD 52834)
- Ayiko community borehole in Ajia sub county (DWD 69204)
- Oli community borehole in Okollo sub county (DWD 69294)
- Imvi community borehole in Rigbo sub county (DWD 69207)
- Paraku community borehole in Aivuvu sub county (DWD 52838)
- Itia health center II in Katrini sub county (DWD 69209)

Maximum 10 for this performance measure

<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 8th June 2018. Among the projects submitted were;</p> <p>a) Deep wells in basement formations estimated at UGX 322,500,000 for 15 of them.</p> <p>b) Deep wells in sedimentary formations estimated at UGX 119,400,000 for 5 of them</p> <p>c) Borehole rehabilitation for 25 boreholes estimated at UGX 150,000,000</p> <p>However, the submission to procurement was made outside the deadline of 30th April.</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"> <li>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</li> </ul>	<p>The Contract Manager for the projects in the water department was appointed on 5th October 2017 under reference number CR/105/2. Also in place were contract management plans for the said projects.</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 10 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 date of signing of the contracts.</p> <p>In the bids submitted by the contractors were programs of work whose duration were within the 3 months limit. There was also effort by the said contractors to work within the agreed time limits. One particular contractor, East Africa Boreholes Ltd, had their contract terminated for failing to execute their contract within the agreed time lines.</p> <p>There was also requirement that the contractors conducted tests upon the instruction of the Contract Manager. In the hand over reports submitted by both Icon Projects Ltd and East Africa Boreholes Ltd, there were detailed logs for water yield tests, and reports for physio-chemical tests done on the water sources.</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	<p>Five projects under water supply and sanitation were visited and these were;</p> <ul style="list-style-type: none"> <li>i) The 5 stance VIP latrine at Luluwiri trading center.</li> <li>ii) Aruaca community borehole in Vura sub county (DWD 52835)</li> <li>iii) Ofude community borehole in Oluko sub county (DWD 69200)</li> <li>iv) Ozuvu community borehole in Pajulu sub county (DWD 52832)</li> <li>v) Awupi community borehole in Ayivuni sub county (DWD 52830)</li> </ul> <p>All these projects were found to have been executed in accordance to the designs and specification, with some variation in the depth of the drilled boreholes as per the depth of the water table.</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"> <li>If contractor handed over all completed WSS facilities: score 2</li> </ul>	<p>There was evidence that contractors handed over completed water supply and sanitation projects; Three hand over reports were sampled as follows;</p> <ul style="list-style-type: none"> <li>i) On 16th March 2018, Quks Enterprises furnished the District Water Officer with a hand over notice having successfully constructed a 5 stance VIP latrine at Luluwiri trading center.</li> <li>ii) On 27th June 2018, Icon Projects Ltd furnished the District Water Officer with a hand over report having successfully sited, drilled and installed 20 boreholes under lot 1.</li> <li>iii) On 15 January 2018, M/S E-Power Solution Ltd submitted a hand over report to the District Water Officer following the completion of the motorization of production well at Adumi health center IV.</li> </ul>	<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"> <li>If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	<p>There was evidence that the District Water Officer certified all completed Water supply and Sanitation projects. Two completion certificates were sampled as follows;</p> <p>i) On 15th January 2018, a final certificate was issued to E-Power Solutions Ltd for the completion of the Motorized production well at Adumi Health Center IV.</p> <p>ii) On 1st June 2018, a final certificate was issued to Icon Projects Ltd for the completion of siting, drilling and installation of 20 boreholes under lot 1.</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"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<p>M/s Icon Projects Ltd was paid shs 68,005,779 for sitting, drilling and installation of 20 boreholes at various water points within the district. Examples of water points among others included: Awupi village in Ayivuni sub county, Ozuvu village in Pajulu sub county, Terego village in Dadamu sub county, Joya village in Ulipi sub county.</p> <p>A request for payment had been done on 29th January, 2018, certification on 23rd March, 2018 whereas payment was effected on 6th April, 2018.</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"> <li>Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5</li> </ul>	<p>The Water department did submit their annual performance reports on Tuesday 28th August 2018 which was past due Mid-July of 2018 to the District Planner for consolidation. This was evident from a copy of an e-mail of the Program Budgeting System administrator.</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"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</li> <li>o If sector has no audit query score 5</li> <li>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</li> </ul> <p>If queries are not responded to score 0</p>	<p>The District Internal Auditor raised 28 queries during FY 2017/2018 and all of them were followed up and subsequently cleared.</p>	<p>5</p>
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Governance, oversight, transparency and accountability

<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"> <li>• Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3</li> </ul>	<p>There was evidence that water sector under works, and technical service committee met and discussed service delivery issues including supervision reports, performance as follows; -</p> <p>One of the meeting was held on 12th December 2017 among which departmental heads presented their report to the sector committee. The District water officer presented the following; 20 deep-water wells were planned out of which 18 were achieved, 27 borehole rehabilitation had been planned, one five stance public latrine was planned and the procurement process had been completed and soon work was to start etc. on page 5. He/She noted that training of old and new water user committee members had been completed under minute 5/WCM/06/04/2017.</p> <p>Another meeting was held on 14th February 2018 among which departmental heads presented their report to the sector committee. The District water officer presented and One Honorable Council wanted to know how the allocation of boreholes and shallow well was done with funding support from NGO/UNHCR from page 4 and 5 under minute 7 WCM/14.</p>	<p>3</p>
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<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	<p>There was evidence that the water sector committee recommended issues for approval to council and among the recommendation from the discussion were; One of the recommendation was the District should be involved in the planning and budgeting process of the activities of development partners that are operating in the Refugee camps to ensure proper prioritization of their activities in line with the community needs on page 5 of the meeting held 14th February 2018 under minute 7 WCM/14</p>	<p>3</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"> <li>The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2.</li> </ul>	<p>The Annual Work Plan for the District Water and Sanitation for 2018/2019 was clearly displayed on the Notice board, duly signed and stamped on 14th April 2018. Among the allocations on the work plan were the following;</p> <ul style="list-style-type: none"> <li>i) Drilling of 20 boreholes estimated at UGX 513,243,000.</li> <li>ii) Designing of piped water supply system for 2 sub counties estimated at UGX 90,000,000</li> <li>iii) Rehabilitating 20 boreholes and 1 piped water system estimated at UGX 124,800,000</li> </ul> <p>Also on display was the summary for first quarter release for 2018/2019. The section for water had received UGX 263,680,963 for the quarter.</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"> <li>All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	<p>All the five projects visited had clear engraved words indicating the names of the projects, dates of construction, and sources of funding. Among the engravings sampled were;</p> <p>i) Aruaca community borehole in Vura sub county;</p> <p>Village: Aruaca S/C: Vura Funded by: DWSCG DWD: 52835 DATE: 09th November 2017</p> <p>ii) Ofude community borehole in Oluko sub county;</p> <p>Village: Ofude Date: 08th December 2017 Funded by: DWSCG DWD: 69200 FY: 2017/18 S/C: Oluko</p> <p>However, all the engravings sampled did not have information on the Contractor which was also a requirement.</p>	<p>0</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"> <li>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	<p>Displayed on the notice board was notice of the best evaluated bidders for 2018/2019 as dated on 10th September 2018. In the section for water and sanitation were the following projects;</p> <p>i) Sitting, drilling, casting and installation of 9 boreholes under lot 1 awarded to KLR (U) Ltd for a contract sum of UGX 206,766,820 (Ref: Arua503/wrks/18-19/00015)</p> <p>ii) Sitting, drilling, casting and installation of 9 boreholes under lot 2 awarded to Icon Projects Ltd for a contract sum of UGX 211,956,700 (Ref: Arua503/wrks/18-19/00016)</p> <p>iii) Construction of a 5 stance VIP latrine at Odramacaku trading center awarded to Ashanty Business Services (U) Ltd for a contract sum of UGX 22,969,880 (Ref: Arua503/wrks/18-19/00012)</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"> <li>If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	<p>There was evidence that communities applied for public water and sanitation facilities for 2018/2019.</p> <p>Three applications were sampled as follows;</p> <p>i) On 28th January 2018, the community of Adua B in Rhino Camp sub county applied for a borehole for the financial year 2018/2019</p> <p>ii) On 13th February 2018, the community of Aanga village in Bileafe sub county applied for a borehole for the financial year 2018/2019</p> <p>iii) On the 26th March 2018, the community of Pamaci in Offaka sub county applied for a borehole for the financial year 2017/2018</p> <p>All the community applications sampled were complete with minutes of community meetings and attendance.</p>	<p>1</p>
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<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&amp;M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&amp;E plan for the previous FY: score 2</li> </ul> <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was low commitment from the communities towards the proper operation and maintenance of water facilities.</p> <p>Water user committees for the following five water points were assessed; Aruaca community borehole in Vura sub county, Ofude community borehole in Oluko sub county, Ozuvu community borehole in Pajulu sub county, Awupi community borehole in Ayivuni sub county and Terego community borehole in Dadamu sub county.</p> <p>All the facilities had fences except for Ofude and Terego. The chairperson of Ofude community borehole informed us that a fence had been installed, however when the poles dried, unknown people picked them for firewood. No attempt had been made to fence the facility of Terego.</p> <p>The interviewed committee members of the facilities claimed they conducted monthly meetings and collected monthly contributions with the exception of Awupi that had not conducted a single meeting since the facility was handed to them. However, records for only Terego were seen to confirm the meetings and monthly contributions.</p> <p>Upon hand over of the facility, the communities were required to install soak-away pits, however only Ozuvu had a functional soak-away pit. The soak-away pits for all the other facilities were either blocked like for Terego, or incomplete.</p>	<p>0</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"> <li>Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2</li> </ul>	<p>The District Environment Officer did screening for water supply and sanitation projects in 2017/2018. Screening templates and reports were sampled for two projects which included; Siting, drilling and installation of 20 boreholes and the mini piped water supply project at Adumi Health center IV.</p> <p>There was a shortfall noted particularly in the screening of the 20 boreholes. One screening template was filled for the twenty boreholes each of which was in a different location. Also the screening template did not capture negative impacts like waste generation, dust and noise pollution all of which would be characteristic of any drilling site.</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"> <li>Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	<p>There was no follow up on negative environmental and social concerns raised during environmental screening.</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"> <li>Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	<p>Two contracts were sampled; lot 1 which involved the siting and installation of 20 boreholes and lot 3 which involved the motorization of the borehole at Adum Health Center IV. In the specification and conditions of contract for both contracts, there were no clauses for environmental protection. There were however some quotations made for environmental protection in the bills of quantities for both contracts.</p> <p>At the water points visited, attempt had been made to plant trees around the water points with accordance with the quotations. There was however need for the District Environment Office to follow up on the care of the planted trees. No attempt was made to plant grass in the sections cleared during construction.</p>	<p>0</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>Of the five water user committees assessed; Aruaca had 4 women out of the 9 members, Ofude had 5 out of 9, Ozuvu had 4 out of 9, Awupi had 2 out of 9 and Terego had 4 out of 9 members.</p> <p>The average percentage of women on all the user committees assessed was 42%, which was less than the minimum recommendation of 50%.</p> <p>All the five user committees had at least one woman in key positions, with the exception of that of Ofude community borehole.</p>	<p>0</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"> <li>If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	<p>Three sanitation facilities were assessed as follows;</p> <ul style="list-style-type: none"> <li>i) The public sanitation facility at Luluwiri trading center.</li> <li>ii) The sanitation facility at Ave primary school</li> <li>iii) The sanitation facility at Onduparaka primary school.</li> </ul> <p>All the sanitation facilities visited had separate facilities for both males and females, and there were provisions for people with disabilities in form of access ramps and hand rails.</p>	<p>3</p>