



## Local Government Performance Assessment

Bugiri District

(Vote Code: 504)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	66%
Educational Performance Measures	66%
Health Performance Measures	84%
Water Performance Measures	88%

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>The LG submitted the PC to MoFPED through PBS system on Tuesday, July 31, 2018 (ref. <a href="http://budget.go.ug">budget.go.ug</a>)</p> <p>Waiver of MoFPED was 1st August 2018.</p>	<b>Yes</b>
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 LG submitted a budget to the MoFPED on Tuesday, July 31, 2018 included a procurement plan. (ref. <a href="http://www.budget.go.ug">www.budget.go.ug</a>)</p>	<b>Yes</b>
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>Bugiri LG submitted the Annual Performance Report for the previous FY on 30th /08/2018. (LG submission not as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015). (ref.ww budget.go.ug)</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> <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>LG submitted the quarterly budget performance report for all the four quarters. Through the PBS system of all quarters are as below:</p> <p>Q1 report submitted on 15th/01/ 2018</p> <p>Q2 report submitted on 28th /02/2018</p> <p>Q3 report submitted on 05th /06/2018</p> <p>Q4 report submitted on 30th /08/2018</p> <p>The LG did not submit all quarters as per PFMA Act, 2015 (ref. budget.go.ug)</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 line 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 LG submitted a Status of implementation of Internal Auditor General and Auditor General's findings to the PS/ST as evidenced below;</p> <p><i>Internal Auditor General</i></p> <p>The Internal Auditor presented responses/status of implementation to all Internal Auditor General's findings to the PS/ST on 27 March 2018 in a report dated 22 March 2018 Ref: CR/250/4.</p> <p>Auditor General's Report</p> <p>The Auditor General's report raised 4 issues and all were responded to in a report dated 22 March 2018 received by Directorate of Internal Audit on 27 March 2018 Ref: CR/250/4 addressed to PS/ST.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The LG had an unqualified audit opinion as per AG's Report.</p> <p><i>(Source: Report of the Auditor General to Parliament for FY ended 30 June 2018; Annexure IV; 4.2)</i></p>	<p>Yes</p>

504 Bugiri District Crosscutting Performance Measures 2018

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>There was evidence that Bugiri district has a functional Physical Planning Committee (PPC) which considers new investments.</p> <p>The Committee consists of 13 people. Letters of appointment of members were available eg a letter dated August 22nd, 2017; signed by Mr. Samuel Ruhweza Kaija Chief Administrative Officer (CAO). (under PPA part III sections 9-10)</p> <p>The committee has transacted business, has a plan registration book to register new investments opened on September 1st, 2017, sit regularly to consider/approve plans submitted on time. Minutes for last FY were available ie</p> <ul style="list-style-type: none"> <li>- 04th /10/2017</li> <li>- 06th /11/2017</li> <li>- 21st /11/217</li> <li>- 05/01/2018</li> <li>- 28th/02/2018</li> <li>- 15th/05/2018</li> <li>- 29th/06/2018</li> </ul> <p>Below are examples of the committee business;</p> <p>PPC sitting on 28th/02/2018. Min.BDPPC/27(a/02/2018; consideration of applications for construction of a classroom block at Maziriga PS (SFG) in Budaya S/C.</p> <ul style="list-style-type: none"> <li>o submission of application date 12th/02/2018</li> <li>o Application consideration date 28th /02/2018</li> </ul> <p>Min.BDPPC/27/(b/02/2018 construction of a classroom block at Sironyo PS 9SFG) in Buluguyi S/C</p> <ul style="list-style-type: none"> <li>o submission of application date 12th/02/2018</li> <li>o Application consideration date 28th /02/2018</li> </ul> <p>During the PPC sitting on 15th May 2018, a number of applications were considered eg</p>	<p>1</p>

		<p>Under Min. BDPPC/32(1)/2018 Land registration free hold application by Kamyra Arajab at Kakoge village in Nabukalu Sub county</p> <ul style="list-style-type: none"> <li>o submission of application date 6th/04/2018</li> <li>o Application consideration date 15th /05/2018</li> </ul>	
<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>The District submitted 7 sets of minutes of 4th/10/2017, 6th/11/2017, 21st /11/2017, 05th /01/2018, 28th/02/2018, 15th/05/2018 and 29th/06/2018. All submissions to the MoLHUD were duly received and acknowledged with Ministry stamp. (19/10/2017 and 20/09/2018).</p>	1
<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 has no Physical Plan, thus no infrastructure investments can be consistent with physical development which is not in place. Thus no plans have been approved following the Physical Plan developed by the district. The committee approves and controls physical developments in the sub counties as per Part V, section 40 of the Physical Planning Act 2010 sub section (1, 2, 3)</p>	0

<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 LG did not prepared Action Area Plan for the previous FY, the LG has no Physical Plan and (note; action area plans are not developed annually)</p>	<p>0</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</li> </ul>	<p>There was evidence that priorities in the AWP for the current FY are based on the outcomes of Budget conferences (BCR). A budget conference for FY 2018/19 was held on November 15th, 2017 at Bugiri district HQs (Former Court Hall). Priorities were as below;</p> <p>Education and Sports; page 1 BCR</p> <ul style="list-style-type: none"> <li>Construction of two classroom blocks in 4 schools ( Namagonjo, Buwolya, Maziriga, and Bukakaire)</li> <li>Procurement of a vehicle for the education department</li> <li>Construction of a five stance pit latrine in 6 Primary schools (Butema, Wanega, Kayango, Wakawaka, Busowa,Budibya)</li> <li>Procurement of a Solar panel for Sironyo PS</li> <li>Construction of a secondary school at Iwemba s/c</li> <li>Procurement of furniture for the new classroom blocks</li> <li>Procurement of Laptops</li> <li>Installation of lightening arresters in both primary and secondary school</li> </ul> <p>Health page 1 BCR</p> <ul style="list-style-type: none"> <li>Repair of vehicles, motorcycles and procure new ones</li> </ul>	<p>2</p>

- Promotion of ICT including e- medicine
- Improve referral system at all levels
- Improve health management in critical areas ie
  - o Stewardship with private sector
  - o Provision of drugs/health supplies
  - o Pharmaceutical chain management in all health facilities
  - o Hygiene and sanitation
  - o Prevent and treat common diseases
  - o Improve staffing levels
  - o Improve staff housing
- Monthly review of work plan implementation
- Conducting monthly DHT meetings
- Procurement of medical equipment for health facilities
- Holding Radio talk shows on health and disease control

Works and Technical Services page 1 BCR,

- Routine mechanised maintenance of roads 80km
- Construction of shade for road unit
- Road conditions and traffic survey
- Drilling of 16 deep boreholes
- Rehabilitation of 40 boreholes
- Water quality surveillance of 140 sources
- Environmental impact assessment for new WATSAN
- Completion of Lwanika swamp
- Routine manual road maintenance of 305
- Tree planting along roads

Natural Resources page 2 BCR

- Carry out EIA, monitoring and coordination
- Set up 2 agro –forestry demonstrations in Bulidah and Budhaya
- Plant 33 Ha of trees(4000)in Irimbi central forest reserve in Muterere S/C and at district Hqs



		<ul style="list-style-type: none"> <li>• Maintenance of office equipment</li> <li>• Procurement of surveying equipment</li> </ul> <p>Production page 2 BCR</p> <ul style="list-style-type: none"> <li>• Conduct farmer field days</li> <li>• Rehabilitate the production administrative office block</li> <li>• Procure a micro-irrigation system conduct surveillance of crops pests and disease for early detection</li> <li>• Procure 103 bags of NAROCAS 1 cassava cuttings</li> <li>• Distribution of ago-inputs to selected farmers under OWC</li> <li>• Establish communal tick control spraying centres for cattle</li> </ul> <p>Community Based Services page 3 BCR</p> <ul style="list-style-type: none"> <li>• Sensitise communities on government programs</li> <li>• Conduct gender mainstreaming activities</li> <li>• Support YLP, UWEP and other programs</li> <li>• Train 2500 adult learners under FAL</li> </ul>	
<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</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>There was evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved Five-Year Development plan. The plan was approved by Council in its sitting on May 15th,2015 under Min 51/BDL/2015. Priorities were as below;</p> <p>Education and Sports; page 1 BCR, DDP page 158-159</p> <ul style="list-style-type: none"> <li>• Construction of two classroom blocks in 4 schools ( Namagonjo, Buwolya, Maziriga and Bukakaire)</li> <li>• Procurement of a vehicle for the education department</li> <li>• Construction of a five stance pit latrine in 6 Primary schools (Butema, Wanega,Kayango, Wakawaka, Busowa,Budibya)</li> <li>• Procurement of a Solar panel for Sironyo PS</li> <li>• Construction of a secondary school at Iwemba s/c</li> </ul>	<p>1</p>

performance measure.

- Procurement of furniture for the new classroom blocks
- Procurement of Laptops
- Installation of lightening arresters in both primary and secondary school

Health page 1 BCR and DDP page 160-161

- Repair of vehicles, motorcycles and procure new ones
- Promotion of ICT including e- medicine
- Improve referral system at all levels
- Improve health management in critical areas ie
  - o Stewardship with private sector
  - o Provision of drugs/health supplies
  - o Pharmaceutical chain management in all health facilities
  - o Hygiene and sanitation
  - o Prevent and treat common diseases
  - o Improve staffing levels
  - o Improve staff housing
- Monthly review of work plan implementation
- Conducting monthly DHT meetings
- Procurement of medical equipment for health facilities
- Holding Radio talk shows on health and disease control

Works and Technical Services pg 1 BCR, DDP page 161-163

- Routine mechanised maintenance of roads 80km
- Construction of shade for road unit
- Road conditions and traffic survey
- Drilling of 16 deep boreholes
- Rehabilitation of 40 boreholes
- Water quality surveillance of 140 sources
- Environmental impact assessment for new WATSAN
- Completion of Lwanika swamp

- Routine manual road maintenance of 305

- Tree planting along roads

Natural Resources page 2 BCR, DDP page 164

- Carry out EIA, monitoring and coordination

- Set up 2 agro –forestry demonstrations in Bulidah and Budhaya

- Plant 33 Ha of trees(4000)in Irimbi central forest reserve in Muterere S/C and at district Hqs

- Maintenance of office equipment

- Procurement of surveying equipment

Production page 2 BCR, DDP page 55-65

- Conduct farmer field days

- Rehabilitate the production administrative office block

- Procure a micro-irrigation system conduct surveillance of crops pests and disease for early detection

- Procure 103 bags of NAROCAS 1 cassava cuttings

- Distribution of ago-inputs to selected farmers under OWC

- Establish communal tick control spraying centres for cattle

Community Based Services page 3 BCR DDP page 172

- Sensitise communities on government programs

- Conduct gender mainstreaming activities

- Support YLP, UWEP and other programs

- Train 2500 adult learners under FAL

<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>Bugiri District developed project profiles for FY 2017/18 April, 2018; profiles were presented to TPC and discussed in a meeting held on November, 29th, 2017 Min.95/TPC/2017: Presentation and discussion of project profiles for FY 2018/19. The profiles seen are elaborate, for all projects and follow the format; they include work plan, M&amp;E strategy, M&amp;E plan, and EIA and mitigation plan.</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>Bugiri LG with support from Uganda Bureau of Statistics compiled a Statistical Abstract FY 2018/19 dated May, 2018. It included gender disaggregated data: male and female, rural and urban population, disaggregated gender data by Council, district departments and other population segments. The Abstract was presented to TPC meeting on August 8th, 2018 under Min: 06/TPC/2018.</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>From the Annual Budget Performance Report for FY2017/18, all infrastructure projects implemented by Bugiri LG were derived from the AWP and budget approved; examples are captured below:</p> <p>Education (APR) page 63</p> <ul style="list-style-type: none"> <li>• Classroom 2 construction in Maziriga and sironyo Primary schools at (shs 124,000,000) AWB page 28</li> <li>• 5 stance latrine construction at Bulesa, Muwayo, Wanenga and Kayango Primary Schools at 111,000,000) AWB 28-29</li> </ul> <p>Health (APR) page 57</p> <p>Construction of 5 stance lined pit latrine at Kapyanga HCII, at shs. 28,000,000 AWB page 19</p> <p>Water and Sanitation (APR) pg 76-77</p> <ul style="list-style-type: none"> <li>• Borehole drilling 16 (shs 339 644,000) AWB pg 38</li> <li>• Rehabilitation of 42 at shs 79,390,000) AWB 38-39</li> <li>• Construction of public latrines in Muwayo Town Board at shs 22,000,000 AWB FY2017/18 page 37</li> </ul> <p>Roads (APR) pg 69-71</p> <ul style="list-style-type: none"> <li>• Community Access Roads maintenance of at shs 112,772,000 AWB page 32</li> <li>• Bottlenecks clearance on community access roads ( Nabirere Swamp crossing, Iwemba S/c at shs (80,000,000) AWB pg 33</li> <li>• District roads Maintenance at (shs 840,899,000) AWB page 33-34</li> </ul>
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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> </ul> <ul style="list-style-type: none"> <li>o 100%: score 4</li> <li>o 80-99%: score 2</li> <li>o Below 80%: 0</li> </ul>	<p>From the Annual Budget Performance Report, the investment projects implemented by Bugiri LG were completed as per work plan by end of FY 2017/18.</p> <p>Education (APR page 63)</p> <ul style="list-style-type: none"> <li>• Construction of 2 Classroom blocks in two primary schools of Maziriga and sironyo Primary schools at (shs 124,000,000). Completed as per work plan</li> <li>• construction of 5 stance latrines at Bulesa, Muwayo, Wanenga and Kayango Primary Schools at 111,000,000) AWB 28-29 .Completed as per work plan</li> </ul> <p>Health (APR page 57)</p> <p>Construction of 5 stance lined pit latrine at Kapyanga HCII, at shs. 28,000,000 AWB page 19 Completed as per work plan</p> <p>Water and Sanitation (APR pg 76-77)</p> <ul style="list-style-type: none"> <li>• Borehole drilling 16 (shs 339 644,000) AWB pg 38</li> <li>• Rehabilitation of 42 at shs 79,390,000) AWB 38-39</li> <li>• Construction of public latrines in Muwayo town board at shs 22,000,000 AWB FY2017/18 page 37. All were completed as per work plan</li> </ul> <p>Roads (APR pg 69-71)</p> <ul style="list-style-type: none"> <li>• Community Access Roads maintenance of at shs 112,772,000 AWB page 32. Completed as per work plan</li> <li>• Bottlenecks clearance on community access roads ( Nabirere Swamp crossing, Iwemba S/c at shs (80,000,000) AWB pg 33. Completed as per work plan</li> <li>• District roads Maintenance at (shs 840,899,000) AWB page 33-34. Completed as per work plan</li> </ul>	
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The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

• Evidence that all investment projects in the previous FY

were completed within approved budget – Max. 15% plus or minus of original budget: score 2

From the Annual Budget Performance Report 2017/18 investment projects were implemented and completed within approved budget ; examples below:

Education (APR page 63)

- Construction of 2 Classroom blocks in two primary schools of Maziriga and sironyo Primary schools at (shs 124,000,000).

- Construction of 5 stance latrines at Bulesa, Muwayo, Wanenga and Kayango Primary Schools at 111,000,000)

Total budget was shs 182,694,000

Actual spent was shs 182,694,000

Health APR page 57

- Construction of 5 stance lined pit latrine at Kapyanga HCII,

Total Budget was shs 28,000,000

Actual spent was shs 28,000,000

- Construction of public latrines in Muwayo Town Board Total budget was shs 22,000,000

Actual spent was shs 22,000,000

All the investment projects were completed within the approved budget

<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>LG budgeted for expenditure on O&amp;M for infrastructure</p> <p>Budget 8,000,000 pg 6 of the budget</p> <p>Actual 7,900,000 schedule 2 Trial balance – Final. Accounts FY2017/18</p> <p style="text-align: right;">98.8%</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>	<ul style="list-style-type: none"> <li>The LG has 8 HoDs in its approved structure</li> </ul> <p>Of these 7 are substantively filled</p> <p>While 1 is not substantively filled, Mr. Lwanga Ronald is in acting position of District Natural Resources officer.</p> <p>The details of some HoDs positions substantively selected are indicated below:</p> <ol style="list-style-type: none"> <li>Mr. Masingano Mohammed DEO appointed under Min. BDSC/65/2006 dated 5/12/2006.</li> <li>Mr. Magero Stephen District Community Development Officer appointed on promotion under Min. No. BDSC 66/2008 dated 17/06/2008</li> <li>Dr. Kirya Stephenb DHO appointed on promotion under Min. No. NDSC/25/2018</li> <li>Mr. Nyende Mustafa Chief Finance Officer was retained as CFO after restructuring under Min. No. BDSC135/2005 dated 25/10/2005</li> <li>Mr. Isiko Paul Moses District Production and Marketing Officer appointed under Min. No. BDSC 195/2015 dated 24/06/2015.</li> <li>Mr. Ikaaba Fred District Engineer appointed under Min. No BDSC 136/2005 dated 31/10/2005</li> <li>Mr. Bukenya Jude DCAO head Administration appointed on transfer of services under PSC instruction No. 5 of 2015 dated 23/08/2017.</li> </ol>	<p>0</p>
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LG has substantively recruited and appraised all Heads of Departments

Maximum 5 points on this Performance Measure.

- Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2

- Evidence from personnel files and performance agreements and reports reveal the following.

1. Mr. Magero Stephen District Community Development Officer. Performance Agreement signed on 24th August 2017 and performance report signed on 10th August 2018. He was appraised

2. Dr. Kitya Stephen DHO Performance Agreement signed on 18th August 2017 and performance report signed on 07th August 2018. He was appraised.

3. Mr. Isiko Paul Moses District Production and Marketing Officer Performance Agreement signed on 15th July 2017 and performance report signed on 14th August 2018. He was appraised.

4. Mr. Nyende Mustapher CFO. Performance Agreement signed on 23rd July 2017 and performance report signed on 15th August 2018. He was appraised.

5. Mr. Lwanga Ronald District Natural Resources Officer Performance Agreement signed on 1st July 2017 and performance report signed on 14th August 2018. He was appraised.

6. Mr. Masingano Mohammed DEO Performance Agreement signed on 31st July 2017 and performance report signed on 14th August 2018. He was appraised.

7. Mr. Ikaaba Fred District Engineer Performance Agreement signed on 15th July 2017 and performance report signed on 31st July 2018. He was appraised.

8. DCAO Head Administration is not appraised here.

This is 100 percent appraisal.

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

Maximum 4 points on this Performance Measure.

• Evidence that 100 % of staff submitted for recruitment have been considered: score 2

Evidence from Minutes and Submission lists show that;

There were submissions as follows

Letter of CAO ref CR/156/1 dated 4th May 2018 for Medical officer

Dated 4th June 2018 for Assistant town clerk, parish chiefs

Dated 30th May 2018 for 2 community development officers

Dated 4th April 2018 for Health information Assistant

Dated 4th May 2018 for plant operator

Dated 11th April 2018 for Education Assistant, Assistant Town Clerk, 2 Parish Chiefs.

Dated 29th March 2018 for Parish Chief, Law Enforcement Officer, Office Attendant, 8 Education Assistants, Community development officer. These positions were considered in the advert No. 2 of 2017 in the Monitor of 24th Nov 2017

Submission from CAO dated 22nd March 2018 had the following that were considered under the internal advert No. 2 of 2017 dated 24th Nov 2017. Examples are;

10 Deputy Head Teachers

13 Senior Education Assistants

18 Education Assistants

2 Clinical Officers

4 Enrolled Nurses

1 Accounts assistant

All the above mentioned examples and others not mentioned above were considered under the internal and external advert No. 2 of 2017

<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>	<ul style="list-style-type: none"> <li>Reviewed the register of submissions from the CAOs office to the DSC. Findings from the review revealed that:</li> </ul> <p>Of the 102 staff submitted for confirmation in 2017/18 all staff was considered in 2017/18.</p> <p>Examples are;</p> <p>Submission dated 11th May 2018 included Kakonge David, Apio Stella, Babalanda Willy, Numuwayi Esther were considered under Min. No. BDSC 06/2018</p> <p>Submission dated 15th March 2018 had Kirya Godfrey, Mulwaya Abeli, Nkaziga Ednack was considered under minute No. BDSC 961/2018</p> <p>Submission dated 30th Nov 2017 and 15th Jan 2018 had 52 members of staff recommended for confirmation.</p> <p>DSC minutes no. BDSC 894/2018 considered 32, BDSC 896/2018 considered 12, BDSC 764/2018 considered 8. These are examples. All recommended staff for confirmation were considered.</p>	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<ul style="list-style-type: none"> <li>From submission lists for disciplinary action show that 7 members of staff absconded from duty and were recommended for removal from payroll.</li> </ul> <ol style="list-style-type: none"> <li>Waiswa Baker under submission dated 15th March 2018 was considered under min no. BDSC 966/2018</li> <li>Apama Deziranta under submission above was also considered under min. No. BDSC 967/2018</li> <li>Bisaso Harrison under submission dated 24th April 2018 was considered under min.no. BDSC 972/2018</li> <li>Dr. Anyango Rosemary under submission dated 06th Nov 2017 was considered under min.no. BDSC 930/2018</li> <li>Walooki Stephen, Ayazika Sarah and Kabene Mastilula under submission dated 15th Jan 2018 were considered under minutes BDSC 931/2018, BDSC 932/20148 and BDSC 933/2018 respectively.</li> </ol> <p>Therefore all submissions were considered.</p>	<p>1</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>	<ul style="list-style-type: none"> <li>Evidence from the newly recruited staff list, 113 new staff were recruited in FY2017/18. Out of these one person Mr. Wafula Mark William Assistant town clerk did not access payroll in two months and the reason was that his position was not on IPPS. He was appointed on 23rd March 2018 and accessed payroll of June 2018. All the others accessed in two months. Examples are; <ol style="list-style-type: none"> <li>Mutusa Hakim, Walusimbi Suzan, Kwagala Esther, Kagoya Marium, Isiko Daniel were appointed on 23rd March 2018 and accessed payroll of May 2018.</li> <li>Mukyala Maria Markline, Nabwire Christine, Abwot Mercy, Kagoya Ziripher were appointed in April 2018 and accessed payroll of June 2018.</li> </ol> </li> </ul>	3
<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 that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2</li> </ul>	<ul style="list-style-type: none"> <li>Evidence from information available from the pension list, it shows that 19 members of staff were retired in FY 2017/18. All these none accessed pension payroll in two months. The first ones to access took more than two months as it is shown by the following; <ol style="list-style-type: none"> <li>Itazi Christopher was retired on 24th Sept 2017 and accessed pension payroll on 28th Feb 2018</li> <li>Namukwana Jennifer was retired on 26th July 2017 and accessed pension payroll on 28th March 2018</li> <li>Biketi Mary was retired on 27th Sept 2017 and accessed pension payroll on 28th May 2018</li> <li>Okumu Paul was retired on 10th August 2017 and accessed pension payroll on 28th March 2018</li> </ol> <p>00 percent accessed pensions payroll.</p> </li> </ul>	0
Revenue Mobilization			

<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 LG registered local revenue (OSR) shs 217,311,311 in FY 2017/18 compared to Shs 197,555,737 in FY 2016/17. This indicated an increase in revenue of Shs 19,755,574. This is a percentage increase of 10%.</p> <p><i>Source (Final Accounts 2016/17 &amp; 2017/18)</i></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>Budgeted local revenue was Shs 354,229,000 and the actual revenue collected was Shs 217,311,311. 61.3% of the Budget was realised. Budget realisation was - 38.7%.</p>	0
<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 LG remitted a total of Shs 31,660,000 to LLGs (10 Sub counties and 1 Municipal Council) out of shs 128,928,219 LST that was collected in the FY 2017/2018.</p> <p>This indicated a percentage of 24.5% of Local revenue remitted.</p>	0

<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>Revenue collected in the FY 2016/17 was Shs 197,555,737 and Council expenses for FY 2017/18 amounted to Shs 25,560,000.</p> <p>Council expenditure compared to Revenue collection was 13% which is below the threshold of 20%.</p> <p><i>(Source: final accounts 2017/18 &amp; 2016/17)</i></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>Senior Procurement Officer (SPO) position was substantially filled as per the DSC Minute BDSC 139/2012 as indicated in the appointment letter dated 14th May 2012 signed by the CAO.</p> <p>Procurement Officer (SPO) position was substantially filled as per the DSC Minute BDSC 695/2017 as indicated in the appointment letter dated 3rd April 2017 signed by the CAO.</p>	<p>2</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 TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	<p>Technical Evaluation Committee (TEC) produced and submitted reports to the Contracts Committee (CC). For example;</p> <p><u>Education Sector:</u></p> <p>TEC report dated 12th July 2017 recommended M/S Wangi General Enterprises Ltd for the Construction of a 2 Classroom Block at Maziriga P/S in Budhaya S/C (Proc Ref: 504 BUGI/WKS/17-18/00047) at 61,700,00. Open Bidding used.</p> <p>TEC report dated 23rd October 2017 recommended M/S Shalka general Enterprise (U) Ltd for the Construction of a 5 Stance Pit Latrine at Kayango P/S in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/00049) under SFG was page 2 of the procurement plan 2017/18. Selective Bidding was used.</p> <p>TEC report dated 24th November 2017 recommended M/S Ebikumu Ebibiri General Enterprises Ltd for the construction of a 2 Stance Pit Latrine at Namuganza Market in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/000105) at UGX 10,000,000. Selective Bidding. was used.</p> <p>TEC report dated 24th October 2017 recommended</p>	<p>1</p>

		<p>M/S Galaxy Agro Tech (U) Ltd for the Drilling, Casting &amp; Installation of 8 Deep Boreholes – Lot 1 (<i>Proc Ref: 504 BUGI/WKS/17-18/00001</i>) at UGX 148,558,100. Open Domestic Bidding.</p> <p>TEC report dated 24th October 2017 recommended M/S Galaxy Agro Tech (U) Ltd Drilling, Casting &amp; Installation of 8 Deep Boreholes – Lot 2 (<i>Proc Ref: 504 BUGI/WKS/17-18/00002</i>).</p> <p>TEC report dated 24th October 2017 recommended M/S LHM Ground Water Exploration &amp; Geo Mapping services Ltd for the Consultancy services for sitting &amp; construction supervision of 8 deep boreholes under Lot 1 (<i>Proc Ref: 504 BUGI/SPLs/17-18/00001</i>) at 24,000,000. Selective Bidding was used.</p> <p>TEC report dated 24th October 2017 recommended M/S LHM Ground Water Exploration &amp; Geo Mapping services Ltd for the Consultancy services for sitting &amp; construction supervision of 8 deep boreholes under Lot 2 (<i>Proc Ref: 504 BUGI/SPLs/17-18/00002</i>) at 24,000,000. Selective Bidding used.</p> <p>TEC report dated 23rd October 2017 recommended M/S Lit General Agencies Ltd for the Construction of a 5 Stance Pit Latrine at Bugubo HCII in Kapyanga S/C (<i>Proc Ref: 504 BUGI/WKS/17-18/00053</i>) at UGX 27,900,000.</p> <p>TEC report dated 24th November 2017 recommended M/S Nkabi Investments Ltd for the Completion of Iwemba Community Hall in Iwemba S/C (<i>Proc Ref: 504 BUGI/WKS/17-18/00057</i>) was on page 4 off the procurement plan 2017/18. Selective Bidding used.</p> <p>TEC report dated 12th July 2017 recommended M/S Spot Contractors (U) Ltd for the construction of a 2 classroom Block at Sironyo P/S (<i>Proc Ref: 504 BUGI/WKS/17-18/00046</i>) at UGX 62, 000,000. Open Domestic Bidding used.</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 Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>Contracts Committee (CC) considered recommendations of the TEC. For example,</p> <p>Under CC Minute/DCC/04(d) third siting dated 20th September 2017, CC approved the recommendations of TEC and awarded the contract to M/S Wangi General Enterprises Ltd for the Construction of a 2 Classroom Block at Maziriga P/S in Budhaya S/C (<i>Proc Ref: 504 BUGI/WKS/17-18/00047</i>) at 61,700,00. Open Bidding used.</p> <p>Under CC Minute/DCC/04/2017 dated 24th October 2017, CC approved the recommendations of TEC and</p>	<p>1</p>



awarded the contract to M/S Shalka general Enterprise (U) Ltd for the Construction of a 5 Stance Pit Latrine at Kayango P/S in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/00049) under SFG at UGX 27,000,000. Selective Bidding.

Under CC Minute/DCC/04 (h)/2017 dated 5th December 2017, CC approved the recommendations of TEC and awarded the contract to M/S Ebikumu Ebibiri General Enterprises Ltd for the construction of a 2 Stance Pit Latrine at Namuganza Market in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/000105) at UGX 10,000,000.

Under CC Minute/DCC/04/2017 dated 24th October 2017 CC approved the recommendations of TEC and awarded the contract to M/S LHM Ground Water Exploration & Geo mapping services Ltd for the Consultancy services for sitting & construction supervision of deep boreholes under Lot 1 (Proc Ref: 504 BUGI/SPLs/17-18/00001) at 24,000,000.

- Under CC Minute/DCC/04/2017 dated 24th October 2017 CC approved the recommendations of TEC and awarded the contract to M/S LHM Ground Water Exploration & Geo mapping services Ltd for the Consultancy services for sitting & construction supervision of deep boreholes under Lot 2 (Proc Ref: 504 BUGI/SPLs/17-18/00002) at 24,000,000.

Under CC Minute/DCC/04(a)/2017 dated 24th October 2017 CC approved the recommendations of TEC and awarded the contract to M/S Galaxy Agro Tech (U) Ltd for the Drilling, Casting & Installation of 8 Deep Boreholes – Lot 1 (Proc Ref: 504 BUGI/WKS/17-18/00001) at UGX 148,558,100. Open Domestic Bidding.

Under CC Minute/DCC/04(b)/2017 dated 24th October 2017 CC approved the recommendations of TEC and awarded the contract to M/S Galaxy Agro Tech (U) Ltd for the Drilling, Casting & Installation of 8 Deep Boreholes – Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00002) at UGX 148,558,100. Open Domestic Bidding.

Under CC Minute/DCC/04/2017 dated 24th October 2017 CC approved the recommendations of TEC and awarded the contract to M/S Lit General Agencies Ltd for the Construction of a 5 Stance Pit Latrine at Bugubo HCII in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00053) at UGX 27,900,000.

Under CC Minute/DCC/04(c)/2017 dated 5th December 2017 CC approved the recommendations of TEC and awarded the contract to M/S Nkabi Investments Ltd for the Completion of Iwemba Community Hall in Iwemba S/C (Proc Ref: 504

		<p>BUGI/WKS/17-18/00057) was on page 4 off the procurement plan 2017/18.</p> <p>Under CC Minute/DCC/04(c)/2017 dated 20th September 2017 CC approved the recommendations of TEC and awarded the contract to M/S TEC report dated 12th July 2017 recommended M/S Spot Contractors (U) Ltd for the construction of a 2 classroom Block at Sironyo P/S (Proc Ref: 504 BUGI/WKS/17-18/00046) at UGX 62, 000,000.</p>	
<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 current AWP 2018/19 was signed on 5th Sept 2017. The current approved Procurement plan for FY 2018/19 covered cover all major investments/ infrastructure projects in the current approved and AWP/B for FY 2018/19 that was generated from the PBS. Example of projects included the following;</p> <ol style="list-style-type: none"> <li>Drilling, Casting &amp; Installation of 8 Deep Boreholes under Lot 1 (Proc Ref: BUGI/WRKS/18-19/00001).</li> <li>Drilling, Casting &amp; Installation of 8 Deep Boreholes under Lot 2 (Proc Ref: BUGI/WRKS/18-19/00002).</li> <li>Construction of a 2 classroom Block at Namagonjo P/S (Proc Ref: BUGI/WRKS/18-19/00004).</li> <li>Construction of a 2 classroom Block at Buwolya P/S (Proc Ref: BUGI/WRKS/18-19/00005).</li> <li>Construction of a 2 classroom Block at Buwolya P/S (Proc Ref: BUGI/WRKS/18-19/00008).</li> </ol>	2
<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>The Annual Procurement Plan for FY 2018/19 for Bugiri District LG was submitted to PPDA in a letter dated 4th December 2017 signed and stamped by the CAO. It also bears a receipt stamp of PPDA dated 4th December 2017. It had a total of 22 infrastructure projects of which only 5 bid documents had bid documents prepared by 30th August 2018. Therefore, the percentage was calculated to be 22.73% which was less than 80% required by the LGPA manual of June 2018.</p> <p>The rest of the bid documents were still under preparation and not yet approved by the contract committee.</p>	0
<p>The LG has</p>	<ul style="list-style-type: none"> <li>For Previous FY,</li> </ul>	<p>The current contract register was updated with all</p>	2

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

Maximum 6 points on this performance measure.

evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2

complete procurement projects for all procurements made in FY 2017/18. It had projects for FY 2017/18 only.

It had columns indicating the Procurement Reference number, Procurement method, provider, Date of award, Contract values, Estimated contract values, Procurement status e.g project completed and handed over to the district.

For example, from a sample of 5 projects below included in the contracts register;

Education Sector projects included:

Construction of a 2 Classroom Block at Maziriga P/S in Budhaya S/C (Proc Ref: 504 BUGI/WKS/17-18/00047) under SFG was on page 1 of the procurement plan 2017/18. Selective Bidding. Project completed and handed over.

Construction of a 5 Stance Pit Latrine at Kayango P/S in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00049) under SFG was page 2 off the procurement plan 2017/18. Selective Bidding. Project completed and handed over.

Construction of a 2 classroom Block at Sironyo P/S (Proc Ref: 504 BUGI/WKS/17-18/00046) at UGX 62, 000,000. Open Domestic Bidding. Project completed and handed over.

The Sub County Project included:

Construction of a 5 Stance Pit Latrine at Namuganza P/S in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/000105) under was page 2 off the procurement plan 2017/18. Project completed and handed over.

Water sector projects included:

Drilling, Casting & Installation of 8 Deep Boreholes – Lot 1 (Proc Ref: 504 BUGI/WKS/17-18/00001) on page 1 of the procurement plan 2017/18. Open Domestic Bidding.

Drilling, Casting & Installation of 8 Deep Boreholes – Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00002) on page 1 of the procurement plan 2017/18. Open Domestic Bidding.

Consultancy services for sitting & construction supervision of deep boreholes under Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00002) was on page 2 off the procurement plan 2017/18.

Construction of a 5 Stance Pit Latrine at Bugubo HCII

in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00053) under DDEG funding was page 1 off the procurement plan 2017/18. It's a sub County project. Project completed and handed over.

Construction of a 5 Stance Pit Latrine at Kayango P/S in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/000105) under SFG was page 2 off the procurement plan 2017/18. Project completed and handed over.

Consultancy services for sitting & construction supervision of deep 8 boreholes under Lot 1 (Proc Ref: 504 BUGI/SPLs/17-18/00001) was on page 2 off the procurement plan 2017/18

Consultancy services for sitting & construction supervision of 8 deep boreholes under Lot 2 (Proc Ref: 504 BUGI/SPLs/17-18/00002) was on page 2 off the procurement plan 2017/18.

Construction of a 5 Stance Pit Latrine with a urinal at Muwayo Town Board in Buluguyi S/C under water sector (Proc Ref: 504 BUGI/WKS/17-18/00003) was on page 2 off the procurement plan 2017/18.

Other Projects included:

Construction of Iwemba Community Hall in Iwemba S/C (Proc Ref: 504 BUGI/WKS/17-18/00057) was on page 4 off the procurement plan 2017/18. Selective Bidding. Project completed and handed over.

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

Maximum 6 points on this performance measure.

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

Bugiri District LG adhered to the procurement thresholds. For example, from the sampled projects below, indicated compliance with the procurement thresholds & method of procurement. For example,

Education Sector:

Construction of a 2 Classroom Block at Maziriga P/S in Budhaya S/C (Proc Ref: 504 BUGI/WKS/17-18/00047) at UGX 61,700,000. Open Bidding used.

Construction of a 5 Stance Pit Latrine at Kayango P/S in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/00049). Selective Bidding used.

Construction of a 2 Stance Pit Latrine at Namuganza Market in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/000105) at UGX 10,000,000. Selective Bidding used.

Drilling, Casting & Installation of 8 Deep Boreholes – Lot 1 (Proc Ref: 504 BUGI/WKS/17-18/00001) at UGX 148,558,100. Open Domestic Bidding used.

Drilling, Casting & Installation of 8 Deep Boreholes – Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00002). Open Domestic Bidding used.

Consultancy services for sitting & construction supervision of 8 deep boreholes under Lot 1 (Proc Ref: 504 BUGI/SPLs/17-18/00001) at 24,000,000. Selective Bidding used.

Consultancy services for sitting & construction supervision of 8 deep boreholes under Lot 2 (Proc Ref: 504 BUGI/SPLs/17-18/00002) at 24,000,000. Selective Bidding used.

Construction of a 5 Stance Pit Latrine at Bugubo HCII in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00053) at UGX 27,900,000. Selective Bidding used.

Completion of Iwemba Community Hall in Iwemba S/C (Proc Ref: 504 BUGI/WKS/17-18/00057). Selective Bidding.

Construction of a 2 classroom Block at Sironyo P/S (Proc Ref: 504 BUGI/WKS/17-18/00046) at UGX 62,000,000. Open Domestic Bidding.

The LG has certified and provided detailed project information on all investments

Maximum 4 points on this performance measure

• 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

Not all works projects implemented in the previous FY 2017/18 were appropriately certified. Interim and completion certificates were on file or attached to the payment vouchers on file in finance and user departments.

For example, the following projects did not have interim or completion certificates based on technical supervision.

Construction of a 5 Stance Pit Latrine at Kayango P/S in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/000105).

Construction of a 5 Stance Pit Latrine at Bugubo HCII in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00053) under DDEG funding

Completion of Iwemba Community Hall in Iwemba S/C (Proc Ref: 504 BUGI/WKS/17-18/00057).

However, the following projects had completion certificates on file

Maziriga P/S dated issued 13th Feb 2018 signed by District Engineer, CAO, DEO, CFO and Internal Audit & Environment Officer.

Completion Certificate issued on 2nd July 2018 for the Construction of a 5 Stance Pit Latrine with a urinal at Muwayo Town Board in Buluguyi S/C (Proc Ref: 504 BUGI/WKS/17-18/00003).

Completion certificate dated 10th August 2018 for the Consultancy services for sitting & construction supervision of deep 8 boreholes under Lot 1 (Proc Ref: 504 BUGI/SPLs/17-18/00001).

Completion certificate dated 10th August 2018 for the Drilling, Casting & Installation of 8 Deep Boreholes – Lot 1 (Proc Ref: 504 BUGI/WKS/17-18/00001).

Completion certificate dated 10th August 2018 for the Drilling, Casting & Installation of 8 Deep Boreholes – Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00021).

The LG has certified and provided detailed project information on all investments

Maximum 4 points on this performance measure

• 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

Site Boards specifications for all infrastructure projects in FY 2018/19 did not indicate contract values. For example, the BoQs and site boards did not included actual contract values. Examples of project whose site boards never indicated actual contract values were the following:

Construction of a 5 Stance Pit Latrine at Kayango P/S in Nankoma S/C (Proc Ref: 504 BUGI/WKS/17-18/000105).

Classroom Block at Maziriga P/S in Budhaya S/C (Proc Ref: 504 BUGI/WKS/17-18/00047).

Construction of a 5 Stance Pit Latrine at Bugubo HCII in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00053) under DDEG funding

Completion of Iwemba Community Hall in Iwemba S/C (Proc Ref: 504 BUGI/WKS/17-18/00057).

Construction of a 5 Stance Pit Latrine with a urinal at Muwayo Town Board in Buluguyi S/C (Proc Ref: 504 BUGI/WKS/17-18/00003).

Consultancy services for sitting & construction supervision of deep 8 boreholes under Lot 1 (Proc Ref: 504 BUGI/SPLs/17-18/00001).

Consultancy services for sitting & construction supervision of deep 8 boreholes under Lot 2 (Proc Ref: 504 BUGI/SPLs/17-18/00002).

Drilling, Casting & Installation of 8 Deep Boreholes – Lot 1 (Proc Ref: 504 BUGI/WKS/17-18/00001).

Drilling, Casting & Installation of 8 Deep Boreholes – Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00002).

Therefore, the actual contract value was not displayed on the site boards.

Financial management

<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 LG maintained a total of 3 Accounts. BRS were not done on time as shown by the samples taken;</p> <p>1. BUGIRI DLG TREASURY SINGLE ACCOUNT- Bank of Uganda</p> <p>A/c No. 005040528000000</p> <p>July 2017 was reconciled on 19 Dec 2017</p> <p>Sept 2017 reconciliation was done on 20 Dec 2017</p> <p>April 2018 reconciliation was done on 02 July 2018</p> <p>June 2018 reconciliation was done on 24 July 2018.</p> <p>2. BUGIRI DLG MULTI SECTORAL FOOD SECURITY AND NUTRITION PROJECT A/C-Centenary Bank</p> <p>A/c No- 4610500160</p> <p>July 2017 was reconciled on 02 Aug 2017</p> <p>Sept 2017 reconciliation was done on 14 Oct 2017</p> <p>March 2018 reconciliation was done on 08 April 2018</p> <p>May 2018 reconciliation was done on 22 June 2018</p> <p>3. BUGIRI DISTRICT VEGETABLE OIL A/C- Centenary Bank</p> <p>A/c No.- 31000046712</p> <p>Nov 2017 reconciliation was done on 10 Dec 2017</p> <p>Jan 2018 reconciliation was done on 15 Feb 2018</p> <p>May 2018 reconciliation was done on 17 June 2018</p> <p>Reconciliation statements were not done on time especially those of the Treasury single account. The TSA reconciliations were not printed for filing and endorsing by the CFO as required by the LG Financial and Accounting Manual 2007 Part VI Sec 73.</p>	<p>0</p>
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<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• If the LG makes timely payment of suppliers during the previous FY <ul style="list-style-type: none"> <li>– no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul> </li> </ul>	<p>The LG made timely payments to suppliers during FY 2017/2018 as evidenced by the sample below;</p> <p>Emoroni Investment Limited (Shs 17,258,217) construction of staff house at Maziriga Health centre</p> <p><i>Payment process,</i></p> <p>Requisition- 28 Aug 2017  Certified by DHO- 08 Sept 2017  Approved by CFO- 04 Oct 2017  Paid -20 Oct 2017 (Vr No. HE0025)</p> <p>Total (U) Limited for Education department fuel for monitoring schools in 1st quarter (Shs 2,317,423)</p> <p><i>Payment process;</i></p> <p>Requisition- 24 Aug 2017  Certified by DEO- 20 Sept 2017  Approved by CFO-20 Sept 2017  Paid- 11 Oct 2017 (Vr No. ED00393)</p> <p>Maa Technologies (shs. 10,713,2017)- Retention on casting, drilling and installation of 11 boreholes.  Payment process;  Requisition- 19 Feb 2018  Certified by DWO – 21 Feb 2018  Paid- 23 Feb 2018 (Vr No. WK00613)</p> <p>Sadico and Brothers (shs500,000) –purchase of wall rack</p> <p><i>Payment process;</i></p> <p>Requisition- 15 May 2018  Certified by DHO – 22 May 2018  Paid- 23 May 2018 (Vr No. S13632)</p> <p>The sampled suppliers did not have a clause on payment terms in their contracts. Therefore, a time frame of 2 months after requisition was considered.</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>In a letter dated 5 Dec 2011 Ref: CR/156/1 under Min BDSC 275/2011, Buluma Kulazikulabe Pasco was appointed on promotion as the District Internal Auditor under salary scale U2 signed by the CAO.</p>	<p>1</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>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p><i>Internal Audit had all the reports for the four quarters.</i></p> <p>Quarter 1 report Ref: CR/250/1 dated 12 Oct 2017 received by Directorate of Internal Audit on 27 Oct 2017</p> <p>Quarter 2 report Ref: : CR/250/1 7 dated 12 Jan 2018 received by Directorate of Internal Audit on 30 Jan 2018</p> <p>Quarter 3 report Ref: : CR/250/1 dated 12 April 2018 received by Directorate of Internal Audit on 11 May 2018</p> <p>Quarter 4 report Ref: : CR/250/1 dated 15 July 2018 received by Directorate of Internal Audit on 24 July 2018</p> <p><i>References to Internal Audit meeting minutes.</i></p> <p>There were no Internal Audit meeting minutes availed for review.</p>	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LG did not provide a status of implementation of all internal audit findings for FY 2017/18 to the council and LG PAC because PAC did not review any of the quarterly reports to provide recommendations for implementation.</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>All internal Audit reports for FY 2017/2018 were submitted to LG PAC and LG accounting officer BUT they were not reviewed by PAC hence no follow up done as elaborated below;</p> <p><i>SUBMISSION TO LGPAC</i></p> <p>Quarter 1- 14 Oct 2018.  Quarter 2- 18 Feb 2018  Quarter 3- 30 April 2018  Quarter 4- 21 Aug 2018</p> <p><i>SUBMISSION TO CAO/ACCOUNTING OFFICER</i></p> <p>Quarter 1- 13 Oct 2017.  Quarter 2- 16 Jan 2018  Quarter 3- 13 April 2018  Quarter 4- 17 July 2018</p> <p><i>In reference to LG PAC minutes;</i></p> <p>PAC did not hold any meetings for the FY 2017/2018. All quarterly reports were no reviewed. The Secretary PAC attributes this to the method of work used by PAC i.e “Post Mortem method.” Reports are always reviewed late.</p>	<p>0</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 LG maintained an assets register in the forms as provided for in the Accounting Manual (AC 33 (a), (b), (c). However it is not updated with most of the details like cost, year of acquisition among others.</p>	0
<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>The LG had an unqualified audit opinion as per AG's Report.  (Source: Report of the Auditor General to Parliament for FY ended 30 June 2018; Annexure IV; 4.2)</p>	4
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <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: score 2</li> </ul>	<p>Council sitting on May 29th, 2018: under Min. 94/BDL/2018 Presentation of committee reports and approval of budgets, capacity building plan, Revenue enhancement plan and contracts plans for FY 2018/19</p> <p>Council sitting on March 22, 2018, under Min 86/BDL/201: presentation of motions from DEC for approval</p> <ol style="list-style-type: none"> <li>Approval of members of Statutory Bodies</li> <li>Presentation and approval of PAC report</li> <li>Approval of administrative units in the district</li> </ol> <p>Min 87/BDL/2018; laying of the District budget for FY 2018/19</p> <p>Council sitting on December 28th ,2017; under Min. 73/BDL/2017; presentation of the district status address by the District Chairperson for 2017</p> <p>Council sitting on November 23, 2018 under min 65/BDL/2017; Presentation and discussion of the report of the Social Services Sector for 1st quarter of FY 2017/2018.</p>	<p>2</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 1.</li> </ul>	<p>Bugiri District CAO has appointed a staff Ms Wanyama Geoffrey Maurice, the Principal Assistant Secretary Bugiri DLC as a Complaint Desk Officer; Duties include; receiving and recording all complaints from the different stakeholders, providing and coordinating with Cao's office and other HoDs to offer the complainants appropriate feedback; feeding the rewards and sanctions committee with information in case the culprit requires its action. A letter dated July 10th, 2018; Signed by the Mr. Kazimiro Ezaruku, the Chief Admin Officer.</p>	<p>1</p>

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <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>Bugiri LG has specified a system for recording, investigating and responding to grievances. Complaints register book exists opened on January 31st, 2018, and it captures grievances like: fraud, non-payment of salaries, Management of projects – OWC, land disputes, irregular loan deductions from employees, service delivery facilities and actions taken.</p> <p>There are issue that are made public and available through community engagement meetings and radio talk shows every month. HoDs and political leaders appear on radio talk shows for 2 hours every last Friday of the month.</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>Bugiri District LG has published information on noticeboard ie, LG staff payroll for ( September 2018), and pensioner payment schedule for ( September 2018).</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</li> </ul>	<p>The PDU has displayed procurement plan, best evaluated bidders, prequalification list 2018/2019.</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 performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1.</p>	<p>DLG performance assessment results and implications for FY 2016/17 are published to the citizens; (on the DLG budget website by MoFPED). The district disseminated a report dated August 8th, 2018. The district planner presented the LGPA 2016/17 results under Council minute: DTPC Min 04/TPC/2018 .Bugiri DLG got 51% overall score and ranked 94th out of 138 LG assessed. The joint Meeting resolved that prepare for mock assessment by August 14th, 2018 in readiness for the National Assessment coming September. LGPA 2017/2018.</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>	<p>• Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</p>	<p>There was evidence that the district has communicated and explained guidelines, circulars and policies issued by the national level to LLGs eg Budget call circular FY 2018/19 was circulated to Senior Assistant Secretaries (SAS) by the planer on August 8th, 2018 TPC meeting.</p> <p>Under TPC Min 03/TPC/2018; Dissemination of Guidelines and policies, these included:</p> <ul style="list-style-type: none"> <li>- DDEG Guidelines</li> <li>- Local Government Planning Guidelines from NPA</li> <li>- Key policy issues regarding budgeting FY 2018/19</li> <li>- Indicative planning figures (Depts. and LLGs) 2018/19</li> <li>- Health guidelines</li> <li>- Education guidelines</li> </ul> <p>Guidelines were explained and technical staffs were urged to follow disseminated guidelines and policies.</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 LG in the previous FY conducted discussions with citizens on June 26th, 2018 at Iwemba Sub County Hqs. Issues included: lack of electricity in Bugiri hospital, inadequate staff in health centers, and poor agricultural production due to harsh climatic changes. Absence of secondary school in Iwemba sub county, absence of technical sub county staff. Poor farmers' attitude on agriculture as business, fake inputs in agriculture shops etc.</p> <p>A schedule of radio talk show was available with the Communications Officer (the LG had 2 hours contact in the every last Friday of the month. The LG is running a calendar year January to December from last FY. These radio programs provide feedback on activity implementation, resources used etc. to citizens. The Radio Station much used is Eastern Voice FM, in Bugiri Town</p>	
Social and environmental safeguards			



The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles

Maximum 4 points on this performance measure.

• 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.

Gender focal person (GFP) & DCDO provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. For example,

Report on Training of HoDs and Sector Heads on support and Guidance on Gender Mainstreaming dated 18th March 2018. The participants came from DSC, Works & technical, Health, Production, Education department, Town Clerk, Finance/Audit, PDU, Water, Human resource. A total of 30 participants.

In a letter dated 9th July 2018, the DCDO designated an officer (Gender focal person) Jane Mwendha (SCDO) in charge of community development sector to do among others, the following (i) Ensuring that gender is mainstreamed and integrated in all departments, programmes, projects and activities in the districts in liaison with GBV, focal persons in those department; (ii) Supervising gender, culture and women affairs in the district. Training was conducted on 15th March 2018 and 35 participants attended.

Report from on the 2 WUCs of Kapyanga B (2 Boreholes) and Kakandwa (1 borehole) Water sources dated 17th December 2017. Roles and responsibilities of WAUS on health and hygiene, etc at the water source.

Report dated 6th March 2018 for refresher training of CDOs on women empowerment, planning, & budgeting, Record keeping and report writing. It was to ensure that women activities are taken seriously into consideration in the planning and budgeting process, gender mainstreaming, adequate planning and budgeting, record keeping, and guiding community development workers to guide groups prepare proper documents for funding under UWEP, YLP, SAGE among others. Training took place on 5th March 2018.

Report on Training of 12 women groups between under UWEP programme Lot 2. Dated 13th June 2018. Enterprise management committees, Procurement Committees, Social Accountability committees. Group cohesion, records management, enterprise selection, financial management.

CDO participated in training of Environment Conservation clubs in Schools on environment management in Buwunga PS/C. There was report on file dated 29th March 2018 submitted to CAO and signed and stamped by the CDO (GFPP) and SEO.

The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles

Maximum 4 points on this performance measure.

- Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability

and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2.

In the AWP for FY 2018/19 indicated that Gender Focal Point Persons and CDO of Bugiri district LG planned 2 activities for current FY 2018/19 to strengthen women's roles and address vulnerability and social inclusion. Activities included

- Activity 1: Under Output 108107: Gender mainstreaming within the AWP 2018/19 the CBS planned for training meeting with all Heads of Department (HoDs) and Sector Heads to mainstream gender & equity budgeting issues in all departments, sectors and Sub Counties

- Activity 2: Strengthen women roles in FY 2018/19: The CBS planned to train community development workers on gender related activities. Train women councils on gender related issues. These activities were indicated on page 96 of AWP 2018/19 all estimated at UGX 3,000,000.

- Under output 108108: Children & Youth Services: CBS planned to hold dialogue to sensitize communities about children in contact with the Law. Radio Talk-shows to end child marriage. Hold back-to-school campaign to end child marriage. Hold dialogue with parents on the need for education & procurement of sanitary pads into Youth corners for girl children. These activities were on page 97 of the AWP 2018/19 estimated at UGX 3,270,000..

However, from the End of Year Financial Statements Final as at 30th June 2018 submitted to OAG in a letter dated 28th August 2018 signed and stamped by CAO and bears a receipt stamp of OAG dated 30th August 2018 indicated that out of the total expenditure of UGX 759,420,925 less the General staff salaries of UGX 106,282,657 in FY 2017/18 for CBS, only UGX 653138250, was spent on gender activities/vulnerability/social inclusion (86%) which was less than 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>Records on files from a sample of 5 infrastructure projects below showed that the projects were screened by the Senior Environment Officer (SEO) using ESSF forms all signed and stamped by the Senior Environment Officer (SEO) &amp; CDO. The sampled five (5) infrastructure project screened and have ESMP are;</p> <ul style="list-style-type: none"> <li>• Construction of a 5 Stance Pit Latrine at Bugubo HCII in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00053) under DDEG funding.</li> <li>• Construction of 2 classroom block at Sironyo P/S in Buluguyi S/C. There was an environment screening report dated 8th May 2018 signed and stamped by CAO for education infrastructure project under SFG.</li> </ul> <p>All Water Sector Project below were also screened:</p> <ul style="list-style-type: none"> <li>• Completion certificate dated 10th August 2018 for the Consultancy services for sitting &amp; construction supervision of deep 8 boreholes under Lot 1 (Proc Ref: 504 BUGI/SPLs/17-18/00001).</li> <li>• Completion certificate dated 10th August 2018 for the Consultancy services for sitting &amp; construction supervision of deep 8 boreholes under Lot 2 (Proc Ref: 504 BUGI/SPLs/17-18/00002).</li> <li>• Completion certificate dated 10th August 2018 for the Drilling, Casting &amp; Installation of 8 Deep Boreholes – Lot 1 (Proc Ref: 504 BUGI/WKS/17-18/00001).</li> <li>• Completion certificate dated 10th August 2018 for the Drilling, Casting &amp; Installation of 8 Deep Boreholes – Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00002).</li> </ul>
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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>Bugiri District LG integrated environmental and social management and health and safety plans in the contract bid documents/BoQs. For example, the 5 sampled bid documents/BoQs for all infrastructure projects listed below had environmental, social, health and safety issues and mitigation measures incorporated and budgeted for in FY 2017/18.</p> <p>Project Without Environment issues in contract Bid documents/ BoQs:</p> <p>i. A 5-stance for Kayango P/S. Element 12: Environment, HIV &amp;AIDS and Gender concerns with total estimated of 1,500,000. Element 12A specifies that at the commencement of works, the contractor shall plant and maintain throughout the construction period 10 trees in the vicinity of the site at instructions of the Project Manager. The species and spacing shall be after approval of the project Manager. Estimated at 1,000,000. Element 12B specifies that site meetings with Local communities including HIV/AIDS, gender, environment, Health and Safety issues estimated at UGX 500,000.</p> <p>ii. Water Sector project Lot 1 drilling, Installation &amp; casting of boreholes.</p> <p>iii. Water Sector project Lot 2 drilling, Installation &amp; casting of boreholes.</p> <p>Construction of 2 classroom block at Sironyo P/S in Buluguyi S/C. For example, Element 12 Item 1.63: Environment, HIV &amp;AIDS and Gender concerns with total estimated of 400,000. At the commencement of works, the contractor shall plant and maintain throughout the construction period 4 trees in the vicinity of the site at instructions of the Project Manager. Site meetings with Local communities including HIV/AIDS, Gender, Environment, Health and Safety issues.</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>Not all infrastructure projects were implemented on land where the LG has proof of ownership (e.g. a land title, agreement, MoU etc.). For example, there was no evidence on file showing proof for the following projects;</p> <p>Construction of a 5 Stance Pit Latrine at Bugubo HCII in Kapyanga S/C (Proc Ref: 504 BUGI/WKS/17-18/00053)</p> <p>However, Water sector had MoUs on file for water projects (Drilling, Casting &amp; Installation of 8 Boreholes under Lot 1 &amp; Lot 2) on land where boreholes were drilled, installed and platforms cast within the communities.</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 all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1</li> </ul>	<p>The completed infrastructure projects had Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO (EFPP).</p> <p>There was a report on Environment compliance monitoring of water projects in FY 2017/18 dated 16th February 2018 signed by the District Environment Officer &amp; CDO.</p> <p>The following infrastructure projects were certified by the SEO &amp; CDO;</p> <ul style="list-style-type: none"> <li>• Certificate No. 002 dated 1st March 2018 for the Drilling, Casting &amp; Installation of 8 Deep Boreholes – Lot 1 (Proc Ref: 504 BUGI/WKS/17-18/00001).</li> <li>• Certificate No. 002 dated 1st March 2018 for the Drilling, Casting &amp; Installation of 8 Deep Boreholes – Lot 2 (Proc Ref: 504 BUGI/WKS/17-18/00002).</li> <li>• Environment &amp; Social Certificate Form 3 dated 1st March 2018 signed by the SEO &amp; CDO for the Construction of a 4 Stance Lined VIP latrine at Wakama.</li> <li>• Certificate No.4 dated 1st March 2018 and signed by the SEO &amp; CDO (EFPP) for the construction of 4 stance lined latrine at Muwayo.</li> </ul>	<p>1</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>Records on file indicated that the contract payment certificate included prior environmental and social clearance signed by the SEO and CDO. The sample of 5 projects listed below were certified by SEO &amp; CDO.</p> <ul style="list-style-type: none"> <li>• Certificate No. 002: Environment &amp; social certification form dated 14th June 2018 signed by CDO (EFPP) and District Environment Officer for the Construction of 5 stance lined latrine at Bugubo HCII in Kapyanga S/C.</li> <li>• Certificate No. 004: Environment &amp; social certification form dated 14th June 2018 signed by CDO (EFPP) and District Environment Officer for Bridging Nabirere Swamp.</li> <li>• Certificate No. 003: Environment &amp; social certification form dated 14th June 2018 signed by CDO (EFPP) and District Environment Officer for the Supply &amp; Installation of Lightening Arresters in Nasaga P/S.</li> <li>• Certificate No. 003: Environment &amp; social certification form dated 14th June 2018 signed by CDO (EFPP) and District Environment Officer for the Supply &amp; Installation of Lightening Arresters in Nankoma P/S.</li> <li>• Certificate No. 003: Environment &amp; social certification form dated 14th June 2018 signed by CDO (EFPP) and District Environment Officer for the Supply &amp; Installation of Lightening Arresters in Nawanjuki P/S.</li> <li>• Certificate No. 001: Environment &amp; social certification form dated 14th June 2018 signed by CDO (EFPP) and District Environment Officer for the Completion of Maziriga HCII. It was screened in 2012 but the project was completed in FY 2017/18.</li> </ul>	
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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 environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken.</li> </ul> <p>Score: 1</p>	<p>Records on file did not have monthly report by SEO and CDO including: a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. There was no Progress reports on the implementation of mitigation measures on Capital Development Projects signed and stamped on files by the Environmental Officer and CDO in FY 2017/18.</p> <p>The Environment Compliance Report dated 14th June 2018 had variations e.g <i>(i) No hand-washing facility on the 5 stance pit latrine at Bugubo HCII in Kapyanga S/C; (ii) Lids not provided yet it was recommended in the ESMP; (iii) Tree planting was part of the ESMP and should be implemented before the start of the rains.</i> However, there were no pictures indicating variations for at least 5 infrastructure projects sampled.</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>LG 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. As presented on PBS, the current FY 2018/2019 total number of teachers was 1417</p> <p>Actual budget was 11,700,017</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>LG 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.</p> <p>As the 5 sampled schools, It was observed that same teachers as indicated in the staff lists at the district were actually deployed in the schools. For example: Nankoma P/S had 14 teachers, Buwunga P/S had 13 teachers observed, Buhunga P/S had 11 teachers, Iwemba P/S teachers were 14 teachers, Buluguyi P/S were 18 teachers and Bulesa P/S 08 teachers observed .</p>	4



<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>LG Submitted a recruitment plan dated 9th /09/2017 that was signed by CAO on 20th /09/2017 received at the Ministry of public service on 26th /09/2017.</p> <p>The following vacant posts were submitted in the recruitment plan that included:</p> <ul style="list-style-type: none"> <li>• Head teachers 5</li> <li>• Deputy were 10</li> <li>• Senior Education assistants 30</li> <li>• Education Assistants 60 and only filled 27.</li> </ul> <p>LG filled the structure for primary teachers with a wage bill provision of UGX 11,700,017 as indicated below:</p> <ul style="list-style-type: none"> <li>• Approved were 2030</li> <li>• Filled were 1416</li> <li>• Vacant were 614</li> <li>• Percentage 69.7</li> </ul>	<p>0</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>As indicated on file, Education department had three inspectors according to the structure that included: Kabulo Henry, Ajambo Aida Mary and Tbiwa Masitula. That were appointed on the following dates:</p> <p>Kabulo Henry was appointed on transfer of service on 11th /10/2011 under minute number BDSC 180/2011 as senior inspector of schools.</p> <p>Ajambo Aida Mary was appointed on retention in service and appointed on promotion on 25th /10/2005 Under minute number BDSC 136/2005 as inspector of schools.</p> <p>Tbiwa Masitula was appointed on transfer with in the service on 19th /05/2017 under minute number BDSC 717/2017 as senior inspector of schools.</p>	<p>6</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>As observed on file, LG Education department didn't submit recruitment plan to HRM for the current FY 2018/2019 to fill positions of primary teacher's</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>As presented on file, LG Education department didn't submit recruitment plan to HRM for the current FY 2018/2019 to fill positions of inspectors.</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>	<ul style="list-style-type: none"> <li>• Evidence from list of school inspectors, personnel files and appraisal reports reveal that there are 3 school inspectors.</li> </ul> <ol style="list-style-type: none"> <li>1. Kabulo Henry Senior Inspector was appraised by Masingano Mohammed on 30th June 2018</li> <li>2. Tibiwa Masitula was appraised by Kabulo Henry on 30th June 2018</li> <li>3. Ajambo Aidah Mary was appraised by Igamba David on 8th July 2018</li> </ol>	<p>3</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>	<ul style="list-style-type: none"> <li>• There are 140 Head teachers in the district. I sampled 8 personal files of the Head Teachers and the following was discovered;             <ol style="list-style-type: none"> <li>1. Mr. Kalinaki James Nankoma P/S Nankoma Sub County Performance agreement seen and signed by appraiser on 3/3/2017 but no performance report. Not appraised</li> <li>2. Mr. Ziraba Wandera Ali Bulyabule P/S Nabukalu Sub County Performance agreement seen on file signed by appraiser on 20th March 2017. There was performance report signed on 23rd Feb 2018. Was appraised</li> <li>3. Ms. Namusubo Hawa Naminyagwe P/S Kapyonga Sub County No performance agreement but a report on file signed on 25th Feb 2018. Not appraised</li> <li>4. Mr. Seema Moses Iwemba P/S Iwemba Sub County Performance agreement not file seen but report on file signed on 20th Feb 2018. Not appraised</li> <li>5. Mr. Odoi George Buwumi P/S Bulesa Sub County Performance agreement signed on 9th March 2017 and report on file signed on 23rd Feb 2018. Appraised</li> <li>6. Mr. Were Drake Nabukalu P/S Nabukalu Sub County Performance agreement seen and signed on 20th Feb 2017 and report on file signed on 18th Feb 2018. Appraised</li> <li>7. Mr. Mukwena Stephen Bugiri P/S Kapyanga Sub County Performance agreement seen and signed on 27th March 2017 and report on file signed on 23rd Feb 2018. Appraised</li> <li>8. Ms. Nangobi Lovisa Nabukalu Sub County Performance agreement seen and signed on 8th March 2017 and report on file. Appraised</li> </ol> <p>6 out 8 were appraised making 75 percent</p> </li> </ul>	
<p>The LG Education Department has effectively communicated and</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has communicated all</li> </ul>	<p>As presented on file, circulars, guidelines and policies that were communicated that included the following:</p> <p>Circular dated 9th /05 2017 Adherence to school</p>	1

<p>explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p>	<p>guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1</p>	<p>calendar from MOES endorsed by R Nsubuga Lyazi for Permanent Secretary was communicated on 30th /01/ 2018 during the meeting held with the education staff that was held at Mukose P/S</p> <p>Circular dated 27th /03/2018 on Enforcement of standard operating procedure (SOP) for private schools in Uganda from Office Of the President signed by Deborah Katuramu for Permanent Secretary.</p> <p>Circular on unlicensed/ unregistered schools from MOES signed by Oriema Joseph Assistant Commissioner Education Standards (Eastern Region).</p> <p>Circular on Enforcing closure of illegal schools from MOEs dated 26th /03 2018 signed by Alex Kakooza Permanent Secretary. Was communicated on 20th /01/2018 and 69 schools were closed. Communicated during head teachers meeting held on 24th/05/2018 under minute number 5/5/2018</p> <p>As observed in the 5 sampled schools the following circulars, guidelines and policies were received.</p> <p>Nankoma P/S circulars received were dress code for non-uniformed teachers for public, guidelines guide to the debriefing meeting on verification of DL 17 at school level may 2018 from MOES, circular on Early grade reading dated 6th/ 02/ 2018 from MOES, Immunization against cancer of the cervix dated 06/04/2018, Buwunga P/S received on 27th /03/2018 circular on Enforcement of the standard operating procedure (SOP) for private school in Uganda from Ministry of Local Government, 26th/03/2018 circular on Enforcing closure of illegal schools form MOEs, 3rd/01/2018, received circular on data required by MOEs for preparation of indicative planning figures for the year 2018/2019, Circular on teacher support supervision in schools from MOEs received on 5th /02/2018.</p> <p>Iwemba P/S received 27th /02/2017 circular on follow up of study on the implementation of the ministry of education circular and provision of menstrual hygiene management facilities in all schools and institutions, circular dated 9th /05/2017 Adherence to school calendar, dated 6th /11/2017 workshop on teachers presence and time on task, 18th /07/2017 circular about registration of learners in schools and institutions aged 5 years and above, Dressing code for the non-uniformed officers in the public service.</p> <p>Buluguyi P/S circular dated 26th /03/2018 Closure of illegal schools, circular dated 27th /03/2018 enforcement of the standard operating procedure for private schools in Uganda, circular dated 17th /05/2017 circular on adherence to school calendar, dated 6th /11/2017 teacher presence and time on task, 18th /07 2017 registration of learners in schools, 28th /12/2017 data</p>
<p>Maximum 3 for this performance measure</p>		

		<p>required by MOES.</p> <p>Bulesa P/S, 6th /04/2018 was received circular on closing illegal schools, 3rd /01/2018 circular on data required by MOES preparation of indicative planning, 18th /07/2017 registration of learners in schools aged 5 and above, 19th /07/2017 circular about focus of school inspection, dressing code for the non un informed officers in the public service, dated 27th /02/2017 Hygiene management facilities in all the schools.</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>LG Education department held meetings with primary school head teachers and among others explained and sensitized on the guidelines, policies, circulars issued by the national level</p> <p>For example:</p> <p>Meeting with head teachers that was held on 24th/05/2018 under minute number 5/5/2018</p> <p>Circular on Enforcing closure of illegal schools prepared by Seema Moses signed by Sooma Harriet was communicates.</p>	2

<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:</li> <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>All licenced or registered schools were inspected at least once per term and reports produced. For example:</p> <p>Quarter one 140 public schools were inspected, Quarter two 64 public schools were inspected and 47 schools were inspected using digital gargets and Quarter four inspected 140 public schools.</p> <p>As the 5 sampled schools, it was observed on file that schools were inspected once per term and reports produced as observed in the visitors book. For example:</p> <p>Nankoma P/S inspected on the following days 27th/11/2017, 13th/02/2018, 1st /03/2018, 11th /06/2018.</p> <p>Buwunga P/S 12th /07/2017, 18th /08/2017, 15th /11/2017, 1st /12/2017, 13th/02/2018, 1st /03/2018, 25th /06/2018.</p> <p>Iwemba P/S 19th/06/2018, 19th, /02/2018, 3rd /11/2017, 2nd /11/2017.</p> <p>Buluguyi P/S 25th /07/2017, 7th /02/2017, 20th /04/2018, 5th /06/2018, 7th /06/2018.</p> <p>Bulesa P/S 29th /11/2017, 7th /03/ 2017,</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>Education department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY 2017/2018. For example:</p> <p>Education departmental meeting held on 28th / 06/2018 under number 04/06/2018 presented inspection reports and recommendations that all head teachers were to carry out class supervision of all teachers and regularly ensure proper use of curriculum of time management.</p> <p>Head teachers were also encouraged to allocate some funds to cater for sanitary materials, and also ensure parents that children have a simple mid-day meal at school.</p> <p>Head teachers were asked to provide instructional materials to teachers on time to enable them prepare adequately and teachers were encouraged to be creative by making lessons more practical when they use materials within the environment.</p> <p>Inspectorate meeting 3rd quarter held on 26th / 03/2018 under number 05/03/2018 presented inspection reports and recommended that senior woman and senior man teacher to carry out their responsibility effectively.</p> <p>Also were encouraged to help children make their local pads and managing their menstual hygiene.</p> <p>Education office was recommended to organize a capacity building workshop for both senior man and senior woman teachers</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 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>LG Education department submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES) in the previous FY 2017/2018.</p> <p>On 28th /11/2017 submitted inspection report for quarter1. Report was submitted to DES by Kabulo Henry and received by Kirenda Winnie</p> <p>Quarter 3 was submitted on 6th /06/2018 by Kabulo Henry and received by Winnie Secretary.</p> <p>On 10th /09/2018 Quarter 4 inspection report was submitted to DES by Kabulo Henry and received by Winnie Secretary.</p> <p>E inspection report for digital inspection for quarter 3 was submitted on 11th /05/2018 by Lubanga Said received by Kirenda Winnie</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>As the 5 sampled schools that included Nankoma P/S, Buwunga P/S, Iwemba P/S, Buluguyi P/S and Buleesa Baptist P/S only Nankoma P/S and Buleesa Baptist P/S had on file inspection reports.</p> <p>For example:</p> <p>Nankoma P/S Inspection report dated 30th/ 06/17 indicated the following recommendations.(i) Classes were to be split</p> <p>into manageable numbers of pupils (ii) More three teachers were to be posted</p> <p>Buleesa Baptist P/S inspection report dated 30th /11/2017 recommended, (i) More teachers be posted in the school (ii) More sits provided and broken desks repaired, (iii) Parents were to be sensitized about their involvement in children’s learning.</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>According to PBS system, it was observed that LG Education department submitted accurate/consistent 140 schools on both PBS system and EMIS reports for the current FY 2018/2019.</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>According to PBS system, it was observed that LG Education department submitted accurate/consistent 89684 total primary school enrollment on both PBS system and EMIS reports for the current FY 2018/2019.</p>	<p>5</p>

Governance, oversight, transparency and accountability

The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council

Maximum 4 for this performance measure

• 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

Committee of Social Services in Bugiri DLG sitting on August 31st, 2018 under Min04/SSC/BDL/2017

Discussion of transport facility for the department of education, service delivery issues including closer of illegal primary schools, under staffing in PS, conducting of examinations

- Recommendation to council included: repair of one Motor Vehicle for the department
- List of illegal schools be submitted to CAO for closure
- More science teachers be recruited

Committee of Social Services in Bugiri DLG sitting

on November 7, 2017 under Min. 04/SSC/BDI/2017

discussed inspection of schools, conducting of exams, teacher's attendance to duty holding joint meetings with teachers, parents and SMCs

recommendations included:

- Serious inspection by DIS
- Reprimanding the absentee teachers
- Private schools without minimum requirements to be reminded to have them

Committee sitting on April 18, 2018 under Min 14/SSC/BDL/2018; Presentation and discussion of education sector work plan FY 2018/19

Recommendations included;

- Routine inspection of schools In the district
- Evenly distribution of teachers in the district
- More teachers be posted to rural schools
- Schools with no pit latrines be offered
- Desks be supplied to schools lacking them

<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 evidence that sectoral committee on education presented to Council issues for approval.</p> <p>Committee sitting on August 31st, 2018 under Min04/SSC/BDL/2017, made recommendations as below:</p> <p>Recommendation to council included:</p> <ul style="list-style-type: none"> <li>• Repair of one M/Vehicle for the department</li> <li>• List of illegal schools be submitted to CAO for closure</li> <li>• More science teachers be recruited</li> </ul> <p>Committee of Social Services sitting on November 7, 2017 under Min. 04/SSC/BDI/2017 made recommendations which included:</p> <ul style="list-style-type: none"> <li>• Serious inspection by DIS</li> <li>• Reprimanding the absentee teachers</li> <li>• Private schools without minimum requirements to be reminded to have them</li> </ul> <p>Committee sitting on April 18, 2018 under Min 14/SSC/BDL/2018; request to council to approve education sector work plan FY 2018/19</p>	<p>2</p>
<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> <li>• 100% schools: score 5</li> <li>• 80 to 99% schools: score 3</li> <li>• Below 80 % schools: score 0</li> </ul>	<p>Out of 140 primary schools in Bugiri District only 116 schools submitted SMC reports to the DEO. As indicated in the 5 random sampled SMC school reports submitted to DEOs office, observed the following:</p> <p>Katala P/S First SMC meeting that was held on 5th/ 06 /2018 under minute number 04/06/2018 budget was approved by the committee and emphasized spending the money according to the budget.</p> <p>Second meeting that was held on 12th/10/20187 under minute number 5/10/2017 pointed out need for a talking compound, and also committee agreed to work with parents to enforce payment of a development fee of UGX 500 each pupil.</p> <p>Third SMC meeting that was held on 29th/05/2017 under minute 4/5/2017 head teacher informed committee to discuss the budget of UGX 1,060,000 and agreed to spend the money as per school needs.</p> <p>Nakabule P/S SMC meeting held on 5th /06/2017 under minute number 341 NKL/SFC/06/2017 UGX 3,534,536 was declared to members and distributed according to school needs,</p> <p>SMC meeting held on 3rd /10/2017 head teacher</p>	<p>3</p>

informed members that the school had received 3,817,750 as capitation grant,

SMC meeting that was held on 23rd/02/2018 head teacher informed members that they had received UGX3,800,000.

Namayumba Muslim P/S meeting held on 5th /03/2018 under minute number IV head teacher pointed out that school had received UGX 2,250,703 for UPE, on 2nd / 05 /2018 under minute number V Head teacher presented UGX 2,250,703 money received for UPE, 15th /10/2017 under minute number V head teacher pointed out that they received UGX 2,239,770 as UPE.

Kasongoire P/S meeting held on 13th/06/2017 under minute number 04.13.06.2017 head teacher declared that school received UGX 1,063,000, on 7th /03/2018 under minute number 3 head teacher stressed that school received UGX 1,278,000 as UPE release, on 13th /10/2017 under minute number 02 head teacher thanked world vision for the support given to school of a classroom block and furniture.

Rwangosa P/S meeting held on 3rd /10/2017 under minute number 3 head teacher informed SMC members that they received UPE funds amounting to UGX 1,562,035. Meeting held on 5th/06/2017 under minute number 6/2/5/2017 sub county chief pledged UGX 200,000 for the construction of head teachers office and parents agreed to cost share.

Meeting held on 13th /02/2018 under minute number 2 head teacher told members that before money is budgeted they were to think of old and school needs.

However dates of submission to the DEOs office was not indicated.

<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</li> </ul> <p>e.g. through posting on public notice boards: score 3</p>	<p>LG Education department didn't publicize all the 140 primary schools receiving non-wage recurrent grants through posting on public notice board. What was displayed on the notice board didn't indicate the time or quarter.</p> <p>All the 5 sampled schools publicized non-wage recurrent grants for public viewing in the head teacher's office. For example:</p> <p>Nankoma P/S received UGX 2,376,462 for first term, UGX 2,340,000 for second term and UGX 1,170,000 for third term.</p> <p>Buwunga P/S received UGX 2,747,490 for term one, 12th 02/2018 received UGX 2,747,49 for term two, 25th /05/2018 received UGX 2747496 for term three.</p> <p>Iwemba P/S received term one UGX 2,492,195, term two UGX 2,351,494, and term three UGX 2,737,977.</p> <p>Buluguyi P/S received term one UGX 3,517,117, term two UGX 3,290,783 and term three UGX 3,308,782.</p> <p>Buleesa P/S received UGX 1,340,000 for term one, UGX1, 240,000 for term two and UGX 1,360,000 for term three.</p>	<p>0</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>All investment items in the approved Sector annual work plan and budget were submitted on 26th/05/2017.However were submitted to procurement passed deadline as the manual requires.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>Construction of a 2 Classroom block at Maziriga P/S at a cost of UGX 61,700,000 under ref number 504/BUGI/WKS/17-18/00047.</li> <li>Construction of a 2 Classroom Block at Sironyo P/S at a cost of UGX 62,000,000. Ref number 504BUGI/WKS/17-18/00046.</li> <li>Construction of a 5 stance pit latrines at Kanyango P/S at a cost of UGX 27,000,000 reference number 504 BUGI/WKS/17-18/00049.</li> </ul>	<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>Based on sample of payment requisitions, the DEO certified/recommended supplier payments on time as evidenced below;</p> <p>Nkabi investments Limited- supply of 108 3-seater desks at Buyozi, Namayemba and Bugubo P/S</p> <p>Requisition Amount- Shs 15,584,000 Requisition date- 06 Sept 2017 DEO Certification date- 19 Sept 2017</p> <p>Luka Consortium (Bugi/504/wrks/13-14/00040)- Construction of 5 stance lined VIP latrine at Wanenga P/S</p> <p>Requisition Amount- Shs 22,763,994 Requisition date- 13 Nov 2017 DEO Certification date- 16 Nov 2017</p> <p>Total (U) Limited –fuel for inspection of schools in the 4th quarter.</p> <p>Requisition Amount- Shs 4,067,059 Requisition date- 14 May 2018 DEO Certification date- 14 May 2018</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>Q1 report submitted on 22nd/ 12/2017</p> <p>Q2 report submitted on 15th/02/2018</p> <p>Q3 report submitted on 28th/05/2018</p> <p>Q4 report submitted on 14th/ 08/2018</p> <p>Q4 report was submitted late past the deadline of July 31st 2018</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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</li> <li>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 sector did not submit a status of implementation of audit findings in the quarterly reports. There was no sector letter to the IA or CFO.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <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.:</li> <li>Score 2</li> </ul>	<p>District had no budget but straight talk supported CDO and DEO to disseminate sanitary awareness in liaison with DIS Nakabulo. Schools that received guidelines were Nankoma P/S, Bugeso P/S, Muwayo P/S, Sidodo P/S, and Kibuye P/S.</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 on file showing that LG Education department in collaboration with gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools. As it was indicated in the report dated Jan-March 2018 senior women and senior men teachers were sensitized of the youth corners in the schools</p> <p>Whereby they give girls in school sanitary pads</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>All the 5 sampled schools did not meet the guidelines on gender composition i.e. a third of SMC members must be female.</p> <p>For example:</p> <p>Nankoma P/S SMC were 12, 10 males and 2 females.</p> <p>Buwunga P/S SMC members were 12, Ladies 3 Men 9.</p> <p>Iwemba P/S SMC members were 12, 3 females and 9 males.</p> <p>Buluguyi P/S SMC members were 12, 7 men and 5 females.</p> <p>Buleesa P/S SMC members were 12, 5 females and 7males.</p>	<p>0</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>LG Education department in collaboration with Environment department issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education.</p> <p>It was observed on file that on 13th/03/2018 to 22nd /03 2018 meeting was held at Kirongo P/S, Magoola P/S, Kayeigo P/S, and Bubugo P/S. It was indicated in the report that 15 pupil's club members were formed and two teachers in charge of environment and disaster management were trained. District Environmental Officer, CDO and Forest Ranger in charge of Buwunga Sub County were involved in the training.</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>All school infrastructure projects were screened before approval for construction using the checklist for screening of projects (ESSF) by the Senior Environmental Officer in FY 2017/2018. The following infrastructure projects were screened by the environmental officer using ESSF (Environment and Social Screening Forms) by the senior environment officer (SEO) before construction that included:</p> <ul style="list-style-type: none"> <li>• Construction of a 2 Classroom block at Maziriga P/S at a cost of UGX 61,700,000 under reference number 504/BUGI/WKS/17-18/00047.</li> <li>• Construction of a 2 Classroom Block at Sironyo P/S at a cost of UGX 62,000,000 reference number 504BUGI/WKS/17-18/00046.</li> <li>• Construction of a 5 stance pit latrines at Kanyango P/S at a cost of UGX 27,000,000 reference number reference number 504 BUGI/WKS/17-18/00049.</li> </ul>	<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>• 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>The Environmental Officer and CDO did not visit the sites for all school infrastructure projects to check whether 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>The wage IPFs for the Health department for the current financial year was UGX. 4,478,919,000 (Page 13 of the annual work plan 2018/19). The PHC non-wage was UGX. 448, 549,000. Of this, what was transferred to the health facilities as seen in PBS and excel document from Finance was UGX. 395,411,095.</p> <p>Communication from the DHO's office dated 20/08/2018 was seen. The communication provided staffing norms at 60%.</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>The health sector recruitment plan proposals 2018/19 dated 12/07/2018 was communicated to the CAO's office by the DHO.</p>	6

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

Maximum 8 points for this performance measure

Evidence that the all health facilities in-charges have been appraised during the previous FY:

- o 100%: score 8
- o 70 – 99%: score 4
- o Below 70%: score 0

There are 35 Health facilities in this LG and out of these, 10 were sampled and the following was revealed.

1. Dr. Isabirye Bugiri Hospital was appraised
2. Etiang Patrick enrolled nurse Busoga HC II was appraised
3. Kiwumulo Damali enrolled midwife Bulesa HC III was not appraised.
4. Kibwika Micheal enrolled nurse Nsango HC II was appraised quarterly.
5. Dr. Kasaizalu Geoffrey Nankoma HC IV was appraised
6. Komawo Obedi enrolled nurse Wangobo HC II was not appraised.
7. Nakirya Apofia enrolled nurse Muterere HC III was appraised quarterly.
8. Muzibo Samuel enrolled nurse Ntawawula HC II was appraised.
9. Wandera Juma Senior Clinical Officer Nabukalu HC III was appraised
10. Kawala Sophie Senior Clinical Officer Bulidha HC III was not appraised.

There were 7 out of 10 in-charges who were appraised making 70 percent.

<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>Health workers' list on deployment was available for 2018/19. Budget for FY2018/19 was seen at the DHO's office.</p> <p>A list of 27 health workers at Nankoma HCIV with a staffing level of 55%. A work plan and budget for the facility was available.</p> <p>In Buwunga HCIII, the list of staff deployed was confirmed with 16 staff members out of 19 required.</p> <p>In Iwemba HCIII, the staff list that was in line with what was provided by DHO was there. There are 11 out of expected 19 staff according to the wage provision.</p> <p>In Buluguyi HCIII, the staff list that was in line with what was provided by DHO was there. There are 16 out of expected 19 staff according to the wage provision.</p> <p>At Bulesa HCIII staff members on deployment as per the list provided was 14 out of the expected of 19 staff.</p>	<p>4</p>
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<p>Monitoring and Supervision</p>			
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <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>Evidence of communication of circulars, guidelines and policies from the Ministry of Health by the DHOs office to different in-charges were seen and they include:</p> <ul style="list-style-type: none"> <li>A list of acknowledgement receipt for 14 health centers for the circular on over supply of RHZ75/50/150mgs (anti TB drugs) to diagnostic and treatment centers was available. The circular was dated 11/05/2018.</li> <li>A list of acknowledgement receipt for 19 health centers for the circular on roll out of the HPV vaccination in Uganda was available. The circular was dated 09/09/2018.</li> <li>A list of acknowledgement receipt for 17 health centers for the circular on introducing innovation for poverty action – we care solar light every birth initiative was available. The circular was dated 29/01/2018.</li> <li>A list of acknowledgement receipt for 17 health centers for the circular on disposal of old medical equipment was available. The circular was dated 08/09/2017.</li> </ul>	<p>3</p>

- A list of acknowledgement receipt for 17 health centers for the circular on immediate cessation of doctors/health workers strike was available. The circular was dated 9/11/2017.
- A list of acknowledgement receipt for 20 health centers for the circular on Hepatitis B control roll out to eastern Uganda was available. The circular was dated 10/10/2017.

In Nakoma HCIV the guidelines found at the facility included: the general supply chain guidance on the role out of consolidated guidelines on 14/08/2017; disposal of old equipment; circular dated 8/09/2017; Communication on end of health workers strike dated 9/11/2017; standing instructions circular dated 11/11/2017; circular scheme of service for nursing and midwifery dated 27/12/2017; Hepatitis B control in eastern region dated 11/11/2017.

The communications found at Buwunga HCIII included:

- Circular on nurses and midwife cadre and uniform dated 27/12/2017
- Circular on medical consumables dated 17/8/2017
- Circular on withdrawal of over supplied drugs for TB dated 11/5/2018
- Hepatitis B control in eastern region dated 10/10/2017
- Sanitation and hygiene improvement dated 7/7/2017
- Health care waste management dated 4/7/2017.

The circulars, policies and guidelines that were available at Iwemba HCIII included:

- Circular on withdrawal of over supplied drugs for TB dated 11/5/2018
- Sanitation and hygiene improvement dated 7/7/2017
- Introducing innovations for poverty action dated 29/01/2018
- Regional medical equipment maintenance workshop dated 17/08/2018
- Disposal of old equipment 20/9/2017

The circulars, policies and guidelines that were available at Buluguyi HCIII included:

- Circular on withdrawal of over supplied drugs for TB dated 07/5/2018
- Sanitation and hygiene improvement dated 7/7/2017
- Introducing innovations for poverty action dated 29/01/2018
- Establishment of a Regional medical equipment maintenance workshop dated 17/08/2018
- Disposal of old equipment 08/9/2017
- Health care waste management dated 4/07/2017
- Doctors/health workers' strike dated 9/11/2017
- Hepatitis B control program dated 10/10/2017

The circulars, policies and guidelines that were available at Bulesa HCIII included:

- Circular on switching from TT to TD dated 10/08/2018
- Circular on withdrawal of over supplied drugs for TB dated 11/5/2018
- Sanitation and hygiene improvement dated 7/7/2017
- Reminder on HPV vaccination national roll out in Uganda dated 9/4/2018
- Circular on roll out of vaccines against cancer of cervix.
- Introducing innovations for poverty action dated 29/01/2018
- Establishment of a Regional medical equipment maintenance workshop dated 17/08/2018
- Disposal of old equipment 08/9/2017
- Health care waste management dated 4/07/2017
- Doctors/health workers' strike dated 13/11/2017
- Hepatitis B control program dated 11/11/2017

<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>Evidence of minutes of meetings held with facility in-charges where guidelines and policies and circulars were discussed in FY2017/18 seen included:</p> <p>20th/03/2018 and discussed was innovation for poverty action indicated above; 30th/11/2017 where world aids day was on agenda; 28/09/2017.</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>Quarterly technical support supervision reports were available at the DHO's office and they included:</p> <p>29th /06/2018 4th quarter technical support supervision report.</p> <p>13th /03/2018 3rd quarter technical support supervision report.</p> <p>2nd /01/2018 2nd quarter technical support supervision report.</p> <p>3rd /10/2017 1st quarter technical support supervision report.</p> <p>In Nankoma HCIV (HSD) evidence of support supervision visit included: 4/8/2017 support supervision visit that recommended screening; 28/2/2018; 15/3/2018;22/7/2018 and 24th/7/2018.</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>Bugiri DLG had 2HSDs and supervision reports to lower level health units for all the four quarters were seen and they included:</p> <p>For Bukooli Central HSD ( Nankoma HCIV):</p> <p>5th- 17th July 2018 4th quarter support supervision report.</p> <p>17th March 2018 3rd quarter support supervision report.</p> <p>23rd December 2017 2nd quarter support supervision report.</p> <p>16th /11/2017 1st quarter support supervision report.</p> <p>For Bukooli North HSD (Bugiri Hospital):</p> <p>29th June 2018 4th quarter support supervision report.</p> <p>2nd May 2018 3rd quarter support supervision report.</p> <p>11th January 2018 2nd quarter support supervision report.</p> <p>19th /12/2017 1st quarter support supervision report.</p> <p>In Nankoma HCIV, evidence of discussion of supervision reports with supervision team and all action points was seen at Nankoma HCIV.</p> <p>In Iwemba HCIII the integrated support supervision log book with recommendations for action were dated 20/07/2018; 12/07/2018; HSD visit 14/06/2018; 13th/06/2018; 14th/05/2018; HSD 19/04/2018; 6/04/2018; 13/03/2018.</p> <p>In Buluguyi HCIII the integrated support supervision log book with recommendations for action were dated 16/06/2018; 19/06/2018; 20/04/2018; 4th/04/2018; 14th/05/2018; 4th/03/2018; 15/02/2018.</p> <p>In Bulesa HCIII the integrated support supervision log book with recommendations for action were dated 14/08/2018; 25/07/2018;12/07/2018;5th/07/2018; 21st/06/2018; 20th/06/2018; 11/05/2018</p>
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<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>The DHT meeting minutes that discussed recommendations from the support supervision reports obtained included:</p> <p>2nd July 2018 DHT meeting that discussed the 4th quarter support supervision report.</p> <p>25th May 2018 DHT meeting that discussed the 3rd quarter support supervision report.</p> <p>10th January 2018 DHT meeting and 2nd quarter support supervision report was on agenda</p> <p>10th /10/2017 DHT meeting and 1st quarter support supervision report was on agenda.</p>	4
<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 – up and specific activities undertaken for correction: score 6</li> </ul>	<p>Evidence of recommendations followed up activities for corrective action included:</p> <ul style="list-style-type: none"> <li>Disciplinary action against Josephine Napakol and Nadamba Sarah for duty absenteeism dated 28th/08/2018.</li> <li>Minutes of rewards and sanctions committee dated 6th/02/2018</li> <li>Absence from duty without permission dated 26th/ 10/2017 for Bisaso Harison.</li> <li>Further training authorization dated 20th/07/2017.</li> <li>MOU between DHO and Ms. Babra Kyokali for improvement on professional code of conduct</li> </ul>	6
<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>A standard reporting format by MOH was adhered to. Posting primary health care grant release to facilities that receive PHC for 2017/18 was available and dated 5th/ 05/2018. It had facilities that receive PHC with the corresponding amounts.</p> <p>A report rate analysis from DHIS 2 was seen with 100% reporting on a monthly basis.</p> <p>The PBS master document for performance contract on PBS was available.</p>	10

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>Committee sitting on August 31st, 2017 Min 04/SSC/BDL/2017</p> <p>Charging of patients money for treatment if a public health facility; Recruitment of workers for indoor residual spraying</p> <p>Mass polio program; Uganda multi-sectoral food security and nutrition project; Absenteeism of health staff.</p> <p>Another sitting of the committee on social services held on November 7th, 2017 under Min 04/SSC/BDL/2017. Issues discussed: inspection of all health facilities, funding of NGO health centres, handling of blood samples for HIV/TB</p> <p>Conducting PMTCT outreaches, sensitization of people about the neglected diseases NTDs</p> <p>recommendations</p> <p>Committee sitting on 18/4/2018 under min 14/SSC/BDL/2018 Presentation and discussion of departmental work plans and budgets FY2018/19</p>	<p>2</p>
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The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

Maximum 4 for this performance measure

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

Committee sitting on August 31st, 2017 Min 04/SSC/BDL/2017 made some recommendation to council

- CAO to take action against absentee health staff

- Health department was required to supply information to the committee of social services at all times

In the November 7th, 2017 meeting, under Min 04/SSC/BDL/2017 recommendations were;

- recruitment of more staff,
- absentee staff to be punished,
- lobby for more NGOs to work in the district,
- constant monitoring of Health facilities to ensure efficient service delivery

In the sitting of 18/04/2018; recommendations to Council;

- beefing up sanitation and hygiene in the district
- increasing of the drug grant for Bugiri hospital
- funding of Nankoma OPD

<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>Facilities submit copied of HUMC minutes to the DHO. A data base of HUMCs was available at the DHOs office. The sampled Health facilities with HUMC minutes were:</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>Nankoma HCIV:</p> <p>HUMC minutes dated 16/10/2017 including budget expenses; 14/12/2017 minutes including hospital supplies; 1/3/2018 minutes and discussed was HSD management and human resources; 25th/05/2018 budget and resources.</p> <p>Bulesa HCIII:</p> <p>The HUMC minutes for all the 4 quarters were available. The dates of meetings included:</p> <p>4th quarter meeting : 29/06/2018</p> <p>3rd quarter meeting : 28/03/2018</p> <p>2nd quarter meeting: 20/12/2017</p> <p>1st quarter meeting : 01/08/2017</p> <p>Iwemba HCIII:</p> <p>The HUMC minutes for all the 4 quarters were available and they included human resources and budget issues usually as part of the chairman's communication. The dates of meetings included: 9/08/2017; 10/12/2017; 15/01/2018 and 4th/07/2017</p> <p>Buluguyi HCIII:</p> <p>HUMC meetings were confirmed and they included among other things discussed budget and resources. The meetings for HUMC were held on; 6/09/2018; 6/07/2018; 08/03/2018. There was a theft case in the health facility where the minutes book that had HUMC meetings had been stolen and this communication to HUMC meeting was seen in Minute 02 – communication from the in-charge.</p> <p>Buwunga HCIII:</p> <p>HUMC meetings were confirmed and they included among other things discussed budget and resources. The meetings for HUMC were held on; 3/10/2017; 20/12/2017; 15/03/2018; 28/6/2018.</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 noticeboard of health department have publicized all facilities receiving PHC grants.</p> <p>At the district website has a list of facilities receiving PHC non-wage recurrent grants.</p> <p>At Nankoma HCIV PHC grants are publicized on the noticeboards. At Buwunga HCIII PHC funds were publicized on the noticeboard.</p> <p>PHC funds are publicized on the noticeboard at Iwemba HCIII.</p> <p>PHC funds are publicized on the noticeboard at Buluguyi HCIII.</p> <p>In Bulesa HCIII, PHC funds were published on the noticeboard.</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 annual work plan and budget on time by April 30 for the current FY: score 2</li> </ul>	<p>The submission letter to the CAO submitted on 26th /April/2018. It included attached the procurement plan.</p>	<p>2</p>

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>A procurement requisition PP Form 1, R65 (1) was originated by DHO on 14/02/2018 and approved by the CAO on 24th/02/2018 for procurement of a laptop.</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>Based on sample of 3, payment requisitions were certified/recommended by DHO on time as evidenced below;</p> <p>Sadico and Brothers- Purchase of wall rack</p> <p>Requisition Amount- Shs 500,000 Requisition date- 15 May 2018 DHO Certification date- 22 May 2018</p> <p>Yofisa Investment Limited (Bugi/504/wrks/13-14/00040)- Construction of staff house and 2 stance pit latrine at Budhaya Health centre.</p> <p>Requisition Amount- Shs 4,632,648 Requisition date- 17 April 2018 DHO Certification date- 21 May 2018</p> <p>Emorani Investments Limited (Bugi/504/wrks/12-13/00040)- construction of staff house at Maziriga health centre</p> <p>Requisition Amount- Shs 17,258,217 Requisition date- 28 Aug 2017 DHO Certification date- 08 Sept 2017</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 department submitted the annual performance report for the previous FY of all quarter.</p> <p>Q1 submitted on 22nd /12/2017</p> <p>Q2 submitted on 1st /02/2018</p> <p>Q3 submitted on 26th /05/2018</p> <p>Q4 submitted on 13th /08/2018 (late submission of 4th quarter)</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 Health department had queries in the 4th quarter of 2017/18 but there was no status of Implementation submitted to CFO or IA.</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</li> </ul> <p>% women: score 2</p>	<p>Guidelines for HUMC guidelines are available at the DHOs office as well as the HUMC lists for all the Health facilities.</p> <p>Examples of the HUMC gender composition is as follows:</p> <p>Nankoma HCIV: 3/9 (33%)</p> <p>Bulesa HCIII: 4/9(34%)</p> <p>Iwemba HCIII: 2/9(22%)</p> <p>Buluguyi HCIII: 5/9(56%)</p> <p>Buwunga HCIII: 2/9(22%)</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>Communication circular on sanitation and hygiene improvement dated 7/7/2017 to all Health centers was available at the DHOs office.</p> <p>Nankoma HCIV: a circular on sanitation and hygiene improvement was available dated 7/07/2017. The communication included guidelines on; provision of sanitation for both sexes male and female; hand washing facilities with soap; hygiene and sanitation on agenda; community mobilization for sanitation.</p> <p>Bulesa HCIII:</p> <p>The circular on sanitation and hygiene improvement was available dated 7/07/2017</p> <p>Iwemba HCIII:</p> <p>The circular on sanitation and hygiene improvement was available dated 7/07/2017</p> <p>Buluguyi HCIII:</p> <p>The circular on sanitation and hygiene improvement was available dated 7/07/2017</p> <p>Buwunga HCIII:</p> <p>Circular on sanitation and hygiene improvement was available dated 7/07/2017 was available with details on; provision of sanitation for both sexes male and female; hand washing facilities with soap; hygiene and sanitation on agenda; community mobilization for sanitation.</p>	<p>2</p>



<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <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 screening forms for construction of the 5 stance pit latrine at Kapyanga HCII were available and signed by DEO and CDO dated 01/07/2017. Environment and social management plan for the same facility was available.</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <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>An environmental screening report for construction of a 5 stance pit latrine at kapyanga HCII was available.</p> <p>Environment and social certification for the community and lower local government projects was available construction of the 5 stance lined pit latrine at kapyanga HCII</p>	<p>2</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>Communication circular on health care waste management dated 4/7/2017 to all Health centers was available at the DHOs office.</p> <p>Segregation of medical waste chart was also disseminated in the communication.</p> <p>In Nankoma HCIV, communication on medical waste management from the DHO was available dated 04/7/2017. The other guidelines were available in service centers at a facility and they include; SOPs for waste segregation and management.</p> <p>Lwemba HCIII:</p> <p>Guidelines on medical waste management from the DHO was available dated 04/7/2017</p> <p>Buluguyi HCIII:</p> <p>Communication on medical waste management from the DHO was available dated 04/7/2017 and others were available in service centers at a facility and they include; SOPs for waste segregation and management.</p> <p>For Buwunga HCIII, communication on medical waste management from the DHO was available dated 04/7/2017 and others were available in service centers at a facility and they include; SOPs for waste segregation and management.</p> <p>In Bulesa HCIII, Communication on medical waste management from the DHO was available dated 04/7/</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>According to the updated District safe water coverage as of September 2018, Bugiri District had a safe water coverage of 66%. Sub-counties that were reported to be below the district average included Iwemba with 62%, Budhaya with 58%, Buwunga 55%, Nabukalu with 51% and Kapyanga with 44%. According to the Annual Work plan and Budget 2018/19 the department planned four major projects that included; Drilling of sixteen (16) deep boreholes at a cost of UGX 380,540,615/=, Rehabilitation of 40 none functional boreholes at a cost of UGX 60,000,000/=, Construction of a 4-stance lined VIP composite pit latrine at a cost of UGX 24,000,000/=.</p> <p>In allocation of projects, well as sub-counties like Nabukalu was allocated 6boreholes, Buwunga 6 and Budhaya 4 boreholes other sub-counties below district average like Kapyanga and Iwemba were not targeted and the justification was these sub-counties had interventions of GOAL Uganda so emphasis was channeled to other sub-counties. Out of the 380,540,615/= planned for drilling of boreholes, 237,837,884/= targeted sub-counties with low safe water coverage thus representing 62% budget allocation.</p>	4

<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: Score 15</li> <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>From the Annual Progress Report 2017/18, the projects implemented by the LG Water department included; Drilling, casting and installation of 8 deep boreholes under lot1 at a cost of UGX 117,362,535/= where sub-counties of Kapyanga, Nabukalu, Buwunga had borehole drilling implemented.</p> <p>Under Lot (2), 8 deep boreholes were drilled at a cost of UGX 104,863,497/=. In this lot, sub-counties of Buwunga, Budhaya and Lwemba all with safe water below district coverage had water projects implemented in the Financial Year.</p>	
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 LG Water department monitored each of the WSS in financial year 2017/18. Supervision and inspection reports filed included;</p> <p>An inspection report on boreholes constructed by M/S Galaxy Agro-Tech (U) Ltd. All the 16 water sources constructed in the financial year were inspected. The report detailed functionality of sources, date of casting, actual location and Source identification number. It was compiled by District Water Officer addressed to CAO.</p> <p>Final supervision report on the Boreholes constructed by M/S Galaxy Agro-Tech (U) Ltd. The report gave detailed analysis of all sources constructed in FY 2017/18 and emerging challenges. It was compiled by DWO and addressed to CAO.</p> <p>Dated 1st/02/2018, a monitoring report for the month of January 2018 for all water projects constructed by Galaxy Afro Tech (U) Ltd before payment was effected to the contractor.</p> <p>Evidence of a monitoring report for the month of December 2017 (General monitoring of 15 deep bore holes) compiled by the DWO</p> <p>Dated 14th/12/2017, addressed to the CAO was an inspection report on the 4-stance VIP composite pit latrine constructed in Muwayo by Nkabi Investments (U) Ltd. It was compiled by Assistant Engineering officer-water and signed by the Internal Auditor.</p> <p>Reviewed was a supervision report dated 14th/02/2018 for construction of 16 deep boreholes by Galaxy. It detailed construction stages finalized, status and recommended payments to the contractor. It was compiled by the DWO and signed by the Internal Auditor.</p>	<p>15</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>There was consistency in data submitted by the LG Water department in MIS reports at the Ministry of Water and Environment using standard forms and data submitted in the Program Budgeting System (PBS). Review of the MIS reports 16 boreholes were reported, this was the exact figure reported in PBS and the Performance Agreement signed between the CAO and the Head of Department for Financial Year 2018/19 on 31st/July/2018 using the Public Service Performance Form.</p>	<p>5</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>The list of water facilities reported included:</p> <p>04 boreholes in Kapyanga sub-county, 07 boreholes in Nabukalu sub-county, 03 bore holes in Buwunga sub-county, 04 boreholes in Lwemba sub-county, 02 bore holes in Bulesa sub-county, 04 boreholes in Bulidha sub-county, 04 boreholes in Buluguyi sub-county and 03 bore holes in Muterere sub-county.</p>	<p>5</p>
<p>Procurement and contract management</p>			
<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 LG Water department submitted procurement inputs for the District Procurement plan to the PDU that cover all investment items in the approved sector annual work plan and budget on 5th/July/2018. This was beyond the stipulated 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>There was evidence of an appointment letter of M/S Robert Mwesigwa (DWO) as contract supervisor for drilling, casting, and installation of 16 bore holes under Lot 1 &amp; 2, supply of borehole spare parts, construction of a 4-stance lined VIP composite pit latrine and consultancy services for sitting, and construction supervision of deep boreholes under lot 1&amp;2. The letter was dated 3/10/2018 and signed by the Chief Administrative Officer.</p> <p>Contract Implementation plans were reviewed for instance the plan for construction of 4-stance VIP composite pit latrine at Muwayo Town Board. Contract signing was done on 16th/11/2017, mobilization on 16th/11/2017, completion of installation and commissioning on 10th/12/2017 and Expiry of defects liability period on 15th/06/2018.</p> <p>Contract implementation plan for drilling, casting and installation of 16 boreholes 504/BUG/WRKS/17-18/0001. Contract signing was on 30th/01/2017, first deliverable on 30th/08/10/2017, Final report on 10th/02/2018 and final payment on 13th/08/2018, Expiry and liability period on 13th/08/2018.</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>For the water and sanitation facilities purposively sampled, for example Walugoma water source-DWD 56408, Bupala Village water source –DWD 56409, Kayoigo water source –DWD 56407 and Bulume water source-DWD 56406 all in Buwunga sub-county. These water source were found to have been constructed as per design i.e. with 10m length of drainage channel, diameter of 2m x 2m, well protected with strong poles and drainage pits.</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 of handover report of completed WSS facilities for example a Hand over report for drilling and installation of boreholes in Bugiri District under Lot 1&amp;2 by Galaxy Agro-Tech (U) Ltd. Report was verified by Company director on 13th January 2018. However, by the time of the assessment there was no evidence of hand over report from Nkabi Investments Ltd for the construction of a 4-stance VIP composite latrine in Muwoyo RGC and Agola General Enterprises for the supply of borehole spare parts in FY 2017/18</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 DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	<p>The DWO appropriately certified all WSS projects and prepared completion reports for example reviewed was a completion certificate for construction of 4-stance composite VIP latrine in Muwoyo RGC dated 2nd/07/2018 with a contract value of UGX 20,989,000/= issued to Nkabi Investments Ltd.</p> <p>Completion certificate for Consultancy services for survey, design and construction supervision of 8 deep boreholes (Lot1) funded by DWSCG at a cost of Ugx 24,000,000/= by LHM Ground water Exploration &amp; Geo Mapping Services Ltd. Handover report submitted on 10th/08/2018</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>The LG Water department certified and initiated payments for works on time as evidenced below;</p> <p>All the 3 samples taken were certified for payment in less than 2 months of requisition/as per contracts.</p> <p>Maa Technologies –Retention on casting, drilling and installation of 11 boreholes</p> <p>Requisition Amount- Shs 10,713,207 Requisition date- 19 Feb 2018 DWO Certification date- 21 Feb 2018</p> <p>KLR Uganda Limited (504/Bugi/wrks/16-17/00001) – Drilling of 10 boreholes under DWSCG in 10 villages.</p> <p>Requisition Amount-Shs 9,519,751 Requisition date- 05 Sept 2017 DWO Certification date- 11 Dec 2017</p> <p>Gema Investments Limited-Retention for protecting 6 spring wells in 6 subcounties.</p> <p>Requisition Amount-Shs 892,500 Requisition date- 13 Sept 2017 DWO Certification date- 20 Sept 2017</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 LG Water department submitted annual reports (including quarterly reports) in time as indicated below</p> <p>Quarter Four submitted on 6th/June /2018</p> <p>Quarter Three submitted on 26th/March/2018</p> <p>Quarter Two submitted on 2nd/ January/2018</p> <p>Quarterly One submitted on 12th/October/2017</p>	<p>5</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> <li>If queries are not responded to score 0</li> </ul>	<p>Water department did not have audit queries for financial year 2017/18.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <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>Standing Committee on Water (Production Works and Natural Resources) Committee sitting on august 21st, 2017</p> <p>Min.09/PWNR/BDL/2017; issues discussed on service delivery:</p> <ul style="list-style-type: none"> <li>Siting and drilling of boreholes, training of water users committee</li> <li>Repairs and maintenance of boreholes</li> <li>Supervision reports, performance assessment and submissions from the DWSCC. Committee agreed with the reports and that monitoring was done well</li> </ul> <p>Committee sitting on 17/04/2018 Min19/PWNR/BDL/2018: Presentation and discussion of sectoral work plan/budget for FY 2018/19</p>	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	<p>Committee sitting on august 21st, 2017;</p> <ul style="list-style-type: none"> <li>Local leaders/councillors to be involved in training of water user committees</li> <li>Joint monitoring of all water programs by both civil servants and politicians</li> </ul> <p>Presentation and discussion of departmental work plans:</p> <ul style="list-style-type: none"> <li>Siting and drilling of deep wells</li> <li>Rehabilitation of water sources</li> <li>Conducting water quality surveillance</li> <li>Construction of Pit Latrines in rural growth centres</li> </ul>	<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 LG Water department shared Annual Work plan, budget and the Water Development grant releases and expenditures on both department and central notice boards. For example, by the time of assessment the AWP, budget and grant releases for quarter one was displayed. i.e. a total of UGX 191,140,964/= was released and UGX 32,131,360 expended.</p> <p>There was evidence of minutes of advocacy meetings conducted in various sub-counties. For instance, in Iwemba sub-county the meeting was conducted on 18th/10/2017 where sub-county councillors, technical staff and opinion leaders attended. Under minute 05/02/17 the District Water Officer made presentation to stakeholders.</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 sampled water sources in the district were clearly labelled indicating DWD number, village, date of construction, contractor and source of founding. It was observed that DWSCG, Galaxy Agro Tech (U) Ltd, DWD number and Financial Year was indicated both on the concrete platform and engraved on the pump head in all WSS sampled.</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>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	<p>Information on tenders and contract awards was displayed on the District notice boards. For example, contracts entered into in FY 2017/2018 under the District water and sanitation conditional Grant (DWSCG) were displayed. Firms like Galaxy Agrotech (U) Ltd, LHM Ground Water Exploration &amp; Geo Mapping Services Ltd, Agola General Enterprises Ltd, Nkabi Investments Ltd were all displayed as successful bidders for different WSS Projects.</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 of application letter dated 30th/03/2017 from residents of Walugoma LC1 in Buwunga sub-county requesting for safe water in their area. Attached was a copy of payment receipt (UGX 200,000/=) Voucher No:26/3 as community contribution. This was in line with the sector critical requirements.</p> <p>An application letter of the residents of Nambo 'A' village dated 30th/10/2017 with proof of payment of community contribution of 200,000/= (a payment slip from Centenary bank-Bugiri Branch was attached</p>	<p>1</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <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 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>All the sampled water supply facilities were found with functional Water and Sanitation Committees (WSCs), the sources were well protected/fenced with strong poles and with the case of Walugoma village source it had a permanent wall protection around the source and the drainage channel.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <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>Environmental screening as per templates for all water projects was conducted. The environmental screening report was prepared by the District Environment Officer addressed to the Office of the Chief Administrative Officer on 6th/12/2017.</p>	<p>2</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>Environmental follow up support was provided for example a report dated 16th/02/2018 compiled by the District Environment Officer addressed to CAO detailing Environment compliance of water projects undertaken by the district in FY 2017/18.</p>	<p>1</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>There was evidence that construction and supervision contracts had clauses on environment protection. For example, clause 2:2 in the contract signed between Agro-Tech (U) Ltd and Bugiri District Local Government stipulated clearing site and environmental restoration to original state.</p>	<p>1</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <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>All the sampled Water sources in the district had women composition above 50%. For example Walugoma water source had 62% women with two occupying key positions of chairperson and Treasurer, Bupala water source had women composition at 57% with a woman as Treasurer, Kayaigo village water source had 62% women with a woman as secretary and Bulume Village water source had women composition of 57% with one occupying a key position.</p>	<p>3</p>

<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	<p>Purposively sampled public sanitation facilities had adequate access and separate stances for men and women with provisions for People with Disabilities. (PWDs) For example, a 4-stance VIP composite pit latrine at Busoowa Town Council, 4-stance VIP composite pit latrine at Muwayo Rural Growth Centre and a 4-stance VIP composite pit latrine at Bugiri District Head Quarters Administrative Block. All the sampled facilities had earmarked stances for men and women, with ramps.</p>	<p>3</p>
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