



Local Government Performance Assessment

Buhweju District

(Vote Code: 610)

Assessment	Scores
Accountability Requirements	33%
Crosscutting Performance Measures	50%
Educational Performance Measures	65%
Health Performance Measures	58%
Water Performance Measures	65%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>The LG generated on line the Annual Performance Contract on 25th /07/2018 at 7:31 according to the data supplied on PBS at the LG planning unit. Although the submission was on time the LG was faced with the challenge of insufficient training on the use of PBS thus affecting timely reporting.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>There was evidence that the LG generated a Budget for the FY 2018/19 using the PBS dated 25th /07/2018 at 07:37. The budget did not include a procurement plan according to the information on the PBS at the LG planning unit. The procurement plan was generated on the 5th /8/2018 at 1:47. The LG attributed this to capacity gaps in the LG to generate documents using the PBS. However the LG had prepared and submitted a procurement plan to PPDA using excel format on 31st/7/2018</p>	No

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"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>The LG generated the Annual Performance Report for the previous FY 2017/2018 on 23rd /08/2018 according to the PBS record at the planning unit signed by the CAO. This delay was also attributed to the capacity gaps at the LG.</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>The LG made Submissions of all quarterly budget performance reports during FY 2017/2018 using PBS from information seen at the LG Planning unit: the delays in submission of the quarterly report were attributed to the capacity gaps at the LG.</p> <p>Quarter Date of submission Reference</p> <p>Quarter 01 20th /12/2017 PBS LG planning unit.</p> <p>Quarter 02 20th /2/2018 PBS LG planning unit.</p> <p>Quarter 03 15th /5/2018 Letter of CAO, 15th/5/2018 CR/154/1 Record at planning unit.</p> <p>Quarter 04 23rd/8/2018 PBS LG planning unit.</p>	<p>No</p>

Audit

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General’s findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED’s Inventory/record of LG submissions of statements entitled “Actions to Address Internal Auditor General’s findings”,</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a ‘Response’ (and provide details), then it is compliant • If LG did not submit a ‘response’, then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>A submission on the implementation status of Internal Auditor General and Auditor General recommendations for FY 2016/17 was made by the CAO to the PS/ST.</p> <p>The communication dated 07/03/18 (Ref. CR/105/006) was received at MoFPED on 22/03/18. The submission contained 5 responses to IAG and 4 responses to AG recommendations for FY 2016/17, showing actions that had been taken.</p> <p>The communication was submitted after the February deadline.</p>	<p>No</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The district had an unqualified audit opinion for its FY 2017/18 financial report.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The physical planning committee had not been constituted at the time of assessment.</p> <p>The LG did not have a physical planner; this was attributed to inadequate wage bill.</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"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>No minutes were submitted to MoLHUD because the physical planning committee was not in place</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"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The LG did not have a physical development plan therefore no consistency could be assessed.</p> <p>The LG did not maintain a plans register.</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>There was no evidence that the LG had area action plans/detailed plans for the previous FY 2017/18. This was attributed to lack of a physical planner</p>	<p>0</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

Maximum 5 points on this performance measure.

• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

There was evidence that priorities in the AWP for FY 2018/19 were based on outcomes of the budget conference. The budget conference report was seen by the assessor dated 29th/11/2017 signed by the CAO;

- Classroom construction and rehabilitation in 18 primary schools, pg 4 BCR attachment of education report
- Supply of twin desks to 8 primary schools, pg 4 BCR attachment of education report
- Spring protection in all LLGs, pg 64 AWP, BCR-attachment of water report
- Construction of piped water in Kalemba village, pg 64 AWP, BCR-attachment of water report
- Slaughter slab construction at Karungu sub county pg 40 AWP, pg 3 BCR- attachment of production sector report
- Administration block completion, pg 27 AWP, pg 5 BCR-attachment of administration report

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>There was evidence that the investments in the Annual Work Plan for the current FY 2018/2019 were derived from the approved Five-Year Development Plan as seen in section 3.5: sector goals, objectives and strategies of the education sector.</p> <ul style="list-style-type: none"> - Classroom construction and rehabilitation in 18 primary schools, pg 4 AWP - Supply of twin desks to 8 primary schools, pg 51 AWP <p>The DDP had been revised in March 2016 and signed by the district chairperson as per records in the planning unit.</p>	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>There was no evidence that project profiles for the FY 2018/19 had been developed and submitted to the TPC. This was attributed to the transfer of service of the district planner.</p> <p>However all investment profiles in the DDP were as per LG Planning guidelines.</p>	<p>0</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>A copy of the statistical abstract 2017/18 was seen dated June 2018, signed by the District Chairperson and CAO with gender disaggregated data at section 5.5.1: on distances to the nearest primary schools by gender by household.</p> <p>However there was no evidence of submission for approval by planner to the TPC, this was attributed to the transfer of service of the district planner and under staffing of the planning unit.</p> <p>Notably this was the first statistical abstract the district had developed; the need for training by UBOs was identified.</p>	<p>0</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>There was evidence that Infrastructure projects implemented by the LG in the previous FY 2017/2018 were derived from the Annual Work Plan on,</p> <ul style="list-style-type: none"> - Construction of VIP latrines in 7 primary schools, pg 17 - Completion of classrooms, pg 27 - Construction of Kalembe GFS phase 11,pg 34 - Protection of springs in 15 LLGs, pg 34 - Construction of a slaughter slab, pg 18 - Fencing of district headquarters, pg 31 - Procurement of office furniture, pg 2 and pg 34, pg 63, pg 69, pg 56 of the annual performance re 	<p>2</p>
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>There was evidence that investment projects were completed as per work plan by the end of the FY; From the records in the annual performance report the underlying projects were completed as per work plan except for the change in work plan for 1project.</p> <ul style="list-style-type: none"> - Construction of VIP latrines in 7 primary schools, pg 56 Q4 report - Completions of classrooms, pg 56 Q4 report - Construction of Kalembe GFS phase 11,pg 69 Q4 report - Protection of springs in 15 LLGs, pg 34 Q4 report - Construction of a slaughter slab. The work plan was changed to establishing a vet lab however no council minutes were presented to authorise the change in work plan. - Fencing of district headquarters, pg 63 Q4 report - Procurement of office furniture, pg 34 Q4 report 	<p>2</p>

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>From the annual performance report there was evidence that not all investments in the FY 2017/18 had been completed within (-/+) 15% of the budget.</p> <ul style="list-style-type: none"> - Construction of VIP latrines in 7 primary schools, actual expenditure was UGX 122,146,000 thus 99% pg 56 Q4 report - Completions of classrooms, actual expenditure was UGX 16,817,000 thus 99% pg 56 Q4 report - Construction of Kalembe GFS phase 11 actual expenditure was UGX 252,396,767 thus 102% ,pg 69 Q4 report - Protection of springs in 15 LLGs actual expenditure was UGX 51,082,000 thus 204%, pg 34 Q4 report. The actual expenditure was far above the budget costs. Although the sector indicated that this was an error no minutes were availed to ratify the error. - Construction of a slaughter slab. The work plan was changed to establishing a vet lab, whose actual expenditure was UGX 16,967,000 thus 100% however no council minutes were presented to authorise the change in work plan. - Fencing of district headquarters, actual expenditure was UGX 18,000,000 thus 65%, pg 63 Q4 report - Procurement of office furniture, actual expenditure was UGX 2,100,000 thus 100% pg 34 Q4 report 	<p>0</p>
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>There was no evidence of a specific Budget for O&M for building infrastructure in FY 2017/2018 although UGX 96213,000 had been budgeted for repairs. UGX 101,463,000 was actual expenditure for repairs giving a 105.4%</p> <p>The chief finance officer had compiled an asset register, although not all LG infrastructures had been captured in the assets register and costed.</p> <p>The LG had not prepared a maintenance plan for infrastructure that required maintenance.</p> <p>From the record on the annual performance report there was no evidence of expenditure of O & M on infrastructural assets.</p>	<p>0</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled all HoDs positions substantively: score 3 	<ul style="list-style-type: none"> • The district has one substantive HOD. That is the DEO, BEATRICE TUSIIME DSC MIN NO 20/2012. Which is 0.12% • Approved structure REF ARC 135/306/01 DATED 31/07/2017 	<p>0</p>
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<ul style="list-style-type: none"> • 6 out the 8 HODS performance reports were seen. That is 75% • AG DHO, DR OYIK BRUNO ON 5/8/2018 • AG NRO, BIRUNGI CLEMENCIA ON 5/8/18 • AG DPMO, BEGIIZA .M.EPRHAIM 8/7/2018 • AG DCO KAMARANZI PERESKAH ON 11/9/2018 • AG DE TWINAMASIKO DICKLUS ON 17/8/2018 • DEO, TUSIIME BEATRICE ON 2/7/2018 	<p>0</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<ul style="list-style-type: none"> • All the 37 positions submitted for recruitment were considered. • CAO's submissions to DSC REF CR/152/2. DATED 1/11/17 • Minutes of the meeting of Buhweju District Service Commission 7-8/5/2018 	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<ul style="list-style-type: none"> • All the 76 staffs submitted for confirmation were considered. • CAO'S submissions Ref 159/2 dated 3/05/2018. 39 staff were submitted • Minutes of the meeting of Buhweju District Service Commission 7-8/5/2018 • Minutes of the meeting of Buhweju District Service Commission 18-22/12/2017 • CAO'S submissions Ref 159/2 dated 3/11/2017. 37 staff were submitted 	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<ul style="list-style-type: none"> • There was no submission from CAO therefore the service commission did not handle any. 	<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"> • 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 	<ul style="list-style-type: none"> • The new staff recruited accessed the payroll in the required two months. Eg the drivers that is KAMYA ABDUL NASSUR, TURINAWA JOSEPH, MUSEVENI LANDSON. all recruited in January 2018 and were on the February 2018 pay roll 	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"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>The retired staff files were not availed, but PHRO says they have not accessed the pay roll.</p>	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"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Buhweju DLG local revenue performance for FY 2016/17 was Shs 116,882,426. Performance for FY 2017/18 was Shs 136,300,805.</p> <p>The increase in revenue performance was Shs 19,418,379, which was 16.6%.</p> <p>The local revenue income for both years was net and did not contain any one offs such as from sale of LG assets.</p>	4

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within <p>+/- 10 %: then score 2. If more than +/- 10 %: Score 0.</p>	<p>Buhweju DLG local revenue original budget for FY 2017/18 was Shs 197,657,000. Local revenue realised for the same year 2017/18 was Shs 136,300,805.</p> <p>The difference was Shs 61,356,195, which was 31% below the budgeted amount.</p> <p>This was well outside the +/-10% range.</p> <p>The reason for this big variance was said to be the creation of a new Town Council called Kajaani, which being autonomous meant loss of revenue for the district.</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>According to Buhweju DLG financial statements, for FY 2017/18 Shs 136,300,805 was collected as Local Revenue of which Shs 29,486,004 was LST.</p> <p>The assessment established that during FY 2017/18, no proportion of local revenue was remitted to LLGs. It was claimed that the Council passed a resolution that since LLGs were not remitting all their supposed portions to the District, the District should in turn not remit to LLGs. This resolution was not seen but it was established that no remittances were made.</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>For FY 2017/18, Shs 38,384,000 was spent on Council out of local revenue, with most of the expenditures being on Councillor sitting allowances and Travel Inland. The details were as follows:</p> <p>Councillor allowances Shs 14,773,000</p> <p>Travel Inland Shs 23,611,000</p> <p>TOTAL SHS 38,384,000</p> <p>Local revenue for FY 2016/17 was Shs 116,882,426.</p> <p>The proportion was 32.8%, which was well beyond the 20% limit.</p> <p>N.B: The LG had a letter from the Minister of Local Government authorising them to spend Shs 24,070,913 above the 20% limit.</p>	<p>0</p>
<p>Procurement and contract management</p>			

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<ul style="list-style-type: none"> - There was NO Evidence that Buhweju DLG had the position of a Senior Procurement Officer substantively filled. - There WAS Evidence that Buhweju DLG had the position of Procurement Officer substantively filled under DSC Min. 75 DSC 2017 (15), Correspondence Referenced CR/156/2 Dated 08/January/2018. Mr. George Basasibwa was the name of the Procurement Officer. 	<p>0</p>
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The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

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

There WAS Evidence that TEC Produced and Submitted Reports to the Contracts Committee for the previous FY (2017/2018 FY) as exemplified by the following projects:

- Protection of Two Large Springs and Construction of a Spring Tank under DWSCG (BUHW/610/WRKS/2017-2018/00005). The Assessor saw Evaluation Report for Works (Technical Compliance Selection) Designed by PPDA (LGPP Form 12) that was Endorsed by Members of Technical Evaluation Committee on 11/September/2017. The TEC Members who signed on the Evaluation Report were: District Water Officer, Senior Accounts Assistant; Procurement Officer.

- Construction of 12 Protected Springs in Burere and Engaju Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00004). The Assessor saw Evaluation Report for Works (Technical Compliance Selection) Designed by PPDA (LGPP Form 12) that was Endorsed by Members of Technical Evaluation Committee on 11/September/2017. The TEC Members who signed on the Evaluation Report were: Assistant Engineering Officer, Senior Accounts Assistant; Senior Procurement Officer.

- Construction of Three Rainwater Harvesting Tanks in Karungu, Nyakishara, Engaju and Bihanga Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00007). The Assessor saw Evaluation Report for Works (Technical Compliance Selection) Designed by PPDA (LGPP Form 12) that was Endorsed by Members of Technical Evaluation Committee on 11/September/2017. The TEC Members who signed on the Evaluation Report were: District Water Officer, Senior Accounts Assistant; Senior Procurement Officer.

- Fencing of District Compound under DDEG (BUHW/610/WRKS/2017-2018/00009). The Assessor saw Evaluation Report for Works (Technical Compliance Selection) Designed by PPDA (LGPP Form 12) that was Endorsed by Members of Technical Evaluation Committee on 25/April/2018. The TEC Members who signed on the Evaluation Report were: Accountant, Assistant Engineering Officer; Assistant Chief Administrative Officer; Procurement Officer.

- Rehabilitation of RWAMWANJA Gravity Flow Scheme (GFS) in Engaju Sub-county under DWSCG (BUHW/610/WRKS/2017-2018/00002). The Assessor saw Evaluation Report for Works (Technical Compliance Selection) Designed by PPDA (LGPP Form 12) that was Endorsed by Members of Technical Evaluation Committee on 11/September/2017. The TEC Members who signed on the Evaluation Report were: District Water Officer, Senior Accounts Assistant; Senior Procurement Officer.

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

Maximum 4 points on this performance measure.

• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1

There WAS Evidence that Buhweju District Contracts Committee considered recommendations of the TEC and provided justifications for any deviations from those recommendations as exemplified by the following projects:

- Protection of Two Large Springs and Construction of a Spring Tank under DWSCG (BUHW/610/WRKS/2017-2018/00005). DCC considered and endorsed recommendations of TEC during a Meeting held on 12/September/2017, Referenced CC/17-18/003 and attended by District Commercial Officer, Senior Inspector of Schools, Secretary District Service Commission, Community Development Officer; Senior Procurement Officer. DCC Minute: 05/CC/17-18/003.

- Construction of 12 Protected Springs in Burere and Engaju Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00004). DCC considered and endorsed recommendations of TEC during a Meeting held on 12/September/2017, Referenced CC/17-18/003 and attended by District Commercial Officer, Senior Inspector of Schools, Secretary District Service Commission, Community Development Officer; Senior Procurement Officer. DCC Minute: 09/CC/17-18/003.

- Construction of Three Rainwater Harvesting Tanks in Karungu, Nyakishara, Engaju and Bihanga Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00007). DCC considered and endorsed recommendations of TEC during a Meeting held on 12/September/2017, Referenced CC/17-18/003 and attended by District Commercial Officer, Senior Inspector of Schools, Secretary District Service Commission, Community Development Officer; Senior Procurement Officer. DCC Minute: 08/CC/17-18/003.

- Fencing of District Compound under DDEG (BUHW/610/WRKS/2017-2018/00009). DCC considered and endorsed recommendations of TEC during a Meeting held on 26/April/2018, Referenced CC/17-18/006 and attended by District Commercial Officer, Senior Inspector of Schools, Secretary District Service Commission, Community Development Officer; Procurement Officer. DCC Minute: 03/CC/17-18/006.

- Rehabilitation of RWAMWANJA Gravity Flow Scheme (GFS) in Engaju Sub-county under DWSCG (BUHW/610/WRKS/2017-2018/00002). DCC considered and endorsed recommendations of TEC during a Meeting held on 12/September/2017, Referenced CC/17-18/003 and attended by District Commercial Officer, Senior Inspector of Schools, Secretary District Service Commission, Community Development Officer; Senior Procurement Officer. DCC Minute: 07/CC/17-18/003.

The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for

the previous FY:
score 2

(a) There WAS Evidence that the procurement and Disposal Plan for the current year (2018/2019 FY) covered all infrastructure projects in the approved annual work plan and budget as exemplified by the following procurements that were indicated both in the Procurement Plan and in the approved annual work plan and budget for the current FY (2018/2019 FY):

- Rehabilitation of 12 Springs in Karungu, Buhunga, Rwengwe, Nyakishana and Kyahenda Sub counties and in Kashenyi – Kajani Town Council AND 01 Spring Tank in Nyakaziba Town Council under DWSCG (BUHW/610/WRKS/2018-2019/00002). (Page 33 – LG Approved Budget Estimates for 2018/2019 FY, Vote 610, Buhweju District, Output 098181 Spring Protection, 312104 Other Structures AND was also indicated as No.13 in Draft District Procurement and Disposal Plan for 2018/2019 FY, Submission Letter Dated 27/July/2018 and Referenced CR/106/007, Signed by CAO, Received by PPDA Regional Office in Mbarara on 31/July/2018: Buhweju DLG: Procurement Plan for 2018/2019 FY).

- Rehabilitation of 02 Shallow Wells in Karungu Sub county and Construction of 01 Spring Tank in Burere Sub county under DWSCG (BUHW/610/WRKS/2018-2019/00003). (Pages 32 - 33 – LG Approved Budget Estimates for 2018/2019 FY, Vote 610, Buhweju District, Output 098172 Administrative Capital, 312104 Other Structures AND was also indicated as No.12 [Spring Tank] and No.16 [Shallow Wells] in Draft District Procurement and Disposal Plan for 2018/2019 FY, Submission Letter Dated 27/July/2018 and Referenced CR/106/007, Signed by CAO, Received by PPDA Regional Office in Mbarara on 31/July/2018: Buhweju DLG: Procurement Plan for 2018/2019 FY).

- Construction of 03 Rainwater Harvesting Tanks in Bitsya and Nyakishana Sub counties and in Nyakaziba Town Council under DWSCG (BUHW/610/WRKS/2018-2019/00004). (Pages 32 - 33 – LG Approved Budget Estimates for 2018/2019 FY, Vote 610, Buhweju District, Output 098172 Administrative Capital, 312104 Other Structures AND was also indicated as No.17 in Draft District Procurement and Disposal Plan for 2018/2019 FY, Submission Letter Dated 27/July/2018 and Referenced CR/106/007, Signed by CAO, Received by PPDA Regional Office in Mbarara on 31/July/2018: Buhweju DLG: Procurement Plan for 2018/2019 FY).

- Construction of 13 Protected Springs in Bihanga, Buhunga, Rwengwe, Nyakishana, Kyahenda and Engaju Sub counties and in Nyakashaka and Nyakaziba Town Councils under DWSCG (BUHW/610/WRKS/2018-2019/00005). (Page 33 – LG Approved Budget Estimates for 2018/2019 FY, Vote 610, Buhweju District, Output 098181 Spring Protection, 312104 Other Structures AND was also indicated as No.11 in Draft District Procurement and Disposal Plan for 2018/2019 FY, Submission Letter Dated 27/July/2018 and Referenced

CR/106/007, Signed by CAO, Received by PPDA Regional Office in Mbarara on 31/July/2018: Buhweju DLG: Procurement Plan for 2018/2019 FY).

(b) There WAS Evidence that the LG made procurements in previous FY (2017/2018 FY) as per plan (adherence to the procurement plan) for the previous FY (2017/2018 FY) as exemplified by the following procurements that occurred in the Procurement Plan, in the Annual Work Plan and Budget and in Referenced Procurement Files for the previous FY (2017/2018 FY):

- Protection of Two Large Springs and Construction of a Spring Tank under DWSCG (BUHW/610/WRKS/2017-2018/00005). (Page 137 – LG Work Plan for 2017/2018 FY, Vote 610, Buhweju District, Output 098181 Spring Protection, Non Standard Outputs AND was also indicated on Page 2 in Updated Procurement Plan for 2017/2018 FY, Submission Letter Dated 13/July/2018 and Referenced CR/106/007, Signed by CAO on 18/July/2018, Received by PPDA Regional Office in Mbarara on 20/July/2018: Buhweju DLG: Updated Procurement Plan for 2017/2018 FY, Prepared by Procurement Officer on 13/July/2018, Approved by Accounting Officer (CAO) on 18/July/2018).

- Construction of 12 Protected Springs in Burere and Engaju Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00004). (Page 137 – LG Work Plan for 2017/2018 FY, Vote 610, Buhweju District, Output 098181 Spring Protection, Non Standard Outputs AND was also indicated on Page 2 in Updated Procurement Plan for 2017/2018 FY, Submission Letter Dated 13/July/2018 and Referenced CR/106/007, Signed by CAO on 18/July/2018, Received by PPDA Regional Office in Mbarara on 20/July/2018: Buhweju DLG: Updated Procurement Plan for 2017/2018 FY, Prepared by Procurement Officer on 13/July/2018, Approved by Accounting Officer (CAO) on 18/July/2018).

- Construction of Three Rainwater Harvesting Tanks in Karungu, Nyakishara, Engaju and Bihanga Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00007). (Page 135 – LG Work Plan for 2017/2018 FY, Vote 610, Buhweju District, Output 098172 Administrative Capital, Non Standard Outputs AND was also indicated on Page 2 in Updated Procurement Plan for 2017/2018 FY, Submission Letter Dated 13/July/2018 and Referenced CR/106/007, Signed by CAO on 18/July/2018, Received by PPDA Regional Office in Mbarara on 20/July/2018: Buhweju DLG: Updated Procurement Plan for 2017/2018 FY, Prepared by Procurement Officer on 13/July/2018, Approved by Accounting Officer (CAO) on 18/July/2018).

- Rehabilitation of RWAMWANJA Gravity Flow Scheme (GFS) in Engaju Sub-county under DWSCG (BUHW/610/WRKS/2017-2018/00002). (Page 137 – LG Work Plan for 2017/2018 FY, Vote 610, Buhweju District, Output 098184 Construction of Piped Water Supply System, Non

Standard Outputs AND was also indicated on Page 2 in Updated Procurement Plan for 2017/2018 FY, Submission Letter Dated 13/July/2018 and Referenced CR/106/007, Signed by CAO on 18/July/2018, Received by PPDA Regional Office in Mbarara on 20/July/2018: Buhweju DLG: Updated Procurement Plan for 2017/2018 FY, Prepared by Procurement Officer on 13/July/2018, Approved by Accounting Officer (CAO) on 18/July/2018).

- Construction of KAREMBE Gravity Flow Scheme (GFS) in Bihanga Sub-county Phase I under DWSCG (BUHW/610/WRKS/2017-2018/00003). (Page 137 – LG Work Plan for 2017/2018 FY, Vote 610, Buhweju District, Output 098184 Construction of Piped Water Supply System, Non Standard Outputs AND was also indicated on Page 2 in Updated Procurement Plan for 2017/2018 FY, Submission Letter Dated 13/July/2018 and Referenced CR/106/007, Signed by CAO on 18/July/2018, Received by PPDA Regional Office in Mbarara on 20/July/2018: Buhweju DLG: Updated Procurement Plan for 2017/2018 FY, Prepared by Procurement Officer on 13/July/2018, Approved by Accounting Officer (CAO) on 18/July/2018).

- Construction of Water Borne Toilet at the District Headquarters under DWSCG (BUHW/610/WRKS/2017-2018/00006). (Page 63 – LG Work Plan for 2017/2018 FY, Vote 610, Buhweju District, Output 098172 Administrative Capital, Non Standard Outputs AND was also indicated on Page 3 in Updated Procurement Plan for 2017/2018 FY, Submission Letter Dated 13/July/2018 and Referenced CR/106/007, Signed by CAO on 18/July/2018, Received by PPDA Regional Office in Mbarara on 20/July/2018: Buhweju DLG: Updated Procurement Plan for 2017/2018 FY, Prepared by Procurement Officer on 13/July/2018, Approved by Accounting Officer (CAO) on 18/July/2018).

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 current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2

For current FY (2018/2019), there was NO Evidence that the LG prepared 80% of the bid documents for all investment/infrastructure by August 30. ACTUAL Bid Preparation Dates were NOT available. The Assessor made a calculation based on the respective Dates of Approval of Individual Bid Documents and found that 100% of Bid Documents for 2018/2019 FY were Approved AFTER August 30, 2018. The Calculation made by the Assessor was based on the following Projects and the respective Dates on which the Projects Bid Documents were approved by Buhweju DLG Contracts Committee:

- Rehabilitation of 12 Springs in Karungu, Buhunga, Rwengwe, Nyakishana and Kyahenda Sub counties and in Kashenyi – Kajani Town Council AND 01 Spring Tank in Nyakaziba Town Council under DWSCG (BUHW/610/WRKS/2018-2019/00002). Bid Document Approved by Buhweju DLG Contracts Committee on 27/September/2018, Meeting Reference CC/2018-2019/003; Min 04/CC/18-19/003.

- Rehabilitation of 02 Shallow Wells in Karungu Sub county and Construction of 01 Spring Tank in Burere Sub county under DWSCG (BUHW/610/WRKS/2018-2019/00003). Bid Document Approved by Buhweju DLG Contracts Committee on 27/September/2018, Meeting Reference CC/2018-2019/003; Min 05/CC/18-19/003.

- Construction of 03 Rainwater Harvesting Tanks in Bitsya and Nyakishana Sub counties and in Nyakaziba Town Council under DWSCG (BUHW/610/WRKS/2018-2019/00004). Bid Document Approved by Buhweju DLG Contracts Committee on 27/September/2018, Meeting Reference CC/2018-2019/003; Min 06/CC/18-19/003.

- Construction of 13 Protected Springs in Bihanga, Buhunga, Rwengwe, Nyakishana, Kyahenda and Engaju Sub counties and in Nyakashaka and Nyakaziba Town Councils under DWSCG (BUHW/610/WRKS/2018-2019/00005). Bid Document Approved by Buhweju DLG Contracts Committee on 27/September/2018, Meeting Reference CC/2018-2019/003; Min 07/CC/18-19/003.

- Construction of a 2 Stance VIP Latrine with 2 Bathrooms at NSIIKA Health Centre IV Maternity Ward (BUHW/610/WRKS/2018-2019/00009). Bid Document Approved by Buhweju DLG Contracts Committee on 27/September/2018, Meeting Reference CC/2018-2019/003; Min 11/CC/18-19/003.

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

For previous FY (2017/2018 FY), there WAS Evidence that the LG had an Updated Contracts Register and had Completed Procurement Activity Files for all procurements as exemplified by the following:

- An Updated Contracts Register was seen by the Assessor at Buhweju DLG PDU with a Starting/Opening Procurement Entry Titled 'Construction of 05 Lined VIP Latrines' Referenced 'BUHW/610/WRKS/2017-2018/00001', Contractor: Muhwezi Abert Construction Limited, Contract Amount: 116,182,000 UGX, Amount Paid: 100,648,990 UGX, Balance: 15,533,010 UGX AND an Ending/Closing Procurement Entry Titled 'Supply and Delivery of Kits for Agricultural Extension Staff' Referenced 'BUHW/610/SUPLS/2017-2018/0004', Contractor: Mugizi Evans Construction Limited, Contract Amount: 18,410,000 UGX, Payment Date: 29/06/2018, Amount Paid: 17,473,898 UGX, Balance: Nil.

- Referenced and Completed Procurement Activity Files for all procurements were seen by the Assessor at the PDU.

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	<p>For previous FY (2017/2018 FY), there WAS Evidence that the LG adhered to Procurement Thresholds as exemplified by the following procurements:</p> <ul style="list-style-type: none"> - Protection of Two Large Springs and Construction of a Spring Tank under DWSCG (BUHW/610/WRKS/2017-2018/00005). Contract Amount: 15, 087, 244 UGX. Verified Procurement Method: Selective - Bidding. Letter of Invitation to Bid Dated 24/August/2017 and Referenced CR/105/24, Signed by CAO. - Construction of 12 Protected Springs in Burere and Engaju Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00004). Contract Amount: 42, 295, 920 UGX. Verified Procurement Method: Selective - Bidding. Letter of Invitation to Bid Dated 24/August/2017 and Referenced CR/105/24, Signed by CAO. - Construction of Three Rainwater Harvesting Tanks in Karungu, Nyakishara, Engaju and Bihanga Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00007). Contract Amount: 22, 477, 112 UGX. Verified Procurement Method: Selective - Bidding. Letter of Invitation to Bid Dated 24/August/2017 and Referenced CR/105/24, Signed by CAO. - Fencing of District Compound under DDEG (BUHW/610/WRKS/2017-2018/00009). Contract Amount: 30, 185, 580 UGX. Verified Procurement Method: Selective - Bidding. Letter of Invitation to Bid Dated 10/April/2018 and Referenced CR/106/002, Signed by CAO. - Rehabilitation of RWAMWANJA Gravity Flow Scheme (GFS) in Engaju Sub-county under DWSCG (BUHW/610/WRKS/2017-2018/00002). Contract Amount: 48, 946, 400 UGX. Verified Procurement Method: Selective - Bidding. Letter of Invitation to Bid Dated 24/August/2017 and Referenced CR/105/24, Signed by CAO. 	<p>2</p>
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>There WAS Evidence that all works projects implemented in the previous FY (2017/2018 FY) were appropriately certified – interim and completion certificates for all projects based on technical supervision as exemplified by the following projects:</p> <ul style="list-style-type: none"> - Protection of Two Large Springs and Construction of a Spring Tank under DWSCG (BUHW/610/WRKS/2017-2018/00005). Interim Payment Certificate Dated 30/January/2018, Prepared by District Water Officer; Endorsed by District Engineer on 01/February/2018. - Protection of Two Large Springs and Construction of a Spring Tank under DWSCG (BUHW/610/WRKS/2017-2018/00005). Certificate of Completion Dated 26/April/2018, Prepared by District Water Officer. 	<p>2</p>

- Construction of 12 Protected Springs in Burere and Engaju Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00004). Interim Payment Certificate Dated 20/December/2017, Prepared by District Water Officer; Endorsed by District Engineer on 20/December/2017.

- Construction of 12 Protected Springs in Burere and Engaju Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00004). Certificate of Completion Dated 29/April/2018, Prepared by District Water Officer.

- Construction of Three Rainwater Harvesting Tanks in Karungu, Nyakishara, Engaju and Bihanga Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00007). Certificate of Completion Dated 13/June/2018, Prepared by District Water Officer.

- Construction of Three Rainwater Harvesting Tanks in Karungu, Nyakishara, Engaju and Bihanga Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00007). Final Payment Certificate Dated 15/June/2018, Prepared by District Water Officer; Endorsed by District Engineer on 20/June/2018; Endorsed by Internal Auditor on 20/June/2018.

- Fencing of District Compound under DDEG (BUHW/610/WRKS/2017-2018/00009). Interim Payment Certificate No.1 Dated 29/June/2018, Prepared District Engineer, Endorsed by Accountant on 29/June/2018, Endorsed by CAO on 29/June/2018.

- Rehabilitation of RWAMWANJA Gravity Flow Scheme (GFS) in Engaju Sub-county under DWSCG (BUHW/610/WRKS/2017-2018/00002). Interim Payment Certificate Dated 26/February/2018, Prepared by District Water Officer; Endorsed by District Engineer on 28/February/2018; Endorsed by Internal Auditor on 28/February/2018.

- Rehabilitation of RWAMWANJA Gravity Flow Scheme (GFS) in Engaju Sub-county under DWSCG (BUHW/610/WRKS/2017-2018/00002). Certificate of Completion Dated 28/April/2018, Prepared by District Water Officer.

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>There was NO Evidence that all works projects for the current FY (2018/2019 FY) were clearly labeled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration since NOT even a single works project for the current FY (2018/2019 FY) had commenced construction by the time the Assessor visited the LG.</p>	<p>0</p>
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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"> • Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>Buhweju DLG is not yet on IFMIS and currently operates 13 bank accounts.</p> <p>As on the day of the assessment on 12/10/18 all the bank accounts were reconciled to the end of the year ended 30/06/2018.</p> <p>The reconciliations were also done up to date to 30/09/18, with a few to 31/08/18.</p>	<p>4</p>
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The LG made timely payment of suppliers during the previous FY

Maximum 2 points on this performance measure

- If the LG makes timely payment of suppliers during the previous FY
 - no overdue bills (e.g. procurement bills) of over 2 months: score 2.

Buhweju DLG payments reviewed show that there were a number of instances where the district did not pay its suppliers within the 2 months limit, terms and conditions of the LG's contracts with the different suppliers of goods and services duly considered.

Examples of the payments reviewed are:

Payment of Shs 234,000 to Tusu Petrol (U) Ltd for supply of fuel to the DLG. Invoicing 17/04/18 and payment 18/04/18 (1 day).

Payment of Shs 2,575,920 to Roma Services Ltd for supply of printed stationery. Invoicing 10/11/17 and payment 28/03/18 (3 months 18 days).

Payment of Shs 980,000 to Total (U) Ltd for supply of fuel to the LG. Invoicing 08/01/18 and payment 12/02/18 (1 months 4 days).

Payment of Shs 1,620,000 to Shell Ankole Service Station for supply of fuel to the LG. Invoicing 02/01/18 and payment 14/02/18 (1 months 12 days).

Payment of Shs 119,114 to National Water and Sewerage Corporation for supply of water to the LG. Invoicing 05/10/17 and payment 16/10/17 (11 days).

Payment of Shs 2,034,912 to Western Associates Co. Ltd for 8% commission and disbursement costs for auctioneers. Invoicing 16/05/18 and payment 06/06/18 (20 days).

Payment of Shs 1,993,219 to Pepper Publications Ltd for advertising space in the paper. Invoicing 04/11/17 and payment 10/11/17 (6 days).

Payment of Shs 2,007,932 to Pepper Publications Ltd for advertising space in the paper. Invoicing 16/06/17 and payment 10/11/17 (4 months 24 days).

Payment of Shs 1,073,000 to Pepper Publications Ltd for advertising space in the paper. Invoicing 18/08/17 and payment 31/08/17 (13 days).

Payment of Shs 332,000 to Total (U) Ltd for supply of fuel to the LG. Invoicing 29/05/17 and payment 30/08/17 (3 months 1 day).

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<ul style="list-style-type: none"> • Buhweju DLG Internal Audit department is headed by Mutahunga Vincent in substantive capacity. Per his appointment letter dated 20/07/11 (Ref. CR/156/4/1), he is a Principal Internal Auditor (DSC Minute No. 32/06/2011(xiii). 	<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"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<ul style="list-style-type: none"> • The LG produced all the internal audit reports for the 4 quarters of FY 2017/18. Quarter 1 report is dated 30/10/17, quarter 2 dated 31/01/18, quarter 3 dated 30/04/18 and quarter 4 dated 22/08/18. 	<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</p> <p>internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Buhweju DLG internal audit reports did not contain a tracker of action on previous unresolved audit recommendations.</p> <p>Neither did this assessment see any separate submission to the PAC and/or Council on the implementation status of previous internal audit findings.</p>	<p>0</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>Buhweju DLG FY 2017/18 Quarters 1-4 reports have receipt stamps confirming their delivery to CAO, LGPAC and Council. They were delivered on the following dates: Q1 on 01/12/17, Q2 on 08/03/18, Q3 on 05/05/18 and Q4 on 10/09/18.</p> <p>LGPAC minutes show that the PAC meeting which sat on 1st and 2nd October 2018 discussed outstanding queries from Quarters 1 to 4. Minutes show that various queries raised in the audit reports were handled and people called in to answer to various queries raised on them.</p>	<p>1</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The district has a manual assets register which is formatted as required by the accounting manual.</p> <p>The manual contains information on land, buildings, furniture and motor vehicles, but most of these lack values, depreciation information, ownership information etc. and its not updated as required by the accounting manual.</p> <p>The LG needs to have the assets valued and the register updated, even if this means using the going market rates for values. Some of the information can also be obtained from the mother district of Bushenyi.</p>	<p>0</p>
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>The district had an unqualified audit opinion for its FY 2017/18 financial report.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

The LG Council meets and discusses service delivery related issues

Maximum 2 points on this performance measure

• 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

There was evidence the LG Council met 6 times in meetings chaired by the speaker on 8th/8/2017, 27th/9/2017, 28th/11/2017, 15th/2/2018, 14th/3/2018 and 22nd/5/2018.

Service delivery issues were discussed as follows;

A council meeting dated 8th/8/2017 min 5/17/18 discussed creation of new administrative units intended to promote service delivery

Meeting dated 8th/8/2017 min 6/17/18 on the approval of members of the district service commission.

Meeting dated 22nd/5/2018 min 39/2017/18 on the restoration of wet lands, and poor state of roads network in the district.

Min 50/2017/18 on the approval of budget estimates in a meeting dated 22nd /5/2018

Meeting dated 27th/9/2017 min 14/2017/18 discussing monitoring reports as presented by chairpersons of sector committees.

District executive committee meeting dated 11/9/2018 min 16/2018/19 discussed the DHOs report on the upgrade of HC11 to HC111.

The district council did not discuss the LG PA results and implications however in a DEC meeting dated 11th/9/2018 min 15/2017/18 LGPA results was discussed as a matter arising from the district chairperson and CAO communications.

The meeting dated 15/2/2018 min 28/2017/18 chaired by the speaker differed the report of LGPAC to a committee. However no further discussed was seen in subsequent council meetings.

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>There was no evidence that the CAO had designated any officer to manage complaints and grievances.</p> <p>However in the CAOs letter dated 10th /8/2014 ref CR/154/1 Mr. Lawrence Kamukama the clerk to council had been assigned to coordinate barazas in the district. At the time of assessment it was found that the officer had since transferred service and no replacement had been made.</p>	<p>0</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>A complaints box for JLOs had been placed at the entrance of the administration block with instructions to complaints.</p> <p>A baraza report to the CAO dated 21st/12/2017 signed by the inspector of schools and the RDC held at Karungu sub county addressing complaints was seen.</p> <p>The LG used notice boards at the council hall to display information, advertisements, grants releases & procurement awards as a means to create citizens awareness on government services.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>There was evidence on the HR notice board at the council hall display of Salaries and pensions payroll for September 2018 with 788 active staff and 54 pensioners signed by the PHRO.</p>	<p>2</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>There was evidence of Displays of procurement plan & contract awards dated 1ST/10/2018 signed by the CAO at the council hall.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>There was no evidence that performance assessment results and implications were displayed on the general notice board at the council hall. The PAS indicated that it was an oversight by the planner.</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was no evidence of dissemination of circulars and guidelines by the CAO to LLGs on DDEG guidelines. This was attributed to weaknesses in record keeping and documentation.</p>	<p>0</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>There was evidence of a baraza report dated 21st/6/2018 signed by the inspector of schools and the RDC held at Karungu sub county explaining execution of government programmes.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			

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.

There WAS Evidence that the LG gender focal person provided guidance and support to sector departments to mainstream gender into their activities as exemplified by the following:

- The Assessor saw Buhwegu DLG Report on Mentoring Technical Staff on Gender Mainstreaming and Planning Process Dated 22/February/2018, Prepared by Acting District Community Development Officer, Addressed to CAO. The mentoring activity took place in the District Council Hall.

The Assessor saw Guidelines for Mainstreaming Gender into Roads Sub sector Prepared by Ministry of Works, Housing and Communication, Disseminated by Buhwegu DLG Community Based Services Department and Received by the District Engineer.

The Assessor saw Guidelines for Mainstreaming Gender in Human Resource Management in the Public Service Dated April 2011, Prepared by Ministry of Public Service and Disseminated by Buhwegu DLG Community Based Services Department to Human Resources Officer.

- The Assessor saw Buhweju DLG Work Plan for 2017/2018 FY that had Work Plan 9 – Community Based Services Section on Pages 73 – 80 with the following details: Output 108107: Gender Mainstreaming, DEC/TPC Members Trained on Gender Mainstreaming (1,687,000 UGX – Non Wage Grant, Page 77); Output 108109: Support to Youth Councils, International Youth Day Celebration, Youth Projects Supported (6,424,000 UGX – Non Wage Grant, Page 78); Output 108110: Support to Disabled and the Elderly, PWDs Projects Monitored, International PWDs Day Celebrated (3,000,000 UGX – Non Wage Grant, Page 78); Output 108114: Representation on Women Councils, Women Groups under UWEP Supported with IGAs, International Women Day Celebrated (111,807,000 UGX – Non Wage Grant and Domestic Development, Page 79); Output 108108: Children and Youth Services, Training, Implementation and Monitoring of District Staff on the Youth Livelihood Programs and UWEP (272,793,000 UGX – Non Wage Grant and Domestic Development, Pages 77 – 78).

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.

- There WAS Evidence that gender focal point had planned activities for current FY (2018/2019 FY) to strengthen women's roles. The Assessor saw Buhweju DLG Work Plan for 2018/2019 FY that had Work Plan 9 – Community Based Services Section on Pages 73 – 80 with the following planned activities: Output 108107: Gender Mainstreaming, DEC/TPC Members Trained on Gender Mainstreaming (687,000 UGX – Non Wage Grant, Page 77); Output 108109: Support to Youth Councils, International Youth Day Celebration, Youth Projects Supported (1,850,000 UGX – Non Wage Grant, Page 78); Output 108110: Support to Disabled and the Elderly, PWDs Projects Monitored, International PWDs Day Celebrated (1,500,000 UGX – Non Wage Grant, Page 78); Output 108114: Representation on Women Councils, Women Groups under UWEP Supported with IGAs, International Women Day Celebrated (1,850,000 UGX – Non Wage Grant and Domestic Development, Page 79); Output 108108: Children and Youth Services, Training, Implementation and Monitoring of District Staff on the Youth Livelihood Programs and UWEP (2,000,000 UGX – Non Wage Grant and Domestic Development, Pages 77 – 78).

- There was NO Evidence that more than 90% of previous year's budget for gender activities was implemented. The Assessor requested the Gender Focal Point Person to retrieve from the Accounts Department any Expenditure Vouchers for Gender Activities for FY 2017/2018 but the request was not honored for the duration that the Assessor was at the LG.

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>There WAS Evidence that environmental screening or EIA where appropriate, was carried out for activities, projects and plans as exemplified by the following:</p> <ul style="list-style-type: none"> - The Assessor saw Environmental and Social Screening Form (ESSF) for Construction of KAREMBE Gravity Flow Scheme (GFS) Dated 18/July/2017, Signed by Senior Environmental Officer. - The Assessor saw Environmental and Social Screening Forms (ESSFs) for Protection of Springs Dated 10/July/2017; 11/July/2017; 16/July/2017; 19/July/2017, Signed by Senior Environmental Officer. - The Assessor saw Environmental and Social Screening Form (ESSF) for Fencing District Compound Dated 05/February/2018, Signed by Senior Environmental Officer. - The Assessor saw Environmental and Social Screening Form (ESSF) for Rehabilitation of Rwankondo – Katara – Bucuro Road Dated 07/May/2018, Signed by Senior Environmental Officer. - The Assessor saw Environmental and Social Screening Form (ESSF) for Grading and Shaping of Karembé – Kashenyi - Bihanga Road Dated 14/March/2018, Signed by Senior Environmental Officer. - The Assessor saw Buhweju DLG Report on Evaluation of Project Impacts Dated 20/July/2018, Prepared and Signed by Senior Environmental Officer. 	<p>1</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There WAS Evidence that the LG integrated environmental and social management plans in the contract bid documents as exemplified by the following:</p> <ul style="list-style-type: none"> - Protection of Two Large Spring Tanks and Construction of a Spring Tank under DWSCG (BUHW/610/WRKS/2017-2018/00005). Environmental and Social Mitigation Measures Budget (150,000 UGX) was indicated in the Bill of Quantities Dated 07/September/2017. - Construction of 12 Protected Springs in Burere and Engaju Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00004). Environmental and Social Mitigation Measures Budget (325,000 UGX) was indicated in the Bill of Quantities Dated 07/September/2017. - Construction of Three Rainwater Harvesting Tanks and Rehabilitation of 02 Shallow Wells in Karungu, Nyakishara, Engaju and Bihanga Sub counties under DWSCG (BUHW/610/WRKS/2017-2018/00007). Environmental and Social Mitigation Measures Budget (94,000 UGX) was indicated in the Bill of Quantities Dated 28/August/2017. - Rehabilitation of RWAMWANJA Gravity Flow Scheme (GFS) in Engaju Sub-county under DWSCG (BUHW/610/WRKS/2017-2018/00002). Environmental and Social Mitigation Measures Budget (3,500,000 UGX) was indicated in the Bill of Quantities Dated 05/September/2017. - Construction of KAREMBE Gravity Flow Scheme (GFS) in Bihanga Sub-county Phase I under DWSCG (BUHW/610/WRKS/2017-2018/00003). Environmental and Social Mitigation Measures Budget (1,500,000 UGX) was indicated in the Bill of Quantities Dated 07/September/2017. - Construction of a 2 Stance VIP Latrine and attached Urinal at Nyakashaka Market in Burere Sub-county under DDEG (BUHW/610/WRKS/2017-2018/00010). Environmental and Social Mitigation Measures Budget (150,000 UGX) was indicated in Section F on Page 1 of the Bill of Quantities. 	<p>1</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>There was NO Evidence that all projects were implemented on land where the LG had proof of ownership by way of a land title or agreement with land owners. None of the projects sampled had a copy of a land title or a land agreement on their appropriately and adequately referenced Procurement Files in the PDU or in the Lands Office.</p>	<p>0</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>There WAS Evidence that all completed projects had Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer as exemplified by the following:</p> <ul style="list-style-type: none"> - The Assessor saw Environmental Certification for Bitsya – Kyenjogyera Road Dated 20/June/2018, Signed by Senior Environmental Officer. - The Assessor saw Environmental Certification for Karembe – Kashenyi - Bihanga Road Dated 14/June/2018, Signed by Senior Environmental Officer. - The Assessor saw Environmental Certification for Rehabilitation of Ekikorijo – Kabuga P/S Road (3.6 Km), Signed by Senior Environmental Officer. - The Assessor saw Environmental Certification for KAREMBE Gravity Flow Scheme (GFS) Dated 15/June/2018, Signed by Senior Environmental Officer. - The Assessor saw Environmental Certification for AKAYUYA Protected Spring Dated 08/June/2018, Signed by Senior Environmental Officer. - The Assessor saw Environmental and Social Mitigation Certification Form for Rehabilitation of Community Road in Rwengwe Sub-county in Buhweju District Dated 15/September/2017, Prepared by District Environmental Officer. - The Assessor saw Environmental and Social Mitigation Certification Form for Periodic Maintenance of 44 Selected National Roads (28) Lot 27 Dated 02/August/2017, Signed by District Environmental Officer. 	
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was NO Evidence that Contract Payment Certificates included prior environmental and social clearance.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There was NO Evidence that Environmental Officer and CDO Monthly Report included a) completed checklists b) deviations observed with pictures c) corrective actions taken.</p>	<p>0</p>

610 Buhweju District Education Performance
Measures 2018

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>The LG budgeted for a Head teacher and a minimum of 7 teachers for FY 2018/19 to the tune of 3,154,932,000/= for the 511 teachers in the 56 public schools as per Performance contract CR/154/1 dated 30/6/2018.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>The LG has deployed a Head teacher and a minimum of 7 teachers per school for the current FY as per list of schools and staff lists. In visited schools, at Kamajumba P.S there was 1 Head teacher and 12 teachers for the 531 pupils. In Karungu P.S, there was a Head teacher and 8 teachers for the 347 pupils. Bitsya P.S had a Head teacher and 13 teachers for the 659 pupils while Nsika P.S had a Head teacher and 10 teachers for the 420 pupils.</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"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The LG has filled the structure for primary teachers with a wage provision by 437 teachers out of the 511 teachers representing 85% of the structure.</p>	<p>3</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"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The LG has substantively filled the positions of school inspectors as per staff structure of 2. There are 2 Inspectors; Augustus Abeneitwe and George Patrick Sabiiti.</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"> • Primary Teachers: score 2 	<p>The LG has submitted a recruitment plan to HRM for the current FY to fill positions of the following; 15 Head teachers, 37 Deputy Head teachers and 174 Education Assistants as per letter dated 5/7/2018.</p>	<p>2</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"> • School Inspectors: score 2 	<p>The LG has not submitted a recruitment plan to HRM for the current FY to fill positions of Inspectors since they were already filled.</p>	<p>2</p>
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Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>Only the senior inspector of schools was appraised that is SABIITI GEORGE PATRICK CR/E/10203.</p>	<p>0</p>
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<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<ul style="list-style-type: none"> • 14 head teachers were appraised out of 52, which is 26.9%. These were • NABASA ABIAS NYAKISHOJWA PS • TINDIMUSHABIRE KYAKANDA PS • ARINAITWE PATRICK KASHARARA PS • SABIITI INNOCENT KATARA PS • MUBANGIZI VENANSIO KAMUKAKI PS • MWEBAZE BENARD BUTURO PS • TUKUNDANE EUGINE BITSYA PS • TUMUHAIRE JULIUS KANKARA PS • MWEBAZE DIMINIC KATIBA PS • AKANKWASA SARAH RYAMUJUNI PS • KATUSHABE ESEDREDA KIYANJA PS • BABIGUMIRA PETER BUSHOJI PS • MUJUNI JOSEPH KAYONZA PS 	<p>0</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>The LG has not communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools. The LG had communicated only the circular on stop malaria and 46 Head teachers had signed for the circular on 5/7/2018. School calendar was not found in Kamajumba and Nsika primary schools. Only Karungu had the circulars on stop malaria, performing arts, and the school calendar.</p>	<p>0</p>

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>The LG held meeting for Head teachers on 26/9/2017 and under Min 12/2018 among others explained and sensitized teachers on the guidelines, policies, circulars issued by the national level, including school feeding, abolition of corporal punishment, and school charges. 49 Head teachers were in attendance.</p>	<p>2</p>
<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>Almost all private and public schools have been visited at least once per term and reports produced. In Term 3 of 2017, all 56 public schools and a total of 100 private schools (including illegal ones) had been visited. In Term 1 of 2018, all 56 public schools and 100 private schools were visited, while in Term 2 of 2018, all 56 public and 43 private schools were visited. The high number of private schools visited reduced in subsequent terms due to the fact that 65 illegal private were closed by the LG as per letter dated 26/7/2018 and the collaborating inspectors reports dated 22/2/2018 and 25/6/2018. In visited schools inspections had been carried out as follows;</p> <p>Kamajumba was inspected on 18/9/2018, 4/7/2018, 28/2/2018, and 14/1/2017 according to the visitors book but no inspection reports produced.</p> <p>Karungu was inspected on 4/1/2017, 18/9/2018 and inspection reports were made. No inspection reports were made for other inspections conducted on 18/4/2018, 17/6/2018, 18/8/2018, and 2/8/2018.</p> <p>Bitsya was inspected on 10/10/2018, 21/9/2018, 2/6/2018, and 21/8/2017 and inspection reports made. The school was also inspected on 19/4/2018 no inspection report made. Nsiika had been inspected on 23/2/2018, 16/4/2018, 26/6/2018, 25/7/2018, 26/9/2018, and 3/4/2018 although no inspection reports were available on file except for the inspection of 3/4/2018.</p>	<p>10</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There is evidence that the Education Department had discussed school inspection reports and used reports to make recommendations for corrective action as reflected in Departmental meetings held on 13/9/2018 under Min 8/2018 where Gertrude Komugisha of Kyakuhanda P.S for her indiscipline, was discussed, and later transferred.</p>	<p>4</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>Acknowledgement letters from DES were available at the Department as evidence of submission of inspection reports to DES and they were dated 21/9/2018 for Term 1 and 2 of 2018, and 12/4/2018 for Term 3 of 2017.</p>	<p>2</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the inspection recommendations are followed- up: score 4. 	<p>There is evidence that Inspection recommendations are followed up from Head teachers met at visited schools as follows;</p> <p>Kamajumba – office and classroom displays, teachers daily attendance</p> <p>Karungu – lesson plans, sensitisation on girl child marriages</p> <p>Bitsya – lesson plans and schemes of work, classroom and compound environment, improved sanitation, Head teachers support supervision to teachers</p> <p>Nsiika – caring for the girl child, school fencing, and ensuring children put on uniforms</p>	4
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>The LG has not submitted accurate / consistent data pertaining to list of schools in the district. The LG has 101 schools (56 public and 45 private) while EMIS data indicates a total of 97 schools.</p>	0
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>The LG had not submitted accurate/consistent enrolment data. The LG has a total of 20,862 pupils while EMIS data indicates a total of 28,772</p>	0
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>The DEO presented to the Education sector committee her report on 14/3/2018 under Min 1/2017/18c and academic performance for UPE, UCE, UACE exams as well as increase of teachers wage bill were discussed.</p>	<p>2</p>
<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>There is evidence that the Education sector committee on. on 22/5/2018 under Min 49/2017/18a presented matters on closure of illegal private schools and construction of 5-stance latrines at Mutanoga, Kamajumba, Kyahenda, and St. Paul Bihanga school projects for approval.</p> <p>The Departments Work Plan and budget were approved on 22/8/2018 under Min 50/2017/18</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 (estab- lished, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>There was evidence of functional SMCs of school files at the DEOs office where 49 out of 53 public schools (92%) had held SMC meetings and submitted their SMC minutes to the DEO’s office. Only the following schools had not duly submitted; Rwomushojwe, Nyakahita, Kamukakai, and Kyamotojo. In visited schools, SMC meetings had been held as follows;</p> <p>Kamajumba – 8/6/2018, 2/2/2018, and 26/9/2017</p> <p>Karungu – 18/7/2018, 26/3/2018, and 3/10/2017</p> <p>Bitsya – 2/10/2018, 13/6/2018, and 8/3/2018</p> <p>Nsiika – 15/6/2018, 27/2/2018, and 13/10/2017</p>	<p>3</p>

<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>The LG has publicised all schools receiving non-wage recurrent grants through posting on Department’s notice board as well as the District main notice board. In visited schools, Kamajumba P.S had the non-wage recurrent grants for Term 2 2018 of 1,888,904/= displayed in Head teachers office. In Karungu P.S the non-wage recurrent grants were displayed in the Head teachers office and noticeboard. 1,282,058/= had been received for Term 1. In Bitsya P.S the non-wage recurrent grants were displayed in the Head teachers office and 2,094,662/= had been received for Term 2, while in Nsiika, the non-wage recurrent grant was displayed in the Head teacher’s office and general office. 1,525,016/= had been received for Term 2</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>The sector had not submitted procurement input to Procurement Unit covering all investment items in the approved Sector annual work plan and budget by April 30th. The Plan including 5-stance VIP latrines for 4 primary schools and iron sheets was submitted on 5/7/2018.</p>	<p>0</p>
<p>Financial management and reporting</p>			

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>Buhweju DLG Education department payments reviewed show that there were instances where the department did not timely certify and recommend contractors for payment. There were even two instances (out of three payments) where payment was effected before certification, which was contrary to procedures.</p> <p>Examples of payments include the following:</p> <p>Payment of Shs 11,959,322 to Exim Engineering Ltd for supply of gauge 28 pre-painted iron sheets for roofing of schools. Invoicing 20/06/18, certification 29/06/18 and payment 27/06/18 (9 days). It's worth noting here that payment was done before certification of the payment.</p> <p>Payment of Shs 5,922,983 to Sky Concepts Ltd for supply of gauge 28 pre-painted iron sheets for roofing of schools. Invoicing 08/09/17, certification 29/06/17 and payment 20/12/17 (3 months 12 days).</p> <p>Payment of Shs 100,684,990 to Muhwezi Albert Construction Company Ltd for constructing of 5 stance latrines in 5 primary schools in Buhweju District. Invoicing 14/05/18, certification 02/06/18 and payment 30/05/18 (16 days). Again it's worth noting here that this payment was done before certification of the payment and the amount looks inflated for construction of five 5 stance latrines.</p>	<p>0</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>The annual performance report for the previous FY was submitted to the Planner for consolidation on 23/8/2018 by soft copy while the hardcopy with an acknowledgement by Planning Unit was received on 28/8/2018.</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>Buhweju DLG Education function did not have any audit queries in FY 2017/18.</p>	<p>4</p>
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Social and environmental safeguards

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>The LG Education department had disseminated guidelines on gender in a Head teachers meeting called on 28/7/2017 to specifically discuss “School feeding and Gender issues in Education institutions” with an attendance list of 69 Head teachers.</p>	<p>2</p>
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<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>The LG Education department had disseminated guidelines on sanitation in the Head teachers meeting of 28/7/2017 where in addition to gender, hand washing was to be embraced by all schools, plus provision of emergency sanitary pads for girls in schools were discussed with 69 Head teachers.</p>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>The SMCs meet the guideline on gender composition. In visited schools the following females were on the SMCs representing the Foundation body as follows:-</p> <p>Kamajumba – Moren Katushabe and Juliet Rwabuturaumba</p> <p>Karungu – Marble Kekaramu and Jane Bwetungye</p> <p>Bitsya – Jane Kiza and Prosy Kakuhikire</p> <p>Nsika – Agnes Muhangi and Sylvia Musinguzi</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>The LG Education department in collaboration with Environment department had issued guidelines on environment management. Letter EDU/305 dated 16/10/2017 captioned “Follow-up on Environment Guidelines” was testimony to the issued guidelines.</p> <p>In visited schools, at Kamajumba, there are 2 compost pits. At Bitsya, there is tree planting, school fencing, 1 compost pit and an environment club (termed “SWAS”). At Karungu, there is tree planting, a banana plantation, a compost pit. In Nsika there is a compost pit, tree planting, and an environment club, also called SWAS .</p>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>School infrastructure projects have been screened before approval for Kyahenda primary school water tank as per Environment Officer’s report dated 1/7/2018.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>The Environment Officer had visited the sites to check whether mitigation plans are complied with as per site visit report of 18/6/2018 with regard to a the water tank at Nsika and for Kayanja primary schools. The District Community Development Officer’s remarks were captured under Min III 2018 of the site meeting’s minutes.</p>	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<ul style="list-style-type: none"> • The LG has filled all the 114 out of the 115 positions (99.1%) provided for in the Wage Bill of 2018/2019. • Examined are the following Sources of information; Health department staff establishment list report as at the 31st August 2018, the approved structure from Ministry of Public Service (MOPS) and the revised wage bill estimates circular (Ref. HRM 155/222/02, Annex 1B page 3 of 4) from PSST/MOFPED (authored by Kenneth Mugambe) dated 20th March 2018 amounting to UGX.1, 054,259,423 provided for all the 115 staff positions. 	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<ul style="list-style-type: none"> • The department submitted a Recruitment Plan to the CAO authored by Dr. OYIK BRUNO (the acting DHO) dated the 9th March 2018 referenced MED/105/4 for sixty (67) cadres in the health department (1 District Health Officer, 1 Assistant District Health Officer-Environment, Assistant District Health Officer-MCH, 1 Senior Health Educator, 1 Senior Medical Officer, 1 Medical Officer, 1 Ophthalmic Clinical officer, 2 Nursing Officer-Midwifery, 1 Public Health Dental Officer, 1 Anaesthetic Assistant, 3 Health Information Assistant, 12 Security Guards/Askaris & 10 Porters. 	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<ul style="list-style-type: none"> • All the health facility in charges were appraised • GUMISIRIZA FRANK , BIHANGA HC III • TUGUME ROLAND, ENGAJU HCII • TWESIGAMUKAMA LOUIS , KIYANJA , HC II • TEMBO GEOFFREY BURERE HCIII • TUKESIGA FRED RUSHAMBYA HCII • BAMUHAIRE JONAN BWOGA HCII • NUWAMANYA VENERITO KYEYARE HCII • MUGABI PAFURA KARUNGU HCIII • ARINAITWE DENIS MUSHASHA HCII • NAYEBARE EVALYNE BITASYA HCII • MUHAMYA PHILIP NSIIKA HCIV • KENEEMA CONSTANCE RWANYAMABARE HC II. 	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<ul style="list-style-type: none"> • The department deployed staff as per the list submitted and this was consistent with the staff found at the health units visited. • Evidenced from the staff posting list as of 30th September 2018 and verification of the staffing at the health facilities of: • KARUNGU HCIII, BITSYA HCII & NSIKA HCIV, visited on the 11th October 2018. The posting were as follows: <p>KARUNGU HCIII 12</p> <p>BITSYA HCII 9</p> <p>NSIKA HCIV 34</p> <ul style="list-style-type: none"> • The posting list at the DHO's office corresponded to the staff at the Health Centres visited as per the daily monthly wage/attendance registers and duty Rosters and head counts for those present on duty. 	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<ul style="list-style-type: none"> The DHO has not communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities. <p>Of the three Guidelines, the acting DHO distributed one of them (Sector Grant & Budget Guidelines for LGs 2018/2019) distributed on soft copy through the district health WhatsApp group.</p> <ul style="list-style-type: none"> The other two Guidelines from the MOH (The Ministry of Health Guidelines for Local Government Planning process-Health Sector Supplement-2017 & Ministry of Health, Policy Strategies for improving health Service Delivery 2016-2021) had not been received from the Ministry of Health as was alleged by other LGs earlier assessed. 	<p>0</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<ul style="list-style-type: none"> The DHO held meetings with In-Charges (termed as District Health Management Team (DHMT) meetings) on the 5/5/2018, 20/3/2018 & 30/8/2018 and discussed various issues (Quality Improvements, surveillance reports, referrals to other health facilities, performance reviews & development of action points). . However, there was no evidence that these particular guidelines, policies & circulars were explained to the Health Unit In-Charges especially (The Ministry of Health Guidelines for Local Government Planning process-health Sector supplement-2017; Ministry of Health, Sector Grant and Budget Guidelines to Local Government FY 2018/19 & Ministry of Health , Policy Strategies for improving health Service Delivery 2016/2021) 	<p>0</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<ul style="list-style-type: none"> • The DHT did not supervise the only HCIV (NSIKA) in all the four quarters as required. <p>The DHT only supervised the NSIKA HCIV on the 4/12/2017, 11/12/2017 & 3/5/2018 which was three times.</p> <ul style="list-style-type: none"> • The supervision was done by DR. OYIK BRUNO-acting DHO, ANKUNDA PRUDENCE-ADHO-MCH, & KWIKIRIZA KENETH-BIOSTAT). • Evidence was the support supervision log book of the NSIKA HCIV examined on the 11th October 2018 at the Health Unit. • The only DHT support supervision report was dated the 18/2/2018 authored by MUHAMYA PHILIP. 	<p>0</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<ul style="list-style-type: none"> • There was no evidence that DHT has ensured that the HSD has supervised lower level health facilities within 2017/2018. 	<p>0</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that 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 	<ul style="list-style-type: none"> There was no evidence that 4 Quarterly reports have been discussed and used to make recommendation in each quarter for corrections during the FY 2017/2018 <p>There was only one quarterly support supervision report dated the 18/2/2018 authored by ANKUNDA PRUDENCE-ADHO-MCH</p> <ul style="list-style-type: none"> There was no evidence that even the only one support supervision report was discussed and used to make recommendations for corrective actions during the previous financial year. 	0
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>There was no evidence that the recommendations are followed-up and specific activities undertaken for correction.</p>	0
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<ul style="list-style-type: none"> The LG (health department) provided information regarding the list of Health facilities receiving PHC funding consistent with the MOH (health facilities reporting)/DIS2 A list of 14 Health Facilities (one HCIV-four HCIIIs & nine HCIIIs receiving PHC funding as per the list availed by the DHO's office. Of these, one is a PNFP namely BUTARE HCIII. 	10

Governance, oversight, transparency and accountability

<p>The LG committee responsible for health met, discussed service delivery issues and presented is- sues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> The Committee on Social Services met during the financial year on the 15/12/2017, 23/2/2018 & 4s/5/2018 chaired by Hon Councillor AGABWIRE JULIET. MIN 24/2017/2018-review of the department's draft Work Plan 2018/19 presented by the ADHO & discussion of provision of solar power to Health Units that were not under the Rural Electrification Programme. MIN18/ 2017/2018- Health Sector report presentation, discussion of the completion of BIHANGA HCIII Maternity Ward, completed drug store & upgrade of HCIIIs to HCIIIIs. MIN11/2017/2018-DHO required to come up with a budget for air condition for scanning machine, donation of scanning machine by Hon. OLIVER KATWESIGYE & need to improve sanitation at NSIKA HCIV. 	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented is- sues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<ul style="list-style-type: none"> The Committee on Social Services after meetings presented reports to Council for approval. This was evidenced with submissions by the Chairperson of the committee (Hon Councillor AGABWIRE JULIET) to Speaker on the 22/5 & 14/3/2018. 	<p>2</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<ul style="list-style-type: none"> • All the health facilities visited (KARUNGU HCIII, BITSYA HCII & NSIKA HCIV have HUMCs in place and are functional. • KARUNGU HCIII HUMC met on the 3 /7/2017, 4/1/2018 & 1/5/2018 and discussed PHC release & spending, solar donated by Hon. Mwijukye Francis, integrated outreaches at MUSHASHA, health unit fencing contribution by the woman MP, In-Charge directed to cut trees and accounts for money from the proceeds among others issues. • BITSYA HCII HUMC met on the 19/12/2017 & 28/6/2018 where they discussed return of motor cycle by VHT ATWINE PETERS, staff increase from 2 to 4, introduction of the new ROTA virus vaccine etc. • NSIKA HCIV HUMC 22/8/2017, 21/4/2018, & 19/6/2018 discussed 2017/18 budget performance, budget allocations for 2018/19, approval of 2018/2019 Work Plan, contacting the Ministry of Health for need of a Radiographer, identification of a staff to be trained in SONOGRAPHY etc 	<p>6</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<ul style="list-style-type: none"> • The department did publicise the PHC funding to the 14 health units by display on the notice boards at the district headquarters. 	<p>4</p>
<p>Procurement and contract management</p>			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<ul style="list-style-type: none"> The department submitted procurement requests for the financial year 2018/2019 to the PDU way beyond the required deadline of the 30th April 2018. The 2018/2019 procurement plan was submitted on the 24/7/2018 by DR. OYIK BRUNO (Ag DHO) to the PDU and received by GEORGE BASAASIBWE (HEAD OF PDU) on the 26/7/2018. 	<p>0</p>
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<ul style="list-style-type: none"> For 2017/2018, the department submitted procurement request(using PP! Forms) after the required deadline of 30th September 2017. The evidence was the PP1 forms for the construction of a septic tank, three stance VIP latrine & installation of solar at UGX.9,930,000 submitted by Dr. OYIK BRUNO on the 4th June 2018. 	<p>0</p>
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>Buhweju DLG Health department did not have any certifiable payments in the FY 2017/18.</p>	<p>4</p>
<p>Financial management and reporting</p>			

<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>There was no evidence in the LG Planning unit and PBS data that the department had submitted the annual performance report for the previous FY 2017/2018 to the planner by mid July,</p> <p>Submission of quarterly reports to the Planning unit for consolidation was concurrently done during the FY 2017/2018:</p> <table border="1"> <thead> <tr> <th>Quarter</th> <th>Date of submission</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>20th /12/2017</td> <td>PBS LG planning data</td> </tr> <tr> <td>Quarter 2</td> <td>20th /2/2018</td> <td>PBS LG planning data</td> </tr> <tr> <td>Quarter 3</td> <td>15th /5/2018</td> <td>PBS LG Planning data</td> </tr> <tr> <td>Quarter 4</td> <td>23rd/8/2018</td> <td>PBS LG Planning data</td> </tr> </tbody> </table>	Quarter	Date of submission	Reference	Quarter 1	20th /12/2017	PBS LG planning data	Quarter 2	20th /2/2018	PBS LG planning data	Quarter 3	15th /5/2018	PBS LG Planning data	Quarter 4	23rd/8/2018	PBS LG Planning data	<p>0</p>
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<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query: Score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points If all queries are not responded to Score 0 	<p>Buhweju DLG Health Department had some internal audit queries in FY 2017/18. Though effort was made to respond the queries, there are some which remained by the close of the year.</p> <p>For example Quarter 2 report raised some queries on Nsiika HC-IV which included poor condition of laboratory equipment and absence of a scan operator which resulted into people moving long distances to Mbarara for scans. The same report raised questions on absence of accountability of Shs 350,000 owing to Bagoora Cissy.</p> <p>Quarter 4 report raised a query on persistent domestic arrears for electricity at Nsiika HC-IV.</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"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 <p>% women: score 2</p>	<ul style="list-style-type: none"> The compositions of the HUMCs of all the three health units visited (KARUNGU HCIII (1 women & 4 Men), BUTSYA HCII (1 female & 2 males) & NSIKA HCIV (1 females & 8 males) Only one Unit (BUTSYA HCII) met the gender composition as per guidelines (i.e. minimum 30% women). 	<p>0</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<ul style="list-style-type: none"> The LG did not formally issue guidelines on how to manage sanitation in health facilities including separating facilities for men and women. 	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<ul style="list-style-type: none"> In the financial year 2017/2018, there were capital projects for health department (COMPLETION OF BIHANGA WARD) construction of a septic tank, two stance VIP latrine with bathroom & installation of a solar system. The environment officer did not carry out project environmental and social safeguards screening using Environment & Social Safeguards Screening Forms (ESSSFs) and neither developed Environmental & Social Safeguards Mitigation Plans (ESSMPs) for actions to address the potential environment & social adverse effects and risks identified. 	<p>0</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: <p>Score 2</p>	<p>There was no evidence that the Environment and Community Development officers visited the project sites to check whether the mitigation plans were complied with.</p>	<p>0</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<ul style="list-style-type: none"> Guidelines on waste management were distributed to health units as evidenced from the copies of the guidelines seen at the health units visited. The Health units visited displayed the Waste Segregation Charts at the Health Units critical areas (mainly Laboratories, maternity wards). Evidence was copies of guidelines on Approaches to Health Care Waste Management 2013 found in the Health Units visited. 	<p>4</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>- From the DWO Summary of the safe water coverage submitted to Chief administrative officer showing the average safe water coverage of the district 54%) and each of the sub counties was presented and also was compared with computed safe water coverage from MWE. 3 sub counties were found to be below the district average of safe water coverage and these included Burere 43%, Engaju 30%, Karungu 50%, and Nyakisharara 43% From the AWP 2018/2019 submitted to MWE on 6/7/2018, it was established that a budget of 403,365,327 m was allocated to projects and out 403,365,327 m, 102,300,000 m was allocated to the sub county below the district safe water coverage which constitutes 25% of the allocation.</p>	0

<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. o If 100 % of the water projects are implemented in the targeted S/Cs: Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<ul style="list-style-type: none"> - From the DWO progress reports submitted to MWE It was established that a total of 21 water Projects were implemented and out of 21 projects 15 projects were implemented in the subcounties below the average district safe water coverage and these included 4 projects in Burere, 5 projects in Enganju, 4 in Nyakisharara, and 2 in karungu making it atotal of 15 and this constitutes 75% 	5
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Monitoring and Supervision

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>From the Annual work plan of 2017/2018 and progress reports for FY 2017-2018 it was established that all projects that were planned for were also implemented and supervised and monitored in the same financial year.</p> <p>From the DWO In the report file 17/18,18/19, it was established that supervision and monthly reports on supervised and monitored projects were available and these included;</p> <ul style="list-style-type: none"> - A report on supervision and inspection for rehabilitation for rehabilitation of rwamwanja GFS Dated 30/5/2018 was seen - Report on water and sanitation activities on on constrction of water facilities for financial year 2017/2018 dated 25/7/2018 was seen - A report on the supervision and inspection of Rwamwanja GFS rehabilitation dated 25/4/2018. - Areport on supervision and inspection of all the springs implanted in 2017-2018 	15
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<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>From the Work plans and reports obtained from the DWO, that were submitted to MWE, it was established that the all the data submitted was consistent and accurate in PBS, work plan, MIS</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"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>From the MIS data established from the MWE and DWO it was established that water facilities in MIS reports were also in PBS report these included 14 springs, 15 spring tanks and 5 shallow wells rehabilitation and 3 stance water born toilet.</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>From the DWO a copy of the procurement plan was available and was submitted to PDU on 24/4/2018</p>	<p>4</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>From the DWO, it was established that there was no contract management/implementation plan for the projects implemented</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>From the sampled projects of nyakasharara protected spring, kanninga spring, rwamawanja GFS rehabilitation, and kalembe phase I construction, it was established that they were constructed as per design for springs they had a wing wall, steps, retaining wall drainage and fencing and they were all functioning.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>From the DWO it was established that they were no contractors hand over reports.</p>	<p>0</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>From the copies of certificates obtained from the DWO that were certified by the DWO and reports attached. This included.</p> <ul style="list-style-type: none"> payment certificate for the construction of karembe GFS by M/S Sky Concept ltd dated 29/6/2018 and the report attached dated 26/6/2018. Payment certificate for the construction of 12 spings by m/s VISA Tech. services dated 29/4/2018 and a reort daeted 25/4/2018 attached. Payment certificated for the rehabilitation of rwamanja GFS dated 28/4/2018 and a completion report dated 26/4/2018 attached, Payment certificate for the Construction of water born toilet dated 13/6/2018 and the completion report dated 13/6/2018 attached. 	<p>2</p>
<p>The district Water depart- ment has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>Buhweju DLG Water department payments reviewed show that the department endeavoured to timely certify and recommend contractors' work payment.</p> <p>The two FY 2017/18 Water related certified payments reviewed were:</p> <p>Payment of Shs 206,303,152 to Sky Concepts Ltd for construction of Karembe Gravity Flow Scheme Phase 1. Invoicing 26/06/18, certification 26/06/18 and payment 28/06/18 (2 days).</p> <p>Payment of Shs 20,214,617 to NIJ Engineering and Consulting Co. Ltd for construction of 3RWT and rehabilitation of 2 shallow wells at Kiha and Kayende. Invoicing 04/06/18, certification 20/06/18 and payment 26/06/18 (22 days).</p>	<p>3</p>
<p>Financial management and reporting</p>			

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Plan- ning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The department submitted the annual performance report for the previous FY 2017/2018 on 23rd /8/2018. The planning unit concurrently consolidated the annual performance report.</p> <table border="1"> <thead> <tr> <th>Quarter</th> <th>Date of submission</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>20th/12/2017</td> <td>PBS DATA LG planning unit</td> </tr> <tr> <td>Quarter 2</td> <td>23rd/2/2018</td> <td>PBS DATA LG Planning unit</td> </tr> <tr> <td>Quarter 3</td> <td>15th/5/2018</td> <td>PBS DATA LG Planning unit</td> </tr> <tr> <td>Quarter 4</td> <td>23rd/8/2018</td> <td>PBS DATA LG Planning unit</td> </tr> </tbody> </table>	Quarter	Date of submission	Reference	Quarter 1	20th/12/2017	PBS DATA LG planning unit	Quarter 2	23rd/2/2018	PBS DATA LG Planning unit	Quarter 3	15th/5/2018	PBS DATA LG Planning unit	Quarter 4	23rd/8/2018	PBS DATA LG Planning unit	<p>0</p>
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<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>Buhweju DLG Water function did not have any audit queries in FY 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"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>From the sectoral committee Report file, it was established that the reports from the DWO dated 2/5/2018 that included review of work plan 2018/2019, construction of karembe GFS, RWHT and rehabilitation of S/W were presented and discussed in the committee that sat on 2/5/2018 under minute MIN 40/2017/2018 and recommendations made to council.</p>	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>On 22/5/2015 the council sitting approved budget and recommendations by sectoral committee for water under minute MIN 49/2017/2018 and MIN50/2017/2018.</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>From the district notice board, it was established that quarterly releases of funds were displayed and these included 141,025,109 there were Discussed in the advocacy meetings held on 28/9/2017</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"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>From the sampled projects of water born toilet, burere spring, karungu spring and enganju spring, it was established that the labeling was done on all the projects</p>	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>From the district notice board, it was established that all tenders and contract award for the projects implemented were displayed on 12/9/2017 and these included</p> <ul style="list-style-type: none"> - Construction of Kiremebe GFS by Sky Concepte Ltd. at contract sum of 228,803,981 - Construction of 12 protected springs by VISA Tech services at a cost of 42,295,920 	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>From the DWO- Application file, it was established that the village application form were filled .</p> <p>Mpanga LCI, Kibimba Ward requested for a sping source on 2/10/2018</p> <p>Nyakinengo kagorogoro requested for spring on 26/9/2018</p> <p>St peter marinde in engaju request for a t A general receipt of 100,000 no. 150 for capital contribution for the construction of the spring was issued to Ahimbisibwe Gerald ap on 9/1/2018</p>	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>From the sampled projects of Burere, enganju, karungu, it was established that the facilities were being looked after well, fenced and in good working condition.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>From the DWO in the Projects file 18/18,18/19 it was established that the environmental and social screening forms were filled these included.</p> <ol style="list-style-type: none"> Rwanyamabare spring protection screening form filled and dated on 15/8/2018 Kaniga spring protection screening form filled and dated on 10/7/2017 Nyakakoni spring protection environmental screening form dated 16/7/2017 	<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"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>From the DWO it was established that there were no unacceptable environmental concerns</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"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>From the DWO, in project file 17/18, 18/19 it was established in the construction of Kyanika spring ITEM 2A;15 Plant selected grass and back fill the top soil, in the repair of Shallow well ITEM E Environmental mitigation measures, plant grass reshaping of the ground.</p> <p>BILL No. 2F 2.1,2.2 was plant of indigeous trees species around the source aear, level the compound.</p>	<p>1</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>From the DWO, the composition of women and holding key position was below 50% for the 5 sampled projetes of karungu, enganju, kanninga/ rwanyamabare springs</p>	<p>0</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/ RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>From the sampled water born toilet visited at the district head quarters, it was established that the toilet facilities had separate stances for men and women but there were no provisions for both a stance and adequate access (ramp) for PWDs.</p>	<p>0</p>