



Local Government Performance Assessment

Buikwe District

(Vote Code: 582)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	75%
Educational Performance Measures	83%
Health Performance Measures	73%
Water Performance Measures	89%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>The Local Government submitted the annual performance contract on 09th August 2018 beyond the required date of June 30th and adjusted date of 1st August 2018 hence the LG is NOT compliant.</p> <p>The reason given for delay was online system and network failure that often required them to travel to Mukono town.</p>	No
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The Local Government submitted the budget together with the Procurement Plan on 25th July 2018. This is within the adjusted deadline of 1st August 2018. Therefore the LG is Compliant.</p>	Yes
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 annual performance report for the previous year was submitted on 13th August 2018 beyond the deadline of 31st July 2018, thus the LG is not compliant.</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 Local Government submitted quarterly and annual reports as follows:</p> <p>Quarter 1 - 7th December 2017;</p> <p>Quarter 2 - 9th February 2018;</p> <p>Quarter 3 - 14th May 2018 and</p> <p>Quarter 4 - 13th August 2018.</p> <p>Noted that the LG submitted the 4th quarterly report (annual performance report) beyond the July 31st deadline and therefore is NOT compliant.</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General’s findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED’s Inventory/record of LG submissions of statements entitled “Actions to Address Internal Auditor General’s findings”,</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a ‘Response’ (and provide details), then it is compliant • If LG did not submit a ‘response’, then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The LG submitted audit responses to the Permanent Secretary/Secretary to the Treasury on March 15, 2018 before the April 30 deadline.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Buikwe DLG got a clean (unqualified) audit opinion from the Auditor General for the financial year 2017/18.</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>Buikwe LG has a functional Physical Planning Committee in place that considers new investments on time.</p> <p>There is evidence that the membership is in line with the provisions of Physical Planning Act 2010 and that Appointment letters for the members of Physical Planning Committee were provided, dated 7th February 2018.</p>	1
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>Only 2 sets of minutes instead of 4 were submitted to the MoLHUD Mukono zonal office on the 18th of June 2018.</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>There is no physical development plan in place to guide infrastructure investment.</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 exists an action area plan of Lake Ville project site approved under minute BKW/PPD/82/2017 dated 27/06/2017.</p> <p>The action plan has 5 year lifespan (2017-2022).</p>	<p>1</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>The priorities in the AWP for the current FY include:</p> <ul style="list-style-type: none"> - Surveys for physical plans and building plans; - Construction and rehabilitation of ward at Buikwe health center; and - Combating deforestation through construction of wood saving stoves, among others. <p>There was evidence that the Priorities in AWP are based on outcomes of the budget conference dated 24/10/2018. The priorities were discussed under Min 04: BC/24/10/2017: Overview of performance for FY 2017/2018 and Budget strategy for FY 2018/2019 and Min 05: BC/24/10/2017: Sector Presentations (production & marketing, Planning, Health, Education, Works & Technical Services, community based services and Natural Resources and Min 05: BC/24/10/2017: Discussions of Priorities at plenary.</p>	2
<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 capital investments in the AWP for the current FY are derived from the approved 5 year development plan (approved by NPA on 25/01/2017). The capital investments in the AWP for the current FY include:</p> <ul style="list-style-type: none"> - Health - Construction of maternity ward (pg 192 on Five year Development Plan and pg.55 on AWP); - Natural Resources- Construction of energy saving stoves for institutions (pg. 198 on Five year Development Plan); and - Water & Sanitation - Construction of VIP latrines (pg. 202 on Five year Development Plan and pg. 83 on AWP) among others. <p>There was evidence that the AWP dated 13/02/2018 was approved by Council under Min COU:34/13/02/2018: Motion seeking approval of District Development Plan/ District AWP for the FY 2018/2019.</p>	1

<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 evidence that the project profiles were developed. These profiles were discussed in TPC meeting under Minute Min5/TPC/11/11/2017: Presentation and discussion of project profiles for prioritized investment projects FY 2018/2019.</p> <p>The Project profiles included:</p> <ul style="list-style-type: none"> - Technical services & Works (rural Roads) - periodic maintenance of 52km of district roads in Ngogwe, Ssi and Nkokonjeru - Code: 048158-263106; and - Health (Primary Health Care) - Phased construction of Buikwe Health Center III and Maternity - Code: 088182-312101, among others. 	2
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender- disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>There was evidence that the statistical abstract with gender dis-aggregated data was compiled and approved by TPC on 16/7/2018 under min 4: Presentation of Statistical abstract for 2018.</p>	1
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>There was evidence that all investment projects implemented in FY 2017/18 were derived from the AWP and approved budget. These include among others:</p> <ul style="list-style-type: none"> - Construction and rehabilitation of 2 a class room block at Ssenyi Primary school at total of UGX96,755,000 and - Construction of VIP latrine at Nsanganzira /UMEA P/S at UGX21 000,000 among others. 	2

<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. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>There was evidence that the investment projects implemented in the previous FY were completed as per work plan by end of FY. The source of evidence was annual performance report. Selected investments projects include:</p> <ul style="list-style-type: none"> - construction of 2 classroom block, office and store at Ssenyi P/S using sector development grants (UGX96,755,000); - Phase 1 - underground piped water system in Ssenyi- completed under the Central govt grant (water sector) at UGX233,953,000 (budgetted - UGX240,000,000); and - Institutional Saving stoves (2 stoves) at 2 UPE schools: Mulajje P/S - Nkokonjeru TC and Kasubi P/S at Buikwe (Actual - UGX8000,000, AWP- UGX8,000,000) among others. 	<p>4</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>All investment projects in the previous FY were completed as per approved budget. Five sampled projects include:</p> <ol style="list-style-type: none"> 1) Phase 1 construction of Buikwe Maternity ward (pg.51 on AWP) - budgeted: UGX40,467,000 - Actual Expenditure - UGX40,967,000 thus 101.2% expenditure; 2) Operationalization of mobile diagnostic plant clinics in 4 LLG (pg. 99 on AWP and pg. 53 on Q4) -budgeted: UGX9,802,000 - Actual Expenditure - UGX9,835,000 hence 100% expenditure; 3) Construction and Rehabilitation of 13 classroom blocks in 4 LLGs implementing BSFCDP (pg.110 on AWP and pg.72 on Q4) - budgeted: UGX1,137,347,000 - Actual Expenditure - UGX1,238,166,000 hence 108% expenditure; 4) Drilling 3 BH in Majja, Ssi and Ngogwe and rehabilitation of 28 BH (pg. 118 on AWP and pg. 87 on Q4) - budgeted: UGX195,180,000 - Actual Expenditure - UGX188,872,000 hence 97% expenditure; and 5) Establishing 1 acre of trees - planted & surviving (pg.120 on AWP ans pg. 89 on Q4) - budgeted: UGX2,000,000 - Actual Expenditure - UGX2,000,000 hence 100% expenditure. <p>Therefore All investment projects were completed within the acceptable Max. 15% plus or minus of original budget.</p>	<p>2</p>

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<ul style="list-style-type: none"> - The LG has a register of assets in need of maintenance. - The assets in need of maintenance were costed and budgeted for. - The O&M budget for FY 2017/2018 was UGX2,895,347,000. - The assets maintained include: 1) Rehabilitation of 26 Primary school staff houses in Najja, Nyenga, Ngogwe and Ssi) and Rehabilitation of 13 secondary school classroom blocks in 4 LLGs. - Therefore the total expenditure on O&M was UGX4,460,767,000 over and above the budget of UGX2,895,347,000 (by UGX100,789,000) thus 154% expenditure. 	<p>2</p>
<p>Human Resource Management</p>			
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>The district has substantively filled majority of the Heads of Department posts except the District Education Officer who was in acting position at the time of the assessment.</p>	<p>0</p>
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>All the Head of department had been appraised at the time of assessment; DCDO (4th /07/2018), DNRO (3rd / 08/2018) DHO (3rd /08/2018) Production & Marketing (11th /07/2018), Ag DEO (6th /08/2018, Planner (14th /08/2018), District Finance Officer (15th/ 08/2018), and District Engineer (2nd /08/2018).</p>	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>There was evidence that the DSC considered all the submissions for recruitment as per CAO letters dated below:</p> <ul style="list-style-type: none"> a) 29th November 2017; b) 6th April 2018; c) 25th April 2018; d) 29th/ May 2018 and e) 13th June 2018. <p>The submissions were considered under the DSC meetings held on 9th/ 04/2018, 11th /04/ 2018, 24 to 25th /04/2018, 22nd to 29th /05/2018, 14th /06/2018 and 14th /06/2018.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>There was evidence that all the submissions by the office of the CAO for confirmation dated; 17th/01/2018, 30th/01/2018 and 6th /04/2018 were considered in the DSC meetings held on 23rd to 24th January 2018, 13th to 15th February 2018 and 9th February 2018 and 11th April 2018.</p>	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>All the disciplinary cases submitted by the office of the CAO dated 25th/04/2018 (2 drivers), 5th /10/2018 (Laboratory technician) were considered by the DSC meetings held on 2nd May 2018 and 26th June 2018.</p>	<p>1</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>All the 38 staff recruited in the financial year 2017/18 accessed the payroll within two months as per the recruited staff list and payroll.</p>	<p>3</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>All the 4 officers (Namubiru Betty, Nabirye Milly, Kiryowa Sarah and Kirire Lilian) who retired in 2017/18 financial year did not access the pensioner payroll within the stipulated two months period.</p>	<p>0</p>
<p>Revenue Mobilization</p>			
<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. If the increase is from 5% -10 %: score 2. If the increase is less than 5 %: score 0. 	<p>The LG Own Source Revenue for 2017/18 was UGX 529,571,325 compared to 2016/17 UGX 535,081,933, a percentage drop of -1%.</p> <p>Reasons for the Drop included:</p> <ol style="list-style-type: none"> Taxi park of Kiyindi did not pay because the president had promised waiver; Operations to curb illegal fishing affected the revenue; and Wakisi and Nyenga sub county were transferred to the new Njeru municipality when it was created in the financial year under assesment. 	<p>0</p>

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>The LG budget for the Financial Year 2017/18 was UGX 585,791,000 and collected UGX 529,571,325, a performance of 90%. That was a performance variance of -10%</p> <p>Reasons included:</p> <ol style="list-style-type: none"> 1. Taxi park not paying because of presidential promise of waiver; and 2. Curving of Njeru municipality from the district which took away some sub counties. 	2
<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>The was no evidence that the District made remittances to lower LGs.</p> <p>Reason given was,the LG had Low collections during the year.</p>	0
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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>Own Source Revenue for the LG for 2017/18 was UGX 529,571,325 and Council expenditure from all sources UGX 376,613,687 . A percentage of 71% which is higher than the recommended 20%, hence the LG was non compliant.</p>	0
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>From the LG staffing list that was approved by the Permanent Secretary Ministry of Public Service on 27th January 2017, Ref. No. ARC 135/306/01, both positions of Senior Procurement Officer and Procurement Officer are filled. Both Officers were physically present in the office.</p>	2

<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 TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>There was evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY. Technical Evaluation Committee Reports produced and submitted were seen for the following dates:</p> <ol style="list-style-type: none"> 02 May 2018 for evaluation of non-consultancy services; 30th April 2018 for construction Works at Kiyindi Muslim Primary school; 20th October 2017 for renovation of 13 room (classrooms) and 10 rooms of staff houses at Ngogwe Baskerville sec School. Work done by Pera Investments Ltd; 19th Sept 2017 for construction of 6 stances lined VIP Latrines at Ssi trading Centre. Work done by M/s Kaka Construction Limited and 06th November 2017 for construction of 2 in 1 classroom block with office & store at Sseenyi Primary school. Work done by M/S Luwalira Besigika Construction Co. Ltd. 	<p>1</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 Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>Contracts Committee meetings minutes where TEC recommendations were considered seen for the following dates:</p> <ol style="list-style-type: none"> Contracts Committee meeting that sat on 14/02/18. Meeting Reference No: 07/DCC/2017 – 18; Contracts Committee meeting that sat on 27/03/2018. Meeting Reference No: 09/DCC/2017 – 18; Contracts Committee meeting that sat on 23/05/2018. Meeting Reference No: 12/DCC/2017 – 18; Contracts Committee meeting that sat on 17/01/2018. Meeting Reference No: 06/DCC/2017 – 18 and Contracts Committee meeting that sat on 06/11/2017. Meeting Reference No: 04/DCC/2017 – 18. 	<p>1</p>

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

Buikwe LG procurements for 2017/18 were made as per Procurement plan. Those sampled from the AWP and seen in the Procurement Plan included:

a)

- 1) Completion of Buikwe Sub-County Administration Block;
- 2) Construction of Maternity ward at Buikwe H/C III in Buikwe T/C Phase I;
- 3) Construction of Classroom Block at Sseenyi P/S;
- 4) Construction of public latrines in RGCs (Rural Growth Centres) and
- 5) Latrine Construction (5 Stance VIP) at Sanganzira Primary school.

b)

- i) Construction of 2 in 1 classroom block with office & store at Ssenyi Primary school. Work done by M/S Luwalira Besigika Construction Co. Ltd. Procurement Ref. No: Buik582/Wrks/17 -18/00010;
- ii) Construction of 6 stances lined VIP Latrines at Ssi Trading Centre. Work done by M/s Kaka Construction Limited. Procurement Ref. No: Buik582/Wrks/17 -18/00005;
- iii) Construction of Maternity ward at Buikwe H/C III in Buikwe T/C Phase I. Procurement Ref. No: Buik582/Wrks/17 -18/00013;
- iv) Construction of piped water systems in Ssi Trading Centre. Work done by M/S Radhe Construction Ltd. Company. Procurement Ref. No: Buik582/Wrks/17 -18/00030 and
- v) Latrine Construction (5 Stance VIP) at Sanganzira Primary school. Works done by M/S Rhodeto Contractors Ltd. Procurement Ref. No: Buik582/Wrks/17 -18/00009.

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>An advert appeared in the <i>Daily Monitor</i> newspaper of Tuesday July 03, 2018. The advert covered all intended projects for the FY.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>An updated Contracts Register was seen having all 43 projects planned and implemented for 2017/2018 and their status and dates of completion. Also, activity files were all over the Procurement Office.</p>	<p>2</p>

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

Maximum 6 points on this performance measure.

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

For previous FY, there was evidence that the LG has adhered with procurement thresholds as follows:

Open Bidding:

1) Project: Construction of 3 in 1 new Classroom Block with Office, Furniture and Solar Lighting system, a 3-in-1 without Office, 3-in-1 staff house, School Kitchen and 5 stances Lined VIP Latrine at Kiyindi Muslim P/S in Najja S/C Lot 8. Contractor: M/S Kimu Construction Company Ltd. *Amount: UGX743,434,545*. Procurement Ref. No. Buik582/Wrks/17 – 18/00027/08. Contract Signed 14th June 2018;

2) Project: Construction of 3 in 1 new Classroom Block with Office, store, Furniture and Solar Lighting system, a 3-in-1 without Office, 3-in-1 staff house, School Kitchen and 5 stances Lined VIP Latrine at Tukulu Umea P/S in Najja S/C Lot 17. Contractor: M/S DEHA Investees Ltd *Amount: UGX692,454,210*. Procurement Ref. No. Buik582/Wrks/17 – 18/00027/17. Contract Signed 14th June 2018.

Selective Bidding;

1) Project: Consultancy in Training in Leadership and communication for District Education Staff, Sub-County Chiefs, CDOs, and LCIII C/Persons. Contractor: M/S Beka & Associates *Amount: UGX29,674,000*. Procurement Ref. No. Buik582/Srvcs/17 – 18/00008. Contract Signed 14th May 2018;

2) Project: Supply of 50 School Desks for 4 Secondary schools Lot 1& 2. Contractor: M/S Z & K Consults and technical Services Ltd. *Amount: UGX24,780,000*. Procurement Ref. No. Buik582/Supls/17 – 18/00005. Contract Signed 22nd November 2017.

Framework Bidding:

1) Project: Fuel for Monitoring of Health Facilities: Contractor: TOTAL (U) Ltd. *Amount: UGX510,000*. Procurement Ref. No. Pre-qualified. Contract Signed 16th March 2018.

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates <p>for all projects based on technical supervision: score 2</p>	<p>There was evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision. Certificates issued seen from the Works Department were as follows:</p> <ol style="list-style-type: none"> 1) Completion Certificate issued to M/S C & S UPHOLSTERY Ltd on 12th January 2018 upon completion of construction of a kitchen and a 5-stance lined VIP Latrine at Sacred Heart SSS in Najja sub-county. Procurement Ref. No: Buik582/Wrks/16 – 17/00028 LOT 3; 2) Interim Payment Certificate No. 2 issued to M/S Totya Investments Ltd on 06th/08/2018 upon completion of construction of 3 classroom blocks with office, and renovation at St. Paul Buwogole Primary school in Ngogwe S/C. Procurement Ref. No: Buik582/Wrks/16 – 17/0002 – 07; 3) Interim Payment Certificate No.52 issued to M/S M/Kano Building Contractors on 19th/02/2018 upon completion of construction of a 3-in-1 Staff House, kitchen at Kikodolo Umea Primary school in Najja + 2-tsance VIP latrine. Procurement Ref. No: Buik582/Wrks/16 – 17/00027 – 10; 4) Retention Payment Certificate issued to M/S Kimu Construction Company Ltd on 5th/02/2018 upon completion of construction of 2 classroom blocks at Nkombwe Primary school in Ngogwe. Procurement Ref. No: Buik582/Wrks/16 – 17/00007 – 08 and 5) Interim Payment Certificate No. 3 issued to M/S Nirmal Construction Company Ltd on 27th/11/2017 upon completion of construction of a 3 in 1 staff house, kitchen at Lugoba C/U Primary school Procurement Ref. No: Buik582/Wrks/16 – 17/00027.
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<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects 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>Works projects were clearly labelled but there was no place where the Contract Value was indicated.</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>The LG had no evidence that bank reconciliations are up to date and done in time.</p> <p>Five Sampled bank accounts out of 24 accounts which included:</p> <ol style="list-style-type: none"> Buikwe General Fund A/C, reconciliations were neither dated nor signed; Buikwe Production A/C, reconciliation of September 2017 was made on January 3, 2018 and other reconciliations are not dated. Buikwe MUWRAP A/C, reconciliations were neither dated nor signed; Buikwe ICEIDA A/C, reconciliations were neither dated nor signed; Buikwe Challenge Initiative Project A/C, Bank reconciliation for May 2018 was done on September 4, 2018 and Bank reconciliation for June 2018 was done on September 4, 2018 <p>The LG bank reconciliations were done late and most cases not signed nor dated.</p>	<p>0</p>
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<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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. 	<p>The LG made timely payments, for example:</p> <ul style="list-style-type: none"> -A payment of 224, 000 for supplies of food to AIDAH Wiwo catering services requisitioned on November 28, 2017 was paid on December 4, 2017, 6 days away; and -A payment of UGX 21,760,031 for 3- seater wooden school desks to Senyi and Buikwe Sabawali primary school requisitioned on 26/6/18, was paid on 29/6/2018, only 3 days away. No outstanding requisitions were seen at the time of the assessment. 	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG had a substantive Principle Internal Auditor at the time of the assessment. Mr. Banga Steven was appointed Principle Internal Auditor as per the letter dated May 7, 2018, under Min.no.BDSC 79/2018 from Buikwe District Service Commission.</p>	<p>1</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG produced all the 4 internal audit reports for the 4 quarters of the F/Y 2017/18 as below:</p> <ul style="list-style-type: none"> -Quarter 4 report dated 3/7/2018; -Quarter 3 report dated 25/6/2018; -Quarter 2 report dated 9/5/2018; and -Quarter 1 report dated 23/2/2018. 	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>All the 4 internal audit reports with status of recommendations Submitted to PAC as below:</p> <ul style="list-style-type: none"> - Quarter 4 report with status of recommendations received by LG PAC on 3/7/2018 (Stamped by PAC); -Quarter 3 report with status of recommendations received by LG PAC on 25/6/2018 (Stamped by PAC); -Quarter 2 report with status of recommendations received by LG PAC on 9/5/2018 (Stamped by PAC); and -Quarter 1 report with status of recommendations received by LG PAC on 23/2/2018 (Stamped by PAC). 	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>The LG PAC had not sat to consider 2017/18 internal audit reports at the time of the assessment.</p>	<p>0</p>
<p>The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 LG maintained an up to date asset register with the required formats in accordance with the Accounting Manual.</p>	<p>4</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>Buikwe DLG got a clean (unqualified) audit opinion from the Auditor General for the financial year 2017/18.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>The Council met and discussed service delivery related issues. This is evidenced by the minutes of 8th session of 3rd district Council meeting dated 24/08/2017. The issues were minuted under the following:</p> <ul style="list-style-type: none"> - Min5/24/08/2017 - tabling of reports from statutory bodies (PAC, service commission, district land boards); - Min10/24/08/2017 - motion seeking Council resolution to take over management of water by National water and sewerage corporation; and - Min8/24/08/2017 - motion seeking Council approval to hire services of medical consultants in Kawolo hospital. 	<p>2</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>The LG has designated a person, Ms.Nabulya Hadija Sebyala to handle and coordinate response to feed-back (grievance/complaints).</p> <p>The evidence is the appointment letter dated 12/03/2018 under ref: ADM/157/1.</p>	<p>1</p>

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The LG has specified a system for recording, investigating and responding to grievances. There is evidence of the grievance procedure on the notice board: titled 'Public Service Grievance Procedure' dated 15th March 2018.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>The LG payroll (August payroll register 2018) and Pensioner Schedule were pinned on public notice boards at the district - dated 28/8/2018.</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>The procurement plan and awarded contracts and amounts are published on the notice board, dated 30/08/2017.</p> <p>This is evidenced by the selected contract awarded; under procurement No. BUIK/582/supls2018-19/00003: supply of 2 laptop computers and projector stand for finance and 2 laptops for HR and Education department.</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>The LG published the LG performance assessment results and implications on the notice board, dated 29/06/2018.</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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>The LG communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY. This is evidenced by the circulars addressed to all Sub Counties/TCs/HoDs, dated 6/10/2017.</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>The LG during the previous FY conducted discussions with the public to provide feed-back on status of activity implementation. This is evidenced by the Joint review meeting progress report (Buikwe District Fishing Communities Development Program) dated 18/01/2018; containing activity/investment description, work plan target and work plan status.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>There was clear 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. Documentation to this effect was as follows:</p> <ol style="list-style-type: none"> 1) District Annual workplan had a section on Gender mainstreaming; 2) A letter dated 4th Sept 2018 to the Permanent Secretary, Ministry of Gender, Labour and Social Development, Attention to The Planner of the same Ministry indicated that gender focal person and CDO had provided guidance to sector departments in this regard; 3) An activity report on "Identifying and mainstreaming Gender issues/mitigation measures in District and departments" of February 2018 outlined steps to be followed on integrating gender into programmes; and 4) A report on Gender Issues Integration for 2017/2018 was also seen for Buikwe District Local Government. 	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2. 	<p>Evidence of activities seen was as follows:</p> <ol style="list-style-type: none"> a) <ol style="list-style-type: none"> 1) Minutes of the 8th District Technical Planning Committee meeting held on 26th February 2018 at 09.00 a.m in the Council Hall. In the meeting, activities were planned for nine District Departments. Among the activities were Women day celebrations, Girl Child Assistance programs and Primary Health Care activities for Women Groups. b) Out of the planned UGX1,000,000 the Department requisitioned for, all was granted at once (100%). 	<p>2</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>There was evidence that environmental screening or EIA where appropriate, were carried out for activities, projects and plans and mitigation measures were planned and budgeted for. This was shown under different projects.</p> <p>Under Roads, there were Screening Reports for projects covering approximately 17 kilometres of roads in the District by 15th August 2017, as follows:</p> <ol style="list-style-type: none"> 1) Lweru – Makiindu road – 7 km; Buwoya – Burutwe Road – 6.2 km; and Balimanyankya – Kasubi Road – 3.8 km; 2) Screening Report for Roads projects for 1st and 2nd Quarter 2017 – 2018; 3) Screening Report dated 09th February 2017 for road sector for FY 2017 – 2018; 4) Screening Report dated 13th July 2017 under Health sector for construction of Medical Store for Health department; 5) Screening Report dated 08th August 2017 for construction of a Maternity ward and VIP latrine for Buikwe Health Centre III in Buikwe Town Council and 6) Screening Report dated 15th August 2017 for the construction of a VIP Latrine at Ssi Trading Centre. 	
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LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

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

In BOQs, there are clear mitigation measures stipulated normally in Tabular Form. For example:

1) The Procurement of Works for Buikwe District Fishing Communities Development Program, Table 1-1 on page 21 of the document clearly stipulated what remedial measures the Contractor had to take;

2) The BOQs seen for the construction of piped water systems in Ssi Trading Centre has environmental and social management plans clearly laid out in the Contract Bid Document;

3) The bid document for construction of two classroom blocks with office and store at Ssenyi Primary school and

4) Construction of 6 Stances lined VIP Latrines at Ssi Trading Centre under Water department. Procurement Reference No: Buik582/Wrks/17 – 18/00005.

Where the District Hq is located under the names of Buikwe Sub-County because initially the land was occupied by the Sub-county Headquarters.

Out of the 4 sub-counties, only one (Ngogwe) has a Title. Najja Sub-County title is under processing.

As per the Secretary to the District Land Board, there appears to be no school officially owned by government, the present schools are under auspices of faith-based organisations. There are however, three community schools but these are on land donated by individuals and there is no formal agreement on Land Use.

Of the 26 Health Centres (1 Hospital, 10 H/C III and 15 H/C II), only 3 have Titles.

It is worth noting also that the water department often signs agreements with land owners before establishing development activities.

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>The District Headquarters are located on Land under the names of Buikwe Sub-County because initially this land was occupied by the Sub-county Headquarters.</p> <p>Out of the 4 sub-counties, only one (Ngogwe) has a Title. Najja Sub-County title is under processing.</p> <p>The secretary to the District Land Board said there appears to be no school officially owned by government, the present schools being under auspices of faith-based organisations. There are however, three community schools but these are on land donated by individuals and there is no formal agreement on Land Use.</p> <p>Of the 26 Health Centres (1 Hospital, 10 H/C III and 15 H/C II), only 3 have Titles.</p> <p>It is worth noting also that the water department has a habit of signing agreements with land owners before establishing development activities.</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 all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>Certification availed included the following:</p> <ol style="list-style-type: none"> 1) Certification No: BKWE/WD/B.H/002/2017/2018 issued for Drilling of Borehole in Kiwungi, Kkoba Parish Ssi Sub-County; 2) Certification No: BKWE/WD/B.H/001/2017/2018 issued for Piped Water System in Ssi Trading Centre, Lugala Parish Ssi Sub-County and 3) Certification No: BKWE/WD/PWS/001/2017/2018 issued for Drilling of Borehole in Kiwungi, Kkoba Parish, Ssi Sub-County. 	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>No Environmental and social clearances were availed. The district officials were not aware of the new regulation regarding certification.</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>The environmental officer's report dated 24th April 2018 noted deviations from original contract. He also documented what the community needed to do after the Contractor had left. The CDO, however, seemed not aware of any such action to be taken.</p> <p>Also, in a report dated 22nd May 2018, the environmental Officer gave recommendations of what actions to be taken after the Maternity Ward was constructed.</p> <p>Corrective actions were written only by the Environmental officer.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>Buikwe District Education Office (DEO) has budgeted for a Head Teacher and 7 teachers per school as evidenced in the 2018/19 District Budget.</p>	4
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>Buikwe District Education Office (DEO) has made the required deployments as evidenced by the staff list of 13/08/18.</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>Buikwe District Education Office (DEO) has filled 100% of the structure for primary schools as evidenced by the staffing list of 13/08/18.</p>	6

<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>Buikwe District Education Office (DEO) has substantively filled only one of the 2 positions of inspectors as evidenced by the staffing list of 13/08/18.</p>	<p>0</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>There is no need for a recruitment plan of teachers because all positions of teachers are filled as evidenced by the FY 2018/19 performance contact.</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>Buikwe District Education Department has requested to fill the positions of the 1 required inspector as evidenced by the recruitment plan submitted to the Chief Administrative Officer (CAO) on 12/03/18.</p>	<p>2</p>
<p>Monitoring and Inspection</p>			

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>The district had 2 School Inspectors. One of the substantively appointed School Inspector is currently Acting DEO and was appraised on 6th /08/ 2018. The second one had just been recruited (ref: Min. No BDSC 62/2018) 17th April 2018 and accepted on 23rd April 2018.</p>	<p>3</p>
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>There was evidence in the sampled 10 schools that 80% (8 out of the 10) head teachers had been appraised. The sampled 10 files of head teachers were; Buikwe C/U, Vuluga Islamic, Kalagala R/C, Bubiuro C/U, Masaaba R/C, Nyemerwa C/U, Nkokonjeru UMEA, Namukuma C/U and Ssi C/U. The two head teachers not appraised were of Buikwe C/U and Namukuma C/U.</p>	<p>2</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>The Buikwe District Education Officer (DEO) received the following guidelines which he duly communicated to the schools as were available in all schools visited (Malongwe Primary School , Buikwe Church of Uganda (C/U) Primary School; Lweru Uganda Muslim Education Association (UMEA) Primary School; Najja Primary school; and Buikwe Sabawaali Primary School):</p> <ul style="list-style-type: none"> i. Official Working hours and attendance by Ministry of Public Service on 09/08/18; and ii. Immunization against Cervix cancer by the Ministry of Health on 12/04/18. 	<p>1</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>Buikwe District Education department held meetings with primary school head teachers and explained and sensitized on the guidelines, policies, circulars issued by the national level as evidenced by the minutes of the departmental meetings:</p> <ul style="list-style-type: none"> i. Beginning of term 2 meeting of 07/06/18 at Namukuma Primary school; ii End of term 2 meeting of 9/08/18 at Ssugu Primary School; iii. Head teachers meeting on of New Hope Primary School Nkokonjeru; and iv. Buikwe District Sec School & Higher Institutions meeting of 08/08/17. 	<p>2</p>
<p>The LG Education Department has effectively inspected all registered primary schools²</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <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>The District Inspector of Schools (DIS) made the requisite inspection for all (100%) private and public schools as evidenced by the following reports:</p> <ul style="list-style-type: none"> i. Quarter 1 & Quarter 2 monitoring reports of 12/07/18; and ii. Quarter 3 report of 24/07/18. 	<p>12</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>Buikwe District Education department discussed school inspection reports and used the reports to make recommendations for corrective actions during the previous FY as evidenced by the minutes of Departmental meeting of 25/01/18 which discussed Water and Hygiene issues in Muro and Lugoba Primary Schools resulted in the closure of two schools.</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>The Buikwe District Education Office (DEO) duly submitted all its inspection reports (Quarter 1, Quarter 2. and Quarter 3 of FY 2017/18) and were acknowledged as received by the Directorate of Education Standards (DES) on 29/08/18.</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>The Buikwe District Education Office (DEO) made a follow up of the inspection recommendations as evidenced by minutes of the Departmental meeting of 4/10/17.</p>	<p>4</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>Buikwe iDistrict Local Government submitted consistent data for both EMIS and PBS reports as evidenced from data collected from the two sources: EMIS {Set obtained from the Ministry of Education and Sports (MOES)}, 74 schools; and PBS (Submitted by the Buikwe District Chief Administrative Officer to Permanent Secretary /Secretary to Treasury on 08/1/18), 74 schools.</p>	<p>5</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>No. of pupils enrolled in Government- aided schools data from the two reports EMIS and PBS is not consistent as evidenced by data from the two sources: EMIS {Set obtained from the Ministry of Education and Sports (MOES)}, 28325 pupils; and PBS (Submitted by the Buikwe District Chief Administrative Officer to Permanent Secretary /Secretary to Treasury on 08/1/18), 27781 pupils.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible 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 sector committee responsible for education met and discussed service delivery issues. The evidence availed was minutes of council meetings:</p> <ul style="list-style-type: none"> - Min 15/SCC/14/12/2017, item 5.1: Half year performance of the sector, dated 14/12/2017; and - Min 21/SCC/30/01/2018: presentation and discussion of departmental work plans, dated 30/01/2018. 	<p>2</p>

<p>The LG committee responsible 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 was evidence that the education sector committee presented issues that required approval to Council. This is confirmed by Minutes from Council meeting dated 31/05/2018: min COU:54/31/05/2018: Motion Seeking Council Approval of the Estimates of Revenue and Expenditure for the FY 2018/2019.</p>	<p>2</p>
<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>All the 73 government schools in the LG have functional SMCs.</p> <p>Evidence availed confirmed that the schools hold meetings, discussions of budgets and resources and submit reports to DEO.</p> <p>Five schools were sampled and the following school minutes prove that the SMCs are functional:</p> <ol style="list-style-type: none"> 1) Ssanganzira Primary School; General Parents Meeting held on 13/04/2018; under min 7/018: Election of SMC members; 2) Gulama C/U Primary School; minute dated 03/05/2018; Min 7/2018: Election: Proposed Persons to serve on the SMC; 3) Najja R/C Primary School; Min 4/01/2018: Allocation of responsibilities and elections; 4) Senyi St. Peters C/U Primary School - under min. 5/PTAGM/2018 dated 28/02/2018; Min.3/OB&OGM/2018 dated 6/03/2018 and Min.8/STAFFM/2018 dated 1/03/2018; and 5) Mulajje C/U Primary School; meeting held on 24/04/2018; Min.4/MUOSA/24/4/18, Item 4.1: Nomination of MUOSA representative on S.M.C. 	<p>5</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>Publications (undated) of UPE funds received during the FY 2018/19 were available at the District Notice boards and on each of the individual notice Boards of the five schools visited during the assessment.</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>The DEO timely submitted the procurement requests to the DPU as evidenced by the procurement request forms submitted to the DPU on 05/04/18.</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>The DEO timely certified and recommended suppliers for payment, for example:</p> <ol style="list-style-type: none"> 1. Contract of goods supplied (Stationery) worth 505,060 on 20/9/2017. Its requisition by Education Officer was done by signing on the voucher number 1.10.17 on 16/10/2017; 2. Certificate and invoice of construction of VIP toilets at Sanganzira primary school worth UGX 7,251,942 presented on 22/1/2018. The Education Officer submitted it for payment on 12/2/2018; and 3. Invoice for payment of UGX 30,679,772 for construction of class room block at Senyi primary school submitted by the contractor on 15/1/2018 was forwarded by the Education Officer on 17/1/2018. 	<p>3</p>

<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>There was evidence that the education department submitted to the planner the annual and four quarterly performance report for the previous FY to the Planner by 15th of July as listed below:</p> <p>Quarter 1 - 9/10/2017;</p> <p>Quarter 2 - 11/01/2018;</p> <p>Quarter 3 - 5/04/2018; and</p> <p>Quarter 4 - 10/07/2018.</p>	<p>4</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query 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>The LG education sector had a number of audit queries, such as poor performance of pupils, failure to maintain fixed assets registers, Inadequate staffing, lack of desks etc but no responses were made. There was no evidence that responses were made by the education sector at the time of the assessment.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>Buikwe Education department in consultation with the gender focal person disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills as evidenced by the work shop report for training of senior women teachers and senior men teachers of 08/08/17.</p>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>Buikwe District Education department in collaboration with gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools as evidenced by the report of the workshop for senior women and men teachers held on 08/08/17.</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>Buikwe District School Management Committees meet the guideline on gender composition as evidenced by information from Head Teachers of the sampled schools: Buikwe :Primary School; 12 members (5 Female and 7 Male) ;Buikwe Ssabawaali Primary School ; 13 members i (5 Female and 8 Male);Najja Primary School; 13 members (8 female and 5 male); and Lweru Primary School: 13 members (7 male and 6 female).</p>	<p>1</p>

<p>LG Education department has ensured that guidelines 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 Buikwe LG Education department in collaboration with Environment department issued guidelines on environmental management as evidenced in following letters by the Senior Environment Officer Buikwe District Local Government:</p> <p>i. On 11/03/18 to the Commissioner for Education Ministry of Education and Sports (MOES) regarding field inspection; and</p> <p>ii. On 18/07 18 to Serwadda memorial school.</p>	<p>1</p>
<p>LG Education department has ensured that guidelines 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 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>No evidence availed.</p>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated 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 environmental officer and community development officer visited the sites and checked whether the mitigation plans are complied with as evidenced by the letter to the Senior Environment Officer Buikwe District Local Government on 11/03/18 by the Commissioner for Education Ministry Education and Sports (MOES).</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 	<p>There was evidence that Buikwe LG filled the structure for primary health care workers with a wage bill provision from PHC wage for the current FY, as it was noted that 76% (263 out of 347 positions) were filled. (from list of staff, approved structure and indicative planning figures).</p>	4
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>There was evidence that Health department submitted a comprehensive recruitment plan to HRM for the current FY, as a recruitment plan with 11 positions was received by HRM on 25th/06/2018.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>There was evidence that all 12 In-charges (100%) had been appraised at the time of the assessment. Naikoba Olivia Kasubi HCII (17th /08/2018, Kaseeta Olivia Ngogwe HCIII (7th /08/ 2018, Bamuddaziza Ssi HCIII (7th /08/2018), Nakimuli Safina Ddungu HCII (31st /08/2018), Nabawanuka Jane Bubiuro HCII (3rd /08/ 2018), Mukasa Lawrence (10th /08/2018), Nabwire Rachael Ssenyi HCII (17th /08/2018), Namuyomba Justine Kikwayi HCII (31st /07/ 2018), Muzaaya Paul Buikwe HC III (17th /08/2018), Kiberu Joshua Kawoolo Hospital (08/08/2018).</p>	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>There was evidence that the LG Health department deployed health workers in line with the lists submitted with the budget for the current FY, as it was noted that the deployment list that had 263 primary health care workers was similar to what was reflected in the PBS. The cadres on both lists were also similar.</p>	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>There was evidence that the DHO communicated guidelines, policies, circulars issued by the national level in the previous FY, as it was noted that the DHO passed on a communication regarding guidelines, policies and circulars in a DHT meeting held on 11/06/2018, where he explained circulars on Absenteeism, Result based financing scheme of service for Nurses and mid wives, policy strategies for improving health delivery (2016-2018),planning processes for health sector supplementation and health sector grant and budget guidelines all from MOH.</p> <ul style="list-style-type: none"> DHO issued a circular warning all health workers about absenteeism to all health unit incharges under Minute 11.1 of DHT meeting held on 11/06/2018 An acknowledgement list by 6 in charges of (Namulesa H/C II, Kabi H/C II, SSI H/C III, Makindu H/C III and Kawolo Hospital Dated 14/06/2018 was seen and addressed a policy requiring switching from tetanus toxoid to tetanus Diptheria. 	<p>3</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>There was evidence that the DHO held meetings with health facility in-charges and among other things explained the guidelines, policies, circulars issued by the national level as reflected below;</p> <ul style="list-style-type: none"> Under minute 4.5 of a meeting held on 04/06/2018, DHO explained a policy on RBF (Result based financing) and policy strategies for improving health services delivery (2016-2021): Under minute 11.1 of a meeting held on 11/6/18 DHO explained a policy on absenteeism: And under minute 11.2 of a meeting held on 11/6/18 the ADHO, explained a circular on scheme of service for nursing and midwifery cadre. 	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>There was evidence that DHO supervised,100% of the HSDs (Buikwe South, that is, St. Francis Hospital, Buikwe North ,that is, Nyenga Hospital and Buikwe West, that is, Kowolo Hospital), as reflected in all the 4 quarterly support supervision reports dated;</p> <p>18th/09/2017: 15th/01/2018: 30th/03/2018: and 10th/06/2018 respectively.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>There was no evidence that the DHO ensured that the three HSDs (that is Buikwe North, Buikwe south and Buikwe West), adequately support supervised the lower level health facilities as reflected below;</p> <p>Buikwe North HSD supervised;:</p> <p>Quarter 1,supervision report dated 20/09/2017 (4 out of 22 units were supervised) =18%:</p> <p>Quarter 2, supervision report dated 20/12/2017 (7 out of 22units were supervised) = 32%:</p> <p>Quarter 3, supervision report dated 28/03/2018 (6 out of 22 units were supervised) = 27%:</p> <p>Quarter 4, supervision report dated 29/06/2018 (6 out of 22 units were supervised) = 27%:).</p> <ul style="list-style-type: none"> • Buikwe South HSD (St Francis Hospital) supervised; <p>Quarter 1,support supervision report undated (8 out of 17 units were supervised) = 47%:</p> <p>Quarter 2, support supervision report undated (12 out of 17 units were supervised) = 70%:</p> <p>Quarter 3, support supervision report undated (8 out of 17 units were supervised) = 47%:ort</p> <p>And quarter 4,support supervision report undated dated (7 out of 17 units were supervise) = 41%</p> <ul style="list-style-type: none"> • Kawolo Hospital (Buikwe West HSD) no support supervision records/reports that were available. <p>Hence, support supervision was at below 60% by HSDs to lower level health facilities, thus score 0.</p>	<p>0</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>There was no evidence that the quarterly reports were discussed as there were no minutes of DHT addressing recommendations that resulted from support supervision.</p> <p>Also there were no monitoring reports on action points that followed recommendations made from support supervision visits.</p>	<p>0</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>From the sampled health facilities i.e. St. Francis Hospital, Ngogwe H/C III, Makindu H/C III, Buikwe H/C III and Nyenga Hospital.</p> <ul style="list-style-type: none"> There was no evidence for follow-up of action points from support supervision visits as there were no monitoring reports nor minutes of meetings addressing findings of support supervision. 	<p>0</p>

<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>There was evidence that buikwe LG submitted accurate/consistent data, as it was noted that all the 36 health facilities receiving PHC funds reported HMIS data accurately and consistently to the district and the list of the health facilities receiving PHC and reporting via HMIS was as reflected in PBS. The health facilities included; Buikwe Health center III, Kasubi Health center III, kasaku Health center II, kawolo Hospital, Kisimba Muslim Health center II, Makindu Health center III, Makonge Health center III, Buwundo Health center II, Bbiro Health center II, Dungi Health center II, Kikwayi Health center II, Namulesa Health center II, Ngogwe Health center III, Al-hijra Health center II, Bugungu Health center II, Bukaya Health center II, Canan Health center II, Nile Breweries Company Health center II, Nkokonjeru Hospital, Nkokonjuru Health center II, Buwagajjo Health center III, Buzika Health center II, Christ The King Health center II, kabizi Health center II, St Francis Nyenga Hospital, Tongolo Health center II, kavule Health center II, Ssenyi Health center II, Ssi Health center III, Kalagala Health center II, Kidron Health center II, Konko Health center II, Naminya Health center II, St Eliza Health Center II, Wakisi Health center III and Health initiative for Uganda Health center II.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>The LG committee responsible for health met and discussed service delivery issues including supervision reports.</p> <p>This is evidenced by the sector committee meeting held on 30/01/2018 under min.15/SSC/14/12/2017;15.3 and Min.20/SSC/30/01/2018 under item 20.4: Presentation and discussion of draft department work plans for FY 2018/2019.</p>	<p>2</p>

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>The health sector committee presented issues that require approval to Council. This is evidenced by Min CoU:54/31/05/2018: Motion Seeking Council Approval of Estimates of Revenue and expenditure 2018/2019, dated 31/05/2018.</p>	<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 	<p>There was evidence that health facilities and Hospitals had functional HUMCs/Boards (established, meetings held and discussed budget and resource issues), as it was noted that 100% (5 out of 5 sampled HUMC's were active as reflected in the following meetings;</p> <p>NYENGA HOSPITAL;</p> <ul style="list-style-type: none"> 1st quarter Board meeting held on 24th/08/2017:. 2nd quarter board meeting held on 8th/02/2018: 3rd quarter not held due to change of administrator out going Sr Nalwoga Gorett, in-coming Sr. Nyabur Proscovia: And 4th quarter Board meeting held on 20th/08/2018. <p>That accounts for held 75% of the mandatory meetings.</p> <p>ST FRANCIS HOSPITAL;</p> <ul style="list-style-type: none"> 1st quarter Board meeting held on 23/08/2017: 2nd quarter meeting not held due to expiry of term of office of board members (i.e 3 years): 3rd quarter board of governors orientation for new board members and appreciation of old members, meeting held on 14/03/218 at Hotel Alvers Mukono: And 4th Quarter board meeting held on 8th/06/2018. <p>That accounted for 75% of the mandatory meetings held.</p> <p>NGOGWE HC III;</p> <ul style="list-style-type: none"> 1st quarter HUMC meeting held on 17/07/2017: 	<p>4</p>

		<ul style="list-style-type: none"> • 2nd quarter meeting held on 27/11/2017: • 3rd quarter meeting held on 28th/03/2018: • And lastly 4th quarter HUMC meeting held on 21st /06/2018. <p>That accounted for 100% of the mandatory meetings.</p> <p>MAKINDU HC III;</p> <ul style="list-style-type: none"> • 1st quarter meeting for HUMC held on 18th/10/2017: • 2nd quarter meeting on 6/12/2017: • 3rd quarter meeting on 21st/03/2018: • And lastly 4th quarter HUMC meeting held on 27th/06/2018. 	
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>That accounted for 100% of the mandatory meetings.</p> <p>There was evidence that Buikwe LG published all facilities receiving PHC non-wage recurrent grants as two lists of releases to health facilities with PHC non wage figures were pinned on the DHO's Notice board covering 1st quarter and 3rd quarter 2017/2018.(Both lists were not dated).</p>	4
Procurement and contract management			
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>There was no evidence that Buikwe LG Health department submitted input to procurement plan for 2018/2019 FY to PDU as the procurement plan submitted and received by Head of PDU on 20/07/2018, was after the dead line of 30th/04/2018,the other procurement plan seen was dated 10th/04/2017 was for F/Y 2017/2018.</p> <p>Thus submission was passed the dead line of 30/04/2018, Hence score 0.</p>	0

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>There was evidence that Buikwe LG submitted procurement request form (Form PP1), as one form PPI was submitted and received on 21/08/2017. That covered 3 items;</p> <ul style="list-style-type: none"> - cartridge for laserjet: - Cartons of papers: - And permanent markers. 	2
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>The DHO certified and recommended for payments in time from the sampled contracts, for example:</p> <ol style="list-style-type: none"> Invoice from Nital Stationers for supplies of stationery worth UGX 1,162,000 put in on 12/4/2018 was recommended for payment by the DHO, just 2 days after submission on 16/4/2018; and Another invoice for UGX 989,000 for supply of papers put in on 8/11/2017 was recommended for payment by the DHO on 29/11/2017 (21 days). 	4
Financial management and reporting			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>The department submitted the annual performance report and all four quarterly reports to the Planner by mid-July for consolidation. This was evidenced by the following submission dates: Quarter 1 on 4/10/2017; Quarter 2 on 4/01/2018; Quarter 3 on 30/03/2018 and Quarter 4 on 29/06/2018.</p>	4

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>The LG Health sector had audit issues, such as lack of a land title for Kawolo hospital, outstanding water bills and inadequate staffing but they was no evidence that they were responded to by the District Health Officer.</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 % women: score 2 	<p>There was evidence that Health Unit Management Committee (HUMC) met the gender composition of at least one third being females, as 100% (Five out of five sampled health facilities) met the gender requirements of one third as follows;</p> <p>ST FRANCIS HOSPITAL;</p> <ul style="list-style-type: none"> Former Board members as per meeting held on 6th/10/2017, <p>40% (4 out of 10 board members were females):</p> <ul style="list-style-type: none"> New Board members as per Board meeting held on 6th/10/2011, 55% (5 females out of 14 members) <p>NYENGA HOSPITAL;</p> <p>43% (7 females out of 16 members) :</p> <p>NGOGWE HC III;</p> <p>57% (4 females out of 7 HUMC member):</p> <p>MAKINDU HC III;</p> <p>42% (3 females out of 7 members):</p> <p>And BUIKWE HC III;</p> <p>57% (4 females out of 7 members).</p>	<p>2</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>There was no evidence in regard to the issuance of sanitation guidelines to Health facilities by Buikwe LG. As no guidelines were seen in any of the five sampled Health facilities in regard to sanitation. (The five sampled Health facilities were; St Francis Hospital: Nyenga Hospital: Makindu HC III: Ngogwe HC III and Buikwe HCIII).</p> <ul style="list-style-type: none"> Makindu HCIII sanitary facilities were not labelled “for Men only” on one side and “for women only” on the other side. However, for Buikwe HCIII, Nyenga Hospital, St Francis Hospital and Ngogwe HC III facilities were well labelled and appropriately segregating Men from 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 	<p>There was evidence that all health unit infrastructure projects were screened before approval for construction using the check list for screening of projects as reflected in:</p> <ul style="list-style-type: none"> Environmental and social screening report on construction of maternity ward and VIP latrine for health department for Financial Year 2017/2018 dated 8/08/2018 by the Environmental officer. Environmental and social screening report for district medical store dated 13th/07/2017 by Environmental officer. 	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>There was evidence that the Environmental officer and Community development officer visited the sites to check whether the mitigation plans were complied with, as reflected in :</p> <ul style="list-style-type: none"> Environmental monitoring report for maternity ward for health department dated 22/5/2018. 	<p>2</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>Evidence that Buikwe health team issued guidelines on medical waste management was seen in all the five sampled health units by the presence of a document titled.</p> <ul style="list-style-type: none"> Management of waste from injection activities at district level courtesy of world health organisation. And the five sampled Health Units were St. Francis Hospital, Ngogwe H/C III, Makindu H/C III, Buikwe H/C III and Njeru Hospital. 	<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>The Safe Water Coverage data for Buikwe District LG (rural) show that the district has safe water access of 76%. Two sub counties were below district safe water access coverage:</p> <ul style="list-style-type: none"> • Najja S/C-68% & Ssi Bukunja-62%. <p>In the AWP for FY 2018/19 received by the MoWE on 30th July 2018, Najja S/C was allocated 2 deep boreholes & 1 community VIP. Ssi Bukunja S/C was allocated Phase 2 of Ssi piped water system. Therefore, 100% of the budget allocations for 2018/19 were allocated to the above sub counties hence score 10.</p>	10
<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. <ul style="list-style-type: none"> o If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>In the annual progress report for quarter four of FY2017/18 received by MoWE on 30th July 2018, Buikwe DLG implemented 2 water projects in the targeted S/Cs with safe water coverage below district coverage of 76%:</p> <ul style="list-style-type: none"> • 1 borehole in Najja S/C(Kiwangala Village) and • Phase 1 Production well in Ssi Bukunja S/C (Nakawale Village). 	15
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>The Assessor saw supervision report for the construction of Ssi piped water system Phase 1 by ADWO/Water Supply dated 14th June 2018. Received and signed by DWO on 14th June 2018.</p> <p>Also seen the supervision report on rehabilitation of boreholes for 2017/18 dated 20th June 2018 by the ADWO/Water Supply. Received and signed by DWO on 20th August 2018.</p> <p>The Assessor saw supervision report on VIP latrine construction at Ssi Trading Centre for 2017/18 dated 18th January 2018 by the ADWO/Sanitation. Received and signed by DWO on 18th January 2018.</p> <p>Therefore, 100% of the WSS facilities were monitored annually by the DWO hence score 15.</p>	<p>15</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>The fourth quarter data report for FY 2017/18 submitted by Buikwe DLG CAO to MoWE and received on 30th July 2018 were found consistent with MIS system of MoWE.</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>List of water facilities reported by DWO in Buikwe DLG for FY 2017/18 to MIS at MoWE were found consistent.</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>Input for the district procurement plan (Procurement requests) to PDU from DWO for FY 2018/19 was submitted on time on 10th April 2018 and received on the same date by DPU for the following projects:</p> <ul style="list-style-type: none"> Drilling of 4 deep bore holes; Construction of piped water system (Phase II) and Rehabilitation of boreholes/hand pumps. 	<p>4</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>The contract management plan was prepared by the DWO and there was also evidence of monthly site visits for the different WSS projects conducted as per the plan forexample:</p> <ul style="list-style-type: none"> Site meeting for Ssi town water supply pump house dated 31st May 2018 was seen on file and VIP Latrine site meeting held on 10th April 2018 at Ssi GRC was seen on file. 	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>The designs for WSS visited during field work were found similar with what is mentioned in their Bills of Quantities forexample the Ssi GRC VIP latrine.</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>No hand over reports of completed projects were found on file although the DWO had issued certificate of practical completion for:</p> <ul style="list-style-type: none"> Drilling of 2 boreholes & 1 production well on 22nd May 2018; Construction of VIP latrine at Ssi Growth Centre on 20th June 2018 and Construction of water system at Ssi growth Centre on 20th June 2018. 	<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>WSS projects were appropriately certified and Masindi DLG awarded payment certificate forexample:</p> <ul style="list-style-type: none"> Drilling of boreholes by Royal Technical industries Ltd. Contract No. Buik582/Wrks/17-18/00006. Awarded on 22nd May 2018; Construction of 6-stance VIP latrine at Ssi trading centre by Kaka Construction Ltd. Contract No. Buik582/Wrks/17-18/00005. Awarded on 13th June 2018 and Construction of piped water systems at Ssi trading centre by Radhe construction Ltd. Contract No .Buik582/Wrks/17-18/00014-08. Awarded on 19th June 2018. 	<p>2</p>

<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>The DWOs timely certified and recommended suppliers for payment from sampled contracts:</p> <ol style="list-style-type: none"> An invoice worth UGX 1,178,051 for the construction of a VIP toilet at Nangunga T/C submitted on 12/2/2018 was recommended for payment on 9/3/2018; and An invoice by contractor Rodhe Construction Ltd worth UGX 149,589,707 put in on 19/6/2018 was recommended for payment on 29/6/2018. 	<p>3</p>
<p>Financial management and reporting</p>			
<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The department submitted the annual performance and all four quarterly reports to the Planner by mid-July for consolidation. These were submitted as follows: Quarter 1 on 4/10/2017; Quarter 2 on 10/01/2018; Quarter 3 on 06/04/2018 and Quarter 4 (annual report) on 10/07/2018.</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> 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>The LG Water sector had no audit queries during the financial year 2017/18.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> 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>The LG committee responsible for water met and discussed service delivery issues including supervision reports, and performance assessment results.</p> <p>This is evidenced by the Water sector committee meeting dated 14/12/2017 under Min.15/W&TSC/14/12/2017; item 20.2: Half year performance report and Min.20/W&TSC/31/01/2018 item 22.2: Presentation and discussion of draft departmental work plans, dated 31/01/2018.</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>The water sector committee presented issues that required approval to Council. This is evidenced by:</p> <p>(1) The Council minutes discussing approval, dated 13/02/2018 under Min CoU:34/13/02/2018: Motion Seeking Approval of work plans for the financial year 2018/2019; and</p> <p>(2) Council minutes discussing budget approval, dated 31/05/2018 under Min CoU:54/31/05/2018: Motion Seeking Approval of the estimates of revenues and expenditures for the financial year 2018/2019.</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>There was evidence on Buikwe DLG noticeboard information on Water Development Grant releases for FY 2018/2019 for example Quarter three 2017/18 grant releases was 196,099,286/= for rural water development grant and 8,599,124/= for sanitation grant. Date of display was 19th February 2018.</p>	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>Out of Four WSS projects that were physically visited by the assessor on Thursday 6th September 2018, only one water facility was labelled (Kivungji borehole, Ssi S/C constructed on 26th February 2018).</p> <p>The rest of the WSS visited and found that they were not labelled:</p> <ul style="list-style-type: none"> Ssi piped water system phase 1; VIP latrine in Ssi trading centre and Muzibo Shallow well, Lugala parish, Ssi S/C. 	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>No information on WSS tenders and contract awards were found on Buikwe district noticeboards.</p>	<p>0</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>One community application form for a water source was seen by the assessor (Kiwangala L.C.1, Najja S/C dated 13th September 2017). Stanbic bank statement for the DWO dated 1st February 2018 showed a community application fee of Ugshs 200,000 paid in favour of Kiwangala borehole.</p>	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>No evidence of O & M funds collected was found on file in DWO or even field visit conducted by the assessor. Water facilities visited were not fenced.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> 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>The assessor saw screening templates used by the ENR officer in the screening of WSS facilities for example:</p> <ul style="list-style-type: none"> Construction of piped water system in Ssi S/C. Screening was done by Nakiri Jazira Kyazze on 7th June 2018. Certification form No.BKWE/WD/PWS/001/2017/2018; Drilling of borehole at Kiwangala, Najja S/C. Screening was done by Nakiri Jazira Kyazze on 22nd May 2018. Certification form No.BKWE/WD/B.H/001/2017/2018 and Drilling of borehole at Kiwungi village, Ssi S/C. Screening was done by Nakiri Jazira Kyazze on 22nd May 2018. Certification form No.BKWE/WD/B.H/002/2017/2018. 	<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>The ADWO indicated that there has never been cases of unacceptable environmental concerns in the FY 2017/18.</p>	<p>1</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>Three contracts between Buikwe DLG and contractors had clause 31 “that the contractor shall take all measures necessary to protect buildings and their surrounding areas”:</p> <ul style="list-style-type: none"> Drilling of boreholes by Royal Technical industries Ltd. Contract No. Buik582/Wrks/17-18/00006; Construction of 6-stance VIP latrine at Ssi trading centre by Kaka Construction Ltd. Contract No. Buik582/Wrks/17-18/00005 and Construction of piped water systems at Ssi trading centre by Radhe construction Ltd. Contract No .Buik582/Wrks/17-18/00014-08. 	<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>Software report for Buikwe DLG showed village sanitation committee members and composition as below:</p> <ul style="list-style-type: none"> Namukono Village (F=4, M=4), F-Chairperson; Bulutwe B Village (F=3, M=4), F-Vice-Chairperson; Bulutwe A Village (F=1, M=4) ; Bunyumba Village (F=2, M=5), F-Secretary and Kituntu Village (F=2, M=4). <p>Hence, from above statistics, less than 50% WSCs were women (1 out of 5 WSCs) hence score 0.</p>	<p>0</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>The field visit by the assessor on 6th September 2018 to a 6-stance lined VIP latrine at Ssi Trading Centre, Ssi S/C showed that the latrine had adequate access and separate stances for men, women and PwDs.</p>	<p>3</p>