



Local Government Performance Assessment

Bunyangabu District

(Vote Code: 622)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	72%
Educational Performance Measures	71%
Health Performance Measures	48%
Water Performance Measures	69%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>LG submitted APC on 29th July 2018 as per data at MOFPED and within the extended MOFPED deadline of 1st August 2018.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>LG submitted the budget that includes the procurement plan for FY 2018/19 on 29th July 2018 as per data at MOFPED.</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>LG submitted APR on 22nd August 2017 as per data at MOFPED.</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>LG submitted the quarterly budget performance reports during FY 2017/2018 as hereunder:</p> <p>Quarter Date of submission Reference</p> <p>Quarter 01 23/01/2018 As per MOFPED Data</p> <p>Quarter 02 01/03/2018 “</p> <p>Quarter 03 19/05/2018 “</p> <p>Quarter 04 22/08/2018 “</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General’s findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED’s Inventory/record of LG submissions of statements entitled “Actions to Address Internal Auditor General’s findings”,</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a ‘Response’ (and provide details), then it is compliant • If LG did not submit a ‘response’, then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<ul style="list-style-type: none"> • The LG came into being on 1st July 2017, • Therefore responses for FY 2016/17 are not applicable as the LG was non-existent. 	<p>No</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The report from the Auditor General for the FY 2017/18, Local Governments Unqualified Audit Opinion Schedule for Fort Portal Branch No.19, for December 2018.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>There physical planning committee was found in place but not fully functional as as per assessment criteria as evidenced by :</p> <p>i. There being a draft(pending approval) Physical Development Plan still on display until 13th October 2018.</p> <p>ii. The Physical Planning Committee being fully constituted, as found in the appointment letter of members by the CAO dated 8th January 2018. They were appointed with the approval of Council in its sitting of 14th November 2017 under minute BUNY/COU/36/14/11/2017(d).</p> <p>iii. The building plan register was found in place but not indicating a turnaround time of submissions of less than 30 days being met. e.g. entry application No.3 in the building plans register by Kajoina Gertrude for a commercial development was received on 2nd March 2018 was approved by the DPPC meeting held on 17th April 2018 under Min: BDLG/PPC/03/04/2018/ BDLG/PPC/04/2018.</p>	<p>0</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>The DLG submitted four (4) sets of Minutes of the District Physical Planning Committee meetings to the Ministry of Lands Housing and Urban Development zonal office at Kabarole as shown hereunder:</p> <p>i. Minutes of meeting held on 17th April 2018, submitted on 28th April 2018.</p> <p>ii. Minutes of 4th July 2018, submitted on 31st September 2018.</p> <p>iii. Minutes of meeting held on 12th October, submitted 16th October 2017.</p> <p>iv. Minutes of meeting held on 10th August 2017, submitted on 18th August 2017</p>	<p>1</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>There is no approved Physical Development Plan for the District hence consistency could not be verified.</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>No evidence of action area plan was provided since the Physical Development Plan is not yet approved by Council and the National Physical Planning Board.</p>	<p>0</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>Priorities in the AWP/Approved Budget Estimates for FY 2018/19 were based on the outcomes of the Budget Framework Paper Conference Report of held on 11th October 2017 and submitted to CAO on 7th November 2017 as shown hereunder:</p> <p>1. Education:</p> <p>Construction of two classroom block at Ntanda PS is a priority in the AWP (Page 59) with a budget of UGX. 75,000, 000,000/= and in the Budget Conference report(Page 3) .</p> <p>2. Health :</p> <p>Construction of a maternity ward at Kakinga HC III is a priority as found in the approved AWP (Page 74). The same project is found in the budget conference report (Page 2) .</p> <p>3. Water:</p> <p>Completion of construction of Buheesi GFS to cost UGX. 60,742,000/= is a priority as found in the AWP (Pages 54) and the Budget Conference Report section of water(Page 2)</p>	<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

Maximum 5 points on this performance measure.

• 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.

Capital investments in the approved AWP for FY 2018/19 were derived from the DDP(FY 2017/18-2019/2020) as shown hereunder:

i. Education:

Construction of two classroom block at Ntanda PS is a priority in the AWP (Page 59) and in the DDP (Page 182).

ii. Health :

Construction of a maternity ward at Kakinga HC III is a priority as found in the approved AWP (Page 74) and in the DDP (Page 180).

iii. Water:

Completion of construction of Buheesi GFS is a priority as found in the AWP (Pages 54) and the DDP (Pg185)

<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>Project profiles for FY 2018/19 were developed and discussed by TPC at its meeting held on 19th April 2018 under Min. BUNYA/DTPC/09/19/04/2018: Presentation of Capital Development Projects and Project Profile 2018/2019.</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> 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>Annual Statistical Abstract of 2015/16 FY with gender disaggregated data was compiled and presented to the DTPC at its meeting of 19th April 2017 under Min. BUNYA/DTPC/11/19/04/2018: Presentation of District Statistical Abstract (2017/18).</p>	<p>1</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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>All Infrastructure projects implemented by the LG in the previous FY 2017/2018 were derived from the approved Annual Work Plan and Budget as shown in the sampled projects hereunder:</p> <p>Administration:</p> <p>Construction of the administrative building found in the AWP (Page 30) and APR (Page 39).</p> <p>Production and Marketing:</p> <p>Construction of two market shades at Kasunganyanja market in Kibiito sub-county as found in AWP (Page 36) and APR (Page 50).</p> <p>Health:</p> <p>Completion of Kasunga Nyanja HC III maternity ward as found in the AWP (Page 41) and in the APR (Page 59).</p> <p>Education:</p> <p>Construction of classrooms at Kyamuhemba PS and Nyamba PS as found in the AWP (Page 42) and APR (Page 60). Construction of classroom block at Kiyombya SSS as found in the AWP (Page 42) and APR(Page 62)</p> <p>Roads:</p> <p>Bottlenecks clearance on community access roads in Buheesi, Katebwa, Kisomoro, Kibito, Kabonero and Rwimi sub-counties) as found in the AWP (Page 45) and in the APR(Page 67)</p> <p>Water:</p> <p>Rehabilitation of Pohe GFS in Kabonero subcounty is in the AWP (Page 48) and in the APR (Page 73)</p>	
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<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>Out of the 5 sampled investment projects (shown hereunder), all were implemented during the year under review representing 100% performance as found in the APR</p> <p>Administration(1):</p> <p>Construction of the administrative building found in the AWP (Page 30) and APR (Page 39).</p> <p>Production and Marketing (1):</p> <p>Construction of two market shades at Kasunganyanja market in Kibiito sub-county as found in AWP (Page 36) and APR (Page 50).</p> <p>Health(1):</p> <p>Completion of Kasunga Nyanja HC III maternity ward as found in the AWP (Page 41) and in the APR (Page 59).</p> <p>Education (2):</p> <p>Construction of classrooms at Kyamuhemba PS and Nyamba PS as found in the AWP (Page 42) and APR (Page 60). Construction of classroom block at Kiyombya SSS as found in the AWP (Page 42) and APR (Page 62)</p>	
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The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

• Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2

Out of the 5 sampled investment projects (shown hereunder), all were implemented during the year under review representing 0.45% performance as found in the APR:

Administration(1):

Construction of the administrative building, budget (UGX. 700,000,000/=) and expenditure (UGX.680, 657, 000/=).

Health(1):

Completion of Kasunganyanja HC III maternity ward, budget (UGX.73, 823,000/=) and expenditure UGX. (82,000,000/=).

Education (3) :

Construction of classroom at Nyamba PS, budget (UGX. 75,435,000/=) and expenditure UGX. 85,435,000/=).

Construction of classroom at Kyamuhemba PS, budget (UGX. 75,435,000/=) and expenditure UGX. 81, 071,000/=).

Construction of classroom block at Kiyombya SSS budget (UGX.20, 000,000/=) and expenditure (UGX. 20,000,000/=).

Roads:

Bottlenecks clearance on community access roads in Buheesi, Katebwa, Kisomoro, Kibito, Kabonero and Rwimi sub-counties) budget (UGX.) and expenditure (UGX.)

Water:

Rehabilitation of Pohe GFS in Kabonero subcounty budget (UGX.58,417,000/=) and expenditure (UGX. 47,574,000/=)

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>The LG has budgeted and spent at least 80% of its O&M budget as shown hereunder:</p> <ol style="list-style-type: none"> Reviewed assets and projects in need of maintenance as found in the approved AWP & budget estimates FY 2017/18. The LG costed the maintenance of these assets in the various departments at UGX. 496,618,237/= The LG spent on the above roads UGX. 616,298,788/= as found in the annual final accounts. The LG spent 119% of the O&M budget as found in the AFA FY 2017/18.. 	<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>100% of 8 Heads for Department positions were not filled substantively</p> <p>They are:-</p> <ol style="list-style-type: none"> Ag. Chief finance officer – Nsungwa Ruhweza (A senior treasurer) Ag. Deputy CAO – Mugabe Robert (A senior Assistant secretary) Ag .District Engineer – Rubaijaniza Johnson (An Engineering Assistant) Ag.District Natural Resources officer – Muganzi Edger (The District Environmental officer) Ag.District Health officer – Obet Richard (A medical officer) Ag. District Community Development officer – Kabatooro Brenda (Senior community development officer) Ag. District Production and Marketing officer – Asimwe Yusta (Agricultural officer) Ag. District Education officer –Kwezi Goretti (Inpector of schools) 	<p>0</p>

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<ul style="list-style-type: none"> • The district had appraised 100% of the 8 Heads of departments • Those appraised by CAO are:- • 1- Ag. Chief finance officer – Nsungwa Ruhweza (A senior treasurer) 2- Ag. Deputy CAO – Mugabe Robert (A senior Assistant secretary) 3- Ag .District Engineer – Rubaijaniza Johnson (An Engineering Assistant) 4- Ag.District Natural Resources officer – Muganzi Edger (The District Environmental officer) 5- Ag.District Health officer – Obet Richard (A medical officer) 6- Ag. District Community Development officer – Kabatooro Brenda (Senior community development officer) 7- Ag. District Production and Marketing officer – Asimwe Yusta (Agricultural officer) 8- Ag. District Education officer –Kwezi Goretti (Inspector of schools) 	<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 	<ul style="list-style-type: none"> • 100% submissions to DSC for recruitment during 2017-2018 • Had been considered. • Reference made to CAO's submissions for 60 ref.156/2 for <ul style="list-style-type: none"> 31 vacancies under Education department • 3 For Administration • 1 For Health • Was considered by the DSC in its 2nd and 3rd meetings on 3rd May 018 and 15th August 2018, serialised as 2/2018 and 3/2018 	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<ul style="list-style-type: none"> • 100% of the employees submitted for confirmation were considered. <p>Reference is made to CAOs submission for the 4 staff</p> <p>Namely:-</p> <ol style="list-style-type: none"> 1 – Asimwe Yusta (DSC/159/1) 2 -Muganzi Edgar (DSC/159/1) 3 - Byamukama Moses (DSC/159/1) 4 – Mpohote George (DSC/159/1) <p>Considered by the DSC under its min.DSC/159/1 on the15th May 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 	<ul style="list-style-type: none"> • There was no disciplinary case submitted to the DSC in the FY 2017-2018 • 	<p>1</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<ul style="list-style-type: none"> • 100% of the staff recruited in previous financial year had accessed the pay roll with in two month as evidenced in the IPPS in relation to their appointment letters and posting instructions. <p>Cases in point are:-</p> <p>1 – Mugisha Capital – Appointed and posted on 7/5/2018 – Accessed payroll on 28/6/2018</p> <p>2 – Kanyunyuzi Sarah – Appointed and posted on 7/5/2018 – Accessed payroll on 28/6/2018</p> <p>3 – Namara Suzan – Appointed and posted on 7/5/2018 – Accessed payroll on 28/6/2018</p> <p>4 – Mbabazi Masitura – Appointed and posted on 7/5/2018 – Accessed payroll on 28/6/2018</p> <ul style="list-style-type: none"> • 	<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>No pensioner had accessed pensioner’s pay roll with in two month, according to the pensioner’s soft ware pay roll and pensioners register</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. 	<ul style="list-style-type: none"> • The OSR revenue for 2016/17 is not applicable as shown in the Draft Financial statements prepared on 31ST August 2018, and received by the Accountant General on 31st August 2018 and Office of Auditor General of Fort Portal Branch on 3rd September 2018. The LG came into existence on 1st July 2017, this was after end of FY2016/17. • Page 7 & 8, Statement of Financial Performance, Page 12, Statement of Appropriation Account and Page 19, Note 2: Local Revenue of the Final Accounts for FY 2017/18. • The Local revenue collected in FY 2017/18 was UGX. 62,649,436. • There's no increase as the comparative FY 2016/17 has no figures to compare with. • The indicator is not applicable to this LG now. 	<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. 	<ul style="list-style-type: none"> • From the Draft financial statements 2017/18, page 7 & 8 Statements of Financial Performance, page 12 Statement of Appropriation Account, page 19 Note 2: Local Revenue, and page 27 on Statement of Revenues Collected during the year, the Original Budget for Local revenue was projected at UGX 656,551,000, this was 100% for the whole District, including Sub County revenue, so 35% (the District portion) is UGX 229,792,830 and the Actual local revenue collection realised was UGX 62,649,436. This translates into a revenue collection ratio of 27.2% (62,649,436 / 229,792,850) which is 72.8% off and outside the allowable range of +/- 10% range. • The LG is not compliant. 	<p>0</p>

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<ul style="list-style-type: none"> • Sec 85 of LGA (2) “In rural areas, revenue shall be collected by the sub county councils, and a sub county council shall retain 65 percent, or any other higher percentage as the district council may approve, of the revenue collected by it and pass the remaining percentage over to the district” • (4) “A district council may, with the concurrence of a sub county, collect revenue on behalf of the sub county council but shall remit 65 percent of the revenue so collected to the relevant sub county.” • In this regard to (4) above the DLG collected Local Service tax from District staff Payrolls and Private companies in the District amounting to UGX 15,488,428. • At the time of assessment there was no evidence provided by the LG to confirm this remittance. Iam therefore un able to confirm compliance in this matter. • LG was not compliant. 	<p>0</p>
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<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>From the Draft financial statements of 2017/18 on page 19 (Note 2): Local revenue, page 27 Statement of Revenues collected during the year for 2016/17 was UGX 0. (20% of this is UGX 0).</p> <p>The LGA, First Schedule, regulation 4: Limitation on Expenditure for emoluments and allowances. “The expenditure of a local government council in a financial year on emoluments and allowances of chairperson and councillors shall not exceed twenty percent of the total revenue collected by that local government council in the previous financial year.”</p> <p>The Actual Expenditure on Statutory bodies, page 8, Statement of Financial Performance and page 12, Statement of Appropriation Account, of the Draft financial statements, and Trial Balance, UGX 510,959,000 was spent in total. This figure is GOU Grants 100%.</p> <p>However the amount spent from Local revenue Funding Source: Local Revenue 03, Vote Cost Centre: 030100, 030600 & 030700 and Expenses Account: Allowances 211103 is Zero because there was no budget since this was a new District.</p> <p>Therefore, this indicator is not applicable and the LG is not compliant as it had no base to use (total revenue collected by that local government council in the previous financial year.”) To compute the 20% allowable expenditure.</p>	<p>2</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> 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>The District doesn't have the position of a Senior Procurement Officer, instead there is a procurement officer (Patrick Kalyebala) recruited on 28/06/2017 under DSC Min. 72/2017.</p>	<p>0</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 TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>Reports of the Evaluation Committee were submitted to the Contracts Committee during FY 2017/2018 on the following dates, 22/11/2017, 05/09/2017 and 06/10/2017.</p>	<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>From the TEC and Contracts committee minutes, it was established that the Contracts Committee considered recommendations of the TEC for example;</p> <ol style="list-style-type: none"> 1. Construction of the District HQs was recommended and awarded to M/s K. David & Friends Ltd at a contract sum of UGX 695,414,322 under DCC Min.20/4B/CC.20 during TEC and DCC meetings that sat on 21/11/2017 and 22/11/2017 respectively. 2. Completion of Kasunganyanja HC III was recommended and awarded to Charm partners Ltd at a contract sum of UGX 81,747,308 under DCC Min.KDLGCC/12/9/2017 during TEC and DCC meetings that sat on 04/09/2017 and 5/09/2017 respectively. 3. Construction of a 2 classroom block at Kyamuhemba P/S was recommended and awarded to M/s Sharp (U) Ltd at a contract sum of UGX 73,560,138 under DCC Min.KDLGCC/08/9/2017 during TEC and DCC meetings that sat on 04/09/2017 and 5/09/2017 respectively. 4. Reconstruction of Buheesi GFS was recommended and awarded to M/S Richo Investments Ltd at a contract sum of UGX 268,178,273 under DCC Min.Buny CC/02/10/2017 during TEC and DCC meetings that sat on 06/10/2017 and 06/10/2017 respectively. 5. Construction of a 2 classroom block at Nyamba B P/S was recommended and awarded to M/S Kagu construction Co, Ltd at a contract sum of UGX 74,464,962 under DCC Min.KDLGCC/07/9/2017 during TEC and DCC meetings that sat on 04/09/2017 and 5/09/2017 respectively. 	<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

a)The procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget for example;

1. Construction of a general ward at Kakinga HC III appears as item 1 under health sector in the PDU plan, page 28 and 74 of the budget and AWP respectively.

2. Construction of Kabango HC II appears as item 2 under health sector in the PDU plan, page 29 and 74 of the budget and AWP respectively.

3. Construction of a 2 classroom block at Ntanda P/S appears as item 3 under Education sector in the PDU plan, page 38 and 59 of the budget and AWP respectively.

4. Construction of a 2 classroom block at Kitonzi P/S appears as item 4 under Education sector in the PDU plan, page 37 and 59 of the budget and AWP respectively.

5. Extension of Pohe GFS to Busamba appears as item12 under water sector in the PDU plan, page 52 and 54 of the budget and AWP respectively.

6. Completion of Distribution line to Kikorobo in Rwensene parish appears as item19 under water sector in the PDU plan, page 52 and 54 of the budget and AWP respectively.

b) All procurements in previous FY were implemented according to plan, for example;

1. Construction of the District HQs appears as item 55 under Administration department in the PDU plan.

2. Completion of Kasunganyanja HC III appears as item1 under Health sector in the PDU plan.

3. Construction of a 2 classroom block at Kyamuhemba P/S appears as item4 under the Education sector in the PDU plan.

4. Reconstruction of Buheesi GFS appears as item 8 under water sector in the PDU plan

5. Construction of a 2 classroom block at Nyamba B P/S appears as item 5 under the Education sector in the PDU plan.

<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>The LG had prepared 80% of the bid documents for all investment/infrastructure by August 30, i.e. All major projects' bid documents were submitted for approval to DCC on 06/06/2018 and "Invitation to bid" advert for open national bidding projects was run in the New vision on 07/06/2018 for the following projects;</p> <ol style="list-style-type: none"> 1. Construction of a general ward at Kakinga HC III. 2. Construction of a 2 classroom block at Ntanda P/S. 3. Construction of a 2 classroom block at Kitonzi P/S. 4. Completion of Distribution line to Kikorobo in Rwensenene parish. 5. Extension of Pohe GFS to Busamba. 	<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>The LG has an updated contract register and has complete procurement activity files for all procurements; for example project completion certificates had been filed and raised as follows;</p> <ol style="list-style-type: none"> 1. Construction of the District HQs – completion certificate raised on 05/10/2018. 2. Completion of Kasunganyanja HC III – completion certificate raised on 22/06/2018. 3. Construction of a 2 classroom block at Kyamuhemba P/S – completion certificate raised on 15/05/2018. 4. Reconstruction of Buheesi GFS – completion certificate raised on 22/08/2018. 5. Construction of a 2 classroom block at Nyamba B P/S – completion certificate raised on 21/12/2017. 	<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 adhered with procurement thresholds (sample 5 projects): score 2. 	<p>The LG adhered with procurement thresholds as evidenced below;</p> <ol style="list-style-type: none"> 1. Construction of the District HQs - contract sum of UGX 695,414,322 – Open national bidding. 2. Completion of Kasunganyanja HC III - contract sum of UGX 81,747,308 - Open national bidding. 3. Construction of a 2 classroom block at Kyamuhemba P/S - contract sum of UGX 73,560,138 - Open national bidding. 4. Reconstruction of Buheesi GFS - contract sum of UGX 268,178,273 - Open national bidding. 5. Construction of a 2 classroom block at Nyamba B P/S - Contract sum of UGX 74,464,962 - Open national bidding. 	<p>2</p>
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>All works projects implemented in the previous FY were appropriately certified – interim and complete certification for all projects was based on technical supervision. For example;</p> <ol style="list-style-type: none"> 1. Construction of the District HQs - Engineer issued interim and completion certificates on 29/01/2018 and 5/10/2018 respectively. 2. Completion of Kasunganyanja HC III -Engineer issued interim and completion certificates on 24/04/2018 and 22/06/2018 respectively. 3. Construction of a 2 classroom block at Kyamuhemba P/S - Engineer issued interim and completion certificates on 06/11/2017, 30/11/2017, 28/02/2018 and 15/05/2018 respectively. 4. Reconstruction of Buheesi GFS - Engineer issued interim and completion certificates on 07/03/2018 and 22/08/2018 respectively. 5. Construction of a 2 classroom block at Nyamba B P/S - Engineer issued interim and completion certificates on 06/11/2017, 21/12/2017 and 21/12/2017 respectively. 	<p>2</p>

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>At the time of assessment, one project had been implemented i.e. Construction of a 2 classroom block at Ntanda P/S and site board included; the name of the project, source of funding, the contractor but didn't include contract value and expected duration.</p>	<p>0</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<ul style="list-style-type: none"> • The DLG had prepared Bank reconciliations for June July and August 2018 for all its Nine Bank Accounts at the time of assessment as detailed below: <ul style="list-style-type: none"> • Bunyangabu D General Fund Account • Bunyangabu Natural Resources • Bunyangabu Finance & Admin • Bunyangabu Health • Bunyangabu Administration • Bunyangabu Works & Technical • Bunyangabu Production & Marketing • Bunyangabu Community Based • Bunyangabu Statutory Bodies • • The reconciliations were on file and fully authenticated. <p>The LG is compliant.</p>	<p>4</p>

<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. 	<ul style="list-style-type: none"> • From the sample of payments made during the financial year, Education department worth UGX 350,855,602, Health Department worth UGX 81,542,942 and Water and Sanitation Department worth UGX 347,852,454. These payments were made within one month of requisitions being raised. The LG was compliant in this area. 	2
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<ul style="list-style-type: none"> • The DLG has a substantial Senior Internal Auditor. In the names of Rwatooro Williams who was appointed on 2nd November 2011 under minute DSC/239/2011. He was confirmed on 29/11/2016 under Minute DSC /174/2016. 	1
<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 Quarterly reports as follows :</p> <p>Quarter 1 on 04/01/2018</p> <p>Quarter 2 on 23/03/2018</p> <p>Quarter 3 on 30/04/2018</p> <p>Quarter 4 on 30/07/2018</p>	2

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LGPAC has considered three quarterly reports on the following dates:</p> <p>Quarter 1 PAC Sitting on 08/02/2018</p> <p>Quarter 2 PAC sitting on 07/05/2018</p> <p>Quarter 3 PAC sitting on 07/05/2018.</p> <p>Quarter 4, PAC Not yet reviewed, sitting scheduled for 24/10/2018.</p> <p>The LG PAC has produced three Report(s) for the first three Quarters, namely Quarter 1 on 8th February 2018, and Quarter 2 & Quarter 3 were produced on 7th May 2018.</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<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 reports were submitted to the LG Accounting Officer and LGPAC and CAO on the following dates:</p> <p>Quarter 1 on 04/01/2018</p> <p>Quarter 2 on 26/03/2018</p> <p>Quarter 3 on 30/04/2018</p> <p>Quarter 4 on 30/07/2018</p> <p>The LGPAC has reviewed three Quarters. The first Quarter on 8th February 2018, second and third quarters on 7th May 2018, reports were made and submitted on 8th February 2018 & 7th May 2018 respectively. Fourth Quarter is scheduled for 24th October 2018.</p>	<p>1</p>

<p>The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • The DLG maintains a detailed and updated Asset register as per format in the Accounting Manual. • All the Assets acquired during the FY2017/18 were posted in the Register at the time of assessment. All additions during the year, from the Draft financial statements (Page 20 Note 8: Consumption of Property, Plant and Equipment (Fixed Assets) and page 34 of : Summary statement of stores and other assets (physical assets) as at end of the year- June 2018) detailed below were all included : • Non Residential Buildings UGX 1,011,490,308, Roads and Bridges UGX 238,861,124, Motor Vehicles UGX 158,693,363, Other Machinery and Equipment UGX 730,974,075 and Furniture and fittings UGX 20,590,000 all cumulatively totalling UGX 2,160,608,870. • The LG was compliant. 	4
<p>The LG has obtained an unqualified or qualified Audit opinion Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>The report from the Auditor General for the FY 2017/18, Local Governments Unqualified Audit Opinion Schedule for Fort Portal Branch No.19, for December 2018.</p>	4
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG Council meets and discusses service delivery related issues Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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 LG meets and discusses service delivery related issues. At the District Local Government Council meeting held on 25th May 2018, it met and discussed service delivery issues e.g. under</p> <p>i. Min. BUNYA/COU/57/25/05/2018: Presentation of Standing Committee Recommendations, where recommendations of PAC on accountability and the need to close access to the bridge at Nsongya which had broken down.</p>	2

<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>The LG had designated person to coordinate response to feedback as evidenced by the letter dated 22nd January 2018 from the CAO assigning Mr. Bwambale Uzia /Human Resource Officer Kibiito Town Council as the Acting Communication Officer Bunyangabu DLG.</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 a specified system for recording and response as evidenced by the client response guide as found displayed on the Administration Block notice board.</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 payroll and pensioner schedule for September 2018 were found on display at the time of assessment.</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 for FY 2018/19 and notice of awarded contracts were found on display at the PDU/Administration notice board at the time of assessment.</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 did not publish results from the last assessment since as a new District that had commenced its operations on 1st July 2017 there were no substantive results provided by OPM.</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 HLG communicated and explained national guidelines and circulars as found in the report to CAO dated 8th December 2017 on the Monitoring of Utilisation of DDEG FUNDS and Dissemination of DDEG and Unconditional Grant Guideline to Lower Local Government". The supervision and assessment was carried out starting 23rd November 2017 in two town councils (Kibito TC and Rwimi TC) and 3 sub counties (Rwimi, Kibito and Kabonero).</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 through a Leaders Conference Activity Report (by Ag. Planner & ACAO) held on 16th June 2018 at the District Headquarters. It was attended by LC1,LC2,sub-county councillors, District Councillors, Private sector, District Technical Staff and Religious Leaders.</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>From the LG TPC minutes, it was established that gender focal person and CDO provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities, For example; During a TPC meeting held on 18/12/2017 under Min. Bunya08/18/12/2017, DCDO made a presentation on gender mainstreaming before the HoDs.</p>	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 <p>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>	<p>From the AWP FY 2018/19 under the Community based services sector, it was established that the gender focal person and CDO had planned activities to strengthen women's roles and address vulnerability and social inclusions as follows;</p> <ul style="list-style-type: none"> • Planned to form, train and support women groups with seed capital under UWEP. • Support district women leaders/councils to conduct gender reviews & planning meetings. <p>However, the LG under performed at 0% budget execution on gender mainstreaming. I.e. budgeted UGX 4,000,000 and spent none.</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 screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>EIA wasn't done appropriately for all the implemented projects last FY, the only projects screened were; Construction of district HQs on 07/12/2017, Construction of 2 classroom block at Kyamuhemba P/S, Construction of Buheesi GFs on 15/10/2017, Construction of Yerya GFs on 15/10/2017, maintenance of several district roads etc....,</p> <p>but the following projects were not screened; Completion of Kasunganyanja HC III, Construction of a 2 classroom block at Nyamba B P/S. etc...</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 the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>Whereas some contract bid documents had environmental and social management, health and safety plans integrated there in, it wasn't the case in some bid documents, for example; Completion of Kasunganyanja HC III, Construction of Buheesi GFs etc...</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 projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>Apart from a letter of land commitment dated 08/09/2018 by Moses Kagobya for Buheesi GFS, there was no proof of land ownership for the rest of the other implemented projects during FY 2017/18.</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>Completed ESM forms seen for the maintenance of road from Kinyankende – Mitande and periodic maintenance of selected unpaved roads were all signed on 10/06/2018 and 10/12/2017 respectively by the Environment officer alone without the CDO. For the rest of the other implemented projects, no ESM forms were completed.</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 the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>The contract payment certificated for all implemented projects didn't include prior environmental and social clearance.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There were no monthly reports availed for review by the Environmental Officer and CDO for all the implemented projects during FY 2017/18.</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 	<ul style="list-style-type: none"> The approved LG budget FY 2018/2019 pgs 68-67, indicate a wage of 4.7bn for 683 teachers in 61 schools. On average $683/61 = 11$ teachers per school which is above the minimum standards. 	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 	<ul style="list-style-type: none"> Basing on random sampling done on the staff deployment list, the department meets minimum standards as indicated in the following schools against their teachers as below: <ul style="list-style-type: none"> Bulyambagu p7- 11, Kabaale moslem p7- 17, Kakunje p7- 11, Kasula p7- 8, Kiryantama p7- 10, Kyamiyaga p7- 8, Ntambi p7- 8, Rwano p7-10, St, Francis Rwengwera p7- 13 teachers. Besides the above, 5 schools were sampled for visiting to verify deployment and the following results were got. (Key:- SL- Staff List, and PV- Physical verification on ground) <ul style="list-style-type: none"> Kibiito p/s SL- 27, PV- 27, Yerya p/s SL- 20, PV- 21, Busiita p/s SL- 15, PV- 15, Kisomorop/s SL- 12, PV- 12. All the above evidences indicate a minimum of 7 teachers and a head teacher in every school. 	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 	<ul style="list-style-type: none"> • The budgeted wage bill of 4.7.bn caters for 721 teachers, while the staff structure provides for a ceiling of 724 outpost staff. • Computation $(721/724)*100= 99.58\%$ 	3
<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 	<ul style="list-style-type: none"> • The approved staff establishment as advised by MoPS in a letter on 18/9/2017, and approved by council under Min, no, BUNY/COU/15/14/09/2017, for implementation within the wage FY 2017/2018 Indicates 1 positions of schools inspector, and 1 positions of Senior Inspector of schools. • The position of area inspector of school is filled by M/S Gorret Kwezi, while the district inspector of school post is not substantively filled. 	0
<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 	<ul style="list-style-type: none"> • The department submitted a recruitment plan to CAO on 15/7/2018, signed by DEO; Indicating positions filled and vacant posts yet to be filled: <ul style="list-style-type: none"> - Education Assistants II- 569 filled and 13 vacant. - Senior Education Assistants II- 86 filled and 150 vacant. - Deputy Head teachers- 20 filled and 41 vacant. - Head teachers- 46 filled and 11 vacant - District inspector of schools- 1 post vacant 	2

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<ul style="list-style-type: none"> • The department submitted a recruitment plan to CAO on 15/7/2018, signed by DEO; Indicating positions filled and vacant posts yet to be filled: <ul style="list-style-type: none"> - Education Assistants II- 569 filled and 13 vacant. - Senior Education Assistants II- 86 filled and 150 vacant. - Deputy Head teachers- 20 filled and 41 vacant. - Head teachers- 46 filled and 11 vacant - District inspector of schools- 1 post vacant 	<p>0</p>
<p>Monitoring and Inspection</p>			
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>100% of schools inspectors had been appraised, (the only one schools inspector) had been appraised by CAO</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>100% primary school head teachers had been appraised by DEO, a sample of 4 head teachers personal files was taken</p> <p>namely:-</p> <p>1 – Tweheyo W .Bwarugaba – For Nsongya PS appraised on 30/2/2018</p> <p>2 – Tugumisirize John Bosco – For Kiteri PS- Appraised on 30/8/2018</p> <p>3 – Mwahuzi Patrick Joshua – For Bukurungu PS – Appraised on 30/8/2018</p> <p>4 – Baburata James – For Kisozi PS – Buyundo PS- Appraised on 15/2/2018</p>	<p>3</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<ul style="list-style-type: none"> • Circulars from national level; 1. National registration of learners in all schools, dated 13/10/2017, signed PS. MOES 2. Press release; Un registered and Un licensed schools, dated 22/9/2017. 3. Teacher support supervision in schools, dated 30/6/2017. 4. Ensuring teacher’s presence in schools through enforcing rewards and sanctions dated 26/6/201217 and received on 17/7/2017. 5. Quality enhancement and vocationalisation of primary schools education in Uganda, dated 26/6/2018, signed by MOES. 6. Teachers’ support supervision in school • Among the school sampled and visited, the following circulars were found (Key for circulars:- as serialized above) - Moset p/s; 1, 2, 4, 5. - Kibiito p/s; 2, 4, 6, - Yerya p/s; 4, 6, - Busiita p/s; 6 - Kisomoro p/s; 1, 2, 4, 	<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>Department means of communication through; Head teachers meetings, re-writing circulars, Radio announcements, and text messages, calls and whatsapp platform.</p> <ul style="list-style-type: none"> • On 10/8/2017, Min.4/2017; DEO- Private proprietors and head teachers meeting: Closure of un registered/ unlicensed schools • On 18/7/2017, Min.4/Aug/2017; DEO- Head teachers and proprietors of private schools; Registration and licensing of schools.(67 attendants registered) • On 20/7/2017, Min, 6/2017; DEO- head teachers and private schools meeting; <ul style="list-style-type: none"> - Emphasis on NIRA. Encourage parents to register learners. - Ensuring teachers presence, and Head teachers be accountable for teacher's absenteeism. 	<p>2</p>
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<p>The LG Education Department has effectively inspected all registered primary schools²</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: 	<p>The LG operates 61 government schools and 32 private licenced and registered schools total to 93</p>
<p>Maximum 12 for this performance measure</p>	<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. 	<ul style="list-style-type: none"> • Term 3 inspection report on 2/10/2017 (Qtr 1) indicates (45+5) schools. • Term 1 report of 3/3/2018 shows (48+15) schools • Term 2 report on 31/8/2018, has (51+14+12) • Average % inspection per term; $(50+62+77)/3*100= 63\%$ <p>However the schools sampled to verify on inspection minimum standards of once per term is as seen below:</p> <ul style="list-style-type: none"> - Kisomoro p/s inspection on 2/8/2017; 21/2/2018; 21/6/2018. (3/3) - Moset p/s on 20/2/2018. (1/3) - Kibiito p/s inspected on 27/9/2017; 23/4/2018, 26/6/2018. (3/3) - Yerya p/s on 14/11/2017; 12/2/2018; 20/6/2018. (3/3) - Busiita p/s on 23/8/2017; 5/2/2018; 20/6/2018. (3/3) • Average inspection per term for sample schools $(3/3+3/3+1/3+3/3+3/3)/5= 87\%$ • % Average for general inspection + % sample schools $(63+87)/2= 75\%$

<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 	<ul style="list-style-type: none"> • Inspection report on 3/3/2018; Areas of improvement include: <ul style="list-style-type: none"> - Schools registers not given attention - Non examinable subjects like P.E, MDD, Art and craft to be given attention. • DEO- head teachers meeting on 14/4/2018, Min. 4/2018; DIS communication: Time table management and CAPE (Creative Art, and Physical Education) should be schemed and lesson planned. • Department report submitted to CAO at TPC on 25/6/2018; Observation during school inspection: Classroom time table management; Non examinable subjects not schemed and lesson planed in some schools. 	<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 	<ul style="list-style-type: none"> • Term 3 report 2017, Term 1 of 2018 report and Term 2 report of 2018; were submitted to DES by acting DIS; Received and acknowledged by secretary- DES on 20/9/2018 . 	<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>Follow up on inspection recommendations.</p> <ul style="list-style-type: none"> • DIS Inspection conferencing with Kisomoro p/s staff on 21/6/2018; Evaluation of lessons, use of instructional material, 3 parts of a lesson; planning/preparation, presentation and evaluation. • Staff meeting on 21/9/2018; Dissemination of inspection observation; Min.4/2018: <ul style="list-style-type: none"> - Teachers must make lesson plans and always remarks them. - Teachers use instructional materials when teaching. - Improve on classroom environment - Guidance and counseling- meeting with learners. - Make schemes of work and be approved. • All schools sampled (Kisomoro, Yerya, Kibito, Busita and Maset), had similar experience of following up on recommendation issues; and Bunyangabo seemed best in this. 	<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 	<ul style="list-style-type: none"> • Submission EMIS report for schools to MOES and MoFPED for IPFs for sector grant on 12/3/2018, indicate 61 P/schools, while MOES records also indicate the same; which is consistent. 	<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 	<ul style="list-style-type: none"> • Data template for capturing UPE enrollment FY 2018/2017, as at closure of term two indicated 34,096, while data from MOES EMIS has 34,741 pupils which is not consistent. 	<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>At the Sitting of the Education, Health and Community Based Services Sectoral Committee held on 1st March 2018, the Committee discussed service delivery issues under Min. HECBS 13/9/2018, where the District Coordinator for food and nutrition (Mr. Katisa) was obtaining money from Head Teachers meant to support nutrition in schools purporting to be the supplier of the seeds and fruits.</p>	<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>At the District Council sitting of 19th and 20th March 2018, it met and discussed recommendations from the Education, Health and Community Based Services Sectoral Committee under MIN/BUNY/COU/42/19/03/2018: Presentation of Standing Committee Reports. The Council considered the request for approval by the Council to immediately close boarding schools without facilities and approvals from MoES.</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 	<ul style="list-style-type: none"> • The SMCs in Bunyangabu are established by appointment by DEO of Kabalore district on 1/8/2016, CORR. Educ/213/10. • The functionality of SMCs considered by minutes of meetings, and discussions about resource/ developmental issues are discussed below; <p>Selected/Sampled one meeting (term 1 in all schools) as representative for SMC meetings, out of the 3 mandatory meetings in a year to check if resource related issues discussed.)</p> <ul style="list-style-type: none"> - Busiita p/s Term 1 meeting 2018 on 18/April/2018; Min 3/2018; presentation and approval of budget. - Kisomoro p/s Term 1, 2018, on 13/2/2018, Min. 6/2018; Approval of 2nd quarter release. - Kibiito p/s on 20/3/2018, Min. 8&9/2018; Accountability and budget presentation and budget approval. - Yerya p/s Term1 on 39/4/2018; Min.6/2018; Treasurers' report on PTA funds 	<p>3</p>
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<ul style="list-style-type: none"> • Schools receiving capitation grants were displayed on administration block indicating quarter release for FY 2017/2018, total of 109,317,713. . • However schools sampled for posting also displayed releases in staff rooms; e.g - Busiita p/s received 2.19.m, for all terms. - Kisomoro p/s received 1.683m for all terms. - Kibiito p/s received 3.7m, for all terms. - Yerya p/s received 3.277m for all terms 	<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 	<ul style="list-style-type: none"> • All projects implemented, were extracted from LG approved AWP for 2017/2018, pg. 82, among which include; Three sampled projects: construction of two classroom blocks at Kyamuhemba and Nyamba, each worth 75m. projects, and Katugunda polytechnic project worth 300m. • Sampled procurement requisitions were from investment items that were for budgeted FY 2017/2018, as shown below. - Requisitions for Construction of facilities at Katugunda Polytechnic worth 300.m. Process initiated and approved by DEO on 15/7/2018, and signed by CAO on 18/7/2018. - Construction of 2 classroom block at Kyamuhemba and Nyamba p/s worth 75m. Requisitions were initiated and approved by DEO on 15/7/2017, and signed by CAO on 18/7/2017. • All requisitions were before 30/April 	4
Financial management and reporting			
<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. 	<ul style="list-style-type: none"> • From the sampled payments made during the year to various vendors worth UGX 350,855,602, which was spent on: • Kamu Civil Works Limited: Construction of two new classroom block with office , twin workshop block with two offices and 4 stance VIP Latrine at Katugunda Polytechnic School in Kabonero Sub County, VR.No.5/3, 5/2 & 2/12. • Sharp Uganda Limited: Construction of a two classroom block at Kyamuhemba Primary School in Kisomoro Sub County, VR.No.1/12 and 4/11. • Kagu Construction Company Limited: Construction of two classroom block at Nyamba B Primary School in Kabonero Sub County, VR.No.3/11. • • All these payments were made on time and mostly within a week after requisition for payment was raised. 	3

<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>The Department submitted the APR to Planner by 15th July 2018 as evidenced by a letter dated 12th July 2018 submitting the departmental progress report.</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>One Query</p> <ul style="list-style-type: none"> • (1) Un accounted for funds worth UGX 1,700,000 used during follow up projects remained un accounted for. • • No evidence was availed at the time of Assessment, to show any response or action taken or status of implementation of this query. 	<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 	<ul style="list-style-type: none"> Workshop for senior women/men teachers on 15/10/2017, at Busiita p/s, and another Workshop for senior women/men teachers, held at Yerya CCT on 13/4/2018; Facilitators include senior community development officer, and District development officer, 32 members attended. 	2
<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 	<ul style="list-style-type: none"> Workshop for senior women/men teachers on 15/10/2017, at Busiita p/s, disseminated WASH training manual. In every school in the LG there is an in charge for senior women/Men, and Special needs education/ PWDs 	2
<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 	<ul style="list-style-type: none"> The gender composition in schools sampled and visited, the results indicate that SMCs conform to gender guidelines of 1/3 of members on the founding body to be females, as shown below. Yerya has 2/6 female; Busiita p/s SMC- 2/6; Kisomoro p/s SMC- 3/6; Moset SMC – 2/6; and Kibiito p/s- 3/6. All schools sampled meet the gender guidelines. 	1
<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: 	<ul style="list-style-type: none"> On 29/6/2018; Bunyangabo district tree distribution to schools, the list of schools that received trees were 59 schools. Piloting food and nutrition in Bunyangabo and Kabalore district- 1000 trees distributed to 44 schools of which 200 were fruit trees. 	1

<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 	<ul style="list-style-type: none"> Environmental screening for construction of Katugonda polytechnic, signed by EO. On 27/5/2017. Environment management screening for Kyamuhebwa and Nyamba projects were approved by EO. On 29/6/2018 	<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"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 1 	<ul style="list-style-type: none"> Monitoring and environmental management plan for construction of Katugomda polytechnic institute, signed on 22/9/2017, by EO. Monitoring and environmental management plan for construction of Katugomda polytechnic institute, signed on 22/9/2017, by EO. But no monitoring reports were available to verify compliance. 	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<ul style="list-style-type: none"> • MoH approved structure provides for 307 posts (Including DHO's Office & 5 Town Councils) to operate at 100% capacity. • DHO's staff list with stamp dated 30/08/2018 showed 214 posts filled (no post in DHO's office had a substantive staff). This meant that 93 posts were vacant in relation to the approved MoH staffing norms. This represents 69.7% posts filled 	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>	<ul style="list-style-type: none"> • Recruitment Plan for FY 2018/19 with letter of submission from the Ag. DHO dated 5th April 2018 was availed. It proposed 5 critical positions to prioritise for recruitment and attached a comprehensive plan which indicated 214 filled and 93 vacant positions 	6

The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted

Maximum 8 points for this performance measure

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

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

100% of Health unit In charges had been appraised by DHO, according to their personal files

The District had 15 Health units and a sample of 8 was taken.

Namely:-

- 1- Natukunda Wilfred – For Kbonero HCIII- Appraised on 27/7/2018
- 2- Kitembo Silvester – For Bunyangabu HCIII – Appraised on 13/7/2018
- 3- Tumusiime Gerald – For Rwagimba HCIII – Appraised on 25/7/2018
- 4- Manguhya Daniel – For Kisomoro HCIII – Appraised on 27/7/2018
- 5- Gumisiriza Edith – For Kahodo HCIII - Appraised 9/7/2018
- 6- Karugaba John – For Nyamiseke HCII – Appraised on 20/7/2018
- 7- Kebirungi Anjellah – For Katebya HCII – Appraised 20/7/2018
- 8- Baluku Kimanywenda – For Kakinga HCIII – Appraised 20/7/2018

<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>3 out of 5 sampled facilities had deviations in staffing in relation to the staff list availed at the DHO's office which is used to pay PHC wage for the current FY. No justification for these deviations was provided at the time of assessment</p> <ul style="list-style-type: none"> 18 Gov't facilities (1HCIV, 8HCIIIs, 9HCIIIs) exist in the district where staff on PHC Wage are deployed. <ol style="list-style-type: none"> Kibiito HCIV staff directory 2018 was availed with 43 staff recorded as attached to the facility. The staff list availed at DHO's office recorded 46 staff as deployed to this facility. Kasunganyanja HCIII staff list was availed with 19 staff listed. Staff list at DHO's office showed 17 staff deployed to this facility. Kisomoro HCIII staff list was availed with 23 staff attached. DHO's staff list showed 21 staff deployed. Kicuucu HCII staff list was availed with 5 staff recorded as attached. DHO staff list indicated 5 staff deployed to this facility. Rwimi HCIII health staff list dated 04/8/18 was availed with 20 staff recorded as attached. DHO staff list indicated 20 staff deployed to this facility. 	<p>0</p>
<p>Monitoring and Supervision</p>			
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<ul style="list-style-type: none"> Sector Grant and Budget Guidelines 2018/19 were availed (but in soft copy) Guidelines to the LG Planning Process, Health Sector Supplement 2016 was availed No evidence from the Ag. DHO to show communication of the guidelines & policies to facilities was availed at the time of assessment 	<p>0</p>

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<ul style="list-style-type: none"> No evidence from the Ag. DHO was availed at the time of assessment. 	<p>0</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>No HCIV was supervised at least once in each quarter</p> <ul style="list-style-type: none"> The district has 1 HSD (Bunyangabu). The total number of HFs (Including PNFPs) that receive PHC NWR herein are 18 (Gov't – 1 HCIV, 8 HCIIIs, 7 HCII & PNFP – 2 HCIIIs). Q1 supervision report dated 14th September 2017 was availed. 9 facilities were visited and all were HCIIIs. Q2 support supervision report dated 3rd January 2018 was availed. 5 facilities were supported (2 HCIIIs, 2 HCII & 1 PNFP). Q3 support supervision report dated 30th January 2018 was availed. 12 facilities were supported (5 HCIIIs, 6 HCII & 1 PNFP). Q4 support supervision report dated 25th June 2018 was availed. 9 facilities were supported (6 HCIIIs & 3 HCII). 	<p>0</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<ul style="list-style-type: none"> • HSD support supervision reports were not available at the time of assessment. • The HSD in-charge alleged that since the DHO's office is located at the HSD, they do integrated support supervision . A review of the HSD work plan FY 2017/18 revealed that the support supervision had been planned for and funds allocated. 	<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>Though the DHT made an effort to discuss their supervision reports, the HSD fell short of this and thus affected performance in this area</p> <ul style="list-style-type: none"> • Gaps identified during the Q3 & Q4 DHT supervision were discussed immediately and an action plan for each facility was developed with responsible persons & time frames given. • Recommendations were made for each facility visited during the Q2 DHT supervision and general actions to address the gaps made but no responsible persons & time frames were identified. • General action points were listed in the Q1 DHT supervision report but no responsible persons & time frames were identified. 	<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 	<ul style="list-style-type: none"> No evidence was availed at the time of assessment 	<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 	<ul style="list-style-type: none"> The district has 1 HSD (Bunyangabu). The total number of HFs (Including PNFPs) that receive PHC NWR herein are 18 (Gov't – 1 HCIV, 8 HCIIIs, 7 HCIIIs & PNFP – 2 HCIIIs). List of facilities to receive PHC NWR in FY2018/19 with DHO stamp dated 20/9/2018 was availed with 18 facilities (Including PNFPs) to receive a total of UGX 153,797,710 The PBS LG Approved Budget Estimates FY 2018/19 generated on 29/07/2018 were availed. It listed 18 facilities on Page 25 and the total PHC NWR was UGX 228,131,000 HMIS report for period July 2017 to June 2018 on OPD performance dated 7th July 2018 was availed. It indicated the 18 facilities among other reporting facilities 	<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>At the Sitting of the Education, Health and Community Based Services Sectoral Committee held on 1st March 2018, the Committee discussed service delivery issues under Min. HECBS 13/9/2018, where DHO advised the committee of the need to separate Karugaya HCII(a private health centre run by Karugaya COU) from operating within the premises of Mtandi HCIII. This would result into audit and other investigating arms of Government interest.</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>At the District Council sitting of 19th and 20th March 2018, it met and discussed recommendations from the Education, Health and Community Based Services Sectoral Committee under MIN/BUNY/COU/42/19/03/2018: Presentation of Standing Committee Reports. The Council considered the request for approval by the Council to open boundaries for Kasunganyanja HC III to curb land grabbing.</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>Only 2 out of 5 facilities fulfilled the requirements under this performance area. This represents 40%</p> <p><u>1. Kibiito HCIV HUMC list was availed with 8 members (3 females & 5 males)</u></p> <p>Q1 minutes dated 22nd September 2017 were availed, resource & budget issues were discussed under Min 3 & 5. Q2 minutes dated 30th November 2017 were availed, resource & budget issues were discussed under Min 3 & 4. Q3 minutes dated 14th March 2018 were availed, budget & resource issues were discussed under Min 3. Q4 minutes dated 15th June 2018 were availed, budget & resource issues were discussed under Min 3 & 4.</p> <p><u>2. Kasunganyanja HCIII HUMC list dated 3/3/2018 with 5 members (1 female & 4 males).</u></p>	<p>0</p>

Q2 minutes for meeting held on 21st February 2018 were availed. Resource & budget issues were discussed under word from chairman (the minutes were not well formatted to reference correctly in this assessment).

3. Kisomoro HCIII HUMC list was availed with 8 members (2 females & 6 males).

Q2 minutes for meeting held on 22/11/2017 were availed, budget & resource issues were discussed under communication from the in-charge.

Q3 minutes for meeting held on 16/01/2018 were availed, budget & resource issues were discussed under Agenda Item 3.

4. Kicuucu HCII HUMC list with 5 members (2 females & 3 males) was availed.

Q1 minutes for meeting held on 3/10/2017 were availed, budget & resource issues were discussed under Min 4/2017.

Q2 minutes for meeting held on 7/12/2017 were availed, budget & resource issues were discussed under Min 12 2018.

Q3 minutes for meeting held on 22/3/2018 were availed, budget & resource issues were discussed under Min 19 "Report from the I/C".

Q4 minutes for meeting held on 13/6/2018 were availed, budget & resource issues were discussed under Min 25.

5. Rwimi HCIII HUMC list was availed with 5 members from the community (3 females & 2 males).

Q1 minutes for meeting held on 2nd October 2017 were availed, budget & resource issues were discussed under Min III OCT 2017 & Min VI OCT 2017.

Q3 minutes for meeting held on 28/2/2018 were availed, budget & resource issues discussed under min 02/02/2018 & Min 03/2/2018

The LG has publicised all health facilities receiving PHC non-wage recurrent grants

Maximum 4 for this performance measure

- 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

- A list of 18 (Gov't – 1 HCIV, 8 HCIIIs, 7 HCIIIs & PNFP – 2 HCIIIs) to receive PHC NWR FY 2018/19 with DHO's stamp dated 20/9/2018 was displayed on the public notice board at the DHO.

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>The plan was submitted after April 30</p> <ul style="list-style-type: none"> A Procurement Plan for FY 2018/19 signed by the Ag. DHO dated 16/08/2018 was availed It had 4 investment items listed (1 under PHC NWR and 3 under PHC Development) 	<p>0</p>
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>1 out of the 4 PP1 forms was submitted at the beginning of Q2 of the current FY</p> <ul style="list-style-type: none"> Four PP1 forms for FY 2018/19 investment menu items were availed as listed below: <ol style="list-style-type: none"> Construction of a 3 stance VIP latrine at Kasunganyanja HCIII worth UGX 14,208,123 dated 1/10/2018. Construction of a maternity ward at Kakinga HCIII, Rwimi Sub County worth UGX 74,705,384 (amount less from that indicated in the plan by UGX 302,882) dated 4/6/2018. Upgrading of Kabahango HCII to HCIII in Buheesi Sub County worth UGX 475,000,000 dated 4/6/2018. Procurement of stationery worth UGX 1,800,000 dated 4/6/2018 	<p>0</p>
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<ul style="list-style-type: none"> From the sample of payments made worth UGX 81,542,942 to the following vendors: <ul style="list-style-type: none"> Charm Partners Limited: Completion of Kasunganyanja Health Center III in Kibitto Sub County. VR.No.11/12,9/4 &3/6 All the above payments were made not more than a month after the requisitions were made. 	<p>4</p>

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 APR to Planner by 15th July 2018 as evidenced by a letter dated 5th July 2018 submitting the departmental progress report.</p>	<p>4</p>
<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Two queries: <ul style="list-style-type: none"> (1) UGX 350,000 used for Internet renewal and computer repairs was unaccounted for. (2) UGX 5,542,460 used for motor vehicle repairs was unaccounted for. <p>Responses were submitted to DPAC, during the meeting held on 7th May 2018, the queries were cleared.</p>	<p>2</p>
Social and environmental safeguards			

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 <p>% women: score 2</p>	<p>2 out of 5 sampled facilities failed to meet the minimum required gender composition.</p> <ol style="list-style-type: none"> Kibiito HCIV HUMC list was availed with 8 members (3 females & 5 males). This is 37.5% composition Kasunganyanja HCIII HUMC list dated 3/3/2018 with 5 members (1 female & 4 males). However, the guidelines don't approve including a staff rep at this level hence the approved members reduce to 4 (0 females & 4 males). This is 0% composition Kisomoro HCIII HUMC list was availed with 8 members (2 females & 6 males). The guidelines don't recommend a staff rep at this level hence members remain 7 (1 female & 6). This is 14.3% composition Kicuucu HCII HUMC list with 5 members (2 females & 3 males) was availed. The guidelines recommend a minimum of six members. This is 33.3% composition (denominator is 6) Rwimi HCIII HUMC list signed by the Town Clerk dated 17th July 2018 was availed with the 5 appointed members from the community (3 females & 2 males) thus it didn't include the in-charge who's the secretary to the committee as per the guidelines. Adding the in-charge the members become 6 (3 females & 3 males). This gives 50% composition 	<p>0</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<ul style="list-style-type: none"> No evidence was availed at the time of assessment. 	<p>0</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<ul style="list-style-type: none"> The revised procurement plan FY 2017/18 dated 15th July 2018 was availed. It listed 2 investment menu items and one of them was an infrastructure project on “Completion of Kasunganyanja HCIII” The PP1 form for the above project with subject “Completion of Kasunganyanja HCIII Maternity Ward” was availed dated 3/7/2017 with an estimated cost of UGX 82,000,000 The screening form for the above project dated 20/8/2017 was availed summarizing the following in a table format: <i>project activities, negative environmental and social impacts and mitigation measures. Remarks were made after the table.</i> 	<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 check whether the mitigation plans are complied with: Score 2 	<ul style="list-style-type: none"> No site visit & inspection report was availed at the time of assessment. 	<p>0</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<ul style="list-style-type: none"> No evidence was availed at the time of assessment 	<p>0</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 	<ul style="list-style-type: none"> • Average safe water coverage in Bunyangabu is 73% • Three of the seven rural sub-counties are below the district average: Kabonero 57%; Kibiito 64% and Rwimi 52% • As per FY 2018/19 approved workplan and budget (dated July 23, 2018), all low-coverage sub-counties are targeted as follows: <ul style="list-style-type: none"> i. Kabonero: rehabilitation and extension of Pohe gravity flow scheme (GFS); rehabilitation of 2 No. shallow wells (SWs) and 1 No. borehole (BH) ii. Kibiito: rehabilitation of 2 No. SWs iii. Rwimi: extension of Yerya GFS • The total investment in low-coverage sub-counties is UGX 137 million, representing 45% of the FY 2018/19 water and sanitation conditional grant (UGX 303 million) 	0

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)

Maximum 15 points for this performance measure

- Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY.

- o If 100 % of the water projects are implemented in the targeted S/Cs:

Score 15

- o If 80-99%: Score 10
- o If 60-79: Score 5
- o If below 60 %: Score 0

- The LG reported its FY 2017/18 achievements in →Q3 and Q4 reports submitted April 11 and July 23, 2018, respectively

- As per aforesaid progress reports, four capital projects were implemented in FY 2017/18, viz.:

- o Construction of GFS to serve Buheesi sub-county

- o Extension of Yerya GFS to Nsongya (Kibiito sub-county)

- o Rehabilitation of Pohe GFS

- o 5-stance public sanitation facility at district HQ

- As per quarterly reports, two of the three low-coverage sub-counties were targeted via the water grant as follows:

- o Kabonero: rehabilitation of Pohe GFS

- o Kibiito: extension of Yerya to Nsongya; and investment in public sanitation facility

- In capital terms, at least two-thirds of FY 2017/18 WSS projects were implemented in the low-coverage sub-counties

<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 	<ul style="list-style-type: none"> • Implementation monitoring reports for the FY 2017/18 WSS investments (presented in PM #2) were reviewed: <ul style="list-style-type: none"> o Rehabilitation of Pohe GFS (by Extect Services Ltd): progress report dated January 16, 2018 authored by the DWO o Extension of Yerya GFS (by Standard Civil Works Ltd): monitoring report dated November 6, 2017 authored by DWO o Construction of Buheesi GFS (by Richo Investments): progress report dated February 2, 2018 authored by DWO o Public sanitation facility at district HQ (by Richart Partners): progress report dated April 10, 2018 authored by DWO • 4 out of 4 Projects: 100% 	<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 	<ul style="list-style-type: none"> • Bunyangabu LG reported FY 2017/18 achievements in Q3 and Q4 • Extension of Yerya GFS and rehabilitation of Pohe GFS were reported as Q3 achievements (report dated April 11, 2018), while construction of Buheesi GFS and the public sanitation facility were documented in the Q4 report dated July 23, 2018 	<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 	<ul style="list-style-type: none"> The list of FY 2017/18 achievements is consistent with both MWE and PBS records as follows: <ul style="list-style-type: none"> Construction of Buheesi GFS Extension of Yerya GFS to Nsongya (Kibiito sub-county) Rehabilitation of Pohe GFS Construction of 5-stance lined VIP at district HQ The relevant MoWE MIS file: Quarterly Achievements FY 2017/18 	5
Procurement and contract management			
<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<ul style="list-style-type: none"> The following WSS investments are planned for FY 2018/19: <ul style="list-style-type: none"> Design of Bunaiga-Masibwe GFS Extension and rehabilitation of Pohe GFS Extension of Buheesi GFS Extension of Yerya GFS to Rwimi Rehabilitation of 9 No. SWs Rehabilitation of 2 No. BHs Construction of public sanitation facility at Kasonganyanja All procurement requisitions for FY 2018/19 investments were raised by DWO on August 8, 2018; approved by the CFO and confirmed by CAO PDU records confirm PRs were submitted well-past the April 30 deadline 	0

<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 	<ul style="list-style-type: none"> • The DWO was appointed Contract Manager/Supervisor for WSS projects highlighted in Performance Measures #2 and #4 on the following dates: <ul style="list-style-type: none"> o Extension of Yerya GFS: September 20, 2017 o Rehabilitation of Pohe GFS: November 24, 2017 o Construction of Buheesi GFS: December 5, 2017 • Implementation monitoring (site) visits were conducted as highlighted in Performance Measure 3 • Minutes of site visits were reviewed – for instance the meeting of February 13, 2018 to review construction of Buheesi GFS • Participants in the site meetings include local leaders, LG technical staff, respective contractors (presented in Performance Measure #3) and beneficiaries. 	<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 	<ul style="list-style-type: none"> • Contract documents for gravity flow systems, the predominant technology in the LG, entail specifications to guide construction • Contracts Buny/622/Wrks/2017-18/003 for Pohe GFS and Buny/622/Wrks/2017-18/004 for Buheesi GFS were reviewed • Field assessment was done for rehabilitation of Pohe GFS to serve communities in Kabonero sub-county • It was established the GFS was built as per designs • Details of assessed WSS facilities are presented in Performance Measure 11 	<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 	<ul style="list-style-type: none"> At the time of assessment, the 2017/18 WSS facilities were within defects liability period Project commissioning reports for Pohe GFS (June 28, 2018) and Buheesi GFS (July 4, 218) were assessed Practical completion reports (details in subsequent section) for all completed WSS facilities are 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 DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<ul style="list-style-type: none"> The Contract Manager (DWO) certified WSS facilities upon completion – and filed practical completion reports as follows: <ul style="list-style-type: none"> Extension of Yerya GFS (by Standard Civil Works Ltd) – February 22, 2018 Construction of Buheesi GFS (by Richo Investments) – June 15, 2018 Public sanitation facility at district HQ (by Richart Partners) – April 22, 2018 Rehabilitation of Pohe GFS (by Extect Services Ltd) – February 22, 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 	<ul style="list-style-type: none"> From the sampled payments made during the year worth UGX 347,852,454 to various vendors here below : Richart Partners Ltd: Construction of 5 stance VIP Latrine with Urinal at Bunyangabu District Headquarters. VR. No.13/5. Richo Investments Limited: Construction overhaul of Buheesi Gravity Flow Scheme. VR.No.5/3. Standard Civil Works Limited: Works done on extension of Yerya Gravity Flow Scheme to Nsongya in Mujunju Parish Kibiito. VR. No.6/11. Extech Technical Services Limited: Rehabilitation of Pohe Gravity Flow Scheme in Kabonero Sub County. VR.No.5/10. All these payments were made on time and mostly within a week after requisition for payment was raised. 	<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 APR to Planner by 15th July 2018 as evidenced by a letter dated 10th July 2018 submitting the departmental progress report.</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 o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 <p>If queries are not responded to score 0</p>	<ul style="list-style-type: none"> • Three Queries • (1) UGX 1,280,000 used for sensitizing Water Units Committees was un accounted for. • (2) UGX 1,152,000 used during supervision of water sources was un accounted for. • (3) UGX 960,000 used during post construction support was un accounted for • <p>These queries were responded to by the Water office and cleared by LGPAC during their meeting held on 7th May 2018.</p>	<p>3</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>At the Sitting of the Education, Health and Community Based Services Sectoral Committee held on 1st March 2018, the Committee discussed service delivery issues under Min. HECBS 13/9/2018, where DHO advised the committee of the need to separate Karugaya HCII(a private health centre run by Karugaya COU) from operating within the premises of Mtandi HCIII. This would result into audit and other investigating arms of Government interest.</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>At the District Council sitting of 19th and 20th March 2018, it met and discussed recommendations from the Education, Health and Community Based Services Sectoral Committee under MIN/BUNY/COU/42/19/03/2018: Presentation of Standing Committee Reports. The Council considered the request for approval by the Council to open boundaries for Kasunganyanja HC III to curb land grabbing.</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. 	<ul style="list-style-type: none"> At the time of assessment, the Q3 release dated January 18, 2018 was displayed on the LG notice board The release specified items the funds (UGX 175m) were tied to: Buheesi GFS, public sanitation facility and rehabilitation of SWs 	<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 	<ul style="list-style-type: none"> The sampled projects are furnished with required details as follows: <ul style="list-style-type: none"> Public sanitation facility: district HQ, Kibiito TC; Funding: DWSCG; Date: FY 2017/18; Contractor: Richart Partners Reservoir 60m3: Kinyampaka P/S, Kabonero sub-county; Date: FY 2017/18; Contractor: Extect Services Ltd Pipe Stand #1: Bukara village, Kabonero sub-county Pipe Stand #2: Bukulungu village, Kabonero sub-county Pipe Stand #3: Nyarugongo village, Kabonero sub-county None of the pipe stands had requisite details 	<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 	<ul style="list-style-type: none"> At the time of assessment, the procurement plan for FY 2018/19 was displayed on the LG notice board The plan was published July 18, 2018 and detailed budget estimates for investments highlighted in PM #5 as follows: <ul style="list-style-type: none"> Design of Bunaiga-Masibwe GFS (UGX 55m) Extension and rehabilitation of Pohe GFS (UGX 75m) Extension of Buheesi GFS (UGX 55m) Extension of Yerya GFS to Rwimi (UGX 10m) Rehabilitation of 9 No. SWs (UGX 27m) Rehabilitation of 2 No. BHs (UGX 9m) Public sanitation facility at Kasonganyanja (UGX 25m) 	<p>2</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<ul style="list-style-type: none"> Applications for WSS facilities considered for implementation by the LG include: <ul style="list-style-type: none"> Nsongya LCI (Kibiito sub-county): request for piped water supply dated February 2, 2017 Nsagab LCI (Kisomoro sub-county): request for tap stand dated October 7, 2017 	<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>	<ul style="list-style-type: none"> All the sampled WSS facilities are well-secured, indicating respective WSCs are functional 	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<ul style="list-style-type: none"> Of the WSS projects implemented in FY 2017/18, environmental screening was done for only Yerya GFS and Buheesi GFS Standard screening templates were not used, but the screening report for both GFS was dated October 15, 2017 	<p>0</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<ul style="list-style-type: none"> No evidence of follow-up with regard to environmental concerns was availed 	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<ul style="list-style-type: none"> Contracts Buny/622/Wrks/2017-18/003 for Pohe GFS and Buny/622/Wrks/2017-18/004 for Buheesi GFS were reviewed – and provided for environmental protection The respective contractors (presented in performance measures #3 and #6) were bound by the aforesaid documents 	<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 	<ul style="list-style-type: none"> Reports on formation and training (April 20, 2018), and strengthening functionality of WSCs (April 26, 2018) were reviewed The reports detail composition and position of WSCs Of the sampled facilities, women chair four of five WSCs, and also occupy the treasurer role in all WSCs Composition of women for all sampled WSCs is above 50% 	<p>3</p>

<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<ul style="list-style-type: none"> • Bunyangabu LG is in its second year of operation • A 5-stance lined VIP latrine was constructed at the district HQ in FY 2017/18, while another facility is planned at Kasonganyanja (Kibiito TC) in FY 2018/19 • The existing facility is sex-separated and has adequate access for PWDs 	<p>3</p>
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