



LGPA 2017/18

Accountability Requirements

Dokolo District

(Vote Code: 575)

Assessment	Compliant	%
Yes	6	100%
No	0	0%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Assessment area: Annual performance contract			
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.	xxx	Submitted to MOFPED on 07/06/2017.	Yes
Assessment area: Supporting Documents for the Budget required as per the PFMA are submitted and available			
LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY (LG PPDA Regulations, 2006).	xxxxx	Submitted to MOFPED on 02/05/2017 as per receipt No. 0585 inclusive of the Procurement Plan.	Yes
Assessment area: Reporting: submission of annual and quarterly budget performance reports			
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)	xxxxx	APR was submitted to MOFPED on 31/07/2017 as per receipt number 0849.	Yes
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	•Q1 - Q4 budget performance reports submitted on 07/11/2016; 15/02/2017; 26/05/2017; 31/07/2017 respectively. Acknowledgment Receipt are: Q1-0005; Q2-0345; Q3-0768; Q4-0849 respectively.	Yes
Assessment area: Audit			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p>	<p>xxxxx</p>	<p>The LG submitted to the PS/ST the status of implementation of internal Auditor General, with actions against all the findings on 29th May 2017</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>xxxxx</p>	<p>According to the annual audit report of 2016/2017 ,obtained from the Office of the Auditor General office, Dokolo LG obtained qualified report</p>	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Dokolo District

(Vote Code: 575)

Score 61/100 (61%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	All new infrastructure projects in: (i) a municipality; and (ii) all Town Councils in a District are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans	Evidence that a municipality/district has: • A functional Physical Planning Committee in place that considers new investments on time: score 2.	2	There is a functional Physical Planning Committee (PPC) in place as evidenced by: o the appointment of members to the Committee vide the CAO's letter of 03/08/2016; and o Minutes of PPC of 19/06/2017; 09/03/2017 which were availed
	Maximum 4 points for this performance measure.	• All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2.	0	Infrastructure investments with approved plans are not consistent with a Physical Plan that is not in place. However several applications for development permission were availed e.g. construction of primary school at Adak, Adagwoo, Amwoma which however bore no record of approval by PPC.
2	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	• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.	2	Priorities in the AWP for FY 17/18 are based on the outcomes of the budget conference report of FY 2017/18 of November 2016. e.g. o Health: Construction of placenta pit at Kachunga HCII in the budget conference report & AWP.
		• 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 different, justification has to be provided and evidence that it was approved by Council. Score 2.	2	A review of investments as provided in the approved AWP FY 17/18 reveal that they are derived from the DDP, e.g. : o Administration: construction of production and natural resources office block is derived from the DDP

		<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 1. 	1	<p>Project profiles for investments were discussed by TPC at the TPC meeting held on 27/01/2017 under Min.13/2017 where NUSAF 3 projects were considered. At the TPC meeting held on 30/03/2017 under Min.31/2017, UWEP projects were considered for approval.</p>
3	<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 1 point. 	1	<p>Gender dis-aggregated annual statistical abstract is compiled and was presented to TPC at its meeting held on 30/08/16 under Min.66/2016.</p>
4	<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 	2	<p>All infrastructure projects implemented in FY 16/17 as found in the APR were found in the AWP. e.g.</p> <ul style="list-style-type: none"> o Administration: completion of production & natural resources office block o Production and marketing: fish ponds constructed o Health : Staff house construction at Kachunga HC II; rehabilitation of Abalang HCII maternity ward o Education Teacher house construction at Ageni PS; construction of six 5stance drainable pit latrine in Alwimac, Awialem, Odeo, Angwecibange, Adok,and Batta PSs);01 three classroom block construction at Dokolo SS o Roads: 18.km out of 56 for mechanised maintenance & manual maintenance 60kms Water: Construction of latrine at Kabalega Market.

		<ul style="list-style-type: none"> Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	2	54 out of 56 (96.4%) of investment projects in the LG across the sectors as found in the FY 16/17AWP & APR were implemented. Only two (2) projects were not implemented namely amonloco-amunamun mechanised maintenance 14kms and labour based filling of regorego yodak swamp 0.5km.
5	The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects and assets during the previous FY Maximum 4 points on this Performance Measure.	<ul style="list-style-type: none"> Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	2	Projects were concluded within the provided margins of the approved budget as found in the annual performance report FY 16/17. The performance reported - 5.3% variation from the approved budget from 30% of the sampled projects.
		<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of O&M budget for infrastructure in the previous FY: score 2 	0	No evidence of O&M budgeting for infrastructure was found.

Assessment area: Human Resource Management

6	LG has substantively recruited and appraised all Heads of Departments Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	2	There was evidence that all the substantively appointed HoDs were Appraisal; DPMO (03/07/2017), DHO (14th/07/2017), DNRO (03rd/ 07/2017) and CFO (31/07/2017).
		<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	The district had substantively filled 4 posts; DHO, DPMO, DNRO and CFO.

7	<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 percent of staff submitted for recruitment have been considered: score 2 	2	<p>All submissions by office of the CAO for recruitments dated; 21st /07/2016, 4th /01/2017, 14th /02/2017, 21st/ 03/2017, 11th/ 2017, 8th /06/ 2017 were all considered by the DSC 92nd meeting held on 22nd /09/2016, 96th meeting held from 20th to 22nd /02 2017, 99th meeting held on 12th /07/2017, 101st meeting held on 29th /09/2017, 105th meeting held on 25h /01/2018, 106th meeting held on 1st /02/2018.</p>
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	1	<p>All submissions by CAO to DSC for confirmation of staff dated; 3rd/08/2016, 11th/08/2016, 16th/11/2016, 23rd /11/2016, 6th /12/2016, 29th/11/2016, 5th/01/2017, 9th/01/2017, 10th/01/2017, 3rd/01/2017, 18th/01/2017, 19th/01/2017, 21st/03/2017,19th/04/2017, 4th/05/2017, 19th/05/2017, 10th/05/2017, 20th/06/2017, were all considered DSC 91st meeting held on 11th/07/2016, 95th meeting held 2nd /12/2016, 97th meeting held on 20th/04/2017, 98th meeting held on 14th/06/2017, 99th meeting held on 12th/07/2017.</p>
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	1	<p>The 2 submissions by office of the CAO to DSC for disciplinary action dated 15th /08/2016 (Odep Tom abscondment from duty), 16th /08/2016 (Owali Jimmy-abscondment from duty) were handled by DSC 93rd meeting held on 28th /09/2016 and 94th meeting held on 16th/11/2016.</p>
8	<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 	3	<p>All the newly recruited accessed the payroll within the stipulated 2 month period as per the payroll reviewed for the new recruits in 2016/2017.</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 	0	<p>None of the 13 pensioners were able to access the pensioner pay roll within the 2 month stipulated timeframe in the financial year 2016/17.</p>	
Assessment area: Revenue Mobilization				

9	<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 from previous FY but one to previous FY is more than 10% : score 4 points • If the increase is from 5 -10% : score 2 point • If the increase is less than 5% : score 0 points. 	0	<p>According to the financial statement of 2015/2016 prepared as at 30th June 2016, the OSR budget 219,325,000 and actual realized was 150,779,650 and for the financial year 2016/2017, OSR budget was 277,806,350 and actual realized was 128,385,234. This represent a decrease of OSR collection at 15%</p>
10	<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 2 points. If more than +/- 10% : zero points. 	0	<p>As per the financial statement of 2016/2017 prepared as at 30th June 2017, OSR budget was 277,806,350 and actual realized was 128,385,234. The budget realization is negative 53%</p>
11	<p>Local revenue administration, allocation and transparency</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	2	<p>The LG makes transfer to the LLG as seen from the EFT transferred on 22/06/2017</p>
	<p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	0	<p>As seen in the financial statement prepared as at 30th June 2017 the council budget on Council was 25,677,047 and expenditure was 50,262,357. The council over spend by 24,585,310</p>
Assessment area: Procurement and contract management				

12

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

Maximum 4 points on this performance measure.

- 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

0

The District has neither a Senior Procurement Officer, nor a Procurement Officer. The Unit is manned by a Procurement Assistant who was assigned additional responsibility as Procurement Officer upon interdiction of the Procurement Officer. The letter assigning additional duties to the Procurement Assistant was dated 3rd May 2017.

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

1

TEC Meeting minutes seen for Committee meeting on the following dates:

- 11 May 2017, start Time 10:25 AM
- 3rd May 2016 at PDU, starting 10:25 a.m
- 9th January 2017
- 26th September 2017
- 3rd Feb. 2017 for Market/Revenue Points

- Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1

1

CC Meeting minutes seen for Committee meeting on the following dates:

- 1st June 2017
- 7th June 2017
- 2nd June 2017 at PDU Office, Starting 11.03 a.m
- 10th April 2017 at PDU office, starting 3:10 p.m
- Thursday 6th April 2017 at PDU Office, starting 12:01 p.m
- 28th March 2017 at The District Service Commission Boardroom, starting 10:30 a.m

13	<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 	2	<ul style="list-style-type: none"> • Procurement Plan seen included all infrastructure projects. The projects included submissions from sub-counties. • Quarterly report submissions to PPDU showed that procurements were made as per procurement plan.
14	<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 	0	<p>Bid documents were prepared and the advert for Open Bidding appeared in the New Vision newspaper of Friday November 3rd 2017 on page 38. For selective bidding, the advert was posted locally on the Notice Board on 23rd November 2017 under Procurement Reference No: DOKO575/PROC/2017-2018.</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 	0	<p>The Office does not keep a Contracts Register. Nor were complete activity files seen.</p>
				<p>District LG adhered with procurement thresholds as indicated below:</p> <p>Open bidding:</p> <ul style="list-style-type: none"> - Contract: Construction of twin staff house with lightening arrestors, solar installation and water harvesting system at Kachung HC III. Amount: UGX93,683,516. Contractor: M/S NGIC-ANGICA COMPANY LIMITED. Procurement ref. No: DOKO575/WRKS/2016-2017/00001. Date of Award: 28 October 2016.. - Contract: Construction of twin house at Ageni Primary School . Amount: UGX84,300,444. Contractor: M/S SAMEYA UGANDALIMITED. Procurement ref. No:

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

2

DOKO575/WRKS/2016-2017/00003. Date of Award: 28 October 2016..

- Contract: Low cost sealing of Acandyang- Oturarao road 0.8 km and repair of patches on the existing tarmac . Amount: UGX227,878,202. Contractor: M/S CME ENTERPRISES LIMITED.

Procurement ref. No:

DOKO575/WRKS/2016-2017/00007. Date of Award: 21 November 2016

Selective Bidding:

- Contract: Construction of 5 stance drainable latrine at Awielem Primary School . Amount: UGX22,492,929. Contractor: M/S BAYEMBA INVESTMENTS LIMITED. Procurement ref. No: DOKO575/WRKS/2016-2017/00003. Date of Award: 07 Feb. 2017

- Contract: Supply of 35- 3 Seater desks to Adok p/s, Adwala p/s, Alapata p/s and Atabu P/s . Amount: UGX25,863,712. Contractor: M/S OK NOAH CONSTRUCTION AND GENEGRAL SUPPLY CO. LIMITED. Procurement ref. No: DOKO575/WRKS/2016-2017/00004. Date of Award: 07 Feb. 2017.

- Contract: Rehabilitation of 4 Boreholes . Amount: UGX5,970,800. Contractor: M/S ILODO HOLDINGS LIMITED. Procurement ref. No: DOKO575/WRKS/2016-2017/00031. Date of Award: 07 Feb. 2017.

Framework Contracts:

- Contract: Supply of Fuels, Oil and lubricants. Amount: UGX(Depends on LPO). Contractor: M/S M.T OIL (U) LIMITED. Procurement ref. No: DOKO575/SUPLUS/2015-2016/00031. Date of Award: 05January 2016.

15	<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 	2	<p>Completion Certificates seen issued to:</p> <ul style="list-style-type: none"> CME ENTERPRISES LTD upon completion of Low cost sealing of Acandyang – Oturorao Road Low cost sealing of in Okwongdul sub-county. Certificate issued on 20/08/2017 M/S SAMEYA (U) LIMITED upon completion of construction of twin staff house at Ageni P/S. Certificate issued on 29/12/2017 STURGEON INVESTMENTS LIMITED upon completion of construction of 3-classroom block and office at Dokolo Girl's Secondary school. Certificate issued on 20/10/2017 <p>Interim Certificates seen issued to:</p> <ul style="list-style-type: none"> 1st Interim Certificate issued to BAU TECHNICAL SERVICES LTD for spot graveling of Kangai – Kwera Junction (4.1 Km). Procurement Reference No. DOKO/575/WRKS/16-17/0005. Certificate issued on 16th December 2016. 3rd Interim Certificate issued to BAU TECHNICAL SERVICES LTD for spot graveling of Kangai – Kwera Junction (4.1 Km). Procurement Reference No. DOKO/575/WRKS/16-17/0005. Certificate issued on 13 June 2017. 1st Interim Certificate issued to CME ENTERPRISES LTD for Low cost sealing of Acandyang – Otururao Road. Procurement Reference No. DOKO/575/WRKS/16-17/0007. Certificate issued on 12 January 2017.
		<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 	0	<p>Works projects are labelled but no contractor ever indicated the Contract Value.</p>
Assessment area: Financial management				

16	<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 	4	<p>As per the evidence seen in the IFMS system the LG prepares bank reconciliation , the December 2017 bank reconciliation was done on 9th January 2018</p>
17	<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. 	2	<p>As per the payment of CAO' boarding meeting, Requisition was placed on 18/11/2016 ,CFO and CAO signed on 22/11/2017 and payment was made on the same date on VR NO 0146</p>
18	<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 and produced all quarterly internal audit reports for the previous FY: score 3. 	0	<ul style="list-style-type: none"> • There is acting District auditor in place who prepared the following internal audit report • 1st Quarter and submitted on 20/Jan/2017 • 2nd Quarter and submitted on 21/March/2017 • 3rd Quarter and submitted on 14/July /2017 • 4th Quarter and submitted on 25/09/2017
		<ul style="list-style-type: none"> • 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: score 2. 	2	<p>The LG provided information to the council and LGPAC on the status of implementation of internal audit findings</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 	1	The Internal audit reports were submitted to the LG Accounting Officer and LGPAC reviewed it as per the minute of the meeting that was held on 10th -11th April 2017
19	<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	4	The LG has an up to-date asset register in the format of the accounting manual
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> unqualified audit opinion: score 4 Qualified: score 2 Adverse/disclaimer: score 0 	2	According to the Annual audit report of 2016/2017 obtained from the Office of the Auditor General, Dokolo obtained qualified audit opinion

Assessment area: Governance, oversight, transparency and accountability

21	<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<p>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>	2	At its Main Council meeting held on 16 - 17th /08/2016 under Min. 18/02/2016 , it discussed the motion for approval of District Client Charter which is aimed at integrating good governance, ensuring transparency, accountability and responsiveness of the District teams in the process of service delivery to the population.
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22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2. 	2	<p>LG has a designated Officer to coordinate response to feedback as evidenced by the letter to the District Information Officer Mr. Musafiri A Suwed appointing him as the in-charge of accountability platform for Dokolo District.</p>
23	<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 	0	<p>No evidence of payroll and pensioner schedule were found on display at the District Administration notice boards.</p>
		<ul style="list-style-type: none"> Evidence that the procurement plan and awarded contracts and amounts are published: score 1 	0	<p>No procurement plan and awarded contracts were found on display at the PDU & Administration block noticeboards.</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. 	0	<p>“N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17”.</p>
24	<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 	1	<p>HLG communicated and explained to LLG as evidenced by a Letter from the CAO dated 02//03/2017 to the Sub-County-Chiefs providing guidance on procurement of motor cycles within the framework of utilising PRDP funds under the DDEG component.</p>
		<ul style="list-style-type: none"> Evidence that LG during previous FY has 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. 	0	<p>No formal evidence that the LG during FY 2016/17 conducted discussions with the public was availed. Only Social media platforms were seen on Facebook.</p>
Assessment area: Social and environmental safeguards				

25	<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 has provided guidance and support to sector departments to mainstream gender into their activities score 2. 	2	<ul style="list-style-type: none"> • There is a Five-Year Dokolo District Development Plan (2015/2016 – 2019/2020) that has a section specifically dedicated to gender mainstreaming (Youth, Women and PWD empowered for Development) • The 2016/2017 Dokolo District Workplan includes Gender mainstreaming under Community Based Services. It has 7 activity lines under it • Minutes seen of a Women Council meeting held 6th December 2016 at the Engineering Boardroom • Minutes seen of a Women Council meeting held 31st May 2017 December 2016 at the Engineering Boardroom • A report seen on Gender audit of Health Management Committees
		<ul style="list-style-type: none"> • Evidence that gender focal point has planned activities for current FY to strengthen women's roles and that more than 90% of previous year's budget for gender activities has been implemented: score 2. 	2	<ul style="list-style-type: none"> • Approved Budget estimates for 2017/18 has activities for Women Council approved at a budget of UGX3,744,000 • District acknowledged receipt of UGX903, 840,440 from NUSAF 3 project for FY 2017/2018 • A report dated 15th March 2017 seen on BGV monitoring in Alyecjuk Primary school on 15th March 2017 • A report seen on celebrations on International Women's Day held at Dokolo Technical School on 8th March 2017 • • Out of the UGX128,738,041, ALL (100%) was utilised implementing activities.

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

• Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 2

2

Screening and Environmental Compliance reports seen for:

- Environmental Compliance Inspection report for Ajaa Nursery and primary School. Report dated 12th June 2017
- Incorporation of Improved cookstoves (ICS) for projects under NUSAF 3. Report dated 16th November 2016
- Environmental and Social Screening for Prime Primary School, Dokolo Town Council Central Ward. Report dated 27th Feb. 2017
- Environmental Compliance Inspection report for Awiri Jesus Primary School. Report dated 22nd March. 2017
- Environmental and Social Screening for Low cost Sealing of Acandyang – Otururao Road. Report dated 15th June 2017
- A general report from the District Environment Officer addressed to the Chief Administrative Officer on “Screening of Projects for 2016-2017” was dated 30th September 2016.

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

0

The District Environmental Officer drafted guidelines for Road Works, Borehole rehabilitation and Fencing but these have not been explicitly included in District BOQs for Contractors.

• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1

0

Land Titles were seen for the following:

- District Headquarters at Awinyipany
- Prisons Area (former County Headquarters)
- Town Council Headquarters
- Kangai Sub-County Headquarters (includes HC III)
- Kwera Sub-County (includes HCIII and Police)
- Dokolo Sub-County

However, out of 11 Sub-County Headquarters, 4 have Land Title. Out of 16 Health Centres only 2 have Land Titles. Out of 60 Primary schools, none has a Land Title.

All other government establishments do not have Land Titles.

		<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2 	2	<p>Social Mitigation Certification Form seen completed and signed by Environmental Officer for the following:</p> <ul style="list-style-type: none"> - Certificate Ref: ENR/ENV/0028 issued to THE SECOND COMMUNITY AGRICULTURE INFRASTRUCTURE IMPROVEMENT PROGRAM (CAIIP 2)” for rehabilitation of 8.8 km of Community Access Road in Dokolo Sub County, CAIIP-2 Batch C, Lot 69. Certificate issued on 15 Feb 2017 - Certificate Ref: ENR/ENV/0029 issued to Uganda National Roads Authority for Term Maintenance of Twenty Three (23) Selected National Roads-Lot 8: Dokolo – Namasale (88km Road). Certificate issued on 15 Feb 2017 - Certificate Ref: ENR/ENV/0027 issued to Community Access roads in Agwata sub-county (Hasa Memorial PS road and Amodo swamp - Adwoki –Abucero road) for rehabilitation. Certificate issued on 09 July 2017.
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LGPA 2017/18

Educational Performance Measures

Dokolo District

(Vote Code: 575)

Score 65/100 (65%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<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 Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4 	4	<p>From the performance contract and the staff list for the 60 schools, the department budgeted for a head teacher and at least seven teachers</p> <p>From the staff the staff list and the performance contract the LG department has deployed a head teacher and at list seven teachers for the seven schools</p>
2	<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 o If 100% score 6 o If 80 - 99% score 3 o If below 80% score 0 	6	<p>From the performance contract the LG department has filled the structure for the primary teachers with a wage bill provision</p>
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 	6	<p>The two positions of school inspectors have been substantively filled evidenced by appointment letters for;</p> <ol style="list-style-type: none"> Okello Denis Livingstone appointed 01/11/2016 DSC Min. 64/2016 Eryatu David appointed 01/05/2015 DSC Min. 24/2015

4	<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 Primary Teachers: score 2</p>	2	<p>Recruitment plan in place for 23 head teachers, 20 deputy head teachers and 20 teachers</p>
		<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of School Inspectors: score 2</p>	2	<p>Two School inspector positions already filled</p>
5	<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 appraised school inspectors during the previous FY • 100% school inspectors: score 3</p>	0	<p>The Education department had 2 School Inspectors;Senior Inspector of Schools (Eryatu David) appraised on 12th/07/2017 and Inspector of Schools (Okello Denis Livingstone) whose appraisal form was not seen for verification.</p>
		<p>Evidence that the LG Education department appraised head teachers during the previous FY. • 90% - 100%: score 3 • 70% - 89%: score 2 • Below 70%: score 0</p>	0	<p>There was no evidence that the 31 substantively appointed head teachers had been appraised as per their personal files and appraisal reports reviewed.</p>
<p>Assessment area: Monitoring and Inspection</p>				

6	<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 	1	<p>LG department has disseminated policies and guidelines to schools as evidenced by;</p> <ol style="list-style-type: none"> 1. Fees for registration for PLE, UCE and UACE dated 04/04/2017 from Executive Secretary UNEB to DEOs and Head teachers 2. Invitation for a refresher course for head teachers dated 24/01/2018 from PS MoES to DEOs and Head teachers <p>Mass registration of pupils and students dated 29/05/2017 NIRA</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, including on school feeding: score 2 	2	<p>Two sets of minutes for meetings held on 30/01/2017 and on 30/09/2017 are evidenced. in the meeting of 30/09/2017 under the minute of DEOs reaction, he emphasised the need to complete and submit data collection forms in time so that they are sent to the ministry</p>
7	<p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all private and public primary schools have been inspected at least once per term and reports produced: 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. 	6	<p>There are 60 public primary schools and 15 recognized private primary schools. inspections were carried out as follows;</p> <p>Term 1: 49/75 schools inspected (70%)</p> <p>Term 2: 70/75 schools inspected (93%)</p> <p>Term 3: 54/75 schools inspected (72%)</p> <p>Average percentage (78%)</p>

8	LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations	<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 	0	Three minutes for meetings held on 02/05/2017, 29/08/2017 and 13/12/2017 were in place at the time of assessment. However there was no evidence of making recommendations for corrective actions
	Maximum 10 for this performance measure	<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 	2	Acknowledgement for two reports dated 03/03/2017 and 03/07/2017 were in place at the time of assessment
		<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed-up: score 4 	0	Inspection reports are in place but there is no evidence of minute showing that inspection recommendations are followed up
9	The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES	<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 OBT: score 5 	5	The LG department has submitted data on list of schools consistent with EMIS and OBT as evidenced by the performance contract
	Maximum 10 for this performance measure	Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and OBT: score 5 	5	The LG department has submitted accurate data on enrollment in the 60 primary schools as evidenced by enrollment data submitted on 15/01/2018 to the MoES

Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for education 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 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 	2	<p>The Standing Committee for Education, Health, and Community Based at its meeting of 16-17th/05/2017 under Min. 11/02/2017 (a) considered among others:</p> <ul style="list-style-type: none"> Proposed budget estimates for FY 2017/18 Enforcement of the Education Ordinance 2011. Functionalising SMCs CAO to ensure that all Secondary schools within the district are inspected.
		<ul style="list-style-type: none"> Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	<p>The Standing Committee for Education, Health, and Community Based Services presented to Council at its meeting of 29-30th/05/2017 under Min. 39/05/2017 (c) the request to approve:</p> <ul style="list-style-type: none"> UGX. 7,162,879,000/= as the total budget for Education for FY 2017/2018. The holding of the annual education conference for all stakeholders to discuss matters of education in the district. CAO to ensure that all Secondary schools within the district are inspected.

11	<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) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	0	<p>School management committees are not functioning as required evidenced by functionality of five schools bellow;</p> <ol style="list-style-type: none"> 1. Adwooli PS had no copy of minutes of SMC meetings at the time of assessment 2. Akolodong PS had one set of minutes held on 21/02/2017 3. Igulu PS had three sets of minutes held on 24/04/2017, 13/06/2017 and 02/10/2017 4. Angwechibange PS had three sets of minutes held on 02/10/2017, 02/06/2017 and 24/03/2017 5. Dokolo PS had three sets of minutes held on 28/03/2017, 02/06/2017 and 27/11/2017 <p>At the recommended rate of at least one meeting per term the maximum number of meetings for five schools is 15. In this case 9/15 meetings were evidenced (66%)</p>
12	<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>• Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	3	<p>Publication of schools receiving non-wage grants was evident at the notice board of the department and the notice boards of the schools sampled (Adwoki PS, Akolodong PS, Iguli PS, Angwechibange PS and Dokolo PS)</p>
Assessment area: Procurement and contract management				

13	<p>The LG Education department has submitted procurement 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 procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	0	<p>Submission of three-seater desks to Adwoli PS, Abat PS Alata PS and Amudo PS made on 13/06/2017 way above the deadline of 30th April</p>
14	<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 points 	3	<p>The education sector certifies and recommends for payment suppliers in a timely manner as seen on the supply of 140 desks by O.K NOAH constriction and General supply Ltd Requisition was on 7th /4/2017 , DEO certifies on 10th /4/2017. CFO. District Engineer and CAO signed on the same day and payment was on 19th /4/2017 on VR ED01/05/17</p>
Assessment area: Financial management and reporting				
15	<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 mid-July for consolidation: score 4 	0	<p>Department submitted the APR FY 16/17 on 28 /07/2017 as evidenced by the acknowledgement memo from the Senior Planner to the District Education Officer Department Vote 575(6) availed.</p>

16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points o If all queries are not responded to score 0 	2	<p>The department provided the information to the internal audit of implementation of all audit findings , the department had only one query that was resolved</p>
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Assessment area: Social and environmental safeguards

17	<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 teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2 	2	<p>Gender guidelines are disseminated as evidenced by end of term three circular (2016) to head teachers from DEO (point 15) where he invited senior women and men teachers for a one week training to equip them to handle menstrual hygiene, reproductive health and general life skills</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 	2	<p>Gender guidelines are disseminated as evidenced by end of term three circular (2016) to head teachers from DEO (point 15) where he invited senior women and men teachers for a one week training to equip them to handle menstrual hygiene, reproductive health and general life skills</p>
		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	<p>Members of school management committees for the schools have a third of the members of the foundation body as females as evidenced by the SMCs of the schools as submitted by the education department</p>

18	<p>LG Education department has ensured that guidelines on environmental management are disseminated</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 3:	3	<p>Dissemination of environmental guidelines evidenced by the end of year circular to head teachers dated 12/12/2015</p>
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LGPA 2017/18

Health Performance Measures

Dokolo District

(Vote Code: 575)

Score 81/100 (81%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human resource planning and management				
1	<p>LG has substantively recruited primary health workers with a wage bill provision from PHC wage</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY • More than 80% filled: score 6 points, • 60 – 80% - score 3 • Less than 60% filled: score 0</p>	3	75% (167 out of 223) approved positions were filled.
2	<p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>	4	A recruitment plan with 34 positions was received by HRM on 26th April 2017.
3	<p>The LG Health department has ensured that performance appraisal for health facility in charge is conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the health facility in-charge have been appraised during the previous FY: o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0</p>	4	The district has a total number of 16 In-charges (HC IV 1, HCIII 4, HC II 11) out of which 14 (88%) had been appraised at the time of assessment.

4	<p>The Local Government Health department has equitably 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 equitably, in line with the lists submitted with the budget for the current FY: score 4 	4	<p>The deployment list had 223, similar to what was reflected in the PBS. The cadres on the lists were also similar on both lists.</p>
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Assessment area: Monitoring and Supervision

5	<p>The DHO 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 has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	3	<ul style="list-style-type: none"> • Delivery notes and acknowledgement lists for 3 policies, guidelines and circulars were available. These included: <ul style="list-style-type: none"> • An acknowledgement list with 16 in-charges dated 20th July 2016 on “Unrealistic long off duty and untidy health facilities”. • An acknowledgement list with 5 in-charges dated 13th March 2017 on “Consolidated guidelines on the prevention and treatment of HIV”.
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		<ul style="list-style-type: none"> Evidence that the DHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	3	<ul style="list-style-type: none"> Under minute 6 of the DHMT meeting held on 5th October 2016, the DHO explained policy issues including; low 4th ANC visit and low deliveries in facilities which were in line with the MNCH policy. Under minute 1 of the DHMT meeting held on 5th June 2017, the DHO explained issues on staff absenteeism as provided in the circular on “Unrealistic long off duty and untidy health facilities”.
6	<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 has supervised 100% of HC IVs and district hospitals: score 3</p>	3	<p>100% (Dokolo HCIV, the only one in the district) was supervised as reflected in all the quarterly supervision reports dated 22nd June 2017; 14th March 2017; 16th December 2016; and 28th October 2016. Supervision log book records on 21st April 2017 also reflected in supervision reports by 3 DHT members.</p>
		<p>Evidence that DHT has supervised lower level health facilities within the previous FY: • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0</p>	3	<p>100% (16) government health facilities were supervised as reflected in all the quarterly supervision reports dated 22nd June 2017; 14th March 2017; 16th December 2016; and 28th October 2016.</p>

7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced: • If 100% supervised score 6 points • 80 - 99% of the health facilities: score 4 • 60 - 79% of the health facilities: score 2 • Less than 60% of the health facilities: score 0</p>	6	<p>100% (16) health facilities were supervised by the HSD team as reflected in all the supervision reports dated 6th July 2017; 14th April 2017; 13th January 2017; and 7th October 2016, which covered 15 facilities while Bata HCIII was supervised separately as reflected in reports dated 22nd September 2016 and 12th January 2017.</p>
8	<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>	<p>• Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4</p>	4	<p>The DHMT meeting held on 13th July 2017 discussed findings in supervision reports. For example findings of the Data Quality Assurance supervision sighted poor documentation including leaving some sections of the reporting forms unfilled. The DHMT discussed this and recommended that the Assistant Medical Superintendents should ensure that registers are dually filled in.</p>
		<p>• Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6</p>	6	<p>The DHMT meeting held on 4th October followed up on status of actions taken / resolved. For example a brief was given showing that the registers were partially filled because of missing equipment like weighing scales and height boards that limit collection of related data.</p>

9	<p>The LG Health department has submitted accurate/consistent reports/date for health facility lists 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"> o List of health facilities which are consistent with both HMIS reports and OBT: score 10 	10	<ul style="list-style-type: none"> • There was consistency since the PBS list had 15 health facilities, which were also presented in HMIS105 reports. • The 4 extra facilities that appeared in HMIS105 reports were well known by the DHO's office and genuinely missed on the PBS since; 3 were PFPs and one was a PNFP and did not have staff supported. • Adagmon HC II was new and still operated under Dokolo HCIV and did not receive drugs and PHC funds.
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Assessment area: Governance, oversight, transparency and accountability

10	<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 council 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 	2	<p>The Standing Committee for Education, Health, and Community Based at its meeting of 16-17th/05/2017 under Min. 11/02/2017 (a) considered among others</p> <ul style="list-style-type: none"> o Proposed budget estimates for FY 2017/18 o Supervision of lower health units o Increased supply of drugs.
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		<ul style="list-style-type: none"> • Evidence that the health sector committee has presented issues that require approval to Council: score 2 	2	<p>The Standing Committee for Education, Health, and Community Based Services presented to Council at its meeting of 29-30th/05/2017 under Min. 39/05/2017 (c) the request to approve:</p> <ul style="list-style-type: none"> o Approve UGX. 2,471,885,000/= budget for FY 2017/18 o Execution of the Council resolution to upgrade Agwata Health Centre III to a General Hospital.
11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 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 5 • If 80-99% : score 3 • If 70-79%: : score 1 • If less than 70%: score 0 	1	<ul style="list-style-type: none"> • 75% (3 out of 4) sampled HUMCs) were active. The major issues they discussed included; staff attendance; budgets; and maintenance of facilities. The meetings held by each HUMC are shown below: • Awiri HCII HUMC met 7 times on; 6th July 2016; 27th July 2016; 5th October 2016; 3rd March 2017; 19th April 2017; and 23rd June 2017. • Amwoma HCII met 4 times on; 7th October 2016; 4th December 2016; 29th March 2017; and 6th June 2017. • Dokolo HCIV HUMC met 3 times on; 27th June 2017; 17th October 2016; and 17th December 2016. • Atabo HCII HUMC met five times on; 30th September 2016; 25th November 2016; 14th March 2017; 4th April 2017; and 27th June 2017.

12	<p>The LG has publicised all health facilities receiving PHC 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 health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 3 	3	<p>Three lists of with releases of PHC non-wage figures to health facilities were pinned on the DHO's notice boards covering quarters 1, 2 and 3.</p>
Assessment area: Procurement and contract management				
13	<p>The LG Health department has submitted procurement 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 procurement requests 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>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>	0	<p>Request submitted on 29th August 2017, which was beyond the deadline. .</p> <p>One form PP1 was submitted and received by PDU on; 29th August 2017. It covered 3 projects on; construction of a staff house at Abalang HCII; construction of a placenta pit at Kachung HCII; and construction of a latrine at Kachung HCII.</p>
14	<p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time: 100% - score 8 70-99% – score 4 Below 70% - score 0 	8	<p>100% (16) health facilities) were supported as reflected on the procurement plan received by NMS on 11th November 2017.</p>

15	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points 	2	<p>DHO certifies and recommends the suppliers for payment in a timely manner as seen in the construction of Twin staff house by Ngicangica Co Ltd. The requisition was made on 12/06/2017, District Engineer, DHO, CFO certified on 14/05/2017 and CAO approved on 15th/06/2017 and payment was made on 16/06/2017 on VR HEA/16/17-94</p>
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Assessment area: Financial management and reporting

16	<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 	0	<p>Department submitted the APR FY 16/17 on 23 /07/2017 as evidenced by the acknowledgement email from the Senior Planner to the District Health Officer Vote 575(5).</p>
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17	<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 	4	<p>According to the 4 Internal audit report of 1st quarter to 4th quarter of 2016/2017, the Health sector has no audit query</p>
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Assessment area: Social and environmental safeguards

18	<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: score 2 	2	<p>75% (3 out of 4) of the sampled health facilities met the gender requirement of one third as follows;</p> <ul style="list-style-type: none"> • Awiri HCII HUMC at 60% (3 female out of 5 members) • Amwoma HCII HUMC at 40% (2 female out of 5 members) • Dokolo HCIV HUMC at 44% (2 females out of 9 members) • Atabo HCII HUMC at 27% (1 female out of 5 members).
		<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 	0	<p>There was no evidence of issuance of guidelines on how to manage sanitation in health facilities.</p>
19	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 2 points</p>	<ul style="list-style-type: none"> • Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points. 	2	<p>An acknowledgement list of the Medical waste management issued to all facility In-charges on 14th July 2017 was available.</p>



LGPA 2017/18

Water & Environment Performance Measures

Dokolo District

(Vote Code: 575)

Score 61/100 (61%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<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 LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10 	10	<p>The following Sub-counties were targeted in the AWP 2017/18 :</p> <p>Alang Obilowelo village in Okwalongwen S/C (88.9%), Telela village in Adeknino Sc (96.7%), Acododano village Kangai Sc (97.7%), Amwoma village, Oringopala (92.6%), Adwongwor village in Okwalongwen sc(88.9%), Ocekikot village in Kangai sc (97.7%), Barayom village in okwongodul sc (89.8%), Olarobwol village in Adok sc (96.4%), Owor village in Adeknino sc (96.7%).</p> <p>Implies that 4 out of the 9 are below the district average. Safe water coverage is 93%.</p> <p>Planned Drilling 9 boreholes, rehabilitation of 6– under DWSCG.</p>

2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15 	15	<p>Evidence seen in progress report dated 31 July 2017, from DWO to CAO. District coverage of 92.8%.</p> <p>The subcounties where implementation was done include.</p> <p>Amwoma (92.6%), Batta (92.7%), Dokolo (86.9%), Okwalongwen (88.9%), Okwangodul (89.8%), and Agwata (91.9%).</p> <p>All were below the district average</p> <ul style="list-style-type: none"> Evidence of supervision report dated 30 June 2017th march 2017, from Asst Water Officer to DWO, copied to CAO and DE show details of supervision of natural springs projects. Evidence of supervision report of design of piped water supply in Amwoma Rural Growth Centre , dated 15th March 2017 from Asst DWO to DWO, copied to CAO and DE. Evidence of supervision report dated 9th march 2017, from Asst DWO to DWO, copied to CAO and DE
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Assessment area: Monitoring and Supervision

3	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually. • If more than 95% of the WSS facilities monitored: score 15 • 80 - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60 - 69% monitored: score 5 • 50 - 59%: score 3 • Less than 50% of WSS facilities monitored -score 0</p>	0	<p>•no evidence</p>
4	<p>The LG 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>	<p>• Evidence that the LG has submitted accurate/consistent data for the current FY: o List of water facility which are consistent in both sector MIS reports and OBT: score 10</p>	0	<p>• Not Consistent. The district data submission (82%) is not consistent with the Ministry MIS and OBT (93%). Not consistent with the Water Atlas Report - Dokolo (86%)</p>

Assessment area: Procurement and contract management

5	<p>The LG Water department has submitted procurement 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>	<p>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	4	<p>• Evidence of Procurement request seen (fy 17/18), dated 25-09-2017, which date is later than April 30th 2017</p>
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6	<p>The DWO 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 DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 • If water and sanitation facilities constructed as per design(s): score 2 • If contractor handed over all completed WSS facilities: score 2 • If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>2</p> <p>2</p> <p>0</p> <p>2</p>	<p>Formal appointment letter seen, in writing, in FY 16/17 to asst Engineering Officer, through DE, by CAO; to be designated contract manager dated 13TH JAN 2017</p> <p>evidence of Designs of Robson construction</p> <p>No Evidence of final handover reports</p> <p>Evidence of Interim Certificate ,Robson Ltd, construction of latrines at Olweny Estate, dated 9th March 2017, signed by Asst WO, DWO, DE and CAO</p>
7	<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"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>3</p>	<p>The DWO certifies and recommends for payment the suppliers in a timely manner, as seen in the construction of drainable latrine at the Wwilem Primary School by BAYEMBA Investment Ltd, requisition was on 4/4/2017 District Engineer, DEO, CFO, CAO all signed on 4/5/2017 and payment was made on 6/5/2017 on VR E06/05/2017</p>
Assessment area: Financial management and reporting				
8	<p>The LG 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>0</p>	<p>Department submitted the APR FY 16/17 on 24 /07/2017 as evidenced by the acknowledgement internal memo from the Senior Planner to the Head of Department, Water Sector Vote 575(7b).</p>

9	<p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	3	<p>According to the Internal audit report of 2016/2017, the water department provided the information to the internal audit on the status of the implementation and the department had only one query that was responded to</p>
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG 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 	3	<p>At the meeting of the Works, and Technical Services Committee held on 19-20th /05/ 2017 under Min. 10/0102017(2), issues relating to water services delivery that were considered included</p> <ul style="list-style-type: none"> Prioritising the drilling of a deep borehole at Ananogwec Sub-County Chiefs to ensure that all the water users committees are in place and functional.
		<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	3	<p>The Standing Committee for Works and Technical Services presented to Council at its meeting of 29-30th/05/2017 under Min. 39/05/2017 (d) the request to approve:</p> <ul style="list-style-type: none"> Recommendation to Council to approve budget of UGX. 519,485,000/= for Water during FY 2017/18. Extension of water from Kachung to the Town Council.

<p>11</p> <p>The LG 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 	2	Displays of releases done on notice boards
	<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 	2	<ul style="list-style-type: none"> • Engravement seen for boreholes done on apron. Example of Information seen . :- <p>New borehole</p> <p>Village:Dokolo Girls SS</p> <p>DWD No. 57071</p> <p>Date: 30th march 2017</p> <p>Funding ::DWSCD</p> <p>FY: 16/17</p> <p>Contractor : KLR (U)ltd</p> <p>Village: Alyet Village</p> <p>DWD No.57072</p> <p>Date: 30th t march 2017</p> <p>Funding ::DWSCD</p> <p>FY: 16/17</p> <p>Contractor: KLR (u) ltd</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 	0	No contract sum

12	Participation of communities in WSS programmes			<ul style="list-style-type: none"> • Communities apply to the subcounties. Evidence of applications from the communities, eg letter from Adeggnino Subcounty, Owor village, dated 11th oct 2017 to DWO. • • LETTER from Okwalongwen subcounty, alongo bilo village, dated 7th Oct 2017 to DWO • • LETTER from Kangayi subcounty, Achogodano village, dated 12th Oct 2017 to DWO
	Maximum 3 points for this performance measure	<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 	1	
		<ul style="list-style-type: none"> • Number of water supply facilities with WSCs that are functioning evidenced by collection of O&M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2 	0	<ul style="list-style-type: none"> • No Evidence collections of O&M funds at the district, no evidence of community O&M

Assessment area: Social and environmental safeguards

13	The LG Water department has devised strategies for environmental conservation and management	<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 	2	Sample of environmental screening report for water projects, dated Aug 2017 from Environment and Natural Resources Department to CAO
	Maximum 4 points for this performance measure	<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 	0	No evidence seen of environmental management follow-up
		<ul style="list-style-type: none"> • Evidence that construction and supervision contracts have clause on environmental protection: score 1 	1	<p>Evidence seen from BoQ, of Robson ltd contract, construction of latrine, preliminary, bill item no S. on environmental protection</p> <p>Evidence from contract of iLodo Holdings Ltd, rehabilitation of boreholes , preliminaries, item 1.5 is on environment protection</p>

14	<p>The LG 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 as per the sector critical requirements: score 3 	3	<ul style="list-style-type: none"> • Evidence from a training report, participants list dated 15 June 2016, shows out of 9, 5 were women • Evidence from a WUC formation report, participants list from Adari B village dated 15 June 2016, shows out of 9, 5 were women • Evidence of formation of WUC, participants at Ageni B, dated 9th June 2016, shows out of 9, 4 women
15	<p>Gender- and special-needs sensitive sanitation facilities in public places/RGCs.</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 	3	<p>Seen evidence of latrines with separate stances for men, women and ramp for disabled</p>