



Local Government Performance Assessment

Dokolo District

(Vote Code: 575)

Assessment	Scores
Accountability Requirements	17%
Crosscutting Performance Measures	71%
Educational Performance Measures	63%
Health Performance Measures	79%
Water Performance Measures	68%

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>Dokolo District submitted the Annual Performance Contract for FY 2018/19 on 3rd August, 2018, a date outside the official date of 1st August set by the MoFPED. For that reason the District was non-compliant with the directive issued by the responsible Ministry.</p>	No
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The District submitted an approved Budget that included a Procurement Plan for the forthcoming FY 2018/19 on 3rd August, 2018 a date outside the official date of 1st August set by the MoFPED. For that reason again, the District was non-compliant with the directive issued by the responsible Ministry.</p>	No
Reporting: submission of annual and quarterly budget performance reports			

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>The Annual Performance Report for the previous FY 2017/2018 was submitted to MoFPED on 3rd August, 2018. This submission was contrary to the PFMA Act, 2015 which requires LGs to make the submission on or before 31st July hence marked non-compliant. No reason was given by the LG for late submission.</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>Submission of the quarterly budget performance reports during FY 2017/2018:</p> <p>Quarter 1 was submitted on 1st December, 2017, No reference</p> <p>Quarter 2 was submitted on 16th March, 2018, No reference</p> <p>Quarter 3 was submitted on 18th May, 2018 No reference,</p> <p>No evidence for submission of Q4 report.</p> <p>By the assessment date, the submission schedule showed that report for the 4th quarter had not been submitted. However, still the budget performance report for 1st, 2nd and 3rd quarters were made rather late contravening PFMA Act which requires these submissions to be made within the month following end of the quarter.</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The LG had provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General's findings for the previous financial year 2016/2017 by end of February, 2018:</p> <p>(A) Internal Auditor General FY 2016/2017</p> <p>Number of queries raised 122, Number of queries cleared 32, Number of queries pending, 90</p> <p>(B) Office of the Auditor General FY 2016/2017</p> <p>Number of queries raised 8, Number of queries cleared 8, Number of queries pending None</p> <p>The letters containing information on implementation of Internal Auditor General or Auditor General 's findings for FY 2016/2017 were submitted on dates beyond the required date at end of February, 2018.</p> <p>Report dated 23rd March,2018 Ref CR/D/213/2 containing information on the status of implementation of Internal Auditor General findings was submitted to Internal Auditor General MoFPED on 26th March 2018 as per acknowledgement Stamp.</p> <p>Report dated 18th April, ,2018 Ref CR/D/251/3 containing information on the status of implementation of Auditor General findings was submitted to PS/ST on 20th April,2018 as per acknowledgement Stamp</p>	<p>No</p>
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The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.

Dokolo DLG obtained Unqualified Audit Opinion for FY 2017/2018

Yes

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>Dokolo District had in place a functional Physical Planning Committee appointed on 3rd August, 2016 by CAO through a letter ref. CR/153/. The membership included:</p> <table border="0"> <thead> <tr> <th>Name</th> <th>Position</th> <th>Role</th> </tr> </thead> <tbody> <tr> <td>office of CAO</td> <td>CAO</td> <td>Chairman</td> </tr> <tr> <td>Ms. S. Acheng</td> <td>D/Planner</td> <td>Secretary</td> </tr> <tr> <td>Mr T Okello</td> <td>D/Engineer</td> <td>Member</td> </tr> <tr> <td>Mr Eryatu D.</td> <td>Ag. D/Engineer</td> <td>Member</td> </tr> <tr> <td>Mr Omara C.</td> <td>DWO</td> <td>Member</td> </tr> <tr> <td>Dr Ojok Samuel</td> <td>DHO</td> <td>Member</td> </tr> <tr> <td>Ms Adodong Elizabeth</td> <td>T/C Dokolo</td> <td>TC Member</td> </tr> <tr> <td>Mr Epilla Rajab</td> <td>Natural Resources</td> <td>Officer Member</td> </tr> <tr> <td>Mr Okello Isaac</td> <td>Environ. Officer</td> <td>Member</td> </tr> <tr> <td>Mr Okaka G.</td> <td>Agric. Officer</td> <td>Member</td> </tr> </tbody> </table> <p>However, the committee was not fully constituted as it lacked:</p> <ol style="list-style-type: none"> A District surveyor. It was said that the District approved staff structure did not provide for it. A surveyor in private practice CDO was not officially appointed 	Name	Position	Role	office of CAO	CAO	Chairman	Ms. S. Acheng	D/Planner	Secretary	Mr T Okello	D/Engineer	Member	Mr Eryatu D.	Ag. D/Engineer	Member	Mr Omara C.	DWO	Member	Dr Ojok Samuel	DHO	Member	Ms Adodong Elizabeth	T/C Dokolo	TC Member	Mr Epilla Rajab	Natural Resources	Officer Member	Mr Okello Isaac	Environ. Officer	Member	Mr Okaka G.	Agric. Officer	Member	0
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<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>During FY 2017/18, the District Physical Planning Committee held three meetings as follows:</p> <p>19th September, 2017</p> <p>22nd November, 2017</p> <p>13th March, 2018</p> <p>The PA Team was informed that the District submitted copies of the minutes through the Zonal Land Office, Lango Sub-Region. But according to the submission schedule obtained from MoLHUD there was no single set of minutes received by the Ministry. No evidence that the LG submitted.</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"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The District Physical Planner confirmed that the District did not have a Physical Development Plan in place. For this reason the PA Team could not establish whether all infrastructure investments were consistent with the approved District Physical Development Plan.</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>The District Physical Planner confirmed that the District did prepare Action Area Plans during FY 217/18 for implementation.</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>The District budget conference was held on 27th November, 2017 chaired by Hon. Odongo, the LC V Chairman. Priorities in the AWP, shown on page 60 for the following: the education sector included provision of furniture to primary school, Teacher house construction, classroom construction, etc were all based on the outcomes of the budget conference and the following were highlighted:</p> <p>i) Expansion of the school infrastructure to accommodate high numbers of pupil enrolment in schools.</p> <p>Recruitment of more teachers to improve service delivery. This was discussed under Min.no.05-11/11/2017</p>	<p>2</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 the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>The capital investments in the approved Annual Work Plan for the current FY 2018/2019 are derived from the approved Five-Year Development Plan 2015/16-2019/20 on pages as shown below:</p> <table border="1"> <thead> <tr> <th>Sectors</th> <th>In AWP</th> <th>In 5 Yr. Dev. Plan</th> </tr> </thead> <tbody> <tr> <td>Health</td> <td>55-56</td> <td>23-24 (Vol.1)</td> </tr> <tr> <td>Education</td> <td>60-61</td> <td>32-34 (Vol. II)</td> </tr> <tr> <td>Water</td> <td>168-169</td> <td>44,46 (Vol.II)</td> </tr> </tbody> </table>	Sectors	In AWP	In 5 Yr. Dev. Plan	Health	55-56	23-24 (Vol.1)	Education	60-61	32-34 (Vol. II)	Water	168-169	44,46 (Vol.II)	<p>1</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>TPC meetings held on 29th May, 2018 discussed under Min.36/2017 all investments in the AWP as per LG Planning guidelines. An example of project profile were;</p> <ol style="list-style-type: none"> 1. Construction 5 placenta pits in 5 health facilities and 2. Construction of 2 twin staff house- one in Adok and Awlo HCII 3. Construction a modern maternity ward in Awelo HCII 4. Construction of a modern OPD at Adok and Awelo HCII 	<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>The LG Annual Statistical Abstract was endorsed Dokolo District Abstract 2016/17 was in place. It was endorsed by Hon. Odongo F. Dickens, LC V Chairman and Mr George W. Omuge, CAO.</p> <p>TPC discussed issues and used data therein to make decisions. For example in their meeting held on 23rd November, 2017 under Min. 85/2017 on the basis recommended schools to be considered for supply of more desks based on pupil-desk ratio as was established.</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>Infrastructure projects implemented by the LG in the previous FY 2017/2018 were derived from the Annual Work Plan and Budget approved by the LG Council reference pages:</p> <ol style="list-style-type: none"> Drilling and casting of boreholes was captured on page 97 of AWP as well as page 30 of budget estimates FY 2017/18 costing Shs.268,643,556 Construction of 3 classroom block at Bata Ebwol P/S was captured on pages 89 and 22 of AWP and budget respectively. Cost was Shs.79,835,068 Construction of a twin staff house at Abalang HCIII captured pages 87 and 18 of AWP and budget respectively, costing Shs.100,000,000 Low cost sealing of Acandyang-Otururao road captured on pages 93 and 27 of AWP and budget respectively- costing Shs.407,496,274 Construction of Adekenino sub- County office captured on pages 31 and 7 of AWP and budget respectively. Budgeted amount was Shs.150,000,000 	<p>2</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>18 investment projects out of 19 were implemented and completed in FY 2017/18. This was 95%</p> <p>The only project that was not completed was of construction of 1.6km Acandyang-Otururao road whose contract was awarded and signed on 14th June 2018. The delay was due to a number of procurement procedural. The project was given a grace period of 3 months up to 29th September, 2018</p>	2
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>The budget for infrastructure projects for FY 2017/18 was shs.1, 748,729,077 while actual implementation cost Shs.1,589,207,248. The variance was 9.2% of the original budget. Example of projects especially of high value included:</p> <ul style="list-style-type: none"> i) Drilling and casting of boreholes at various sites with a budget of Shs.268,643,556 ii) Routine mechanised maintenance of various roads budgeted at Shs.411,396,000 iii) Construction of Adeknino S/C office with budget of Shs.1150,000,000. The reason for non budget absorption was that that the low cost sealing of Acandyang-Otururao road was not completed because the contract was awarded June 14, 2018- two weeks before the end of FY 	2
<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 District total budget for O&M for FY 2017/18 was Shs.158,165,251 while the actual expenditure was Shs.141,079,949. This translated into 89.1%. However, district failed to provide O&M actual expenditures specific to infrastructures.</p>	0

Human Resource Management

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled all HoDs positions substantively: score 3 	<ul style="list-style-type: none"> • The District Staff Structure; ARC135/306/01 was approved under minute 28/03/2016 of the Main Council meeting held on 1st – 2nd December, 2016 and provides for 10 HoDs excluding the CAO. • The following positions were substantively filled; Finance (odada John appointed 15th June, 2015 as Directed by DSC Min.no.31/2015), Natural Resources (Epira Rajab appointed 5th December, 2016 as directed by DSC min.no.100/2016) and Health Services (Enyanga Richard appointed 20th December, 2013 as directed by DSC Min.no263/2013). • LG claimed the Planning position was substantively filled but PAT did not see evidence to that effect at the time of assessment. • The positions with officers in acting capacities were the District; Engineer, Education officer, Community Development officer, Production officer and Commercial officer. No reason was given for not filling the vacant positions. 	<p>0</p>
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>The HoDs were appraised by the CAO through signing of Performance Agreements or Plans with clearly set targets at the beginning of the FY 2017/2018, The Agreements signed 3rd July, 2018.</p> <p>The appraisal method was in conformity with Circular PMD80/80/01 dated 27th January, 2017 issued by MOPS.</p> <p>Performance reports were compiled at the closure of the FY which spelt out the results achieved as per the targets set in the Performance Agreement for instance; the Production Officer achieved 100% of the set target which was commendable performance awarded by CAO on 6th July, 2018.</p>	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>There LG wage bill did not change from that of FY 2016/17 and the LG recruited by Replacement as per the approved structure.</p> <p>13 positions were referred to the DSC and all were considered in various meetings for instance; Ms Mwima Rebecca who was ACAO was promoted to PAS as per new structure and was considered during the 99th DSC meeting held on 11th-12th July, 2017 under minute 54/2017.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>13 staff were submitted to the DSC for confirmation and all were considered in various meetings for instance; the 105th DSC meeting held on 25th January, 2018 under minute 32/2018 confirmed Omara Isaac as a Town Agent; minutes; 30/2018, 31/2018 (1) and 31/2018 (2) confirmed Palakak Bonny as HRO, Ayo Benard and Orumu Tom Tonny as Senior Accounts Assistants respectively.</p>	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>Prompt action was taken over disciplinary cases referred for instance; during the DSC 108th meeting held on 18th June, 2018 under minute 50/2018, the interdiction of the Town Clerk; Adong Elizabeth was lifted with immediate effect.</p> <p>The interdiction had been imposed to give way for a Special Audit into Council operations from complaints from the Business community.</p>	<p>1</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>The LG has and operates the IPSS and recruited staff by replacement accesses the payroll immediately. This was because they fit within the wage bill for instance Omara Isaac a Town Agent was appointed on 25th January, 2018 and appeared on the March Payroll, IPSS No. 000000001019021</p>	<p>3</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>The DLG prepared and submitted to MoPS, and MoFPED Pension and Gratuity estimates for FY 2017/2018 on 29th November, 2016 vide letter CR/D/2015/2 amounting to UGX 992,390,423.</p> <p>MoPS and MoFPED acknowledged receipt of the letters on 13th February, 2016. The retired staff did not access the pension payroll within the required period of two Months.</p>	<p>0</p>
<p>Revenue Mobilization</p>			

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> •• If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Total of OSR for FY 2016/2017 UGX 128,385,234 (exclusive of windfalls as there were no sale of assets or any other off revenue that accrued to the LG). The figure was off IFMIS which does not indicate page numbers.</p> <p>Total of OSR for FY 2017/2018 UGX 176,770,400 was extracted from the Draft Final Account generated by the IFMIS.</p> <p>Increase of Shs 48,385,234</p> <p>Percentage increase was 38%</p> <p>The increase in Own Source revenue was attributed to:</p> <p>Increased number of applicants for Land titles where each applicant was required to pay a fee of Shs 100,000</p> <p>Increased number of bidders for contracts where each bidder was required to pay a fee of Shs 100,000</p>	
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<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Total Local Revenue Planned/Budgeted for FY 2017/2018 was UGX 226,000,000</p> <p>Total Local Revenue collected during FY 2017/2018 UGX Shs 176, 770,400.</p> <p>Performance 78% There was a deficit of 22% Reasons for not achieving 100% were as follows;</p> <p>Prolonged drought that resulted into low crop yields and affected collection of tax from Agricultural produce.</p> <p>Political interference where the political leaders at sub county levels perceived collection of local revenue as a form of harassing their Voters.</p> <p>Narrow revenue base coupled with unrealistic budgeting for local revenue The District lacked robust revenue sources such as Cattle markets and fishing activities</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Local Revenue collections subjected to sharing with LLGs Shs 128,385,234 Assessment Team noted that there were no funds remitted to LLGs during the FY 2017/2018.</p> <p>The existing IFMS did not have a provision to cater for mandatory remittance to LLGs. This was a System problem which was being handled with MoFPED at the time of Performance Assessment.</p>	<p>0</p>

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Total expenditure on council allowances during FY 2017/2018 Shs 16,720,000 Percentage was 13% .</p> <p>The Council total expenditure exclusive of the unconditional grant of UGX 5,600,600 was UGX 16,720,000.</p> <p>The total collection for FY 2016/17 was UGX 128,385,234</p> $\frac{16,720,00}{128,385,234} = 13\%$	<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>Ms. Apok Colline Seagal has been the acting Senior Procurement Officer since 2012 when Mr. Okongo James the Senior Procurement Officer resigned.</p> <p>On 3rd January, 2018 through letter; CR/171/1, the CAO quoting Local Government Act, CAP 243, Section 64, 1-4 assigned additional responsibilities as Senior Procurement Officer to Ms Apok Colline Seagal.</p> <p>Through Internal Memo dated 20th August, 2018, to the CAO, Ms. Apok Colline Seagal on basis of her diligent service to the DLG and on attainment of Post Graduate qualification in Procurement and Supply Chain Management a requirement requested CAO to be promoted to the position of Senior Procurement Officer.</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>Evaluation Committees were established to evaluate bids received during the FY in subject. The Low cost sealing of Acandyang-Otururao 1.2km road was evaluated on 4th & 11th April, 2018 by members;</p> <p>? Okello Thomas Cordeos the Ag. DE, Dr. Ojok Samuel the DHO, Epila Rajab the DNRO and Egwadu Francis the SAA.</p> <p>? Two firms were evaluated; Ms Pehan Construction Ltd with UGX 407,496,274 and Ms. CME Enterprises Ltd with UGX 469,200,465.</p> <p>? The EC report dated 11th April, 2018 recommended Ms. Pehan Construction Ltd the least evaluated bidder to be awarded the contract by the Contracts Committee.</p> <p>? In its meeting held on 2nd May, 2018, the Contracts Committee upheld the recommendations of the EC and through minute CC/min/08/2017-2018/00057a awarded the contract to Ms. Pehan Construction Ltd.</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>In its meeting held on 2nd May, 2018, the Contracts Committee upheld the recommendations of the EC and through minute CC/min/08/2017-2018/00057 awarded the contract to Ms. Pehan Construction Ltd.</p>	<p>1</p>

<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 	<p>The FY 2018/19 Procurement and Disposal Plan incorporated all the infrastructure projects in the AWP for example; on page 3 of 11 of the Procurement and Disposal Plan; the construction of 2 classrooms block at Primary Schools; Akwang, Abalong Modern and Agwenya at a cost of UGX 70M each. The same project appears on page 65 of the AWP at UGX 210M for the three Schools.</p> <p>The FY 2017/18 Procurement and Disposal Plan contained all infrastructure projects that were reflected in the AWP of the same FY for example; the design of the Low cost sealing of 1.2km Acandyang-Otururao road and UGX 28M and the Low cost sealing of the same road at UGX 440M on page 5 of 9 of the Procurement and Disposal Plan. The project in incorporated on page 93 of the AWP at UGX 468M.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>All the investments had well prepared bid documents and the advertised tenders included Bid security e. g the New Vision Friday, November 3, 2017 advert DOK0575/PROC/2017-2018/00002 for Construction of Sub County Office at Adekrino Sub county , Procurement Ref. No. DOK0575/PROC/2017-2018/00005 had a Bid Security of UGX 1.5M</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>The contract register carried procurement subjects 1-33 for FY 2017/2018. All the procurements within the FY were clearly captured with details like; subject of procurement, Procurement Reference No., Method of Procurement, User Department, Name of Contractor, Contract price, Total payment and Procurement status.</p> <p>Examples procurements;</p> <ul style="list-style-type: none"> • Supply of 2700kg of maize seeds Longe-5 to Kwera Sub county as item No. 28 • Supply of 280 bags of cassava cutting Nase 14 or Narocase 1 to Bata Sub county and 240 bags to Obwalongwen • Low cost sealing of Acandyang-Otururao 1.2km road. 	<p>2</p>
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<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 to PPDA stipulated thresholds in all its procurements, for examples;</p> <ul style="list-style-type: none"> • Drilling and installation of 9 deep boreholes; DOK0575/PROC/2017-2018/0002 at a cost of UGX 155,636,100. Thresholds call for Open Domestic Bidding which was advertised in the New Vision, Friday, November 3, 2017. • The Low Cost Sealing of Acandyanga-Otururao 1.2km road; DOK0575/WRKS/2017-2018/00007 at UGX 407,490,274 required Open Domestic Bidding and was advertised on page 38 of the March 6, 2018 Daily Monitor. • Supply of three motorcycles; DOK0575/SUPLS/2017-2018/00001 at UGX 35,754,000 was advertised on page 38 of the March 6 2018 Daily Monitor. • The Supply of 1 Laptop Computer at UGX 2,967,057 was procured through Selective Bidding and the Supply was from the District Pre-qualified List of FY 2017/18 suppliers, • The supply of 2700kg of maize seeds Longe-5 to Kwera Sub County was procured by Selective bidding from the FY 2017/18 District Pre-qualified suppliers. 	<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>The LG has certified and provided detailed project information on all investments example. Projects included;</p> <ol style="list-style-type: none"> 1. Drilling of 6 boreholes in different sub-Counties by Galaxy Agrotech (U) Ltd was certified and issued a completion certificate dated 22nd June, 2018. 2. Rehabilitation of 7 boreholes by Ildo Holdings (U) was certified and issued a completion certificate on 20th February, 2018 	<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>PAT did not see evidence of labelling works projects for the FY 2018/19.</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 	<p>The LG made monthly reconciliations and were up-to-date for the Treasury Single Account No 005750528000000</p> <p>The reconciliation Statements were system generated on IFMS. They were printed out and authenticated by the CAO and the super user Accountant. This related to Treasury Single Account maintained by Bank of Uganda</p> <p>However, the Performance Assessment Team (PAT) was not availed with documentary evidence pertaining to other bank Accounts such as the General Fund account 01473500701860. In the Circumstances PAT was unable to establish whether the General Fund and other project accounts maintained with DFCU Bank Dokolo Branch were reconciled to date at the time of this Performance Assessment.</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 <ul style="list-style-type: none"> – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>The LG made timely payment of supplies during the FY2017/2018 as enumerated below:</p> <ul style="list-style-type: none"> • Voucher No 4/02 amount Shs 35,000,000 paid to Ilodo Holding ULtd for rehabilitation of 7 boreholes. • The Claim was made by the Contractor on 24th January, 2018 and payment effected on 20th February, 2018. • Voucher No HRA/25/06/18-07 amount Shs 41,769,737 paid to Ms. Mamelih Investment Ltd Investment Ltd for construction of Twin Staff House and 2stance VIP Latrine at Abalang Health Centre 11 	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG had a substantive Senior Internal Auditor in the names of Alfred Ongom as per appointment. Letter dated 17th September, 2015. Ref CR//156/2</p>	<p>1</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Quarterly Internal Audit Reports for FY 2017/2018 were produced as follows::</p> <p>First quarter report Ref. No. CRD/D/251/2 produced on 4th December, 2017</p> <p>Second quarter report Ref. No. CRD/D/251/2 produced on 29th April, 2018</p> <p>Third quarter report Ref. No. CRD/D/251/2 produced on 27th June, 2018</p> <p>Fourth quarter report Ref. No. CRD/D/251 produced on 28th August, 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>	<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>PAC on Internal Audit Queries raised during FY 2017/2018:</p> <p>Number of queries raised 259</p> <p>Number of queries cleared None</p> <p>Number of queries pending 259</p> <p>LGPAC did not review Quarterly Internal Audit Reports FY 2017/3016</p> <p>The term of office of LGPAC had expired in August 2018 and when a new LGPAC assumed Office in October, 2018 it had to undergo training and by the Assessment time, no duties had been conducted in line with reviewing the Internal audit reports.</p>	<p>0</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>• 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>	<p>The Internal Audit reports for FY 2017/18 were submitted to the Accounting Officer for onward transmission to LG PAC on the following dates;</p> <p>1st quarter report on 7th December, 2017</p> <p>2nd quarter report on 4th April, 2018</p> <p>3rd quarter report on 27th June, 2017</p> <p>4th quarter report on 29th August, 2017</p> <p>There was no documentary evidence that the Accounting Officer and LGPAC had reviewed the Internal Audit reports FY 2017/2018</p> <p>Reason advanced by the Clerk to Council was that the LGPAC was not Duly Constituted during the period from August 2017, to October, 2017 After inauguration of the new LGPAC only the Special Audit Report for Dokolo Town Council was reviewed.</p>	<p>0</p>

<p>The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The LG maintained an up-to-date Assets Register on IFMS comprising three sections of Land, heavy equipment other ordinary equipment The printed out Assets Register was availed to Performance Assessment Team for verification</p> <p>Land and Buildings appeared on unnumbered Pages , Vehicles and Heavy Plant on unnumbered Furniture and Equipment Folios1-7</p>	<p>4</p>															
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Dokolo DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>4</p>															
<p>Governance, oversight, transparency and accountability</p>																		
<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>The LG Council met and discusses service delivery related issues as provided in the minutes below:</p> <table border="1" data-bbox="794 1406 1401 1854"> <thead> <tr> <th>Date</th> <th>Minute</th> <th>Issues</th> </tr> </thead> <tbody> <tr> <td>19&20/10/17</td> <td>49/06/2017</td> <td>Reports of standing committees</td> </tr> <tr> <td>13&14/12/17</td> <td>58/07/2017</td> <td>Reports of standing committees</td> </tr> <tr> <td>30&31/03/17</td> <td>5/1/2018</td> <td>Laying of draft budget FY2018/19</td> </tr> <tr> <td>30&31/05/18</td> <td>38/05/18</td> <td>Presentation of committee reports on budget for FY 2018/19</td> </tr> </tbody> </table>	Date	Minute	Issues	19&20/10/17	49/06/2017	Reports of standing committees	13&14/12/17	58/07/2017	Reports of standing committees	30&31/03/17	5/1/2018	Laying of draft budget FY2018/19	30&31/05/18	38/05/18	Presentation of committee reports on budget for FY 2018/19	<p>2</p>
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<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>Mr Musafiri A. Suwed was designated to be in-charge of accountability platform through letter ref. CR/153/2 dated 28th July, 2017.</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>There was a suggestion box at the front of the main office block where aggrieved parties may deposit letters of grievance. The designated person uses the community mobilisation meetings to address the citizens and he makes a report for the CAO. A report to the effect was made and forwarded to CAO through a letter ref. CR/D/210/7 dated 16th May, 2018.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>Both the Staff Payroll and Pensioners schedule for FY 2017/18 were displayed on the notice board at the entrance of main office. However, these were not dated as to when they were posted.</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>Contracts awarded were displayed on the Notice Board. It was dated 20th August, 2017. However, the procurement plan was not displayed. The reason given by the office was that previous instructions given to them was to display for 20 days only and thereafter after have the plan removed.</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 District communication officer informed the PA Team that the previous results were published through the press but there was no physical evidence say by a report, to the effect.</p> <p>It was further confirmed that the Likewise, the District website had been disconnected.</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was no evidence to establish that the District communicated and explained guidelines, circulars and policies issued by the National level to the LLGs during FY 2017/18.</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>The District communication officer claimed that barazas and community meetings were conducted during FY 2017/18, but could not provide evidence say in form of reports, to prove this case.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>There was no 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</p>	<p>0</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>2- Planned activities for current financial FY as follows;</p> <ul style="list-style-type: none"> • Gender based Violence Ordinance passed by Council (Page 181 of the 2018/19 District Work Plan. • 25 youth groups to be supported with IGA (Page 182 W/Plan 2018/19, District Work Plan • 2017/18 expenditure, more than 90% spent according to Community based Work Plan 2017/2018:- ? CBS, 20th November, 2017, white canes purchased at UGX 1,300,000 ? CBS, 01st December, 2017, Support PWD groups IGP groups at UGX 3,640, 000 ? CBSWC, 12th February, 2018 monitoring of women activities at UGX 286,206 ? CBS, 18th September, 2017 facilitate women council meeting UGX 630,000/- ? CBS awareness creation on child protection, food nutrition UGX 312,750/- ? CBS, 12th and 22nd November, 2017 at UGX 740,000/- follow up of children in detention 	<p>2</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>Environmental screening was done for 8 deep borehole projects at Acokadona, Adwongwor, Apewotneki Primary School, Barayom Ocekikot, Olarobwol, Oringopola and Teleleca done on 7th August, 2017 and Project ESMP of construction of a twin house at Abalang HC II.</p> <p>Environment Compliance Certificate for construction of a twin house at Abalang HC II was in place, and</p>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There was evidence of integration of Environment and Social Management and Health and safety plans in the contract bid documents:-</p> <ul style="list-style-type: none"> • Completion of Natural Resources building at Dist HQs • Construction of S/C at Adeknino • Construction of House at Abalang • Drilling of eight Boreholes • Construction of classroom block at Bata-Ebwol Primary School. 	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>5 Land Titles for the following was seen:-</p> <ul style="list-style-type: none"> ? Dokolo DLG Government Plot 36, Block 4 Awinyipany acquired on 29th April, 2011 ? Dokolo Town Plot 37&38, Block 4 Akaidebo ? Kangai Sub County Block Plot 34, Block 4 Adila ? Adok Sub County Block 2, Plot 48 Odeo ? Dokolo Sub County, Plot 45 Dokolo Block Akworatora <p>Land District Board minutes of 03rd December, 2016 Land application for 19 schools for titles.</p>	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>Projects below were implemented but the environmental and social mitigation forms were not filled by the environmental officer.</p> <ol style="list-style-type: none"> 1) Amari-Otoro community access road 2) Barekaju- Inget Community access road 3) Ageni Tree Nursery Project 4) Office Block at Adekino sub-county HQs 5) Production and Natural Resource Block at District HQs 6) Acogodano B Tree Nursery Project 	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>All the sampled had Contract Payments Certificates;</p> <ul style="list-style-type: none"> • Completed construction of 3 classroom block with an office at Alapata Primary School • Completion of completed twin staff house Abalang HC II. • Drilling, installation, casting and hand pump testing of 8 deep boreholes at Acogodano, Adwoogor, Apewotneki Primary School, Barayon, Ocekikot, Olarobwol, Oringopalala and Telela, all had reports, completed checklists with deviations observed. 	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>The monthly reports from the CDO and Environment Officer contained completed checklists, pictures for any deviations and corrective actions taken for example the supervision report for drilling, installation, casting and hand pump testing dated 22nd November, 2017</p>	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>LG budget for a Head Teacher and a minimum of 7 teachers per school. Budgeted wage for FY 2018/19 was Ug.Shs.5,001,234,883 IPFs. Actual wage bill according to staff list was Ug.Shs.4,819,948. This indicates a consumption rate of 96.7% giving unutilized amount of Ug.Shs.182,105,935.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>Dokolo LG deployed a Head Teacher and minimum of 7 teachers per school for the current FY per the sampled primary schools;</p> <ol style="list-style-type: none"> Angwecibange P/S had 1 Head Teacher and 22 teachers Adwoki P/S had a Head Teacher and 10 teachers Amwoma P/S had a Head Teacher and 14 teachers Awiri P/S had a Head Teacher and 14 teachers <p>Atapu had a Head Teacher and 13 teachers</p>	4

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The LG had not filled the structure for primary teacher because of restriction on wage bill. Of the the total 1118 teachers on the district structure, only 744 position of primary school teachers are filled. Up to 374 positions of primary school teachers are vacant. It should be noted that there was a surplus wage bill provision of Ug.Shs.182,105,935 enough for 29 teachers, if the LG desired to recruit more teacher.</p>	<p>0</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>There were 3 positions of Inspector of Schools approved in the structure. 2 positions are substantively filled as follows;</p> <ol style="list-style-type: none"> 1. Aryatu David- Senior Inspector of Schools appointed on 1st May, 2015 on letter Ref.CR/D/156/2 under minute no.24/2015 2. Okello Denis Livingstone- Inspector of Schools appointed on 1st November, 2016 on letter Ref.CR/159/1 under minute no.64/2016 <p>The budgeted wage bill for FY 2018/19 was Shs.99,554,000. The actual wage bill was Shs.54,878,448 per year, leaving a surplus of Shs.44,675,552. This wage bill is enough to recruit 9 more staff in the department. However, this was done and no evidence that attempts were being made to fill the vacant position.</p>	<p>0</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>The LG Education department prepared and submitted a recruitment plan to HRM to fill positions of Primary School Teachers in FY 2018/19, vide letter referenced CR/305/4 and dated 1st July, 2018.</p>	<p>2</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>The LG Education department prepared and submitted a recruitment plan to HRM to fill position of School Inspector in FY 2018/19, vide letter referenced CR/305/4 and dated 1st July, 2018.</p>	<p>2</p>
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Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>The LG appraised the two Inspector of Schools as follows;</p> <ol style="list-style-type: none"> 1. Eryatu David was appraised on 28th July, 2018 2. Okello Denis was appraised on 2nd July, 2018 	<p>3</p>
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<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>The Education Department appraised all Head Teachers in the samples schools as follows;</p> <ol style="list-style-type: none"> 1. Okello Calvine of Atabu P/S appraised on 12th February, 2018 2. Okabo-Opio Concs of Ongwecibange P/S was appraised on 15th February, 2018 3. Ocen Peter of Omoma P/S was appraised on 12th December, 2017 4. Emwako Jimmy Ray of Awiri P/S was appraised on 12th December, 2017 5. Okabo Odur Willie of Adwoki P/S was appraised 23rd December, 2017 <p>This was 100% appraisal rate</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 	<p>The PAT saw some communications, guidelines and circulars received from the the national office including;</p> <ol style="list-style-type: none"> 1. National Action Plan for child well-being received 11th May, 2018 2. Guidelines on utilization of funds allocated to DEOs and MEOs in FY 2014/15 received on 19th July, 2018 3. Enforcing closure of illegal schools received 6th April, 2018 4. Feeding and nutrition guidelines intervention policy received 12th February, 2018 <p>PAT did not see the following at the LG much as they were communicated by MoES</p> <ol style="list-style-type: none"> 1. Circular on MDD April 2018 2. Circular on early opening and opening of schools 3. Circular on “Stop Malaria” <p>There were no evidence that the department was communicating such circulars to head teachers as per statutory requirements</p>	<p>0</p>

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>Meetings were held as follows;</p> <ol style="list-style-type: none"> 1. Stakeholders meeting to discuss education issues and guidelines; held on 3rd July, 2018 2. Release of P7 set II mock exams held on 9th August, 2018 3. General meeting for Term III 2017 held on 14th September, 2017 	<p>2</p>
<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>There was a total of 78 government aided primary and 8 licensed private primary schools. Five government primary schools were sampled for this purpose. Sampled schools visited had inspection reports as follows;</p> <ol style="list-style-type: none"> 1. Adwoki P/S had inspection reports on the dates; 4th May, 2017, 2nd May, 2017, 25th April, 2017, 6th July, 2018, 4th July, 2018 2. Angwecibange P/S had inspection reports dated; 2nd May, 2017, 5th May, 2017, 9th July, 2018, 2nd August, 2018, 4th July, 2018, 17th April, 2018, 23rd March, 2018, 3rd April, 2018, 15th February, 2018, 14th February, 2018, 12th February, 2018, e.t.c 3. Amwoma P/S inspection report dated; 9th July, 2018, 2nd August, 2018, 25th August, 2018 4. Etapu P/S has inspection reports dated; 20th April, 2018, 9th July, 2018 5. No inspection reports were seen at Awili P/S <p>There was a general report submitted to DES containing a sentence about inspection of private and community schools. No stand alone inspection report of licensed private school was seen at time of assessment.</p> <p>The percentage for inspection stood at $59/78 \times 100 = 75\%$</p>	<p>6</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>Discussion of inspection reports was regularly done by the department for instance: on 6th July, 2018 under minute no.6/1/2018, term II inspection report was discussed. Some of the issues discussed included the following;</p> <ol style="list-style-type: none"> 1. Inadequate desks in some schools while other schools had more than they needed. 2. Absenteeism of some teachers 3. Corporal punishment in schools 4. E.t.c 	<p>4</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>Third term Inspection report submission acknowledgement dated 6th March, 2018 as well as report submitted 10th August, 2018. It should be noted, however that the DES submission roster received from Kyambogo indicated that the LG did not submit this information.</p>	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>This was done as evidenced from meeting held 6th July, 2018 under Min.no.6/1/2018- discussed strategies to improve performance of primary schools within the jurisdiction of the LG.</p>	<p>4</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>Submission of accurate/consistent data to the relevant authorities;</p> <ol style="list-style-type: none"> 1. AT did not see evidence of submission of EMIS reports because the district Planner was not available to provide this information. 2. AT did not see evidence of submission- PBS because the district Planner was not available to provide this information <p>However, data picked from MoES under EMIS had 78 government, community as well as private schools. This figure could not be compared with the list at LG because the District planner was not available to provide this information</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>Enrolment data received from MoES was 57,119 pupils. This figure could not be cross-checked with the list at LG because the Super user was not available to provide this information</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>The Council Committee responsible for education held on 19th to 20th October, 2017 under minute no.9/01/2018(B) discussed the following;</p> <ol style="list-style-type: none"> 1. School hygiene and toilet facilities 2. School feeding 3. Discuss plans to buy printer for schools and locate same in DEO office 4. Supervision of Head Teacher by Senior Assistant CAOs 5. Schools without functioning management committees <p>Meeting held 21st to 22nd, February, 2018 under minute no.9/01/2018(B) discussed- hygiene in schools, inspection reports for previous terms</p> <p>Other meetings on 3rd- 4th October, 2017 under min.no.4/01/2017(B)</p>	<p>2</p>
<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>Council Committee responsible for education held 22nd- 23rd May, 2018 to discuss draft budget for education for FY 2018/19, under minute no.11/02/2018(B). Budget was referred to Council for approval 30th - 31st May, 2018</p> <p>Other issues discussed and referred to Council included;</p> <ol style="list-style-type: none"> 1. Schools with excess desks 2. Enforcement of education ordinance 2011 3. The five community schools should be coded 4. Schools should expedite formation of SMCs <p>Train 10 associate assessors to boost school inspection</p>	<p>2</p>

<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>Sampled primary schools had functioning SMCs as evidenced from meetings;</p> <ol style="list-style-type: none"> 1. Angwecibange P/S held meetings to; approve budget on 1/3/2018, Joint SMC&PTA meeting on 10/10/2017 under minute no.5/01-03.2018 2. Amwoma P/S SMC minutes on; 1st march, 2018 under minute no.6/01-03.2018 to approve budget, meeting on 21st September, 2017 under MIN4/21/09/2017 3. Etapu P/S SMC minutes dated; 30th July, 2018, 5th June, 2017, 11th July, 2018, 12th February- under Min.3/7/2018, 2018 under M/5/2018, 30th April, 2018. 4. Adwoki P/S SMC minutes dated; 15th March, 2018, 27th July, 2018. No minutes seen for 2017. 5. Awiri P/S SMC minutes dated; 24th July, 2018, 22nd May, 2017, 10th May, 2017, 14th March, 2018 <p>Minutes are photocopied and submitted to DEOs Office for filing.</p>	<p>5</p>
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>Schools receiving non-wage recurrent grants are publicized on the education department notice board nor stamped, but were on a head paper of the LG. The publications were not dated. However, the notice board was placed inside the premises of the department, which might limit access to the public.</p>	<p>3</p>
<p>Procurement and contract management</p>			

<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>Education sector submitted procurement in put to the Procurement Unit on letter dated 26th April, 2018</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>There was evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment as enumerated below</p> <p>Voucher No 12/06 dated 14th June, 2018 amount 36,244, 212 paid to FM general Supplies U Ltd for Construction of 2 class room Block and Office at Bata Ebwol Primary School. Claim made on 29th May,2018 and payment t effected on 14th June,2018.</p> <p>Voucher No ED 74/06/18 dated 19th June 2018 amount 10,572,800 paid to Robling Enterprises Ltd .</p>	<p>3</p>

<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • 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>Q1 report was prepared 4th October, 2017</p> <p>Q2 report was prepared 8th January, 2018</p> <p>Q3 and Q4 reports were not seen at time of assessment.</p> <p>The evidence of submission to the planning unit was not provided at time of the assessment.</p>	<p>0</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query <p>score 4</p> o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>The Sector had no Audit Queries in FY 2016/2017</p>	<p>4</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.: <p>Score 2</p>	<p>No evidence seen at time of assessment</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: <p>score 2</p>	<p>No evidence seen at time of assessment</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>SMC met guidelines on gender composition as evidenced from the sampled primary schools as follows;</p> <ol style="list-style-type: none"> Adwok P/S SMC had 3 women out of 6 Amwoma P/S had two women on committee Angecibange P/S had 2 women on committee Etapu P/S had Awiri P/S had 2 women on committee 	<p>1</p>

<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>Guidelines on environmental management were disseminated 15th June, 2018 and complied with as follows;</p> <ol style="list-style-type: none"> Screening Impacts review Monitoring <p>It should be noted that note that the screen, impacts review as well as monitoring are all appearing in one report with a common date of 15th June, 2018.</p> <p>For construction of classroom block at Alapata P/S and Bataebwol. Report was dated 15th June, 2018 and dated 22nd June, 2018 and was signed by the Environment Officer.</p>	<p>1</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>For construction of classroom block at Alapata P/S and Bataebwol. Report was dated 15th June, 2018 and dated 22nd June, 2018</p>	<p>1</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>There was evidence that the Environment Officer and the Community Development Officer visited the sites and verified that the mitigation measures plans were complied with for instance the construction of classroom block at Alapata P/S and Bataebwol. The site inspection report was dated 15th June, 2018 and dated 22nd June, 2018. However, it was noted that the screening, monitoring and visits by the CDO are all lumped in one report with a common date of 15th June, 2018.</p>	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>PHC wage allocation for the district FY 18/19 is 1,503,311,540/ =</p> <p>PHC wage for health workers in post for FY 18/19 is 1,444,218,180/ =</p> <p>%wage provision (posts filled for primary health care workers with a wage bill provision) = 96%</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>Recruitment plan for health workers was submitted by DHO to CAO and was received on the same day of 2nd December 2017.</p> <p>Reference HEA/152/3</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>All health facilities in-charges were appraised in the financial year 2017/2018. Examples on file were:</p> <ul style="list-style-type: none"> • In-charge Dokolo HC IV Dr. Okello Patrick appraised on 18th July 2018. Appraiser’s comment “Very good work” • In-charge Agwata HC III, Okello Tom appraised on 23rd July 2018. Appraiser’s comment “Improve on weal areas” • In-charge Amwoma HC II, Abeja Eunice appraised on 20th July 2018. Appraiser’s comment “keep it up” • In-charge Awiri HCII, Awino Anna appraised on 23rd July 2018. Appraiser’s comment “Good work exhibited” • In-charge Atabu HC II Atim Gillian appraised on 4th August 2018. Appraiser’s comment “Keep it up) 	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>The LG allocated health workers in line with lists submitted with the budget for FY 2018/2019 in PBS system.</p> <p>We sampled the following facilities:</p> <ul style="list-style-type: none"> • Dokolo HC IV • Agwata HC III • Amwona HC II • Awiri HC II • Atabu HC II <p>At each facility, the staff list matched with the deployment list at DHO’s office.</p>	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>The following examples of guidelines, policies, circulars issued by the national level in the previous FY to health facilities were seen at DHO's office and had been communicated health facilities as per DHO un referenced circular entitled "Health policies and guidelines. This was written on 28th June 2018 and in charges were invited to pick the guidelines.</p> <ul style="list-style-type: none"> Vaccine accountability circular issued on 17th May 2018 HIV Syphilis DUO circular issued on 9th May 2018 Withdraw of Hepatitis B vaccine issued on 3rd April 2018 IPT guidelines in pregnancy issued on 26th March 2018 <p>To confirm that the above guidelines were received, the following facilities were visited and guidelines were present at each of them:</p> <ul style="list-style-type: none"> Dokolo HC IV Agwata HC III Amwona HC II Awiri HC II Atabu HC II 	<p>3</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<ul style="list-style-type: none"> DHMT quarterly meeting report and Quarterly DHT/HSD supervision reports do not show any evidence that circulars from Ministry of health were explained to health facility in charges. There was no evidence at the visited health facilities that issued guidelines were discussed at any fora. 	<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>Dokolo has 1 HC IV and no hospital.</p> <p>Support supervision reports to the HC IV for the four quarters are present with clear action points on gaps identified during the support supervision.</p> <p>Reports were submitted on the following dates.</p> <p>Quarter 1: 12th October 2017</p> <p>Quarter2: 22nd December 2017</p> <p>Quarter3: 20th April 2018</p> <p>Quarter4: 11th July 2018</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>Quarterly HSD Support supervision reports indicate that 4 supervision visits were conducted as follows:</p> <p>Quarter 1: 18th -20th September 2017.</p> <p>Quarter 2: 30th - October-3rd November 2017</p> <p>Quarter 3: 25th-27th April 2018</p> <p>Quarter 4: 14th-18th August 2018</p> <p>Through health facility visit, we established that all had been visited within the previous financial year. The following facilities were sampled during this exercise.</p> <ul style="list-style-type: none"> • Dokolo HC IV • Agwata HC III • Amwona HC II • Awiri HC II • Atabu HC II 	<p>3</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<ul style="list-style-type: none"> The DLG prepared four Quarterly support supervision visits. All the 4 supervisions were conducted, evidenced by presence of supervision reports and supervision comments in the health facility supervision books. <p>There was evidence that Quarters 1-3 supervision reports were discussed during DHMT meetings on 2nd November 2017 for quarter 1, 8th February 2018 for quarter 2, and 16th May 2018 for quarter 3 respectively. However, Quarter 4 supervision report was not discussed and there was no evidence that the 4th DHMT quarterly meeting was held. DHO reported financial constraints to have hindered DHT to convene the meeting.</p> <p>Therefore, not ALL quarterly reports have been discussed.</p>	<p>0</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<ul style="list-style-type: none"> There was evidence that supervision report findings have been acted upon. For example, Quarter 2 supervision visit conducted from 30th October to 3rd November indicated that health worker absenteeism was a major problem. This finding was discussed in the Quarter 2 DHMT meeting held on 8th February 2018 and was followed up during Quarter 3 support supervision visit which was conducted from 25th-27th April 2018. Therefore, there was evidence of follow up of action points. 	<p>6</p>

<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Dokolo DLG has 17 health facilities that benefit from PHC</p> <p>July HMIS reports were submitted between 1 - 8th August, 2018. Reports were entered into DHIS2 system for health reporting. All facilities benefitting from PHC (17) reported in DHIS2.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>Three Social services committee reports were presented and all had health related issues discussed. Social services committee did not sit in Quarter 1 citing lack of funds.</p> <ul style="list-style-type: none"> 3rd -4th 2017, Minute 4/1/2017a Operational health issues were discussed 21st-22nd February 2018. Minute 8/2018a, Operational health issues discussed 22nd-23rd May 201, Minute 6/52018a, Health budget passed by social services committee 	<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>On 30th May, 2018 Health budget was passed by the social services committee and on 31st May, 2018, Secretary for health presented health budget to council and the budget was passed on the same day of 31st May 2018.</p>	<p>2</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>The following facilities held HUMC meeting in 4th quarter and discussed operational issues at health facilities as well as discussing health facility budget related issues as indicated below:</p> <ul style="list-style-type: none"> • Dokolo HC IV-11th April 2018 • Agwata HC III 12th April 2018 • Awiri HC II 19th April 2018 • Atabu HC II 16th May 2018 <p>However, there was no evidence that Amwoma HC II held HUMC meetings as the assessment team could not access the meeting minutes or HUMC members' attendance list to that effect. The facility Incharge could not be reached to provide the evidence and none of the staff around could trace any information that would serve as evidence for HUMC meetings.</p> <p>Therefore, in 4/5 (80%) of the facilities, there is evidence that HUMC sat to discuss health facility business.</p>	<p>4</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non- wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>A list of PHC recurrent non-wage beneficiaries was displayed at the district health notice-board, signed and stamped by DHO on 15th June 2018.</p>	<p>4</p>
<p>Procurement and contract management</p>			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> 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 procurement plan for health department was submitted on 15/5/2018, later than the recommended deadline of 30th April</p>	<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>The procurement request form for last FY 2017/18 was submitted on time (29th August 2017) before the deadline of end of first quarter. No reference</p> <p>The procurement request form for health department for the FY 2018/19 was submitted on 11th July 2018 ahead of the deadline of September 2018.</p>	<p>2</p>

The LG Health department has certified and initiated payment for supplies on time

Maximum 4 for this performance measure

- Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.

The following projects were executed and DHO certified and recommended payments to contractors in FY 17/18.

- Construction of 2 stance pit latrine at Kachung HC II

Request for payment submitted On 22nd February 2018, certificate prepared on 22nd February 2018 and payment made on 7th March 2018 as per voucher no Voucher number 17312552

- Construction of twin staff house at Abalang HC II.

Request for payment submitted On 6th June 2018, certificate prepared on 11th June 2018 and payment made on 25th June 2018 as per voucher no Voucher number 18389110

- Completion of placenta pit at Kachung HC II

Request for payment submitted On 18th June 2018, certificate prepared on 19th June 2018 and payment made on 22nd June 2018 as per Voucher number HEA/25/06/18/04

The LG Health department had certified and initiated payment for suppliers on time .

Financial management and reporting

The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit

Maximum 4 for this performance measure

- 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

The department submitted the annual performance report for the previous FY 2017/2018 on 24th August 2018 (Late submission)

Submission of quarterly reports to Planner during FY 2017/2018:

The deadlines for submitting quarterly reports is by 7th of the month following the quarter under review.

Submission of quarterly reports to Planner during FY 2017/2018 was as follows (Information source PBS system):

- 1st Qtr on 20th December, 2017. deadline was 7th October 2017 hence late submission
- 2nd Qtr on 16th March, 2018, deadline was 7th January 2018 hence late submission
- 3rd Qtr on 17th May, 2018 deadline was 7th April 2018 hence late submission
- 4th Qtr on 24th August, 2018, deadline was 7th July 2018 hence late submission

There was evidence of submission of quarterly performance reports as well as annual performance report for health. All information was picked from the PBS system. All the 4 quarter reports and the annual performance report were submitted late, beyond the recommended deadlines as indicated above. The reason for this was that the Chief Finance officer had not provided reconciled financial performance for the health sector by the time reporting was required to be made (7th of the month following a quarter under review)

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>Appropriate action was taken on queries raised by the Internal Auditor during FY 2016/2017 since the only single query for health department was responded to by DHO.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 <p>% women: score 2</p>	<p>Not all the following sampled health facilities had the required 30% and above of female composition on HUMC:</p> <p>Dokolo HC IV 3/9=33%</p> <p>Agwata HC III 2/7 =29%</p> <p>Amwoma HC II 2/5 =40%</p> <p>Atabu HC II 2/5 =40%</p> <p>Awiri HC II 3/5 =60%</p>	<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. 	<p>No evidence that the LGs issued guidelines on how to manage sanitation in the health facilities</p>	<p>0</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>The environmental officer submitted a screening report for Construction of a twin staff house at Abalang HC II, UN REFERENCED but dated 24th October 2017 for FY 2017/2018</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>The environmental and community development officer conducted a supervision of the sites that were being constructed. The supervision was conducted between 23rd-25th May 2018 and submitted report to CAO on 14th June 2018.</p> <p>The report indicated that the following sites were supervised:</p> <ol style="list-style-type: none"> 1. Construction of a twin staff house at Abalang HC II. 2. Construction of a placenta pi at Kachung HC II. 3. Construction of a 2 stance VIP pit latrine at Kachung HC II with two bath shelters. <p>Therefore, there was evidence to prove that the EO and DCDO conducted site visits to check whether mitigation plans are complied with.</p>	<p>2</p>

<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>On 14th July 2017, the DHO issued guidance entitled GUIDELINES ON WASTE MANAGEMENT to health facilities (Reference HEA/208/1). The guidance was received by health facilities as verified during health unit visits to the following health facilities. In addition, each of the health facilities received a copy of health care waste management version 2009/2010</p> <ul style="list-style-type: none"> • Dokolo HC IV • Agwata HC III • Amwona HC II • Awiri HC II • Atabu HC II <p>Therefore, there is evidence that all the 5 sampled health facilities in Dokolo district have medical waste management guidelines.</p>	<p>4</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub- counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>The DWO targeted allocations to sub-counties with safe water coverage below the district average of 86%. There were 4 sub counties which were below average and all were targeted equivalent to 100% allocation hence the score of 10 points.</p> <p>The targeted sub Counties were;</p> <ul style="list-style-type: none"> • Adok sub County with a coverage of 77% -Drilling and installation of 6 boreholes. • Dokolo T/C with coverage of 72% - Drilling and installation of borehole in Olelpek cell. • Adeknono sub County with a coverage of 74% – Drilling and installation borehole in Alwar village. • Kwera sub County with a coverage of 80% –Drilling and installation of borehole in Adari A village. <p>The planned development budget for the water sector for FY: 2018/19 was Ugx.249,214,828 from the approved work plan and budget 2018/19 page 3 of 3.</p>	10

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

There was evidence that the district Water department implemented all the budgeted water projects in all the targeted sub-Counties with safe water coverage below the District average and they included;

In Adok sub County Olarobwol borehole was constructed at a cost of Shs.19,712,119

In Adeknino sub county Telela borehole was constructed at a cost Shs.19,712,119 and Owor borehole was constructed at a cost of Shs.19,712,119

In Amwoma sub County Orongopala borehole was constructed at a cost of Ugx. 19,712,119

In Kagai sub county Acocodano and Ocekikot B boreholes were constructed each at a cost of Ugx. 19,712,119

In Okwalongwen sub County Alangobilowelo and Adwongogowor boreholes were constructed each at a cost of Ugx.19,712,119 and In Okwongodul sub County Barayom borehole was constructed at a cost of Ugx.19.712,119.

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>There was no evidence that the district Water department had monitored each of WSS facilities at least annually.</p> <p>The only available evidence at the time of the assessment was the quarterly reports for FY 2017/18. However they did not give information of the monitored WSS facilities.</p> <p>Quarterly statements seen as follows;</p> <p>Quarter 1 report submitted on 7th October, 2017</p> <p>Quarter 2 report submitted on 22nd January, 2018</p> <p>Quarter 3 report submitted on 5th April, 2018</p> <p>Quarter 4 report submitted on 9th July, 2018</p>	<p>0</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>There was evidence that the LG had submitted to the Permanent Secretary Ministry of Water and Environment consistent data reports on the following dates;</p> <ul style="list-style-type: none"> • 7th October, 2017, • 22nd January, 2018, • 5th April, /2018, • 9th July, 201 8 	<p>5</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>Water WSS facilities which found to be consistent in both sector MIS reports and PBS were; Olarobwol borehole, Telela borehole, Owor borehole, Oringopala borehole, Acogodano borehole, Ocekikot B borehole, Alangobilowelo borehole, Adwongowor borehole and Barayom borehole.</p>	<p>5</p>

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>	<p>There was no evidence that the sector had submitted in put for the District Procurement Plan to PDU that cover all investment items in the approved Sector annual work plan and budget and a receipt of the same by the PDU.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>There was no evidence that 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.</p> <p>The visited sites had no evidence of the existence of the contract management plan</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>The construction of the visited facilities at villages; Oringopala,borehole Okwor borehole, Telela borehole, Barayom borehole and Olarobwol borehole revealed adherence to the stipulated designs.</p> <p>The facilities were functional to the required objective that was supply of water to the community besides the technical requirement</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>There was no evidence that the contractor handed over all completed WSS facilities</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>There was evidence that the DWOs timely certified and recommended suppliers for payment.</p> <ul style="list-style-type: none"> Drilling and installation of 9 boreholes by Galaxy Agrotec (U) Ltd payment request was made on 11th June,2018 payment effected on 22nd June,2018 paid within 11days Rehabilitation of 7 boreholes in Amonoloco village by ALODO Holdings Ltd payment request was made on 24th January, 2018 payment effected on 20th February,2018 paid within 24days. All payments were made within 30days which was timely payment. 	<p>2</p>
<p>The district Water depart- ment has certified and initi- ated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>There was evidence that the DWOs timely certified and recommended suppliers for payment according to the following requests for payment by the Contractor;</p> <ul style="list-style-type: none"> Drilling and installation of 9 boreholes by Galaxy Agrotec (U) Ltd payment request was made on 11th June,2018 payment effected on 22nd June,2018 paid within 11days Rehabilitation of 7 boreholes in Amonoloco village by ALODO Holdings Ltd payment request was made on 24th January,2018 payment effected on 20th February,2018 paid within 24days. All payments were made within 30days which was timely payment. 	<p>3</p>
<p>Financial management and reporting</p>			

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The department submitted the Annual Performance report for the previous FY 2017/2018 on the following dates;</p> <ul style="list-style-type: none"> Annual report 3rd August, 2018 which was outside the stipulated timelines. This was online submission. <p>The quarterly reports were submitted on;</p> <p>Quarter 1 was submitted on 3/8/2018 Quarter 2 was submitted on 3/8/2018 Quarter3 was submitted on 3/8/2018 Quarter4 was submitted on 3/8/2018 Annual report of 3rd August, 2018 was outside the stipulated timelines this was online submission.</p>	<p>0</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>There were no queries raised by the Internal Auditor on the operations of the Water Department during FY 2016/2017.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>There was evidence that the council committee responsible for water met and discussed service delivery issues 24th -25th May, 2018 and the issues discussed was;</p> <p>? Budget for FY2018/19 under minute no. 10/01/2018/2</p> <p>18th-19th October, 2017 and issues discussed were;</p> <p>? Formation of Water committees under minute</p> <p>? Pimped water to the Town council under minute 6/01/2017/a</p>	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>The water committee sought approvals from Council on;</p> <p>30th-31st May, 2017 on the issues of Pimped water to the Town council without a minute number, and 13th-14th December, 2017</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>There was evidence of display of AWP, budget and the Water Development grant releases and expenditures on the District notice boards as per the PPDA Act, for example on 7th August ,2018 Indicated the District water conditional grant releases of Ugx.249,214,828 for the quarter one 2018-2019</p>	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>There was evidence that the visited water sources (Boreholes) clearly labelled example;</p> <ul style="list-style-type: none"> At the village source of Oringopala constructed by Galaxy Agro (U) Ltd FY:2017/18 funded by DWSCG and completed on 13th May,2018 and Okwor water source was constructed by ILODO HOLDINGS LTD funded by DWSCG FY:2017/18 completed on 24th January, 2018. 	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>There was evidence to the effect that the LG publicized information on tender awards on 22nd December, 2017 with reference CR/D/105/2</p>	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence that communities apply for water/public sanitation facilities as per the sector critical requirements; A meeting held on</p> <p>24th October, 2017 at Adwong Owor village Adangnyeko parish Okwalogwen sub county attended by 62 village members discussed capital contribution towards O&M was not minuted but fully stamped by the sub county chief and LC III chairperson .</p>	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that the Water and Sanitation Committees were functional evidenced by fencing the Borehole area at Oringopala and Okwor borehole sources.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>There was evidence that environmental screening for all projects and EIAs conducted for all WSS projects and reports are in place for example; Project for drilling and installation of 8 Deep boreholes was screened on 25th April, 2018 form was signed by the District Environmental Officer.</p>	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>There was evidence that follow up support was provided in case of unacceptable environmental concerns for example, the report dated 23rd-25th April, 2018 a follow up was done and the certificate of compliance No. ENR/ENV/006 issued for the project of Drilling and Installation of 8 boreholes was fully signed by the District Environmental Officer on 25th April, 2018.</p>	<p>1</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>There was no evidence that construction and supervision contracts have clause on environmental protection.</p>	<p>0</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>There was no compliance to gender equity in the membership of the WSC;</p> <p>The sampled files of; Ocekikot B source Ocekikot village Ayuni parish Kangai Sub County had 5 members Women out of the total 9 members giving 55.6</p> <p>Owor village Adwongowor parish Adeknino sub county had 4 women out of 9 members,</p> <p>Alangobilowelo village had 4 women out of 9 members</p> <p>Olarobwol village had 4 women out of 9 members.</p> <p>Only one village complied out of the 5 sampled hence the score of zero</p>	<p>0</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>Public sanitation facilities had adequate access and separate stances for men, women and PWDs examples of the facilities visited included;</p> <ul style="list-style-type: none"> Dokolo HCIV Angwecibang primary school Etam HCIII 	<p>3</p>