



## Local Government Performance Assessment

Kiryandongo District

(Vote Code: 592)

Assessment	Scores
Accountability Requirements	33%
Crosscutting Performance Measures	46%
Educational Performance Measures	69%
Health Performance Measures	29%
Water Performance Measures	73%

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"> <li>• 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"> <li>o If LG submitted before or by due date, then state 'compliant'</li> <li>o If LG had not submitted or submitted later than the due date, state 'non-compliant'</li> </ul> </li> <li>• From the Uganda budget website: <a href="http://www.budget.go.ug">www.budget.go.ug</a>, check and compare recorded date therein with date of LG submission to confirm.</li> </ul>	<p>LG submitted APC on 10th August 2018 as per data at MOFPED and within the extended MOFPED deadline of 1st August 2018.</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"> <li>• From MoFPED's inventory of LG budget submissions, check whether:               <ul style="list-style-type: none"> <li>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.</li> </ul> </li> </ul>	<p>LG submitted the budget that includes the procurement plan for FY 2018/19 on 10th August 2018 as per data at MOFPED.</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"> <li>• If LG submitted report to MoFPED in time, then it is compliant</li> <li>• If LG submitted late or did not submit, then it is not compliant</li> </ul>	<p>LG submitted APR on 12th September 2018 as per data at MOFPED.</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> <li>• 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).</li> <li>• If LG submitted late or did not submit at all, then it is not compliant.</li> </ul>	<p>LG submitted the quarterly budget performance reports during FY 2017/2018 as hereunder:</p> <p>Quarter Date of submission Reference</p> <p>Quarter 01 09/02/2018 As per MOFPED Data</p> <p>Quarter 02 05/04/2018 “</p> <p>Quarter 03 22/06/2018 “</p> <p>Quarter 04 12/09/2018 “</p>	<p>No</p>
<p>Audit</p>			
<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General</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"> <li>• The LG submitted the responses on the Internal Auditor General's report for the FY2016/17 on 14th February 2018. The responses were received on 23rd March 2018 by MOFPED, Accountant General, IGG, MOLG</li> </ul>	<p>Yes</p>

recommended the Accounting Officer to take action in lines with applicable laws.

- 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.

and Auditor General.

- On the implementation of Internal Audit reports recommendations, for FY 2016/17 the issues raised were responded to adequately and hence all issues were all resolved.
- The issues were Seven :
- (1) UHCR Coordination Project of DLG. Cleared.
- (2) Uganda Road Fund. Cleared.
- (3) Un settled advances for Statutory Bodies. Cleared.
- (4) Un Accounted for Advances worth UGX 104,908,850. Cleared.
- (5) Kigumba Sub County issues (various). Cleared.
- (6) Kiryandongo Hospital issues. Cleared.
- (7) UPE Accountability at Kididima Primary School
- The LG submitted responses on the Auditor General's report for 2016/17 on 22nd March 2018 which was received on 23rd March 2018 by MOFPED, Auditor General and Parliamentary LGAC.
- There were Five Queries Raised. These were responded to as detailed below:
- 1- Inadequate Controls surrounding Management of Domestic Arrears. Cleared.

		<ul style="list-style-type: none"> <li>• 2-Under collection of Local Revenue. Explained.</li> <li>• 3-Failure to implement budget as approved by Parliament. Cleared.</li> <li>• 4- Understaffing, being worked on.</li> <li>• (5) Youth Livelihood Programme. Cleared.</li> <li>• All the above issues were responded to and action taken on implementing the Auditor General recommendations was submitted in the letter Reference CR110 dated 22nd March 2018</li> </ul>	
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The report from the Auditor General for the FY 2017/18, Local Governments Unqualified Audit Opinion Schedule for Hoima Branch No.40, for December 2018.</p>	<p><b>Yes</b></p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 1.</li> </ul>	<p>There is a functional physical planning committee as evidenced by the LG not having an approved Physical Development Plan.</p> <p>However, the Physical Planning Committee is fully constituted, as found in the appointment letter of members by the CAO dated 13th October 2017.</p> <p>The LG had a building plan register was found in place revealing turnaround time of 30days. E.g. from the sampled application by Echo Nursery &amp; Primary school was submitted on 14/02/2018 and approved on 21/02/2018 under Min. no. 5/2/2018 as found in the minutes of the meeting held on 22nd February 2018. It should be noted that the PPC meets quarterly and the approvals are undertaken by an “anchor committee” to fast track applications.</p>	1
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.</li> </ul>	<p>The DLG submitted four (4) sets of Minutes of the District Physical Planning Committee meetings to the Ministry of Lands Housing and Urban Development as shown hereunder:</p> <ul style="list-style-type: none"> <li>i. Minutes of meeting held on 8th June 2018, submitted on 14th September 2018.</li> <li>ii. Minutes of meeting held on 24th April 2018, submitted on 14th September 2018.</li> <li>iii. Minutes of meeting held on 22nd February 2018, submitted on 14th September 2018.</li> <li>iv. Minutes of the meeting held on 30th November 2017, submitted on 14th November 2017.</li> </ul>	1

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0</li> </ul>	<p>There is no approved Physical Development Plan for the District hence consistency could not be verified.</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• Action area plan prepared for the previous FY: score 1 or else 0</li> </ul>	<p>No evidence of action area plan was provided since the Physical Development Plan is not in place.</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"> <li>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</li> </ul>	<p>The assessment could not establish whether priorities as found in the AWP/Approved Budget Estimates for FY 2018/19 were based on the outcomes of the Budget Conference. The budget conference report was not available and/or provided during the time of assessment.</p>	<p>0</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"> <li>• 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.</li> </ul> <p>Score 1.</p>	<p>It could not be established whether capital investments in the approved AWP for FY 2018/19 were derived from the DDP(FY 2017/18-2019/2020) as shown hereunder:</p> <p>1. Education:</p> <p>Construction of classrooms at Namilyango PS, Kyamugenyi C.O.U PS, and Opok PS was found in the AWP (Page 65) while in the DDP (Page 191) there is a general provision of classroom blocks construction. It could not be established whether the schools were actually envisaged in the DDP.</p> <p>2. Health :</p> <p>Renovation of Masindi Port HC III (OPD&amp; Placenta Pit) was found in the approved AWP (Pg. 58) and could not be found in the DDP (Page 184-186).</p> <p>3. Water:</p> <p>Construction of a solar powered mini-piped water supply scheme for Apodorwa RGC (under DWSCG) as a priority was found in the AWP (Page 162) and could not be traced in the DDP (Page 196-197). It only provided for piped water systems.</p> <p>No Council minute was made available to justify their inclusion in the work plan since they were not explicitly provided for in the DDP.</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"> <li>• Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2.</li> </ul>	<p>Project profiles for FY 2018/19 were not developed and discussed by DTPC at its meeting held on 19th September 2018. A review of the unsigned minutes reveals that there was a substantive agenda item to consider “Presentation of projects carried out in 2017/18 and planned projects for 2018/19”. There was no evidence of a particular minute discussing the profiles. Only an outlines of planned projects for 2018/19 FY was seen as found at Page 5.</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<p>Annual Statistical Abstract of FY 2018/19 with gender disaggregated data was compiled and presented to the DTPC at its meeting of 26th May 2018 under Min. 07/05/2018: Presentation of the Draft Statistical Abstract.</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"> <li>• 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</li> </ul>	<p>All Infrastructure projects implemented by the LG in the previous FY 2017/2018 were derived from the approved Annual Work Plan and Budget as shown in the sampled projects hereunder:</p> <p>Education:</p> <p>Construction of 5 stance latrine at Kaduku PS as found in the approved budget (Page 25) and APR (Page 67).</p> <p>Construction of 5stance latrine at Tecwa PS as found in the approved budget (Page 25) and APR (Page 67).</p> <p>Construction of 5stance latrine at Siriba PS as found in the approved budget (Page 25) and APR (Page 67).</p>	<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"> <li>• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.</li> <li>o 100%: score 4</li> <li>o 80-99%: score 2</li> <li>o Below 80%: 0</li> </ul>	<p>Out of the 3 sampled investment projects(excluding road and water shown hereunder), all were implemented during the year under review representing 100% performance as found in the APR</p> <p>Administration(1):</p> <p>Roofing of the administration block as found in the approved budget (Page 7) and APR (Page 42)</p> <p>Construction of Kiryandongo TC Offices as found in the approved budget (Page 7) and APR (Page 42)</p> <p>Education(3):</p> <p>Construction of 5 stance latrine at Kaduku PS as found in the approved budget (Page 25) and APR (Page 67). 100%</p> <p>Construction of 5stance latrine at Tecwa PS as found in the approved budget (Page 25) and APR (Page 67).100%</p> <p>Construction of 5stance latrine at Siriba PS as found in the approved budget (Page 25) and APR (Page 67).</p>	<p>4</p>

<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	<p>Out of the sampled investment projects(shown hereunder), not all were completed within the approved budget as represented by 45% variation in budget performance as found in the APR:</p> <p>Administration(2):</p> <p>Roofing of the administration block and Construction of Kiryandongo TC offices Budget (UGX.244, 795,000/=) and Expenditure (UGX. 408,053,000/=)</p> <p>Education(3):</p> <p>Construction of 5 stance latrine at Kaduku PS and Tecwa PS Budget (UGX. 70,000,000/=) and Expenditure (UGX. 49,816,000/=).</p> <p>Construction of 5stance latrine at Siriba PS no clear budgets are provided</p>	<p>0</p>
<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>Evidence that the LG has budgeted and spent at least 80% of the O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	<p>The LG has budgeted did not spend at least 80% of its O&amp;M budget as shown hereunder:</p> <p>i. Reviewed assets and projects in need of maintenance as found in the approved AWP &amp; budget estimates FY 2017/18.</p> <p>ii. The LG costed the maintenance of these assets in the various departments at UGX. 185,928,001/=</p> <p>iii. The LG spent UGX.114, 568,373/= as found in the annual final accounts.</p> <p>iv. The LG spent 62% of the O&amp;M budget as found in the AFA FY 2017/18.</p>	<p>0</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>Not all heads of department positions were filled substantively.</p> <p>The position for :-</p> <p>Those filled substantively were 5 out of 8 Departments namely:-</p> <ol style="list-style-type: none"> <li>District Production and Marketing officer – Bukonya Isaih – Who was appointed on 18/4/2018 under DSC min.01/2018</li> <li>District Health officer – Dr Mutyaba Imaam – Who was appointed on 5/8/2013 under DSC 42/2013</li> <li>District Education officer – Kiirya Admum – Who was appointed on 16/2/2015 under DSC min. 356/2018</li> <li>Chief Finance officer – Obwona Richard – Who was appointed on 6/2/2015 under DSC min. 355/2015</li> <li>District Community Development officer – Dabanja Geoffrey – Who was appointed on 7/6/2018 under DSC min. 118/2018</li> </ol> <p>Those filled in acting capacity are:-</p> <ol style="list-style-type: none"> <li>Ag. District Natural Resources officer – Kagoye Yasin (Senior Lands officer) who was appointed on 27/6/2014 under DSC 163/2014</li> <li>Ag. District Engineer – Muhumuza Sammuel ( Water officer) who was appointed on 5/3/2014 under DSC min.05/2014</li> <li>Ag. Deputy CAO – Dacan Denis (Senior Assistant Secretary) who was appointed on 3/7/2018 under DSC min.71/2016</li> </ol> <p>This makes 62.5% HoD's positions filled substantively</p>	<p>0</p>
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<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"> <li>Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	<p>Not all 8 HoD's had been appraised by CAO for the previous FY, as per the guidelines of MoPS (CICULAR STANDING INSTRUCTION NO1 OF 2016)</p> <ol style="list-style-type: none"> <li>- District Production and Marketing officer – Bukenya Isaih – Was appraised on 22/8/201</li> <li>- District Health officer – Dr Mutyaba Imaam – Who was appraised on 14/8/2018</li> <li>- Chief Finance officer – Obwona Richard – Who was appraised on 18/8/2018</li> <li>- District Community Development officer – Dabanja Geofrey – Who was appraised on 16/7/2018</li> <li>- Ag.District Natural Resources officer – Kagoye Yasin (Senior Lands officer) who was appraised on 26/9/2018</li> <li>- Ag. District Engineer – Muhumuza Sammuel ( Water officer) who was appraised on 27/6/2018</li> <li>- Ag. Deputy CAO – Dacan Denis (Senior Assistant Secretary) who was appraised on 30/7/2018</li> <li>But the District Education officer - Kiirya Admum was not appraised</li> </ol> <p>This makes the percentage of those appraised 87.5%</p> <ul style="list-style-type: none"> <li></li> </ul>	<p>0</p>
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<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"> <li>• Evidence that 100 % of staff submitted for recruitment have been considered: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• 100% of the 48 vacancy submissions to DSC for recruitment during 2017-2018, had been considered</li> <li>• referenced as CR/156/1 dated 19/4/2018, for</li> <li>• 27 Medical vacancies</li> <li>• 10 Production vacancies</li> <li>• 11 Administration vacancies</li> <li>• Considered by the DSC in its 41st meeting on 20th and 21st March 2018</li> <li>• - 42nd meeting on 23rd and 24th April 2018</li> <li>• - 43rd meeting on 1st June 2018</li> <li>• - 44th meeting on 4th June 2018</li> <li>• - 45th meeting on 27th June 2018</li> </ul>	<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"> <li>• Evidence that 100 % of positions submitted for confirmation have been considered: score 1</li> </ul>	<p>100% of the 57 staff submitted for confirmation had been considered by the DSC</p> <ul style="list-style-type: none"> <li>• Reference is made to the following submissions by CAO, as below:-</li> <li>• 1- On 24th /4/2018 submission for following 30 employees out of which the following were sampled:-</li> <li>• - Ocan Geoffrey – Education Assistant – Confirmed under DSC min. 87/2018</li> <li>• - Mpangire Robert – Education Assistant – Confirmed under DSC min 83/2018</li> <li>• - Bazale William – Education Assistant – Confirmed under DSC min.86/2018</li> <li>• 2 –CAO 's Submission on 2nd March 2018 for 27 staff was sampled as below:-</li> <li>• - Rampiny Kenneth – Office Attendant – Confirmed under DSC min. 27/2015</li> <li>• - Nanteza Phionah – Office attendant – Confirmed under DSC min.28/2017</li> <li>• - Wandera Richard – Askari – Confirmed under DSC min. 26/2018</li> </ul>	<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"> <li>• Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<ul style="list-style-type: none"> <li>• 100% of CAO's submissions to DSC for disciplinary action were considered.</li> <li>• There were 2 submissions made, one for:- <ul style="list-style-type: none"> <li>• - Nalubega Sansah ( senior Assistant Secretary) submitted for lifting interdiction – considered under DSC minute 119/2018</li> <li>• - Mugisa Tegras Kasaija (Senior Accounts Assistant) submitted for lifting interdiction - considered under DSC min. 26/2018</li> </ul> </li> </ul>	<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"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• 100% of the 48 staff recruited in previous financial year accessed the pay roll with in two month after their appointment and posting instructions, as evidenced in the IPPS and personal files</li> <li>• Cases in point are:- <ul style="list-style-type: none"> <li>• 1 – Sengoba Julius ( A dental surgeon ) who was appointed 3/5/2018 and accessed payroll on 28/6/2018</li> <li>• 2- Atiku Charles (Artisan) who was appointed on 3/5/2018 and accessed payroll on 28/6/2018</li> <li>• 3- Muguriek Christine ( Enrolled nurse) who was appointed on 3/5/ 2018 and accessed pay roll on 28/6/2018•</li> <li>4- Tusiimwe Rabeccah ( Enrolled nurse) who was appointed on 3/5/2018 and accessed payroll on 28/6/2018</li> <li>•</li> </ul> </li> </ul>	<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"> <li>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</li> </ul>	<p>100% of the 12 staff who retired in 2017-2018 FY, did not access pensioners pay roll with in two month after retirement, according to the pensioner's soft ware pay roll .</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"> <li>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.</li> <li>If the increase is from 5% -10 %: score 2.</li> <li>If the increase is less than 5 %: score 0.</li> </ul>	<ul style="list-style-type: none"> <li>The OSR revenue for 2016/17 was UGX 174,228,328 as shown in the Draft Financial statements prepared on 28th August 2018, and received by the Office of Auditor General of Hoima Branch on 29th August 2018.</li> <li>Page 7 &amp; 8, Statement of Financial Performance, Page 12, Statement of Appropriation Account and Page 20, Note 2: Local Revenue of the Final Accounts for FY 2017/18.</li> <li>The OSR of 2016/17 had a one off Disposal of Assets worth UGX 13,768,845 hence leaving a net Revenue of (174,228,328-13,768,845) = UGX 160,459,483.</li> <li>The Local revenue collected in FY 2017/18 was UGX. 245,791,357. This was an increase of UGX 85,331,874 i.e. (245,791,357- 174,228,328). The revenue increased from the previous FY but one by 53.2 %. This is above the allowable range of 10%</li> <li>The LG was compliant.</li> </ul>	<p>4</p>

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<ul style="list-style-type: none"> <li>• From the Draft financial statements 2017/18, page 7 &amp; 8 Statements of Financial Performance, page 12 Statement of Appropriation Account, page 20 Note 2: Local Revenue, and page 28 on Statement of Revenues Collected during the year, the Original Budget for Local revenue was projected at UGX 446,984,000 and the Actual local revenue collection realised was UGX 245,791,357. This translates into a revenue collection ratio of 54.5%, this is very low and far off by 45.5% which is outside the allowable range of +/- 10% range.</li> <li>• The LG is not compliant.</li> </ul>	<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"> <li>• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• Sec 85 of LGA (2) “In rural areas, revenue shall be collected by the sub county councils, and a sub county council shall retain 65 percent, or any other higher percentage as the district council may approve, of the revenue collected by it and pass the remaining percentage over to the district”</li> <li>• (4) “A district council may, with the concurrence of a sub county, collect revenue on behalf of the sub county council but shall remit 65 percent of the revenue so collected to the relevant sub county.”</li> <li>• In this regard to (4) above the DLG collected Local Service tax from District staff Payrolls and Private companies in the District amounting to UGX 151,872,613.</li> <li>• The LG provided partial evidence of UGX57, 194,131 remittances and at the time of assessment no further evidence was provided for the rest of the remittances. I could not therefore confirm total compliance.</li> <li>• LG was not compliant.</li> </ul>	<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"> <li>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</li> </ul>	<p>From the Draft financial statements of 2017/18 on page 20 (Note 2): Local revenue, page 28 Statement of Revenues collected during the year for 2016/17 was UGX 174,228,328. (20% of this is UGX 34,845,665)</p> <p>The Actual Expenditure on Statutory bodies, page 8, Statement of Financial Performance and page 12, Statement of Appropriation Account, of the Draft financial statements, and Trial Balance, UGX 236,336,800 was spent in total. This figure includes the GOU Grants to this sector.</p> <p>The LG is on IFMS and when you run the “Budget and Actual Report” the amount spent from Local revenue Funding Source: Local Revenue 03, Vote Cost Centre: 030100, 030600 &amp; 030700 and Expenses Account: Allowances 211103: amounts to UGX 128,398,000.</p> <p>Therefore <math>(128,398,000 / 174,228,328) = 74\%</math> is far off the allowable limit of 20%.</p> <p>This against the LGA, First Schedule, Regulation 4 &amp; 4A.</p> <p>The LG is spending above 20% and hence not compliant.</p>	<p>0</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The District doesn't have the position of a Senior Procurement Officer but has Procurement Officer(Ndiroraho Milton) and an assistant Procurement Officer(Matovu Mohammed) recruited on 03/05/2013 under DSC Min.030/2013 and 09/03/2015 under DSC Min. 367/2015 respectively.</p>	<p>0</p>

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

Maximum 4 points on this performance measure.

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

Reports of the Evaluation Committee were submitted to the Contracts Committee during FY 2017/2018 on the following dates; 08/11/2017 and 11/01/2018

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

Maximum 4 points on this performance measure.

• Evidence that the Contracts

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

From the TEC and Contracts committee minutes, it was established that the Contracts Committee considered recommendations of the TEC for example;

1. Construction of 5 stance VIP latrines at Tecwa and Ndabulye P/Schools was recommended and awarded to M/s Unifa Investments (U) Ltd at a contract sum of UGX 34,887,200 under DCC Min.10/04/17-18/UPIK/CC during TEC and DCC meetings that sat on 18/10/2017 and 08/11/2017 respectively.
2. Construction of 5 stance VIP latrines at Kaduku and St. Livingstone P/Schools was recommended and awarded to M/s Cindy General Contractors at a contract sum of UGX 34,987,600 under DCC Min.11/04/17-18/UPIK/CC during TEC and DCC meetings that sat on 18/10/2017 and 08/11/2017 respectively.
3. Drilling and installation of 11 deep boreholes was recommended and awarded to M/s KLR Uganda Ltd at a contract sum of UGX 297,462,686 under DCC Min.09/07/17-18/UPIK/CC during TEC and DCC meetings that sat on 27/11/2017, 28/11/2017 and 11/01/2018 respectively.
4. Construction of a 5 stance VIP latrine at Masindi Port Ferry landing site was recommended and awarded to M/s Ssekago F. Construction Ltd at a contract sum of UGX 26,757,000 under DCC Min.23/04/17-18/UPIK/CC during TEC and DCC meetings that sat on 18/10/2017 and 08/11/2017 respectively.
5. Fencing of road equipment area was recommended and awarded to Build Globe Ltd at a contract sum of UGX 62,797,476 under DCC Min.10/07/17-18/UPIK/CC during TEC and DCC meetings that sat on 27/11/2017, 28/11/2017 and 11/01/2018 respectively.

<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"> <li>• 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</li> </ul> <p>the previous FY: score 2</p>	<p>a)The procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget for example;</p> <ol style="list-style-type: none"> <li>1. Construction of the administration block phase III appears under Administration sector in the PDU plan, page 9 of annual budget and page 29 of the AWP.</li> <li>2. Drilling of 4 boreholes appears under the water sector in the PDU plan, page 52 of annual budget and page 162 of the AWP.</li> <li>3. Construction of a solar power piped water supply system at Apodorwa trading center appears under water sector in the PDU plan, page 52 of annual budget and page 162 of the AWP.</li> <li>4. Construction of a 2 classroom block at Namilyango P/S appears under the Education sector in the PDU plan, page 38 of annual budget and page 65 of the AWP.</li> <li>5. Construction of a 2 classroom block at Kyamugenyi P/S appears under the Education sector in the PDU plan, page 38 of annual budget and page 65 of the AWP.</li> </ol> <p>b) All procurements in previous FY were implemented according to plan, for example;</p> <ol style="list-style-type: none"> <li>1. Construction of 5 stance VIP latrines at Tecwa and Ndebulye P/Schools appears under the Education sector in the PDU plan.</li> <li>2. Construction of 5 stance VIP latrines at Kaduku and St. Livingstone P/Schools appears under the Education sector in the PDU plan,</li> <li>3. Drilling and installation of 11 deep boreholes appears under the water sector in the PDU plan,</li> <li>4. Construction of 5 stance VIP latrine at Masindi Port Ferry landing site appears under the water sector in the PDU plan.</li> <li>5. Fencing of road equipment area appears under the Roads and Engineering sector in the PDU plan.</li> </ol>
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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"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2</li> </ul>	<p>The LG had prepared 80% of the bid documents for all investment/infrastructure by August 30, i.e. All major projects' bid documents were submitted for approval to DCC on 23/07/2018 and "Invitation to bid" advert for open national bidding projects was run in the New vision on 16/08/2018 for the following projects;</p> <ol style="list-style-type: none"> <li>1. Drilling of 4 boreholes.</li> <li>2. Construction of a solar power piped water supply system at Apodorwa trading center.</li> <li>3. Construction of a 2 classroom block at Namilyango P/S.</li> <li>4. Construction of a 2 classroom block at Kyamugenyi P/S.</li> </ol>	<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"> <li>• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	<p>The LG didn't have an updated contract register and had no complete procurement activity files for most of the procurements, this was only seen on 2 files, i.e. construction of 5 stance VIP latrines at Tecwa and Kaduku P/Schools where engineer raised completion certificates on 10/05/2018 and 24/04/2018 respectively.</p>	<p>0</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"> <li>• For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects):</li> </ul> <p>score 2.</p>	<p>The LG adhered with procurement thresholds as evidenced below;</p> <ol style="list-style-type: none"> <li>1. Construction of a 5 stance VIP latrines at Tecwa and Ndabulye P/Schools - contract sum of UGX 34,887,200 – selective bidding.</li> <li>2. Construction of a 5 stance VIP latrines at Kaduku and St. Livingstone P/Schools - contract sum of UGX 34,987,600 – selective bidding.</li> <li>3. Drilling and installation of 11 deep boreholes - contract sum of UGX 297,462,686 – Open national bidding.</li> <li>4. Construction of a 5 stance VIP latrines at Masindi Port Ferry landing site - contract sum of UGX 26,757,000 – selective bidding.</li> <li>5. Fencing of road equipment area – contract sum of UGX 62,797,476 – open bidding.</li> </ol>	<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"> <li>• Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates</li> </ul> <p>for all projects based on technical supervision:</p> <p>score 2</p>	<p>All works projects implemented in the previous FY were appropriately certified – interim certification for all projects was based on technical supervision. For example;</p> <ol style="list-style-type: none"> <li>1. Construction of a 5 stance VIP latrines at Tecwa and Ndabulye P/Schools - Engineer issued interim certificate on 10/05/2018 and completion certificate on 10/05/2018 for Tecwa P/S.</li> <li>2. Construction of a 5 stance VIP latrines at Kaduku and St. Livingstone P/Schools - Engineer issued interim certificate on 18/04/2018 for St. Livingstone P/S and completion certificate on 24/04/2018 for Kaduku P/S.</li> <li>3. Drilling and installation of 11 deep boreholes - Engineer issued interim certificate on 01/06/2018.</li> <li>4. Fencing of road equipment area – Engineer issued interim certificate on 12/04/2018</li> <li>5. Construction of a 5 stance VIP latrine at Masindi Port Ferry landing site - Engineer issued interim certificate on 30/05/2018.</li> </ol>	<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"> <li>• 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</li> </ul>	<p>There was no project implemented yet at the time of assessment.</p>	<p>0</p>
<p>Financial management</p>			

The LG makes monthly and up to-date bank reconciliations

Maximum 4 points on this performance measure.

• Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4

• The DLG had prepared Bank reconciliations for June 2018 for all its Twelve Bank Accounts, (as per Accounts submitted for FY 2017/18), at the time of assessment.

• The LG is on IFMS and on running the “General Ledger Reconciliation Summary Report”, the following accounts were not reconciled for July, August and September 2018, as per LGFAR 73.

• KDLG DRDP Project

• KDLG General Fund Account

• KDLG UNICEF

• KDLG UNFPA

• KDLG UWEP

• KDLG YLP Project

• KDLG GREEN CHANNEL

• KDLG UMFSN

• KDLG VEGETABLE OIL

• KDLG NUSAF 3

• KDLG NUSAF 3 OPERATIONS

• KDLG DRDIP OPERATIONS

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• Not reconciling up to date at the time of assessment means the LG is not compliant.

• The migration on IFMS from Navision to Oracle doesn't seem to be at the same pace / status in all LGs. LGs are at different levels of compliance making some unable to reconcile and perform other activities on the (New) System.

<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"> <li>• If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>	<ul style="list-style-type: none"> <li>• From the sample of payments made during the financial year, Education department worth UGX 158,589,600, Health Department UGX 54,963,350 and Water and Sanitation Department worth UGX 457,170,808. These payments were made within one month of requisitions being raised. The LG was compliant in this area.</li> </ul>	2
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has a substantive Senior Internal Auditor: 1 point.</li> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<ul style="list-style-type: none"> <li>• The DLG has a substantial Senior Internal Auditor. In the names of Mr Kwizera Zephaniah who was appointed on 01/07/2010 under minute DSC Min.273/2008.</li> </ul>	1
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>The LG produced all Quarterly reports as follows :</p> <p>Quarter 1 on 16/10/2017</p> <p>Quarter 2 on 15/01/2018</p> <p>Quarter 3 on 25/04/2018</p> <p>Quarter 4 on 22/08/2018</p>	2

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>There was no evidence that LG had provided information to council as the Delivery book authenticity was questioned by the Assistant CAO. This was contrally to LGFAR 9(f) &amp; (k).</p> <p>No evidence LGPAC had met to discuss any Quarterly Audit report for FY 2017/18:</p> <p>Quarter 1 PAC Sitting on date not provided</p> <p>Quarter 2 PAC sitting on date not provided</p> <p>Quarter 3 PAC sitting on date not provided</p> <p>Quarter 4 PAC sitting on date not provided.</p> <p>The LG PAC had not produced any report on any of the four Quarters of the Internal Auditors reports. This is contrally to the LGA, Section 88 (7) &amp; (8) and LGFAR Regulation 16 (1) &amp; (2).</p> <p>There was no evidence adduced at the time of assessment.</p>	<p>0</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<p>There was no evidence that the reports were submitted to the LG Accounting Officer and LGPAC:</p> <p>Quarter 1 on, date not provided</p> <p>Quarter 2 on, date not provided</p> <p>Quarter 3 on, date not provided</p> <p>Quarter 4 on, date not provided</p> <p>There was no evidence provided at the time of assessment that LGPAC had reviewed all the four Quarters for FY 2017/18, there were no minutes provided or report availed to confirm that this activity took place.</p> <p>I am unable to Confirm if the LGPAC actually works.</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"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• The DLG does not maintain a detailed and updated Asset register as per format in the Accounting Manual. This is contrarily to LGFAR Regulations 85 – 88.</li> <li>• All the Assets acquired during the FY2017/18 were not posted in the Register at the time of assessment. All additions during the year, from the Draft financial statements (Page 22 Note 8: Consumption of Property, Plant and Equipment (Fixed Assets) and page 35 of : Summary statement of stores and other assets (physical assets) as at end of the year-30th June 2018) detailed below were all not included : <ul style="list-style-type: none"> <li>• Non Residential Buildings UGX 1,519,621,854, Roads and Bridges UGX 901,016,288, Motor cycles and Bicycles UGX 9,550,000, Machinery and Equipment UGX 72,032,000, other Machinery &amp; Equipment UGX 530,732,309 and Furniture and fittings UGX 25,586,850 all cumulatively totalling UGX 3,058,539,301.</li> </ul> </li> <li>• The LG was not compliant.</li> </ul>	<p>0</p>
<p>The LG has obtained an unqualified or qualified Audit opinion Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> <li>• Unqualified audit opinion: score 4</li> <li>• Qualified: score 2</li> <li>• Adverse/disclaimer: score 0</li> </ul>	<ul style="list-style-type: none"> <li>•The report from the Auditor General for the FY 2017/18, Local Governments Unqualified Audit Opinion Schedule for Hoima Branch No.40, for December 2018.</li> </ul>	<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"> <li>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</li> </ul>	<p>The LG met and discussed service delivery related issues. At the District Local Council meeting held on 21st December 2017, it met and discussed service delivery issues e.g. under</p> <p>i. Min. 19/KDLG/COUNCIL/DEC/2017: "Motion to present, discuss and adopt DPAC Recommendations" where Council approved among others the recovery of UGX. 3,487,000/= from the CFO and CAO.</p>	<p>2</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 1.</li> </ul>	<p>The LG did not have a designated person to coordinate response to feedback during the time of assessment.</p>	<p>0</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The LG did not have a specified system for recording, investigating and responding to grievances during the time of assessment.</p>	<p>0</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"> <li>• The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</li> </ul>	<p>The payroll for July 2018 was found on display on the main notice board while the pensioner schedule was not published at the time of assessment.</p>	<p>0</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"> <li>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</li> </ul>	<p>The procurement plan for FY 2018/19 was not found on display though the awarded contracts were found on display at the PDU/Administration notice board at the time of assessment.</p>	<p>0</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"> <li>• 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.</li> </ul>	<p>The LG published results from the last assessment as a found in the minutes of the expanded DTPC meeting held on 30th August 2018. There was no evidence of the results published to the citizens.</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"> <li>• Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</li> </ul>	<p>No evidence was provided on whether the HLG communicated and explained national guidelines and circulars to 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"> <li>Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feedback on status of activity implementation: score 1.</li> </ul>	<p>There was no evidence provided to indicate that the LG during the previous FY conducted discussions with the public e.g. through Barazas, radio, etc. The assessment team was however advised that the LG intended to conduct these activities in the current FY with support from GAPP.</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"> <li>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.</li> </ul>	<p>The LG CDO circulated a document indicating identified customised sector gender issues to HoDs through the office of the CAO dated 12/05/2017 and delivered to staff on 27/06/2017 according to the department delivery book as a way of providing guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities.</p>	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<p>From the AWP FY 2018/19 under the Community based services sector, it was established that the gender focal person and CDO had planned activities to strengthen women's roles and address vulnerability and social inclusions as follows;</p> <ul style="list-style-type: none"> <li>Planned to hold women council meetings.</li> <li>Handling of child family cases, CBS operational support.</li> <li>Supporting PWD groups with specialized grant fund.</li> </ul> <p>However, the LG under performed at 67% budget execution on gender mainstreaming. I.e. budgeted UGX 3,000,000 and spent UGX 2,000,000.</p>	<p>0</p>



<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>Environmental screening was only done for the drilled boreholes i.e. (Kimogora, Nyakagweng, Nyinga II, Kitongozi – Kyabaswa, Kitwara Seed Sec. Sch and Popara West) on 16/11/2017 and (Kaduku hill, Kitukuza, Nyakabale and Kaduku II – Kangaro) on 15/11/2017. All the other implemented projects were not screened.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1</li> </ul>	<p>The LG integrated environmental and social management and health and safety plans in the contract bid documents, for example;</p> <ol style="list-style-type: none"> <li>1. Construction of a 5 stance VIP latrines at Tecwa and Ndabulye P/Schools – provided for a soak away pit, hand washing facility, latrine covers.</li> <li>2. Construction of a 5 stance VIP latrines at Kaduku and St. Livingstone P/Schools - provided for a soak away pit, hand washing facility, latrine covers.</li> <li>3. Drilling and installation of 11 deep boreholes – provided for planting of trees, clay sanitary seal, soak away pit and wooden fence.</li> <li>4. Fencing of road equipment area – provided for an askar house as social aspect.</li> <li>5. Construction of a 5 stance VIP latrines at Masindi Port Ferry landing site - - provided for a soak away pit, rain water harvest system, tree planting.</li> </ol>	<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"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>	<p>No evidence provided to this effect.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1</li> </ul>	<p>No ESM form was completed for all the implemented project.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1</li> </ul>	<p>The contract payment certificated for all implemented projects didn't include prior environment and social clearance.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1</li> </ul>	<p>The reports reviewed for the construction of Bweyale P/S under Development Response to Displacement Impact project(DRDIP) raised on 01/08/2018 and Green charcoal project raised on 04/12/2017 did not include the social aspects from the CDO or gender focal person.</p> <p>For all the rest of other implemented projects during FY 2017/18, there were no reports to review.</p>	<p>0</p>
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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"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>The department budget for FY 2018/2019 indicates a wage of 5.34bn for 818 teaching staff in 73 schools.</li> <li>On average, each school meets the minimum of 8 staff, as computed to <math>818/73= 11</math> teachers per school.</li> </ul>	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"> <li>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</li> </ul>	<p>Basing on the deployment staff list in DEOs office indicate 818 staff deployed in 73 government aided P/S.</p> <ul style="list-style-type: none"> <li>To verify whether the department has deployed 7 staff and head teachers, a random sampling was done through the staff list and results confirm this.</li> <li>- Alero p7 sch has 10 staff, Dyanga has 13, Katamarwa-11, Kimyuka p7- 9, Kothongola p7- 10, Nyakabale p7- 11, Ndabulye p6- 7, Panyadole p7- 10, Yalekeni p7- 10, among others.</li> <li>The five sampled and visited schools to verify deployment of minimum staff, the schools indicate the following; <ul style="list-style-type: none"> <li>- Kihura p7 sch has 15, Kigumba Moslem p7 sch- 13, Kigumba COU p7- 26, Kiryandong BCS P7- 14, and Kitwanga p7- 10 staff,</li> </ul> </li> <li>Meaning deployment adheres to the guidelines.</li> </ul>	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"> <li>• Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> <li>o If 100%: score 6</li> <li>o If 80 - 99%: score 3</li> <li>o If below 80%: score 0</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The department's ceiling given the wage is 890 teachers, however given the current wage, the department has been able to recruit and retain 818.</li> </ul> <p><math>(818/890)*100= 92\%</math></p>	<p>3</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• The approved and adopted staff structure of Kiryandongo LG as advised in a letter dated 16/5/2017, by MoPS to implement within the staff establishment wage budget of 2017/2018; indicate 1 position of Senior inspector of schools, and 1 position of an Area Inspector of schools.</li> <li>• The position of senior inspector is filled by:- Katusabe Johnson and area inspector is vacant and plans underway to replace the Ajaruva Janet Rose who retired in April of 2018.</li> <li>• Since the wage is available and have already submitted to CAO for recruitment, Points were awarded.</li> </ul>	<p>6</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> <li>• Primary Teachers: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• The department recruitment plan was submitted on 28/9/2017 Through CAO to HR and copied Council indicating critical vacancies for recruitment FY 2018/2019 shows the following; <ul style="list-style-type: none"> <li>- Head teacher's positions -73; Filled- 64; and Vacant- 9.</li> <li>- Deputy head teachers, total to - 73 positions; 3 filled and 70 Vacant</li> </ul> </li> </ul>	<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"> <li>• School Inspectors: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• The department recruitment plan was submitted on 28/9/2017 Through CAO to HR and copied Council indicating critical vacancies for recruitment FY 2018/2019 shows the following;</li> <li>- Inspector of schools; positions- 2; Filled -1; and Vacant – 1.</li> </ul>	<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"> <li>• 100% school inspectors: score 3</li> </ul>	<p>100% of their schools inspectors had been appraised by CAO. (There was one inspect of schools )</p> <p>Namely:-</p> <p>1 - Katusabe Johnson – Senior inspector of schools who was appointed on 7/2/2018 under DSC min.140/2018</p> <p>Who was appraised by CAO on 17/8/2018</p>	<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"> <li>• Primary school head teachers o 90 - 100%: score 3</li> <li>o 70% and 89%: score 2</li> <li>o Below 70%: score 0</li> </ul>	<p>100% of the 73 Primary school head teachers had been appraised DEO</p> <p>10 Primary school head teachers files were sampled out namely:-</p> <ol style="list-style-type: none"> <li>1- Bahemurwaki Beatrice – For Kisekura PS – who was appraised on 15/1/2018</li> <li>2- Bigabwa Annet – For Kitongozi PS – Who was appraised on 9/12/2017</li> <li>3- Nantongo Hellen – For Kitwanga PS – Who was appraised on 5/1/2018</li> <li>4- Kyanguza Joice – For Kitwara PS – Who was appraised on 14/12/2017</li> <li>5- Amugune John Agison – For Kizibu ( C O U ) PS – Who was appraised on 5/1/2018</li> <li>6- Sabiiti K Richard – For Kizibu Junior PS – Who was appraised on 14/12/2017</li> <li>7- Okello Denis Benson – For Kathongola PS – Who was appraised on 6/1/2018</li> <li>8- Tumusiime Armstrong – For Kyakakungulu PS – Who was appraised on 19/12/2018</li> <li>9- Afekua Romano – For Kyamugenyi (C O U) PS – Who was appraised on 17/1/2018</li> <li>10- Kusiima Abifaith – For Masindi Port PS – Who was appraised on 9/12/2017</li> </ol>	
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The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

Maximum 3 for this performance measure

• 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

Circular communicated from national level include: Guidelines on school charges, dated 28/9/2018.

1. Circular terminating SFG to procure vehicles, dated 30/11/2017.

2. A Model school by NAPE; A chart elaborating what a model school should look like.

3. Enforcing closure of illegal schools, dated 26/3/2018

4. On the ball Uganda; Introducing Games Master/ sports teacher.

5. Circular number 4/2018, Uganda National Performing Arts Festival syllabus , dated on 17/4/2018

6. Regularising of graduate officers currently appointed as Assistant Education officers.

7. Teachers support supervision in schools, dated 30/6/2017

8. Enforcing teacher's presence in schools through enforcing sanctions and rewards.

9. Circular Establishment Notice no.101; Dressing code for non uniform officers in public services, dated 13/7/2017

• Among the school visited to check on receipt of circulars from national level, the following circulars were found (Key for circulars- serial numbers as above)

- Kiryandongo p/s 7, 8,

- Kitwanga p/s 9

- Kihuura p/s 8

- Kigumba Moslem p/s -3

- Kigumba COU P/S- 9, 5,

• Claimed that received communication of above circulars during Head teachers meeting with DEO.



<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"> <li>• 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</li> </ul>	<p>The department mechanism of communication include;</p> <ol style="list-style-type: none"> <li>1. Watsapp platform, 2. Centre head teacher, 3. Notice boards, 4. Calls 5. Messages and 6. Circulars.</li> </ol> <ul style="list-style-type: none"> <li>• DEO- head teachers meeting on 14/6/2018, min. 27/2018: Co-curricular activities; Music competition time table for performing art festival. To pick copies from Amex stationers.</li> <li>• Department- head teachers meeting, Min. 5/2018, on 30/1/2018; Communication from DEO; Need to have substantive head teachers in order to empower and motivate for better services</li> <li>• Circular on 5/1/2018; To all Private schools ; Legalising private schools, in response to circular dated on 22/9/2017</li> <li>• Circular no. 1/2018; P/S music festival 2018, time table disseminated by DIS on 31/5/2018.</li> </ul>	<p>2</p>
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The LG Education De- partment has effectively inspected all registered primary schools<sup>2</sup>

Maximum 12 for this performance measure

- Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:

- o 100% - score 12
- o 90 to 99% - score 10
- o 80 to 89% - score 8
- o 70 to 79% - score 6
- o 60 to 69% - score 3
- o 50 to 59 % score 1
- o Below 50% score 0.

- The LG operates 73 government aided schools +88 private licensed and registered schools, total to 161 schools.

- Inspection report for term 1 submitted to DEO and CAO, on 30/3/2018 indicates 102 schools.

- Term 2 inspection report on 8/10/18 submitted to DEO 73 schools

Average inspection for each term  $(102+73)/2= 88$

Then  $(88/161)100= 54\%$

- The sampled schools visited to check for minimum inspection at least once per term indicate the following results:

- Kiryandongo BCS was inspected 1st term on 26/4/2018; 2nd term on 13/6/2018.  $= (2/3)$

- Kitwanga p/s inspected 1st term on 12/4/2018, 2nd term on 22/6/2018.  $= (2/3)$

- Kihuura p/s inspected on 1st term on 9/4/2018, 2nd term on 25/6/2018.  $= (2/3)$

- Kugumba moslem- 1st term on 10/4/2018, 2nd on 5/6/2018.  $= 2/3$

- Kigumba COU- 1st term on 9/4/2018, 2nd term on 9/8/2017.  $= 2/3$

- Average inspection for schools visited for inspection  $(2/3+2/3+2/3+2/3+2/3)/5 = 67\%$

- Overall is  $(54\%+67\%)/2= 61\%$

<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"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• Inspection report recommendations for term 1 on 30/5/2018, indicate areas of challenges as <ul style="list-style-type: none"> <li>- Inadequate latrine stances at Ndabulye, Wakisanyi, Jeja, Nyakatama p/s.</li> <li>- Inadequate desks in some schools.</li> <li>- Poor classroom structure in most private schools</li> </ul> </li> <li>• The deficiencies informed the department budget FY 2018/2019 to prioritize and plan to procure 11 Lightening arrestors for 4 schools.</li> <li>• Planed to procure 160 desks for 3 schools.</li> <li>• Planned to construct 3 classroom blocks in 3 schools, namely: Namilyango, Opok and Kyamugenyi COU p/s</li> <li>• Another follow up for corrective action was term 1 monitoring report on 30/6/2018, on Basic Minimum Requirement Standards (BMRS) by enforcing closure of schools that do not meet the minimum, while others advised begin the process licensing.</li> </ul>	<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"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• Inspection report for term 1, 2018 submitted to DES by DIS and received by DES secretary on 12/6/2018.</li> <li>• Report for term 2, 2018 submitted to CAO on 11/10/2018, but yet to be submitted to DES.</li> </ul>	<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"> <li>• Evidence that the inspection recommendations are followed- up: score 4.</li> </ul>	<ul style="list-style-type: none"> <li>• Cases of follow up on inspection recommendations were evidenced in the schools visited , and such cases include:</li> <li>• At Kiryandongo BCS, inspectors' comments on 27/4/2018, pointed at Absenteeism, pupils not attending to home work, poor time table management.</li> <li>• This was followed by staff meeting on 18/5/2018; Resolutions reached were:- Teachers to roll call class registers daily, teachers to follow time table and display them in classes, interpretation of syllabus for learners to understand well.</li> <li>• Also similar evidence among others seen at Kitwanga p/s; Inspection on 12/6/2017; highlighted areas of improvement as :- Poor records management of assessment results, Lack of assessing records.</li> <li>• On 26/7/2017 staff meeting; min. 2/2017; communication from head teacher: Assessments in form of tests, Reading and writing records should be displayed in classes.</li> <li>- Also sample/Model hand writing should be displayed in class for other pupils to emulate.</li> </ul>	<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"> <li>• Evidence that the LG has submitted accurate/consistent data:</li> <li>o List of schools which are consistent with both EMIS reports and PBS: score 5</li> </ul>	<ul style="list-style-type: none"> <li>• Submission of enrollment data for schools as at 10/1/2018 in the district and received to MOES on 15/1/2018 indicate total census of 73 schools.</li> <li>• While data from MOES also indicate 73 schools, which is consistent.</li> </ul>	<p>5</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> <li>• Enrolment data for all schools which is consistent with EMIS report and PBS: score 5</li> </ul>	<ul style="list-style-type: none"> <li>• Submission of enrollment data for schools as at 10/1/2018 in the district and received to MOES on 15/1/2018 indicate total enrollment of 58,987 pupils</li> <li>• While data from MOES Indicate 60,161, which is not consistent.</li> </ul>	<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"> <li>• 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</li> </ul>	<p>At the meeting of the Education, Health and Community Based Services Committee held on 14th December 2017, the Committee discussed service delivery issues under Min:4 /KDLG/COMTE/DEC/2017: “Presentation and discussion of activity report from 1st quarter todate and review of 2nd quarter work plan”. The Committee inter alia discussed the inspection and monitoring of schools, teacher attendance to duty and accountability for UPE funds.</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"> <li>• Evidence that the education sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>At the District Council meeting held on 21st December 2017, it met and discussed recommendations from Education, Health and Community Based Services Committee under Min: 18/KDLG/COUNCIL/DEC/2017: Presentation and approval of Committee’s Recommendations”, the Committee requested Council to approve the relocation of desks from Ndabulye PS to Namilyango PS and from Nyamahasa PS to Nanda PS because of the urgent need for desks in the said schools.</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"> <li>• 100% schools: score 5</li> <li>• 80 to 99% schools: score 3</li> <li>• Below 80 % schools: score 0</li> </ul>	<ul style="list-style-type: none"> <li>• The current SMCs are established and appointed by DEO.</li> <li>- All schools that were sampled for visiting to check on the functionality of SMCs, include; (Kigumba COU, Kiryandongo p/s, Kitwanga p/s, Kihura p/s, and Kigumba moslem) were appointed on 15/2/2016, 2/12/2015, 14/12/2015, 2/12/2015, 2/12/2015, respectively</li> <li>• . Held SMC meetings and discussed resource issues in all their meetings ranging from Fundraising, UPE budget approvals, Expenditure accountabilities for UPE, PTA, and donor grants etc as indicated below. (Selected one SMC meeting out of the 3 mandatory meetings in a year as representative.)</li> <li>- Kigumba COU SMC meeting for Term 3, 2017 was held on 21/11/2017; Min. no.4/2017, Financial report on PTA, and UPE funds.</li> <li>- Kiryandongo BCS term 3 SMC meeting on 20/11/2017; Min. no. 10/2017; Discussed Finances received for UPE, Nutrition, and PTA.</li> <li>- Kitwanga p/s SMC meeting on 7/11/2017; Min. NO. 4/2017; Reactions from PTA chairperson and approval of 15.M for 2018 AWP.</li> <li>- Kihuura p/s SMC meeting on 22/11/2017; Min. no. 5/2017; Financial report giving accountability of income and expenditures.</li> <li>- Kigumba Moslem SMC meeting on 20/11/2017; Min. no. 3/2017; UPE and PTA funds accountability.</li> <li>• However not all SMCs submitted reports to DEOs office.</li> </ul>	
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<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"> <li>• Evidence that the LG has publicised all schools receiving non-wage recurrent grants</li> </ul> <p>e.g. through posting on public notice boards: score 3</p>	<ul style="list-style-type: none"> <li>• The LG department displayed UPE grants on DEO's and General notice boards indicating a budget of 493,318,767 for FY 2018/19; And 132,512,360 for 4th quarter for 73 schools.</li> <li>• At schools visited, UPE capitation releases were displayed in staff rooms as indicated below; (selected term One releases as evidence)</li> </ul> <p>Kiryandongo BCS term 1 received 2,099m, Kitwanga p/s 1st term- 1.834m, Kihuura p/s 1st term – 2.222m, Kigumba Moslem 1st term- 2.1m.</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"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• The procurement plan for department projects include; (sampled three projects):</li> <li>- Procurement requisitions for Construction of computer lab at Stella Matutina S.S. worth 348.673M: It is only the DEO who initiated the process on 24/7/2017 but no signature of CFO and CAO, because it was a presidential pledge and procurement was not completed by LG PDU.</li> <li>- The projects below were processed once at the same date; on 24/7/2017, initiated by DEO; 26/7/2017 signed by CFO, and CAO on 31/7/2017.</li> <li>- Construction of 5 stance latrine at Tecwa, and Ndabulye p/s each worth 17.5M</li> <li>- Supply and delivery of furniture at Nyamahasa p/s 34 desks,worth 4M and 31 desks to Ndabulye p/s worth 3.7M.</li> <li>• All the above projects were extracted from the department AWP 2017/2018.</li> <li>• All submissions of projects were before 30th April.</li> </ul>	<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"> <li>• Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</li> </ul>	<ul style="list-style-type: none"> <li>• From the sampled payments made during the year to various vendors worth UGX 158,589,600, which was spent on:</li> <li>• Ssekago F Construction Ltd: Construction of 2 classroom Block at Kiryandongo Primary School, VR.No.287.</li> <li>• Unifa Investments (U) Ltd: Construction of two classroom Block at Diima Primary School, VR.No.219.</li> <li>• Kurindirira General Suppliers Ltd: Construction of 5 stance VIP Latrine with washrooms at Mutunda Primary School. VR.No.18.</li> <li>• Innokia Group Ltd: Construction of 2 classroom Block at Yabweng Primary School. VR.No. 29.</li> <li>• Kamoga Enterprises: Payment for Supplying of 65 Desks (Ntanda Primary School 34 Desks and Namilyanago Primary Schools 31 Desks). VR.No.397.</li> <li>• Cindy General Contractors: Construction of 5 stance VIP Latrines with washrooms at St. Livingstone Primary School, VR.No.130.</li> <li>•</li> <li>• All these payments were made on time and mostly within a week after requisition for payment was raised.</li> </ul>	<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"> <li>• 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</li> </ul>	<p>No evidence that the Department submitted the APR to Planner by 15th July 2018 was provided.</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"> <li>• 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</li> <li>o If sector has no audit query</li> <li>score 4</li> <li>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</li> <li>o If all queries are not responded to score 0</li> </ul>	<p>Two Queries</p> <ul style="list-style-type: none"> <li>• (1) USE Accountability Defaulters</li> <li>• Katawanga Abraham-Kigumba SSS – UGX 47,983,408</li> <li>• Walakira Abraham –Masindi Port SSS – UGX 32,145,282</li> <li>• Kaliisa Ronald – Mutunda SSS- UGX 51,830,705</li> <li>•</li> <li>• (2) Kigumba SSS</li> <li>• Un Accounted for advance of UGX 34,310,000</li> <li>•</li> <li>• All these queries were not yet responded to at the time of Assessment and no evidence was availed to the contrally.</li> </ul>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines</li> <li>on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2</li> </ul>	<ul style="list-style-type: none"> <li>• No evidence was availed for working in collaboration with gender focal person on disseminating guidelines and training senior women teachers on how to handle girl child issues.</li> </ul>	<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"> <li>• Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• Hand book on Civic education for effective participation of Ugandan citizens: disseminated by gender department; This manual expresses guidelines on gender</li> <li>• Training manual for WASH and Three Star Approaches; 74 schools received and signed for copies.</li> <li>• Guidelines on school feeding and Nutrition intervention; 73 schools signed receipt of copies; the content include; Personal hygiene, environmental hygiene, Sanitation, among others.</li> </ul>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the School Management Committee meets the guideline on gender composition: score 1</li> </ul>	<ul style="list-style-type: none"> <li>• SMC in the LG adheres to gender guidelines if 1/3 on the founding body representatives to be females; For instance; Kigumba Moslem has 2/6; Kigumba COU has 2/6; Kiryandongo BCS- 2/6; Kitwanga p/s – 3/6; and Kihuura p/s has 2/6 females.</li> </ul>	<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"> <li>• 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:</li> </ul>	<ul style="list-style-type: none"> <li>• The department has collaborated with environment sector in the following; <ul style="list-style-type: none"> <li>- During registration and licensing of private schools, for instance, seen are environment screening reports for Khristina p/s signed by EO on 23/7/2018.</li> <li>- Environment screening report for St. Kizito p/s was signed by EO on 7/8/2018</li> </ul> </li> <li>• Also environment inspection and certification report for Sacred Heart was signed by EO on 10/5/2018,</li> <li>- While environment inspection and certification for Treasure junior was signed by EO on 11/6/2018</li> </ul>	<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"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• However no evidence reports seen on environmental screening of Government aided schools' projects.</li> </ul>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 1</li> </ul>	<ul style="list-style-type: none"> <li>• No environmental monitoring report for checking on compliance of environmental mitigation plans by either EO or CDO.</li> </ul>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> <li>• More than 80% filled: score 8</li> <li>• 60 – 80% - score 4</li> <li>• Less than 60% filled: score 0</li> </ul>	<ul style="list-style-type: none"> <li>• The district has 1 HSD (Kibanda). The total number of HFs (Including PNFPs) that receive PHC NWR herein are 22 (Gov't – 1 Hospital, 5HCIIIs, 13HCIIIs; PNFP – 3HCIIIs).</li> <li>• MoH approved structure provides for 413 posts (Including DHO's Office) to operate at 100% capacity.</li> <li>• DHO list of health workers as at 11th October 2018 showed 301 posts filled. This meant that 112 posts were vacant in relation to the approved MoH staffing norms. This represents 72.9% posts filled .</li> </ul>	4
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>There was no evidence that the health department submitted a recruitment plan for the current FY</p> <ul style="list-style-type: none"> <li>• An integrated comprehensive recruitment plan for FY 2017/18 &amp; FY 2018/19 with a stamp dated 11th October 2016 was availed. It indicated 237 filled and 178 vacant positions. However, this plan was never updated in FY 2018/19 to cater for the 26 new staff that had been recruited the previous FY</li> </ul>	0

<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"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	<p>100% of the 19 Health Unit in charges had been appraised, by the District Health officer for the FY 2017-2018. A sample of 10 in charges was considered</p> <p>Namely:-</p> <ol style="list-style-type: none"> <li>1- Ondoru Christine (Nursing officer) – For Tecwa HCII was appraised on 6/8/2018</li> <li>2- Arinaitwe Deo ( Enrolled nurse) – For Karuma HCII was appraised on 6/8/2018</li> <li>3- Masikala Sylvia ( Enrolled midwife ) – For Kicwabujingo HCII was appraised on 6/8/2018</li> <li>4- Asaba Benjamine ( Clinical officer) – For Masindi Port HC III was appraised on 15/10/2018</li> <li>5- Omot Olanya Dickson (Senior clinical officer) – For Panyadoli HC III who was appraised on 3/7/2018</li> <li>6- Ngonzebwoha Prisca ( Enrolled nurse) – For Mpumwe HC II who was Appraised on 3/7/2018</li> <li>7- Bahemuka Ronald ( Clinical officer) – For Diimo HCIII who was appraised on 6/8/2018</li> <li>8- Kabaranga Prisca (Enrolled midwife) – For Kyabadoti HC III who was appraised on 15/8/2018</li> <li>9- Businge Emmanuel (Clinical officer) – For Kigumba HCIII who was appraised on 6/8/2018</li> <li>10- Muhumuza Ronald (Enrolled nurse ) – For Apondorwa HCII who was appraised on 6/8/2018</li> </ol>	
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<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"> <li>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</li> </ul>	<p>2 out of the 5 sampled facilities had deviations in staffing and no justification was provided at the time of assessment</p> <ul style="list-style-type: none"> <li>19 Gov't facilities (1 Hospital, 5 HCIIIs &amp; 13 HCII) exist in the district where staff on PHC Wage are deployed.</li> </ul> <ol style="list-style-type: none"> <li>Kiryandongo Hospital staff list dated 2nd August 2017 was availed with 160 staff recorded as attached to the facility. The staff list availed at DHO's office recorded 154 staff (one name had been duplicated) as deployed to this facility.</li> <li>Kigumba HCIII staff list was availed with 13 staff listed. Staff list at DHO's office showed 14 staff deployed to this facility.</li> <li>Panyadoli HCIII staff list was availed with 17 staff attached. DHO's staff list showed 17 staff deployed.</li> <li>Nyakadot HCII staff list was availed with 5 staff recorded as attached. DHO staff list indicated 5 staff deployed to this facility.</li> <li>Kichwabugingo HCII staff list was availed with 5 staff recorded as attached. DHO staff list indicated 5 staff deployed to this facility.</li> </ol>	<p>0</p>
<p>Monitoring and Supervision</p>			
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>No evidence was availed at the time of assessment</li> <li>Guidelines to the LG Planning Process Health Sector Supplement 2016 were availed.</li> <li>Sector Grant and Budget Guidelines 2018/19 were not availed at the time of assessment</li> <li>Policy Strategy for Improving Health Service delivery 2016-2021 was never availed at the time of assessment</li> </ul>	<p>0</p>

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>No evidence from DHO was availed at the time of assessment.</li> </ul>	<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>There was no evidence at the time of assessment that the DHT supervised any HCIV and district hospital the previous year</p> <ul style="list-style-type: none"> <li>The district has 1 HSD (Kibanda). The total number of HFs (Including PNFPs) that receive PHC NWR herein are 22 (Gov't – 1 Hospital, 5HCIIIs, 13HCIIIs; PNFP – 3HCIIIs).</li> <li>Q1 support supervision and monitoring report conducted from 4th July to 3rd August 2017 was availed. 16 facilities were supervised i.e. 5 HCIIIs &amp; 11 HCIIIs</li> <li>Q3 integrated support supervision report conducted from 14th March to 10th April was availed. 8 facilities were supervised i.e. 3 HCIIIs &amp; 4 HCIIIs</li> <li><i>DHO's office received UGX 7,272,298 PHC NWR quarterly in FY 2017/18 which according to the substantive DHO wasn't enough to conduct all the four quarterly support supervisions.</i></li> </ul>	<p>0</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> <li>• If 100% supervised: score 3</li> <li>• 80 - 99% of the health facilities: score 2</li> <li>• 60% - 79% of the health facilities: score 1</li> <li>• Less than 60% of the health facilities: score 0</li> </ul>	<ul style="list-style-type: none"> <li>• HSD supervises 21 facilities (Gov't – 5 HCIIIs, 13 HCIIIs; PNFP – 3 HCIIIs)</li> <li>• Q4 support supervision report carried out in April &amp; May 2018 was available. 22 health facilities (including the HSD hospital) were supervised.</li> </ul>	<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"> <li>• 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</li> </ul>	<p>Only 2 out of the 4 required reports were available and these had evidence of having been discussed</p> <ul style="list-style-type: none"> <li>• Weaknesses identified for each facility during the Q1 DHT supervision were discussed immediately and respective recommendations made quoting responsible persons in some but without specific time frames.</li> <li>• Gaps identified at each facility in Q3 DHT supervision were discussed immediately and action points developed with responsible persons but without specific time frames.</li> <li>• Gaps/Areas of improvement identified for each facility during the Q4 HSD supervision were discussed immediately and recommendations made along with the report. However, no action plan was seen to ensure corrective actions are taken by responsible persons in specific time frames</li> </ul>	<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"> <li>Evidence that the recommendations are followed</li> <li>– up and specific activities undertaken for correction: score 6</li> </ul>	<ul style="list-style-type: none"> <li>No evidence was availed at the time of assessment</li> </ul>	<p>0</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10</li> </ul> </li> </ul>	<p>PBS budget estimates for FY 2018/19 never listed the 22 facilities receiving PHC NWR</p> <ul style="list-style-type: none"> <li>The district has 1 HSD (Kibanda). The total number of HFs (Including PNFPs) that receive PHC NWR herein are 22 (Gov't – 1 Hospital, 5HCIIIs, 13HCIIIs; PNFP – 3HCIIIs).</li> <li>List of facilities that received PHC NWR in FY2017/18 with DHO stamp dated 30th July 2018 was availed with 22 facilities (Including PNFPs) and a total of UGX 452,180,528 . Also a list of facilities that received Q1 PHC NWR for FY 2018/19 with DHO stamp dated 28th September 2018 was availed with 22 facilities (including PNFPs) worth a total of UGX 92,984,750</li> <li>PBS Draft Budget Estimates of Revenue and Expenditure (Recurrent – LG Services &amp; Development – Capital Purchases) FY 2018/19 generated on 28/03/2018 were availed. It never listed the 22 facilities on Pages 32 &amp; 33 where the total PHC NWR was recorded as UGX 16,123,000 for NGO; 831,779,000 for HCIV-HCII and UGX 0 for Hospital.</li> <li>HMIS report screenshot for period July 2017 to June 2018 on ANC 1st visit, Deliveries &amp; OPD attendance was availed. It listed 28 facilities that had reported during that period and the 22 facilities were listed among them.</li> </ul>	<p>0</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"> <li>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</li> </ul>	<p>At the meeting of the Education, Health and Community Based Services Committee held on 14th December 2017, the Committee discussed service delivery issues under Min:4 /KDLG/COMTE/DEC/2017: "Presentation and discussion of activity report from 1st quarter to date and review of 2nd quarter work plan". The Committee inter alia discussed the training of health workers on usage of score card to assess progress, quality care assessment in health facilities and the mass polio campaign/.</p>	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>At the District Extra-Ordinary Council meeting held on 28th September 2017, it met and discussed recommendations from Education, Health and Community Based Services Committee under Min: 7/KDLG/COUNCIL/SEPT/2017: Presentation of Committee's Recommendations", the Committee requested Council to approve the review by the DHO of posting of health workers and midwives in particular at HC III's and HC IIs with a consideration of their workload..</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"> <li>If 100% of randomly sampled facilities: score 6</li> <li>If 80-99 %: score 4</li> <li>If 70-79: %: score 2</li> <li>If less than 70%: score 0</li> </ul>	<p>2 out of the 5 sampled facilities fulfilled all the requirements of this performance measure. This is 40% performance</p> <p><u>1. Kiryandongo Hospital HUMC list was availed with 6 members (0 females &amp; 6 males).</u> Q1 minutes for meeting held on 29/09/2017 were availed; budget &amp; resource issues were discussed under minute 04/09/2017 &amp; 06/09/2017. Q2 minutes for meeting held on 12/12/2017 were availed; budget &amp; resource issues were discussed under minute 04/12/2107. Q3 minutes for meeting held on 15/03/2018 were availed; budget &amp; resource issues were discussed under minute 04/03/2018. Q4 minutes for meeting held on 11/07/2018 were availed; budget &amp; resource issues were discussed under minute 03/07/2018.</p> <p><u>2. Kigumba HCIII HUMC list with 4 members (0 female &amp; 4 males) was availed.</u> Q1 minutes dated 12/09/2017 were availed;</p>	<p>0</p>

budget & resource issues were discussed under min 04/HUMC/09/2017 & min 05/HUMC/09/2017.

Q3 minutes for meeting held on 09/03/2018 were availed; budget & resource issues were discussed under min 002/03/2018.

Q4 minutes for meeting held on 12/6/2018 were availed; budget & resource issues were discussed under min 4/04th/2018.

3. Panyadoli HCIII HUMC list was availed with 6 members (2 females & 4 males).

Q1 minutes for meeting held on 28th September 2017 were availed; budget & resource issues were discussed under minute four & five.

Q2 minutes for meeting held on 15-12-2017 were availed; budget & resource issues were discussed under minute II & IV.

Q3 minutes for meeting held on 23-02-2018 were availed; resource issues were discussed under minute IV.

Q4 minutes for meeting held on 19/07/2018 were availed; resource issues were discussed under minute V.

4. Nyakadot HCII HUMC list with 5 members (4 females & 1 male) was availed.

No minutes were availed at the time of assessment

5. Kichwanbugingo HCII HUMC list was availed with 5 members minus the in-charge who was female hence actual membership was 6 (3 females & 3 males).

Q1 minutes for meeting held on 15/09/2017 were availed; resource issues were discussed under communication from the in-charge.

Q2 minutes for meeting held on 29/12/2017 were availed; budget & resource issues were discussed under reading of previous minutes & communication from the in-charge.

Q3 minutes for meeting held on 25/01/2018 were availed; resource issues were discussed under minute 4.

<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"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>A list of 22 facilities (Gov't – 1 Hospital, 5HCIIIs, 13HCIIIs; PNFP – 3HCIIIs) that received Q1 FY 2018/19 PHC NWR dated 28th September 2018 was displayed on the public notice board at the time of assessment.</li> </ul>	<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"> <li>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</li> </ul>	<p>The submission date was taken to be that when the DHO signed and it was later than 30th April 2018</p> <ul style="list-style-type: none"> <li>A letter dated 4th April 2018 submitting the Procurement Plan for FY 2018/19 was availed. It was signed by the DHO with stamp dated 14th May 2018. The plan had 8 investment items listed (6 PHC NWR &amp; 2 DDEG) and was signed by DHO on 14th May 2018.</li> </ul>	<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"> <li>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.</li> </ul>	<ul style="list-style-type: none"> <li>PP1 forms for FY 2018/19 investment menu items were not availed at the time of assessment</li> </ul>	<p>0</p>

<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.</li> </ul>	<ul style="list-style-type: none"> <li>From the sampled payments made during the year to various vendors worth UGX 54,963,350, which was spent on: <ul style="list-style-type: none"> <li>Rujab General Enterprises Limited: Construction of General / Maternity Ward at Kigumba HCIII. VR.No.206.</li> <li>Monaco Contractors Limited: Construction of an OPD Block at Diika HCII. VR.No.190.</li> <li>Rewal Power Connect Limited: Supply of Installation of (Yaka) electrical meters at Kiryandongo Hospital. VR.No. 191.</li> </ul> </li> </ul> <p>All these payments were made within one month after the payment requisitioned were raised.</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>No evidence that the Department submitted the APR to Planner by 15th July 2018 was provided.</p>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> <li>• If sector has no audit query: Score 4</li> <li>• 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</li> <li>• If all queries are not responded to Score 0</li> </ul>	<ul style="list-style-type: none"> <li>• ONE query:</li> <li>• (1) UNICEF Funds un accounted for worth UGX 137,586,200.</li> <li>• These funds were accounted for on 8th February 2018.</li> </ul>	<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"> <li>• Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2</li> </ul>	<p>2 out of the 5 sampled facilities failed to meet the required composition</p> <ol style="list-style-type: none"> <li>1. Kiryandongo Hospital HUMC list was availed with 6 members (0 females &amp; 6 males). This is 0% composition</li> <li>2. Kigumba HCIII HUMC list with 4 members (0 female &amp; 4 males) was availed. This is 0% composition</li> <li>3. Panyadoli HCIII HUMC list was availed with 6 members (2 females &amp; 4 males). This is 33.3% composition</li> <li>4. Nyakadot HCII HUMC list with 5 members (4 females &amp; 1 male) was availed. This is 80% composition</li> <li>5. Kichwabugingo HCII HUMC list was availed with 5 members minus the in-charge (2 females &amp; 3 males). This is 40% composition</li> </ol>	<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"> <li>Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2.</li> </ul>	<ul style="list-style-type: none"> <li>No evidence was availed at the time of assessment.</li> </ul>	0
<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"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>The procurement plan FY 2017/18 was not availed at the time of assessment. However, it was reported that there was no infrastructure project done last financial year.</li> <li>Project screening was not applicable since there was no infrastructure project</li> </ul>	0
<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"> <li>The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2</li> </ul>	<ul style="list-style-type: none"> <li>Site visit &amp; inspection was not applicable since there was no infrastructure project done</li> </ul>	0
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<ul style="list-style-type: none"> <li>No evidence was availed at the time of assessment</li> </ul>	0

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"> <li>• 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"> <li>o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10</li> <li>o If 80-99%: Score 7</li> <li>o If 60-79: Score 4</li> <li>o If below 60 %: Score 0</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Kiryandongo’s safe water coverage is slightly lower than the national average with 68% of its rural residents served</li> <li>• Three of the district’s five rural sub-counties are below the district average: Kigumba 61%, Mutunda 56% and Kiryandongo Refugee Settlement 64%</li> <li>• As per FY 2018/19 approved workplan (dated August 7, 2018), two of the three low-coverage sub-counties were targeted:               <ul style="list-style-type: none"> <li>i. Kigumba: construction of piped water system (PWS)</li> <li>ii. Mutunda: installation of 2 No. boreholes (BH)</li> </ul> </li> <li>• Investments in the low-coverage sub-counties amount to UGX 283 million, which is 90% of the FY 2018/19 water and sanitation development grant (UGX 315 million)</li> </ul>	7



<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>o If 100 % of the water projects are implemented in the targeted S/Cs:</li> </ul> <p>Score 15</p> <ul style="list-style-type: none"> <li>o If 80-99%: Score 10</li> <li>o If 60-79: Score 5</li> <li>o If below 60 %: Score 0</li> </ul>	<ul style="list-style-type: none"> <li>• The LG reported FY 2017/18 achievements via quarter 4 report dated August 7, 2018</li> <li>• As per aforesaid progress report, three capital projects were implemented in FY 2017/18, viz.: <ul style="list-style-type: none"> <li>i. Drilling and installation of 11 No. BHs</li> <li>ii. Rehabilitation of 10 No. BHs (financed by UNICEF)</li> <li>iii. Construction of a public sanitation facility at Masindi Port</li> </ul> </li> <li>• As per aforesaid reports, the low-coverage sub-counties were catered for via the water grant as follows: <ul style="list-style-type: none"> <li>i. Kigumba: BH installation (2 No.); BH rehabilitation (2 No.)</li> <li>ii. Mutunda: BH installation (3 No.); BH rehabilitation (4 No.)</li> </ul> </li> <li>• In capital terms, less than half of FY 2017/18 WSS projects were implemented in the low-coverage sub-counties</li> </ul>	<p>0</p>
<p>Monitoring and Supervision</p>			
<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"> <li>• If more than 95% of the WSS facilities monitored: score 15</li> <li>• 80% - 95% of the WSS facilities - monitored: score 10</li> <li>• 70 - 79%: score 7</li> <li>• 60% - 69% monitored: score 5</li> <li>• 50% - 59%: score 3</li> <li>• Less than 50% of WSS facilities monitored: score 0</li> </ul>	<ul style="list-style-type: none"> <li>• Implementation monitoring reports for the FY 2017/18 WSS investments (presented in PM #2) were reviewed: <ul style="list-style-type: none"> <li>i. BH drilling (by KLR Ltd): progress report dated March 5, 2018 authored by the Assistant Engineering Officer (AEO)</li> <li>ii. BH rehabilitation (by Hand Pump Mechanics): progress report dated February 7, 2018 authored by the District Water Officer</li> <li>iii. Public sanitation facility (by Ssekago F): monthly report of February 2018 prepared by the AEO</li> </ul> </li> <li>• 3 out of 3 Projects: 100%</li> </ul>	<p>15</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the district has submitted accurate/consistent data for the current FY: Score 5</li> <li>List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<ul style="list-style-type: none"> <li>As intimated in Performance Measure #2, Kiryandongo LG reported all its FY 2017/18 achievements in Q4</li> <li>The Q4 report dated August 7, 2018 highlighted achievements in relation to BH installation and rehabilitation, and construction of public sanitation facility</li> </ul>	5
<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"> <li>List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<ul style="list-style-type: none"> <li>The list of FY 2017/18 achievements is consistent with both MWE and PBS records as follows: <ul style="list-style-type: none"> <li>Drilling and installation of 11 No. deep BHs</li> <li>Rehabilitation of 10 No. BHs</li> <li>Construction of one public sanitation facility (PSF)</li> </ul> </li> <li>The relevant MoWE MIS file: Quarterly Achievements FY 2017/18</li> </ul>	5
Procurement and contract management			
<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<ul style="list-style-type: none"> <li>The following WSS investments are planned for FY 2018/19: <ul style="list-style-type: none"> <li>Construction of piped water system in Kigumba sub-county</li> <li>Installation of 3 No. boreholes</li> </ul> </li> <li>Procurement requisitions for FY 2018/19 investments were raised by DWO on April 26, 2018; approved by the CFO and confirmed by CAO</li> <li>PDU records confirm submission of PRs within the April 30 deadline</li> </ul>	4

<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"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>The Assistant Engineering Officer was appointed December 14, 2017 Contract Manager for the WSS projects highlighted in Performance Measures #2 and #4</li> <li>Regular implementation monitoring (site) visits are conducted as highlighted in performance measure 3</li> <li>Minutes of meetings to review select projects were seen: <ul style="list-style-type: none"> <li>BH installation: meeting held June 4, 2018 involving contractor (KLR), district staff and drilling supervision consultant</li> <li>Public sanitation facility: meeting held March 5, 2018 between DWO and contractor (Ssekago F) to address delay in commencement of works</li> </ul> </li> </ul>	<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"> <li>If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	<ul style="list-style-type: none"> <li>Contract documents for FY 2017/18 works entailed specifications to guide construction</li> <li>Contracts Kirya592/Wrks/2017-18/003 for BH installation and Kirya592/Wrks/2017-18/004 for the public sanitation facility were reviewed</li> <li>Field assessment was conducted for four boreholes in Kiryandongo and Kigumba sub-counties, and the public sanitation facility at Masindi Port</li> <li>It was established the WSS facilities were built as per designs</li> <li>Details of assessed WSS facilities are presented in Performance Measure 11</li> </ul>	<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"> <li>• If contractor handed over all completed WSS facilities: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• At the time of assessment, the reviewed WSS facilities were within the defects liability period</li> <li>• Practical completion reports (dates in subsequent section) for aforesaid facilities are on file</li> <li>• Field assessments confirmed beneficiary communities handle routine O&amp;M of the WSS facilities via WSCs (details of WSCs presented in Performance Measure 14)</li> </ul>	<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"> <li>• If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• The Contract Manager (DWO) certified WSS facilities upon completion – and filed reports dated as follows: <ul style="list-style-type: none"> <li>i. 10 No. borehole installation (by KLR Ltd) – August 8, 2018</li> <li>ii. Public sanitation facility at Masindi Port (by Ssekago F) – June 4, 2018</li> </ul> </li> </ul>	<p>2</p>

<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<ul style="list-style-type: none"> <li>From the sampled payments made during the year worth UGX 457,170,808 to various vendors here below : <ul style="list-style-type: none"> <li>LHM Ground Water Exploration and Geo Mapping Services Ltd.: Sitting and drilling supervision of Boreholes at Sambya, Nyiigall, Kitongozi, Kitwara, Kimogora A, Nyakagwengi, Popara West, Nyakabale, Kaduku II, Kaduku Hill and Kitukuza, VR. No.302.</li> <li>Ebowa Investments Limited: Drilling of 4 deep boreholes at Kikooba, Mahonge, Kajebu and Kawitti B. VR.No.2000.</li> <li>Sumadhura Technologies Limited: Drilling boreholes at Kyankende, Katumbatumba, Kiigya-Mbalibiri, Katugo and Kamasenene. VR. No.204.</li> <li>KLR Uganda Limited: Drilling test pumping, casting and installation of 10 boreholes, Nyinga II, Nsambya, Kitwara, Kitongonzi, Popara West, Nyakagweng, Kaduku II, Nyakabale, Kitukuza and Kaduku Hill. VR.No.301.</li> <li>All these payments were made on time and mostly within a week after requisition for payment was raised.</li> </ul> </li> </ul>	<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"> <li>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</li> </ul>	<p>No evidence that the Department submitted the APR to Planner by 15th July 2018 was provided.</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"> <li>• 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</li> <li>o If sector has no audit query score 5</li> <li>o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3</li> </ul> <p>If queries are not responded to score 0</p>	<ul style="list-style-type: none"> <li>• The Department of Water and Sanitation did not have a query from the Internal Auditor for the whole financial year 2017/18.</li> </ul>	<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"> <li>• 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</li> </ul>	<p>At the meeting of the Works, Production &amp; Natural Resources Committee held on 21st September 2017, the Committee discussed service delivery issues under Min:4 /KDLG/COMTE/SEPT/2017: "Presentation of the 4th quarter reports 2016/2017 FY and approval of 1st quarter work plan 2017/2018 FY". The Committee inter alia discussed the implemented projects e.g. drilling of 9 deep boreholes at Kakooge, Kankoba, Kapapaura center, Isunga, KimogoroA, KimogoroB, Nyama II, Wakisanyi &amp; Kikaito which awaited commissioning.</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"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	<p>The LG did not have evidence of the water sector committee having presented issues to Council that required approval. This was established by reviewing the following Council minutes of meetings held on :</p> <ul style="list-style-type: none"> <li>i. 26th June 2018,</li> <li>ii. 29th May 2018,</li> <li>iii. 29th March 2018,</li> <li>iv. 21st December 2017,</li> <li>v. 28th September 2017, and</li> <li>vi. 5th August 2017.</li> </ul>	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<ul style="list-style-type: none"> <li>At the time of assessment, the LG notice board was furnished with details of the Q2 water development grant</li> <li>Notice was dated October 6, 2018 and UGX 117m was released for Q2 expenditure</li> <li>The water department's notice board had a list of FY 2018/19 projects – dated October 2, 2018</li> </ul>	<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"> <li>All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	<ul style="list-style-type: none"> <li>The sampled projects are furnished with required details as follows: <ul style="list-style-type: none"> <li>Borehole #1: Kitwara village, Kiryandongo sub-county; DWD No. #57387; Funding: DWSCG; Date: April 2018</li> </ul> </li> </ul> <p>Contractor: KLR Ltd</p> <ul style="list-style-type: none"> <li>Borehole #2: Nyakatama village, Kiryandongo sub-county; DWD No. #40397; Funding: UNICEF; Date: March 2018</li> </ul> <p>Contractor: Kiryandongo HPMA</p> <ul style="list-style-type: none"> <li>Borehole #3: Nyama II village, Kigumba sub-county; Funding: UNICEF; Date: March 2018</li> </ul> <p>Contractor: Kiryandongo HPMA</p> <ul style="list-style-type: none"> <li>Borehole #4: kaduku II village, Kigumba sub-county; DWD No. #57391; Funding: DWSCG; Date: April 2018</li> </ul> <p>Contractor: KLR Ltd</p> <ul style="list-style-type: none"> <li>5-stance lined VIP latrine at Masindi Port</li> </ul> <p>Funding: DWSCG; Date: FY 2017/18; Contractor: Ssekago F Ltd</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"> <li>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	<ul style="list-style-type: none"> <li>At the time of assessment, results of bid opening for borehole siting and drilling published September 5, 2018 were displayed on the notice board – as follows: <ul style="list-style-type: none"> <li>Sango Bay Ltd</li> <li>East African Boreholes Ltd</li> <li>KLR Ltd</li> <li>Sky Africa Ltd</li> </ul> </li> <li>The second noticed published September 5, 2018 enlisted bids for Construction of a Solar-powered Water System in Kigumba sub-county: <ul style="list-style-type: none"> <li>Libra Contractors Ltd</li> <li>Reddy's Boreholes Ltd</li> <li>ARC Services Ltd</li> </ul> </li> </ul>	<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"> <li>If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	<ul style="list-style-type: none"> <li>Community applications for select WSS facilities are on file. Successful applications for FYs 2017/18 and 2018/19 include: <ul style="list-style-type: none"> <li>i. Nyinga village (Kiryandongo sub-county): request for borehole dated July 4, 2016</li> <li>ii. Nyakabale village (Kigumba sub-county): request for borehole dated October 27, 2016</li> <li>iii. Sambia village (Kiryandongo sub-county): request for borehole dated October 12, 2017</li> <li>iv. Popara-West (Mutunda sub-county): request for borehole dated March 6, 2017</li> </ul> </li> </ul>	<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"> <li>Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&amp;M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&amp;E plan for the previous FY: score 2</li> </ul> <p>Note: One of parameters above is sufficient for the score.</p>	<ul style="list-style-type: none"> <li>All the sampled WSS facilities are well-fenced, indicating respective WSCs are functional</li> </ul>	<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"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>Environment and Social Screening Forms (reports) for all the boreholes installed in the previous FY were assessed</li> <li>Screening for borehole installation was done by the Environment Officer on 15 and 16 November, 2017</li> <li>Mitigation measures proposed during screening include fencing BH sites, constructing soakaway pits, backfilling, among others</li> </ul>	<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"> <li>Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	<ul style="list-style-type: none"> <li>No evidence of follow-up was availed</li> </ul>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	<ul style="list-style-type: none"> <li>Contracts Kirya592/Wrks/2017-18/003 for BH installation and Kirya592/Wrks/2017-18/004 for the public sanitation facility had provisions for environmental screening</li> <li>The successful bidders KLR Ltd and Ssekago, respectively, were bound by the aforesaid documents</li> </ul>	<p>1</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>Two reports, one for formation, other for training of WSCs were reviewed</li> <li>The reports dated May 20 and December 13, 2017 were both prepared by the Community Development Officer – and detail composition and positions of WSC members</li> <li>Of the sampled WSCs, women predominantly occupy treasurer and secretary roles</li> <li>Composition of women for all sampled WSCs meets the sector requirement of 50%</li> </ul>	<p>3</p>

<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	<ul style="list-style-type: none"> <li>• Kiryandongo LG built one public sanitation facility in FY 2017/18, but none in this FY</li> <li>• Field assessment of the 5-stance facility at Masindi Port ascertained it meets sectoral requirements: two stances and washroom for women; two stances and urinal for men; and one stance for PWDs</li> </ul>	<p>3</p>
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