



## Local Government Performance Assessment

Makindye-Ssabagabo Municipal Council

(Vote Code: 780)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	63%
Educational Performance Measures	85%
Health Performance Measures	85%
Water Performance Measures	0%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> <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>The Local Government submitted the annual performance contract on 31st July 2018. This was within the adjusted deadline of 1st August 2018. Therefore the LG is compliant.</p>	<b>Yes</b>
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>The Local Government submitted the budget together with the Procurement Plan on 31st July 2018. This is within the adjusted deadline of 1st August 2018. Therefore the LG is Compliant.</p>	<b>Yes</b>
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>The annual performance report for the previous year was submitted on 23rd August 2018 beyond the deadline of 31st July 2018, thus the LG is NOT compliant.</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> <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>The Local Government submitted quarterly and annual reports as follows: Quarter 1 on 8th December 2017; Quarter 2 on 24th March 2018; Quarter 3 on 27th July 2018 and Quarter 4 on 23rd August 2018.</p> <p>The LG submitted the 4th quarterly report (annual performance report) beyond the July 31st deadline and the adjusted deadline of 1st August 2018 hence the LG is NOT compliant.</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General’s findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED’s Inventory/record of LG submissions of statements entitled “Actions to Address Internal Auditor General’s findings”,</p> <p>Check:</p> <ul style="list-style-type: none"> <li>• If LG submitted a ‘Response’ (and provide details), then it is compliant</li> <li>• If LG did not submit a ‘response’, then it is non-compliant</li> <li>• If there is a response for all –LG is compliant</li> <li>• If there are partial or not all issues responded to – LG is not compliant.</li> </ul>	<p>The LG submitted Audit responses to the PS/ST on 16/4/2018 with cover letter reference CRD:MSMC 251/2 dated 5/4/2018 signed by Mr. Sebadduka the then deputy Town Clerk.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Makindye Ssabagabo MC got a clean (unqualified) audit opinion from the Auditor General for the financial year 2017/18.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 1.</li> </ul>	<p>Makindye Ssabagabo Municipal LG has a functional Physical Planning Committee in place that considers new investments on time.</p> <p>There is evidence that the membership is in line with the provisions of the Physical Planning Act 2010 and that appointment letters for the members of Physical Planning Committee were availed, dated 13th June 2017 under reference MSMC/214/1.</p> <p>Minutes of Physical Planning Committee meetings confirm that the committee is functional. For example, minutes of meetings dated 8th June 2018, Min: MSMPPC/05/06/2018: Consideration of development applications; and minutes dated 31st May 2017, Min: MSMPPC/07/05/2018: Update on physical development plan; and minutes dated 30th June 2017, Min: MSMPPC/06/07/2017: Presentation of two market proposals under public private partnership applications among others.</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 LG submitted all the 4 sets of minutes to the MoLHUD on 13th July under reference CRMSMC/214/1. The letter of submission bears MoLHUD acknowledgement of receipt dated 14th August 2018. The four (4) sets of minutes submitted are dated as follows: 24th April 2018; 21st February 2018; 26th October 2017 and 4th August 2017.</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>• All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0</li> </ul>	<p>The MC is in the process of preparing the physical development plan. Therefore infrastructure investments are not guided by any physical development plan.</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• Action area plan prepared for the previous FY: score 1 or else 0</li> </ul>	<p>The LG has an Action Area Plan for Lubowa Housing Project dated 8th August 2018.</p>	<p>1</p>

The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles

Maximum 5 points on this performance measure.

• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

There was evidence that the Priorities in AWP are based on outcomes of the budget conference report dated 21/11/2017.

The priorities in the AWP for the current FY include:

- Procurement of motor vehicle for Works department;
- Routine road maintenance by road gangs and spot improvement of selected roads;
- Periodic maintenance of Nfuffu-Kalikutanda road (1km), zimwe road (0,4km) and Kikajjo road;
- Monitoring and inspection of primary schools;
- Procurement of motor vehicle for education department (pg.232 on AWP);
- Construction and rehabilitation of classroom blocks in selected primary schools (pg.227 on AWP);
- Construction of maternity ward and labor suit at Ndejje HCIV (pg.223 on AWP); and
- Rehabilitation of laboratory at Ndejje HCIV (pg.223 on AWP).

The budget conference was approved by TPC on 5th September 2017 under Min: TPC/16/09/2017: Local Government planning framework.

<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. Score 1.</li> </ul>	<p>There was evidence that the capital investments in the AWP for the current FY are derived from the approved Five year development plan. The capital investments in the AWP for the current FY include:</p> <ul style="list-style-type: none"> <li>- Health: Construction and completion of surgical ward at Ndejje HC IV (pg. 223 on AWP and pg. 64 on Five year development plan);</li> <li>- Works: Periodic maintenance of Nfuffu-Kalikutunda roads (pg. 224 on AWP and pg. 64 on Five year development plan);</li> <li>- Works: Routine maintenance of roads by gangs (pg. 224 on AWP and pg. 64 on Five year development plan);</li> <li>- Health: Promotion of health education (pg. 223 on AWP and pg. 64 on Five year development plan);</li> <li>- Education: Phased construction of seed school at Kabiri Masajja</li> </ul> <p>There was evidence that the AWP dated 13/02/2018 was approved by Council under Min COU:34/13/02/2018: Motion seeking approval of District Development Plan/ District AWP for the FY 2018/2019.</p>	
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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>There was evidence that the project profiles were developed. However, evidence to show that the profiles were discussed in TPC meeting was not availed.</p> <p>The Project profiles availed include:</p> <ol style="list-style-type: none"> <li>1) Works &amp; Technical Services: Roads – Kibutika-Ndejje road (1.5km); Implementing Agency: Makindye Ssabagabo MC; Amount: UGX70,000,000;</li> <li>2) Natural Resources: Physical Planning and Urban Management; Title: Installation of 10 solar street lights along Namasuba-Ndejje-Kitiko road; Code: 08; Implementing Agency: Makindye Ssabagabo MC; Amount: UGX50,000,000; and</li> <li>3) Natural Resources: Physical Planning and Urban Management; Title: Preparation of Makindye Ssabagabo Physical Development Plan; Code: 08; Implementing Agency: Makindye Ssabagabo MC; Amount: UGX190,000,000 among others.</li> </ol>	<p>0</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>There was evidence that the Statistical abstract with gender dis-aggregated data was compiled and approved in TPC meeting dated 24/04/2017 under min. TPC/54/04/2017: Presentation of Statistical abstract.</p>	<p>1</p>

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

• 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

There was evidence that all investment projects implemented in FY 2017/18 were derived from the AWP and approved budget. These include:

- Health: Rehabilitation of Mutundwe HCII emergency maternity wing wall (pg. 53 of the AWP);
- Health: Construction of concrete walk way from maternity ward to operating theater at Ndejje HCIV (pg. 53 of the AWP);
- Health: Renovation of plumbing system at Ndejje HCIV (pg. 53 of the AWP);
- Education: Construction and rehabilitation of two (2) classroom blocks at Kigo Prisons primary school in Ndejje division and St. Pius Masajja primary school in Masajja division (pg. 55 of the AWP);
- Education: Construction and rehabilitation of three (3) classroom blocks at Masajja UMEA primary school in Masajja division (pg. 55 of the AWP);
- Education: Construction of 5 stance VIP latrine at Seguku primary school in Ndejje division (pg. 55 of the AWP);
- Works: Routine manual maintenance of urban paved roads (pg. 60 of the AWP); and
- Periodic road maintenance by force on account of Kigo-Kanaba road, Delico road, Murimu-Kibutika road, Bunamwaya-Kisigula-Mirembe Mutundwe road, Kiziba road and Namata road (pg. 61 of the AWP) among others.

<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> </ul> <ul style="list-style-type: none"> <li>o 100%: score 4</li> <li>o 80-99%: score 2</li> <li>o Below 80%: 0</li> </ul>	<p>There was evidence that 9 out of 10 investment projects implemented in the previous FY were completed as per work plan by end of FY. This accounts for 90% completion rate. The source of evidence was the annual performance report.</p> <p>The investment projects completed as per work plan by end of FY include:</p> <ul style="list-style-type: none"> <li>- Works: Tarmaking 1km of St Noah-Nfuffu road in Bunamwaya division;</li> <li>- Works: Tarmaking 1km of Municipal road in Ndejje division;</li> <li>- Administration: Phased loan repayment for the purchase of municipal land;</li> <li>- Construction of two (2) classroom blocks in two schools – Busabala primary school and Bunamwaya C/U primary school at Busabala parish;</li> <li>- Natural Resources: Phase 1 of physical development plan preparation;</li> <li>- Works: Purchase of 1 double cabin pick up on hire purchase for works department;</li> <li>- Works: Purchase of plastic chairs for the council hall</li> <li>- Education: Construction of 10 stance VIP latrine for Namasuba UMEA primary school; and</li> <li>- Administration: Face lifting the registry and purchase of furniture.</li> </ul>	<p>2</p>
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<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>Evidence from five sampled projects below shows that all investment projects in the previous FY were completed within Max. 15% plus or minus the original budget.</p> <ol style="list-style-type: none"> <li>Tarmaking 1km of St Noah-Nfuffu road in Bunamwaya division; (budgeted: UGX364,923,000 and Actual Expenditure was UGX364,923,000), hence 100% expenditure;</li> <li>Tarmaking 1km of Municipal road in Ndejje division (budgeted: UGX293,679,000, Actual Expenditure was UGX280,000,000); thus 95% expenditure;</li> <li>Face lifting the registry and purchase of furniture (budgeted: UGX34,000,000 - Actual Expenditure – UGX34,000,000) thus 100% expenditure;</li> <li>Construction of 10 stance VIP latrine for Namasuba UMEA primary school (budgeted: UGX46,000,000, Actual Expenditure was UGX46,000,000), thus 100% expenditure; and</li> <li>Construction of two (2) classroom blocks in two schools, that is Busabala primary school (at UGX89,500,000)and Bunamwaya C/U primary school at Busabala parish (budgeted: UGX179,000,000 - Actual Expenditure – UGX154,000,000) thus 86% expenditure.</li> </ol>	2
<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 did not avail evidence on the budget and expenditure of O&amp;M and the LG did not have a register of assets in need of maintenance.</p>	0
Human Resource Management			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>The Municipality has substantively filled 4 out of the 13 approved posts of heads of department as per the Local Government structure. The posts filled at the time of assessment included; Municipal Education Office, Senior Human Resource Office, Principal Treasurer, Internal Auditor, Physical Planner and Principal Community Development Officer.</p>	<p>0</p>
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	<p>The LG had fully appraised 2 heads of departments; Senior Physical Planner (30th/07/2018 and Municipal Community Development Officer (30th/06/208).</p>	<p>0</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 staff submitted for recruitment have been considered: score 2</li> </ul>	<p>The DSC considered the submissions for recruitment as per TCs letter dated; 10/01/2018 and restructuring dated 3rd/05/2018). The submissions were considered under the 502 DSC meeting held on 26th /04/2018 (DSC Min Extract 86/2018) and on 554 meeting held on 5th/06/2018 ( DSC Min 136/2018 to 149/2018).</p>	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of positions submitted for confirmation have been considered: score 1</li> </ul>	<p>There was no submission for confirmation to DSC in the financial year 2017/2018.</p>	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<p>There was no submission for disciplinary action to DSC in the financial year 2017/2018.</p>	<p>1</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <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>	<p>There was no new recruits in Makindye Ssabagabo in the financial year 2017/2018.</p>	<p>3</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <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>The two retired officer; Ms Kalule Gitta Tereza ( Senior Nursing Officer) retired 19th/ November 2017 and Ms Sentongo Alice ( head teacher) retired 7th/March/2018 did not access the pensioner pay roll within the stipulated two month period as per the pensioner payroll.</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>	<p>The LG Own Source Revenue for the year 2017/18 was UGX 1,749,544,142, this compared to UGX 1,576,872,085 for the year 2016/17 showed an increment of UGX 172,672,057, which was 11%.</p> <p>Reasons include:</p> <ul style="list-style-type: none"> <li>-Mass sensitization of the tax payers; and</li> <li>-Tax assessment team moving with political leaders.</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>	<p>The LG collected UGX 1,749,544,142 against the budgeted UGX 1,806,891,918; which gave a percentage performance drop of -3.2%.</p> <p>Reason for under performing was over projection.</p>	<p>2</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>	<p>There was evidence that the LG had remitted the mandatory share of local revenues to the LLGs as below:</p> <ul style="list-style-type: none"> <li>The LG remitted 30% (UGX 115,700,375) to Ndejje Division;</li> <li>The LG remitted 30% (UGX 73,344,798) to Bunamwaya Division; and</li> <li>The LG remitted 30% (UGX 44,988,722) to Masajja Division.</li> </ul>	<p>2</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>The total LG Council expenditures on allowances and emoluments(including from all sources) was UGX 257,788,016 for the financial year 2017/18, this compared to own source revenue for 2016/17 of UGX 1,576,872,085 gave a percentage of 16% which is within the recommended range of not more than 20%, hence the LG was compliant.</p>	<p>2</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <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 position of Procurement Officer is filled but there is no Assistant Procurement Officer.</p> <p>The Procurement Officer was appointed on promotion under DSC Min. No. 148/2018 dated 13th July 2018. The appointment letter was signed by Mr. Kimbowa Joseph, Town Clerk.</p>	<p>0</p>



<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	<p>There was evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY, indicated by Evaluation Reports seen for the following activities:</p> <ol style="list-style-type: none"> <li>1) Supply of Brand New Double cabin Pick-up for the Engineering and Works department. Report was dated 29th January 2018. Procurement reference No. Msmc780/supls/2017-2018/00010</li> <li>2) Construction of a two Classroom Block with Office at Busabala Primary school. Report was dated 31st January 2018. Procurement reference No. Msmc780/wrks/2017-2018/00011</li> <li>3) Construction of a two Classroom Block with Office at Kigo Lunnya Primary School. Report was dated 31st January 2018. Procurement reference No. Msmc780/wrks/2017-2018/00012</li> <li>4) Provision of Consultancy services for preparing the Physical Development Plan for Makindye Sabagabo Municipality. Report was dated 31st January 2018. Procurement reference No. Msmc780/svrc/2017-2018/00002</li> <li>5) Upgrading of 1 Km of Municipal Road to Bitumen Standard. Report was dated 04th September 2017. Procurement reference No. Msmc780/Wrks/2017-2018/00001</li> </ol>	<p>1</p>
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<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 Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>There was evidence that the Contracts Committee considered recommendations of the TEC and provided justifications for any deviations from those recommendations. Among CC minutes seen that included consideration of TEC recommendations in their Agenda item were:</p> <ol style="list-style-type: none"> <li>1) CC meeting Reference No. 006/17-18 on 12th February 2018 in the Council Boardroom. The Committee approved four items, terminated one contract and differed one report.</li> <li>2) CC meeting Reference No. 002/17-18 on 4th September 2018 in the Council Boardroom. The Committee approved two items</li> <li>3) CC meeting Reference No. 006/17-18 on 3rd August 2017 in the Council Boardroom. The Committee approved twenty nine items, rejected one and differed two report items.</li> <li>4) CC meeting Reference No. 007/17-18 on 28th February 2018 in the Council Boardroom. The Committee approved two items.</li> </ol>	<p>1</p>
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The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2

a) There was no evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget. The inconsistency was due to change in plans mid-way the year. Reasons were that:

- New procurement Guidelines were issued after in July 2018. This happened after the LG had prepared the Procurement and Disposal Plan having all infrastructure projects;

- Out of the five infrastructure projects, Makindye Municipality LG was left to implement only one. The withdrawn projects would be implemented by Education and Health Ministries. The withdrawn Education project will be used to build a Seed School but the procurement process will be managed from Central Government. The OPD supposed to have been built under Health in Busabala appears to have been halted.

b) There was evidence that the LG made procurements in previous FY as per plan i.e., adhered to the procurement plan for the previous FY (2017/2018). Four quarterly reports submitted to the Auditor General were availed. Some of the projects sampled in the reports included:

- Supply of Brand New Double cabin Pick-up for the Engineering and Works department. Contractor: M/S Victoria Motors Ltd. Amount: UGX166,147,822. Procurement Ref. No. MSMC780/supls/17 – 18/00010;

- Construction of a 5-stance VIP latrine at Kamanya Primary School. Contractor: M/S Zaverio Technical Services Ltd. Amount: UGX24,000,000. Procurement Ref. No. Msmc780/wrks/17 – 18/00014; and

- Construction of 10-stance VIP Latrine at Namasuba UMEA Primary School. Contractor: M/S Crossland Construction Company Ltd. Amount: UGX45,986,400. Procurement Ref. No. MSMC780/wrks/17 – 18/00013.

<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>Out of the planned over 10 Municipal projects, only one requiring the provision of consultancy services for road design and supervision of Mutundwe-Kisigula-Bunamwaya roads (5.0 Km) was advertised in the New Vision newspaper of Thursday April 12 2018.</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 an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	<p>A clearly updated Contracts Register (last updated 26 September 2018) was seen at the PDU office of Makindye Sabagabo Municipal Council.</p>	<p>2</p>

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

Maximum 6 points on this performance measure.

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

There was evidence that for previous FY, the LG adhered with procurement thresholds. This was seen from sampled projects as follows:

Open Bidding:

1) Project: Consultancy services for preparing the Physical Development Plan for Makindye Sabagabo Municipality. Contractor: M/S Gipea Africa Ltd. *Amount: UGX187,008, 002.* Procurement Ref. No. MSMC780/svracs/2017 – 18/00002. Contract Signed but the Contract agreement was missing from the file so date could not be ascertained;

2) Project: Supply of Brand New Double cabin Pick-up for the Engineering and Works department. Contractor: M/S Victoria Motors Ltd. *Amount: UGX166,147,822.* Procurement Ref. No. MSMC780/supls/17 – 18/00010. Contract Signed 28th February 2018.

Selective Bidding:

1) Project: Construction of a 5-stance VIP latrine at Kamanya Primary School. Contractor: M/S Zaverio Technical Services Ltd. *Amount: UGX24,000,000.* Procurement Ref. No. Msmc780/wrks/17 – 18/00014. Contract Signed 1st December 2017;

2) Project: Construction of 10-stance VIP Latrine at Namasuba UMEA Primary School. Contractor: M/S Crossland Construction Company Ltd. *Amount: UGX45,986,400.* Procurement Ref. No. MSMC780/wrks/17 – 18/00013. Contract Signed 1st November 2017.

Framework Bidding:

1) Project: Filling of Municipal Gangu swamp. Contractor: M/S B.S general Services. *Amount: UGX24,395,000,.* Procurement Ref. No. MSMC780/wrks/17 – 18/00006. Contract Signed on 6th November 2017.

<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: score 2</p>	<p>There was evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision. Those seen included:</p> <ol style="list-style-type: none"> <li>Interim Payment Certificate No. 1 for Construction of Boundary Wall at the Municipal Headquarters. Certificate dated 10th October 2017. Contract No. MSMC780/WRKS/16 – 17/00021;</li> <li>Interim Payment Certificate No. 1 for Upgrading of Municipal Road to Bitumen Standard in Makindye Sabagabo Municipal Council. Certificate dated 6th December 2017. Contract No. MSMC780/WRKS/17 – 18/00001;</li> <li>Payment Certificate (Number not indicated) construction of Head Walls, supply and installation of concrete culverts, hardcore supply and lay of concrete, sign post and project profiling on municipal Gangu swamp. Certificate dated 4th December 2017. Contract No. MSMC780/SUPLUS/17 – 18/00006;</li> <li>Completion Certificate issued to J.E.S &amp; E Technical Services Ltd upon completion of Mirembe-Mutundwe-Bunamwaya Road (3.0 Km). Certificate dated 27th June 2018. Procurement No. MSMC780/WRKS/17 – 18/00018 and</li> <li>Completion Certificate issued to Peremi Construction Company Ltd upon completion of renovation of Mayor’s Block and the upper Block. Certificate dated 27th June 2018. Procurement No. MSMC780/WRKS/16 – 17/000131.</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>The Works are clearly labelled but the Contract value is omitted on all site boards seen.</p>	<p>0</p>
<p>Financial management</p>			

<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	<p>There was no evidence that monthly bank reconciliation statements are done on time and were not up to date at the time of the assessment. All the sampled 5 bank accounts namely: General Fund, Property rates 1 and 2, Uganda Women Enterprenuer Project (UWEP) and Youth Live hood Project (YLP), were not reconciled up to date by the time of the assessment.</p>	<p>0</p>
<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• If the LG makes timely payment of suppliers during the previous FY <ul style="list-style-type: none"> <li>– no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul> </li> </ul>	<p>The LG made timely payments to suppliers during the year 2017/18, for example:</p> <ul style="list-style-type: none"> <li>-A request from Cross-Land Construction Ltd of UGX 43,800,000 for the construction of VIP Latrines at Namasuba UMEA school, submitted for payment on 3/1/2018 was paid on 19/3/2018 (16 days);</li> <li>-A request from SkyLight General services ltd of UGX 87,417,232 for the construction of 2 class rooms at Masaja Primary School, submitted for payment on 13/6/2018 was paid on 20/6/2018 (7 days);</li> <li>-A request from Polar allied services ltd of UGX 87,674,290 submitted for payment on 13/6/2018 was paid on 18/6/2018 (5 days); and</li> <li>-A request from a Head of Department of UGX 1,327,000 for a workshop submitted for payment on 23/10/2017 was paid on 22/11/2017 ( 30 days).</li> </ul>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <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>	<p>The LG had a Senior Internal Auditor Mr. Mugumbya Kiribeda, who was appointed by a letter, reference CRD:10012, dated 13/7/2018 and signed by Mr. Kimbowa Joseph the then Town Clerk.</p>	<p>1</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>The LG Produced all the 4 internal audit reports as below:</p> <ul style="list-style-type: none"> <li>-Quarter 1 dated 19/12/2017;</li> <li>-Quarter 2 dated 19/3/2018;</li> <li>-Quarter 3 dated 15/5/2018; and</li> <li>-Quarter 4 dated 30/8/2018.</li> </ul>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LG provided information to the Council and LG PAC on the status of implementation of internal audit findings as follows:-</p> <ul style="list-style-type: none"> <li>-Quarter 1 with status of implementation of audit findings received on 22/12/2017 by Council and LG PAC;</li> <li>-Quarter 2 with status of implementation of audit findings received on 22/3/2018 by Council and LG PAC;</li> <li>-Quarter 3 with status of implementation of audit findings received on 24/5/2018 by Council and LG PAC; and</li> <li>-Quarter 4 with status of implementation of audit findings received on 3/9/2018 by Council and LG PAC</li> </ul>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <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 LG PAC had discussed the 2017/18 internal audit reports.</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>	<p>The LG had an updated Fixed Assets register with all the required format as per the Accounting manual.</p>	<p>4</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>	<p>Makindye Ssabagabo MC got a clean (unqualified) audit opinion from the Auditor General for the financial year 2017/18.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG Council meets and discusses service delivery related issues 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 Council met and discussed service delivery related issues. This is evidenced by the minutes of the District Executive Committee meeting dated 28/07/2017, min: MSMC/EXE/03/07/2017: Communication from the Mayor (item 4): A sensitization meeting held for construction of St Noah Nfuffu road – Committee members were elected to help with road opening; and Min. MSMC/EXE/04/07/2017: Communication from the Town Clerk (item 3) – Status on the construction of Ndejje HCIV with particular focus on the construction of walk way, drainage and operating theatre.</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 avail any evidence of a focal person designated to coordinate response to feed-back (grievance/complaints).</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 avail any evidence of a system for recording, investigating and responding to grievances. No system for recording, investigating and responding to grievances was published or displayed on notice boards.</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 LG payroll (September payroll register 2018) and pensioner schedule were pinned on public notice boards at the municipal headquarters dated September 2018.</p>	<p>2</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</li> </ul>	<p>The procurement plan and awarded contracts and amounts were published on the notice board, dated 14/08/2018 and 16/07/2018, respectively.</p> <p>An example of awarded contract published on the notice board is provision of consultancy services for road design and preparation of tender documents for Mutundwe-Kisigula and Bunamwaya roads, under procurement No. MSMC/780/svracs/2018-19/00004, contracted to MBJ Technologies Limited at UGX150,000,000. The second contract published is Management and collection of revenue from loading and offloading trucks and issuing monthly stickers, under procurement No. MSMC/780/svracs/2018-19/00011 at UGX2,478,000.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <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 the LG performance assessment results and implications on the notice board, dated 29/06/2018.</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <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>The LG communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY. This was evidenced by the circulars addressed to all Municipal Divisions, Town Clerks, Heads of Departments and members of the municipal executive committee, dated 12/10/2017, Subject: Budget call circular for the preparation of the budget framework paper and preliminary budget estimates for FY 2018/2019, under reference MSMC202/4.</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1.</li> </ul>	<p>The LG during the previous FY conducted discussions with the public to provide feed-back on status of activity implementation. The evidence presented was minutes of the bazaar planning meeting dated 24/04/2017 under min.TPC/47/04/2017: Bazaar at Lufuka grounds. The purpose for the bazaar was to give accountability to the community and update on the status and achievements gained on particular projects.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <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>There was evidence that the LG gender focal person (who is also the Principal Community Development Officer – PCDO) has provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. This was seen from the following:</p> <ol style="list-style-type: none"> <li>1) Minutes of Makindye Sabagabo Municipal Council's TPC Meeting on 24th April 2017 in the office of the Town Clerk in which agenda item No.7 was on Prioritised Gender Issues for FY 2017/18.</li> <li>2) The Annual Workplans for both FYs 2017/18 and 2018/19 include a section on Gender mainstreaming where gender, vulnerability and inclusion were catered for.</li> </ol>	<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>There was evidence that gender focal point (who is also the Principal Community Development Officer – PCDO) has planned for minimum 2 activities for the current FY to strengthen women's roles and address vulnerability and social inclusions as was seen from the following activities in the Municipal Annual Workplan for 2018/19 that had the following activities:</p> <ol style="list-style-type: none"> <li>1) Commemoration of the International Day of the Women</li> <li>2) Facilitation of Women to participate in exhibitions</li> <li>3) Catering, tailoring, confectionery and Events Management activities planned for current year</li> </ol> <p>However, out of UGX841,512,000 planned for the sector, UGX687,261,000 (82%) was spent.</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>No Evidence that standard environmental screening are carried out for activities.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <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>Local Government does not integrate environmental and social management and health and safety plans in the contract bid documents.</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 projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>	<p>Municipal Headquarters is located on Land with a Title. However, all other government establishments in the municipal do not have Land Titles.</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>There was NO evidence at all that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and/or CDO. The Environment Officer was not even aware that such Certification needed to be done, and that she is supposed to be involved, and actually take the lead.</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>Since there was no certification, there were no any prior clearances.</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,</li> <li>b) deviations observed with pictures, c) corrective actions taken. Score: 1</li> </ul>	<p>A report titled “Environmental Monitoring for implemented projects 2017/2018” existed that listed nature of environmental concerns and observations during monitoring was seen but it neither had a completed checklist of activities nor pictures of prevailing situation.</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>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>Makindye Ssabagabo Muniapial Education Department budgeted for a Head Teacher and a minimum of seven teachers per school as evidenced by the Makindye Ssabagabo Municipal Council approved budget for FY 2018/19.and and staff lists of the five sampled schools:</p> <p>a. St. Andrew Kaggwa Ndejje Primary School; 1 Head Teacher, 13 Teachers</p> <p>b. Lubugumu UMEA P/S ; 1 Head Teacher, 14 Teachers</p> <p>c. Ssegguku Primary School ; 1 Head Techer 14Teachers</p> <p>d. Bunamwaya COU; 1 Head Teacher, 16 Teachers</p> <p>e. St. Gyaviira Primary School ; 1 Head Teacher, 9 Teachers</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>Makindye Ssabagabo Municipal Education Department deployed one head teacher and a minimum of seven teachers per school as evidenced by the Municipal Council Education office staff status report of 04/06/18.</p>	4

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has filled the structure for primary teachers with a wage bill provision</li> <li>o If 100%: score 6</li> <li>o If 80 - 99%: score 3</li> <li>o If below 80%: score 0</li> </ul>	<p>Makindye- Ssabagabo Municipal Local Government has filled only 133 (84%) of the 128 of the wage bill provision as evidenced by the FY 2018/19 recruitment Plan submitted to the Human Resource Department on 14/06/18.</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>	<p>Makindye Saabagabo has substantively filled all positions of school inspectors as evidenced by the staff structure for Makindye Ssabagabo Municipal Council communicated by the Permanent Secretary, Ministry of Public Service on 06/03/17.</p>	<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>	<p>The FY 2018/19 recruitment Plan for 25 teachers submitted to the Human Resource Department on 14/06/18 was availed.</p>	<p>2</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> <li>• School Inspectors: score 2</li> </ul>	<p>No recruitment plan needed for the school inspectors since the position of inspector has already substantively been filled.</p>	<p>2</p>
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Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• 100% school inspectors: score 3</li> </ul>	<p>There was evidence that the Municipal Inspector of schools (Nsangi Pauline) was appraised on 20th/08/2018.</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>The team sampled 10 files of head teachers out of the 16 namely; Bunamwaya CS, Bunamwaya C/U, Kigo Lunya, Kigo Prisons, Masajja UMEA, Mutungo Kitiko, Namasuba UMEA, Kibiri CS, St Gyavira Lweza and Busabala PS. The head teachers appraised were 4 (40%) out of the total 10. The head teachers appraised were of; Bunamwaya CS, Kigo Lunya, Namasuba UMEA and Kibiri CS.</p>	<p>0</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>Makindye Saabagabo Municipal Education Department communicated all guidelines issued by the national level to schools as evidenced by minutes of the Head Teachers' meetings held on.14/03/18 during term 1; 26/06/18 during term 2; and 26/09/18 during term 3.</p>	<p>1</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <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>Makindye Saabagabo Municipal Education Department held meetings with primary school teachers and among other explained and sensitized on guidelines and circulars issued at the national level as evidenced by minutes of the Head teachers meetings with the Municipal Education Officer held on: 14/03/18 during term 1; 26/06/18 during term 2;and 26/09/18 during term 3.</p>	<p>2</p>

<p>The LG Education Department has effectively inspected all registered primary schools<sup>2</sup></p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:</li> <li>o 100% - score 12</li> <li>o 90 to 99% - score 10</li> <li>o 80 to 89% - score 8</li> <li>o 70 to 79% - score 6</li> <li>o 60 to 69% - score 3</li> <li>o 50 to 59 % score 1</li> <li>o Below 50% score 0.</li> </ul>	<p>Makindye Municipal Education Department has inspected all schools in the Municipality at least once a term as evidenced by the following inspection reports from the 5 sampled schools:</p> <ul style="list-style-type: none"> <li>a. Lubugumu UMEA P/S Inspection reports (Term 1 on 06/03/18, Term 2 on 03/04/18 and Term 3 on 20/09/18);</li> <li>b. St Andrew Kaggwa inspection reports (12/03/18 for 1st term, 2nd term on 14/06/18 and 3rd term report on 20/09/18);</li> <li>c. St. Gyaviira Term 1 on 10/04/18, Term 2 01/07/18 and Term on 24/09/18;</li> <li>d. Sseguku Primary School (Term 1 on 27/04/18, Term 2 29/05/18 and Term 3 20/09/18); and</li> <li>e. Bunamwaya Church of Uganda Primary School (Term1 04/04/18, Term 2 17/07/18 and Term 3 on 27/09/18).</li> </ul>	<p>12</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>Makindye Saabagabo discussed school inspection reports and used reports to make recommendations for corrective actions as evidenced by the minutes of the departmental meetings held on : 06/07//17; 04/10/17; 09/01/18 ; and 04/04/18.</p>	<p>4</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>The Makindye Ssabagabo duly submitted the school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES) as evidenced by the acknowledgement notes of 16/08/18 for quarter 1, 2 and 3 three inspection reports of the FY 2017/18 from the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES).</p>	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the inspection recommendations are followed- up: score 4.</li> </ul>	<p>Makindye Ssabagabo Municipal Council followed up the school inspection recommendations as evidenced by the minutes of the Municipal Council reward and sanction committee meetings of:16/04/18; 13/06/18; and 14/09/18.</p>	<p>4</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> <li>o List of schools which are consistent with both EMIS reports and PBS: score 5</li> </ul> </li> </ul>	<p>The Makindye Ssabagabo Municipal Council lists of schools are consistent with both EMIS reports and PBS as evidenced by data from the f two sources: EMIS (set obtained from MOES), 16 schools; and PBS, 16 schools.</p>	5
<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>	<p>The Makindye Ssabagabo Municipal Council enrolment data for all schools is not consistent with EMIS report and PBS as evidenced by data from following two sources: EMIS (set obtained from the MOES),, 9529 students;and PBS, 12000 students.</p>	0
<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>The sector committee responsible for education met and discussed service delivery issues. The evidence availed was minutes of the education sector committee meeting dated 25/08/2017 under min. MSMC/SOC/05/08/2017: Presentation of fourth quarter performance reports and first quarter work plans; and minutes dated 14th February 2018, Min.MSMC/SOC/06/02/2018: Presentation of progress reports for third quarter. Under education sector, construction of VIP pit latrine at Namasuba UMEA primary school was completed and construction of a classroom block at Kigo Luunya primary school, Bunamwaya C/U primary school and Busabala primary school was due to start.</p>	2

<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>There was evidence that the education sector committee presented issues that required approval to Council. This was confirmed by minutes of Council meeting dated 29/05/2018: min MSMC/COU/07/05/2018: Presentation of education and sports sector budget.</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 (estab- lished, 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>	<p>All primary schools have functional SMCs as evidenced by minutes of the SMC meetings from the following 4 randomly sampled schools from the DEOs office:</p> <ul style="list-style-type: none"> <li>i. St. Andrew Kaggwa on 06/10/17 and 25/02/18 1st term of 2018;</li> <li>ii. Ssegguku Primary School on 12/02/17 and 22/06/17;</li> <li>iii. Namasuba UMEA on 06/02/18 and 25/05/08;</li> <li>iv. St Gyaviira P/S on 16/03/18 and 06/09/18; and</li> <li>v. Nyanama Moslem 1/07/18 and 06/09/18.</li> </ul>	<p>5</p>
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>The publications dated 28/06/18 for funds received for the Universal Primary Education (UPE) and Universal Secondary Education (USE) were available on the Education Department Notice Board.</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>	<p>The Makindye-Ssabagabo Municipal Council Education department submitted its procurement plan in time as evidenced by its plan submitted to the Procurement and Disposal Unit ( PDU) on 23/03/18.</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</li> </ul>	<p>The LG Education Department made timely recommendations for payments to suppliers during the year 2017/18, for example:</p> <ul style="list-style-type: none"> <li>-A request from Cross-Land Construction Ltd of UGX 43,800,000 for the construction of VIP Latrines at Namasuba UMEA school, submitted on 27/1/2018 was recommended for payment by the Education Officer for on 3/1/2018.(6 days);</li> <li>-A request from Sky Light General services ltd of UGX 87,417,232 for the construction of 2 class rooms at Masaja Primary School, submitted on 8/6/2018 was recommended for payment on 13/6/2018 (5 days); and</li> <li>-A request from Polar allied services ltd of UGX 87,674,290 submitted on 5/6/2018 was recommended for payment on 13/6/2018 (8 days).</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>There was evidence that the education department submitted to the planner the annual and four quarterly performance reports for the previous FY by 15th of July as follows: Quarter 1 on 5/10/2017, Quarter 2 on 03/01/2018, Quarter 3 on 10/04/2018; and Quarter 4 on 05/07/2018.</p>	<p>4</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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 <ul style="list-style-type: none"> <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> </li> </ul>	<p>The LG Education Department provided information to the internal audit on the status of implementation of audit findings on issues raised. These were responses with cover letters dated 30/5/2018 hand written with 3 issues signed by Mr. Kayongo, the Municipal Education Officer, and another one dated 24/8/2018 with 9 issues, signed by Mr. Matovu a Headteacher of Lubugumu High school.</p>	<p>2</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 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>	<p>The Makindye Ssabagabo Education Department in consultation with the gender focal person disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health and life skills and evidenced by the minutes for the senior women and men teachers' meeting with the Municipal Education officer of 26/06/18.</p>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>Makindye Ssabagabo Education department in collaboration with the gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools as evidenced by the minutes for the meeting of the Head Teachers with the District Education Officer on 14/03/18.</p>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the School Management Committee meets the guideline on gender composition: score 1</li> </ul>	<p>The School Management Committees within Makindye Ssabagabo Municipality (SMC) meet the guideline on gender composition as evidenced by information obtained from the following schools visted:</p> <ol style="list-style-type: none"> <li>St Andrew Kaggwa Ndejje Primary School (out of the 6 Foundation body represented on the SMC , 2 are women);</li> <li>Lubugumu UMEA Primary School.(out of the 6 Foundation body representatives on the SMC, 2 are women);</li> <li>St Gyaviira Primary School ( out of the 6 Foundation body representatives on the SMS, 2 are women); and</li> <li>Segguku Church of Uganda Primary School (out of the 6 foundation body representatives, 2 are women.</li> </ol>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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>	<p>Makindye Ssabagabo Municipal Education department in collaboration with Environment department issued guidelines on environmental management as evidenced by the activity report of the tree launch function held at the Municipal Council offices on 12/07/18.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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>	<p>There was no evidence availed.</p>	<p>0</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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 checked whether the mitigation plans are complied with: Score 1</li> </ul>	<p>There was no evidence availed.</p>	<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>	<p>There was evidence that Makindye Ssabagabo filled the structure for Primary Health Care with a wage bill provision from PHC wage for the current FY, as it was noted that the Municipality had an approved structure of 72 Primary Health Care workers and the PHC wage Bill supported 60 workers reflecting staffing level of 83% i.e. <math>60/72 \times 100</math>, ( From staff list, structure and indicative planning figure for Makindye Ssabagabo, 2018/2019 Financial year ).</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>There was evidence that Makindye Ssabagabo Municipal Council, submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of Primary Health Care workers, as it was noted that submission of Health workers vacant positions for advertisement was made and received by security registry Ministry of Public Service on 12th/01/2018.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	<p>The Local Government had appraised 2 (40%) out of the 5 In- charges. The appraised In-charges were of Sseguku HC II (31/08/2018) and Bunamwaya HC II (31/08/2018).</p>	<p>0</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <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>There was evidence that the Municipal Health Department deployed health workers line with the lists submitted with the budget for the current FY, as it was noted that updated staff list was available at Municipal Health Officer’s Office and was consistent with the list in PBS for FY 2018/2019.</p> <p>Also updated staff list available at the sampled facilities, (Ndejje Health Center IV, Muntundwe Health CenterII, Seguku Health Center II, Bunamwaya Health Center II and Mutungo Health Center II) were consistent with the list in PBS, despite a few transfers.</p>	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>There was no evidence that the MHO communicated all guidelines, policies and circulars issued by the national level in the previous FY to health facilities as only one copy of prioritized MOH policies and guidelines for the FY 2017/2018 i.e. HEALTH SECTOR GRANT AND BUDGET GUIDELINES was available at Municipal Health Officer's office and other copies of Health Sector Grant and Budget guidelines were disseminated to health facilities and copies were available in all health facilities visited, ( I.e Ndejje Health Center IV, Mutungo Health Center II, Bunamwaya Health Center II, Seguku Health Center II and Mutundwe Health Center II ). However, the other two priority guidelines by MOH in the previous FY (MINISTRY OF HEALTH GUIDELINES FOR LOCAL GOVERNMENT PLANNING PROCESS, HEALTH SECTOR SUPPLEMENT 2017 and POLICY STRATEGIES FOR IMPROVING HEALTH SERVICE DELIVERY 2016-2021) were never communicated and copies were not available at both the MHO's office and in the five sampled facilities.</p> <ul style="list-style-type: none"> <li>Other non priority MOH polices and guidelines such as implementation guide for differentiated service delivery models for HIV services in Uganda July 2017 by MOH and Medical camps guidelines 2017 by MOH among others were available at MHO's office and copies were disseminated to health facilities.</li> <li>There was an acknowledgement list signed by Mukasa Rebacca in charge of Mutungo Health Center II, Nakyanzi Teddy in charge of Mutundwe Health center II, Bamweyana Tom in charge of Bunamwaya Health Center II and Naluwunge Viola in charge of Sseguku Health center II, acknowledging receipt of implementation guide for differentiated service delivery models of HIV services in Uganda, Medical Camps Guidelines, sector grant and budget guidelines, dated 7th/02/2018.</li> </ul>	
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<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>	<p>There was evidence that the Municipal Health Officer held meetings with health facility in charges and among others explained the guidelines, policies circulars issued by the national level, as it was noted that under Min 2.2 of MHT (Discussion and presentation of guidelines), held on 23/03/2018, where all in charges of health facilities attended, the MHO explained only one out of the three priority guidelines and policies by MOH in 2017/2018 FY, and that was, sector grant and budget guidelines among others.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>There was evidence that the MHT supervised Ndejje HC IV, the only one in the entire Municipality at least once in a quarter as reflected in all the 4 support supervision reports dated: 18th/08/2017; 10th/10/2017; 20th/01/2018 and 17th/04/2018.</p>	<p>3</p>



<p>The LG Health Department has effectively provided support supervision to district health services</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p>	<p>There was evidence that MHT ensured that the HSD supervised lower level health facilities with in the previous FY, as it was noted that Ndejje Health Center IV support supervised 100% of the lower level health facilities as reflected below:</p>
<p>Maximum 6 points for this performance measure</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>• Quarter 1, support supervision report dated 29th/07/2017, 100% ( 5 health facilities out of 5 were supervised);</li> <li>• Quarter 2, support supervision report dated 13th/12/2017, 100% (5 health facilities out of 5 were supervised);</li> <li>• Quarter 3, support supervision report dated 24th/03/2018, 100% (5 health facilities out of 5 were supervised) and</li> <li>Quarter 4, support supervision report dated 25th/06/2018,100% (5 health facilities out of 5 were supervised).</li> <li>• Also health facility support supervision log books showed adequate support supervision to lower level health facilities by HSD as reflected below:</li> </ul> <p>Muntungo Health Center II, quarterly support supervision as per support supervision log book was conducted on 14th/09/2017, 22/10/2017, 04/01/2018 and 09/05/2018 respectively;</p> <p>Bunamwaya HC II quarterly support supervision as per log book was conducted on 17th/07/2018,11/10/2017, 18/02/2018 and 18/04/2018 respectively;</p> <p>Suguku HC II, support supervision as per log book was conducted on 5th/07/2018, 28th/12/2017, 26/03/2018 and 14th/06/2018, respectively and</p> <p>Mutungo HC II, support supervision was conducted on 21st /09/2017, 5/10/2017, 25/02/2018, and 14/06/2018, respectively, as per its support supervision log book.</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>There was evidence that all the quarterly reports were discussed and used to make recommendations (in each quarter for corrective actions during the previous FY, as it was noted that under:</p> <ul style="list-style-type: none"> <li>Minute 2.4 of MHT meeting (Discussion of support supervision findings) held on 15th/09/2017 findings of support supervision were discussed and various recommendations came up with;</li> <li>Minute 2.0 of MHT meeting (Discussion of support supervision findings) held on 13th/12/2017 support supervision findings were discussed and various recommendations were made;</li> <li>Minute 2.2 of MHT meeting (Discussion of support supervision findings) held on 23rd/03/2018 support supervision findings were discussed and various recommendations made and</li> <li>Minute 2.4 MHT meeting (Discussion of support supervision findings) held on 21st/05/2018, support supervision findings were discussed and various recommendations made.</li> </ul>	<p>4</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 – up and specific activities undertaken for correction: score 6</li> </ul>	<p>There was evidence that the recommendations following support supervision visits were followed up and specific activities undertaken for correction, as it was noted that duty roster and staff contacts were displayed in all health units, following support supervision recommendation made in first quarter of FY 2017/ 2018, this was noted under Min 2.5 ( Report from quarter two support supervision action points ), of meeting held on 10th/10/2017 and</p> <p>Also 1st, 3rd and 4th quarter MHT Meetings held on 15th/09/2017, 23rd/03/2018 and 21st/05/2018 respectively all had minutes on action points of support supervision.</p>	<p>6</p>

<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>There was evidence that the Municipal Council submitted accurate/consistent data as there was a copy of the list of health facilities at the MHO's office that submitted HMIS data to the MHO/MOH and these facilities were the same as those reflected in the PBS for FY 2017/2018. The list of the health facilities included: Ndejje Health Center IV; Mutungo Health Center II; Seguku Health Center II and Muntundwe Health Center II.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>The LG committee responsible for health met and discussed service delivery issues including supervision reports. The evidence availed was minutes of the sector committee meeting held on 26/10/2017 under minute MSMC/SOC/06/10/2017: Presentation and discussion of first quarter performance report and second quarter work plan; and minutes of meeting dated 14/02/2018, min. MSMC/SOC/05/02/2018: Matters that arose were that the land title for Mutundwe health center was in custody of the Physical Planner and secondly, there was need to procure a delivery bed for Mutundwe health center.</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>The health sector committee presented issues that required approval to Council. This was confirmed by minutes of Council meeting dated 29/05/2018: min.MSMC/COU/07/05/2018: Presentation of health sector grant totaling to UGX3,234,746,000.</p>	<p>2</p>
<p>The Health Unit Management Committees and Hospital Board are</p>	<p>Evidence that health facilities and Hospitals have functional</p>	<p>There was evidence that health facilities had functional HUMCs (established, meetings held and budget and resource issued discussed)as reflected below:</p>	<p>6</p>

<p>operational/functioning</p> <p>Maximum 6 points</p>	<p>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>Ndejje H/C IV, HUMC was established, functional and met 4 times in FY 2017/2018:</p> <ul style="list-style-type: none"> <li>• Quarter 1, HUMC meeting was held on 12/09/2017;</li> <li>• Quarter 2, HUMC meeting was held on 21st/12/2017;</li> <li>• Quarter 3, HUMC meeting held on 30th/01/2018 and</li> <li>• Quarter 4, HUMC meeting was held on 9th/07/2018</li> </ul> <p>This accounted for 100% of quarterly HUMC, meetings.</p> <p>Mutundwe HC II:</p> <ul style="list-style-type: none"> <li>• Quarter I, HUMC meeting was held on 22nd/08/2018;</li> <li>• Quarter 2, HUMC, meeting was held on 7/12/2017;</li> <li>• Quarter 3, HUMC meeting was held on 9th/02/2018 and</li> <li>• Quarter 4, HUMC meeting was held on 26th/06/2018.</li> </ul> <p>This accounted for 100% of quarterly HUMC meeting.</p> <p>Bunamwaya HC II:</p> <ul style="list-style-type: none"> <li>• Quarter 1, HUMC meeting was held n 27th/Oct./2017;</li> <li>• Quarter 2, HUMC meeting was held on 7th/12/2017;</li> <li>• Quarter 3, HUMC meeting was held on 22nd/03/2018 and</li> <li>• Quarter 4, HUMC was held on 27/06/2018.</li> </ul> <p>This accounted for 100% of quarterly HUMC meetings.</p> <p>Seguku HC II:</p> <ul style="list-style-type: none"> <li>• Quarter 1, HUMC meting was held on 13/07/2017;</li> <li>• Quarter 2, HUMC meeting was held on 28th/12/2017;</li> <li>• Quarter 3, HUMC meeting was held on 26th/03/2018 and</li> <li>• Quarter 4 HUMC meeting was held on 14th/06/2018.</li> </ul> <p>This accorded for 100% of quarterly HUMC meetings.</p> <p>Mutungo HC II:</p> <ul style="list-style-type: none"> <li>• quarter 1, HUMC meting was held on 3rd/10/2017;</li> <li>• Quarter 2, HUMC meeting held on 1st/12/2017;</li> </ul>
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<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>	<p>There was evidence that the Municipal Council published all health facilities receiving PHC non wage recurrent grants, as it was noted that 4 copies of PHC releases for health facilities receiving PHC-non wage (i.e. Ndejje Health Center IV, Bunamwaya Health center II, Seguku Health Center II and Mutungo Health center II) were displayed on the notice board covering 1st, 2nd, 3rd and 4th quarter.</p>	4
Procurement and contract management			
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>There was evidence that the sector submitted input to procurement plan to PDU that covered all investment items in the approved sector annual work plan and budget on time by April 30th for the current FY, as it was noted that a procurement plan for health sector was submitted and received by head PDU on 20/04/2018 and covered the following items:</p> <p>Plumbing works at mutundwe Health center II;</p> <p>Expansion of maternity section at Ndejje Health center IV and renovation of laboratory unit at Ndejje Health Center IV.</p>	2

<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>	<p>There was no evidence that the Municipal health department submitted procurement request form (Form PPI) to the PDU, as there were no PPI forms available.</p>	<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>	<p>There was evidence that the LG Health Sector recommended payments in time, for example:</p> <p>-A request for fuel by Total Seguku of UGX 6,340,320 for operations by the LG health sector submitted on 16/5/2018 was recommended by Ms. Namutebi sarah, the Principle Health Officer for payment on 23/5/2018 (7 days); and</p> <p>-A request for fuel by Total seguku of UGX 1,629,600 for operations by the LG health sector submitted on 13/6/2018 was recommended for payment on the same day.</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 depart- ment 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>The department submitted the annual performance report and all four quarterly reports to the Planner by mid-July for consolidation. This was evidenced by the following submission dates: Quarter 1 on 10/10/2017; Quarter 2 on 04/01/2018; Quarter 3 on 12/04/2018 and Quarter 4 on 10/07/2018.</p>	<p>4</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> <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>	<p>The LG sector provided information to the internal auditor on the status of implementation of the audit findings with cover letter dated 17/5/2018 signed by Ms. Namutebi Sarah, the Municipal Health Officer.</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>There was evidence that Health Unit Management Committee (HUMC) met the gender composition requirement of 30% as reflected below:</p> <ul style="list-style-type: none"> <li>Ndejje HC IV, gender composition was at 30% as there was 3 females out of the 9 HUMC members;</li> <li>Mutundwe HC II, gender composition was at 67% as there were 4 demales out of the 6 HUMC members;</li> <li>Bunamwaya HC II, gender composition was at 67% as there were 4 females out of the 6 HUMC members;</li> <li>Seguku HC II, gender composition was at 60% as there were 3 females out of the 5 HUMC members and</li> <li>Muntungo HC II, gender composition was at 40% as there were 2 females out of the 5 HUMC members.</li> </ul>	<p>2</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <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>	<p>There was evidence that the Municipal council issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women, as it was noted that all of the 5 health units visited (i.e. Ndejje HC IV, Muntungo HC II, Bunamwaya HC II, Seguku HC II, and Mutundwe HC II, had sanitation guidelines available, and also there was an acknowledgement signed by in - charges of Ndejje Health Center IV, Mutungo Health Center II, Mutundwe Health Center II, Bunamwaya Health Center II and Seguku Health Center II dated 7th/02/2018.</p> <ul style="list-style-type: none"> <li>Also all the 5 health facilities visited had their sanitary facilities labelled for men and women.</li> </ul>	<p>2</p>



<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>There were no health infrastructure projects in makindye ssabagabo municipal council in FY 2017/2018.</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2</li> </ul>	<p>There were no health infrastructure projects in makindye ssabagabo municipal council in FY 2017/2018.</p>	<p>2</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <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>	<p>There was evidence that the Municipal Council issued guidelines on Medical waste management, as there was an acknowledgement list by in charges of Ndejje Health center IV, Muntungo Health center II, Bunamwaya Health center II, Seguku Health center II and Mutundwe Health center II) regarding receipt of National Health Care waste Management guidelines dated 7th/02/2018 and copies of these guidelines were available in all health facilities visited.</p>	<p>4</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>• Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<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.                             <ul style="list-style-type: none"> <li>o If 100 % of the water projects are implemented in the targeted S/Cs:                                     <p>Score 15</p> </li> <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> </li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable, Municipal water is under NWSC".</li> </ul>	0
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> <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>• Not Applicable, Municipal water is under NWSC".</li> </ul>	<p>0</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>• Not Applicable, Municipal water is under NWSC".</li> </ul>	<p>0</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>• Not Applicable, Municipal water is under NWSC".</li> </ul>	<p>0</p>
<p>Procurement and contract management</p>			

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<ul style="list-style-type: none"> <li>• Not Applicable, Municipal water is under NWSC".</li> </ul>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <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>• Not Applicable, Municipal water is under NWSC".</li> </ul>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable, Municipal water is under NWSC".</li> </ul>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If contractor handed over all completed WSS facilities: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable, Municipal water is under NWSC".</li> </ul>	<p>0</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<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>	<p>Not Applicable to this LG, Municipal water was under National Water and Sewerage Corporation.</p>	0
<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>Not Applicable, Municipal water is under NWSC</p>	0
<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 <ul style="list-style-type: none"> <li>If sector has no audit query score 5</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 3</li> </ul> </li> <li>If queries are not responded to score 0</li> </ul>	<p>Not Applicable to this LG, Municipal water was under National Water and Sewerage Corporation.</p>	0
<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>Not Applicable, Municipal water is under NWSC</p>	<p>0</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>Not Applicable, Municipal water is under NWSC</p>	<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>Not Applicable, Municipal water is under NWSC".</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>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>Not Applicable, Municipal water is under NWSC".</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>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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<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 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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0

<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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0
<p>Gender and special needs-sensitive sanitation facilities in public places/ 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>Not Applicable, Municipal water is under NWSC".</li> </ul>	0