



Local Government Performance Assessment

Maracha District

(Vote Code: 577)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	70%
Educational Performance Measures	77%
Health Performance Measures	71%
Water Performance Measures	54%

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"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>Maracha District Local Government submitted a Final Annual Performance Contract of FY 2018/2019 to the Permanent Secretary, Ministry of Finance Planning and Economic Development on Sunday 29th July 2018 which was within prescribed timeline of 1st August 2018 as per the online records of submission and approval from Ministry of Finance Planning and Economic Development.</p>	<p>Yes</p>
Supporting Documents for the Budget required as per the PFMA are submitted and available			

<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>Maracha District Local Government submitted a Budget and Procurement Plan of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on Sunday 29th July 2018 which was within mandatory timeline of 1st August 2018 as per the online records of submission and approval from Ministry of Finance Planning and Economic Development.</p>	<p>Yes</p>
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Reporting: submission of annual and quarterly budget performance reports

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>Maracha District Local Government submitted an Annual Performance Report for the FY 2017/2018 on 28th August, 2018 later than the mandatory time line of 31st July of the previous Financial Year (2017/2018). The late submission according to District Planner was attributed to failure of the Program Based System (PBS) and lack of timely support from the central budget help desk (MoFPED) in responding to system queries.</p>	<p>No</p>
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<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Maracha District Local Government submitted all its quarterly budget performance reports for all the four Quarters to the Permanent Secretary Ministry of Finance Planning and Economic Development (MoFPED). Despite the submission of all quarterly reports, the 4th Quarterly report was submitted past the end of financial year 2017/2018 (July 31st 2018) on 28th August 2018. The submission dates for quarterly performance were as follows; -</p> <p>1st Quarter was submitted on (08th February 2018)</p> <p>2nd Quarter on (30th March 2018)</p> <p>3rd Quarter on (04th May 2018)</p> <p>4th Quarter (28th August 2018)</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all – LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The Acting District Internal Auditor for Maracha LG provided information on the status of implementation of the Internal Auditor General and Auditor General's findings for FY 2016/2017 vide un referenced letter dated 19th April, 2018. The letter which was copied to the PS/ST, MOFPED, the Chairperson, Maracha DLG and the RDC was acknowledged by the Internal Auditor General on 18th May, 2018 by date stamping. The report outlined 7 issues, 2 queries by the Internal Auditor and 5 queries by the OAG. Action was taken on each of the queries and all of them were responded to and cleared.</p> <p>Actions against all findings where the Auditor General recommended the Accounting Officer to take action in lines with applicable laws were executed within the deadline of 30th April, 2018.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Maracha DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>Yes</p>

577 Maracha
District

Crosscutting
Performance
Measures 2018

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>Maracha District Local Government had a Physical Planning Committee, constituted as per Section 9 of the Physical Planning Act 2010 which stipulates the composition of the District Physical Planning Committee to include: - CAO who shall be the chairperson, District Physical Planner who shall be secretary, District Surveyor, District Roads Engineer, District Education officer, District Agricultural officer, District Water Engineer, District Community Development Officer, District Medical officer, District Environment Officer, District Natural Resource Officer, Physical Planner in Private Practice, Clerks of all urban and town councils in the district.</p> <p>There was evidence of appointments of the District Physical Planning Committee 19th October 2015 as follows DEO Ms Osoa Flavia, District Water Engineer Mr Ezati Timothy, District Community Development Officer (CDO) Mr Dramani Sam, Principle Health Inspector Mr Okudra Russal, District Agriculture Officer Munguleni Alfred, Inziku Collins Physical Planner, Avako Nolah Seniro Environment Officer, Dr Onjubo Paul District Health Officer, Adebuason Robert Town Clerk of Marach Town Council, District Forest Officer Ofezu Godfrey, Oneti William for District Engineer, CAO Lomongin Joseph.</p> <p>There was also evidence of a functional District Physical Planning Committee from the meetings held in the last Financial Year such as; -</p> <p>a) The District Physical Planning Committee (DPPC) held a sensitization meeting of the public in Kijomoro Sub-county and Oleba Sub-county for the 1st Quarter about the physical planning and urban development from 11th -12th September 2017 as observed from the sensitization report dated 20th September 2017.</p> <p>b) Another sensitization meeting held by the DPPC to the public was in Kololo trading centre and Alikua trading centre on 29th and 30th November 2017 of the 2nd Quarter about the physical planning and urban in a report dated 6th December 2017.</p> <p>c) Also a notification of approval of development permission was issued on 19th June 2018 to Mr Omega Paskal by A.G District Physical Planner/Maracha. The development application had been discussed in the previous year FY 2016/2017 by the DPPC on 15th November 2016 under minute number MDPPC MIN 04/02/2018;</p>	
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<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>There was no evidence that Maracha District Local Government had submitted any sets of minutes for the Physical Planning Committee to Ministry of Lands Housing and Urban Development. The reasons as presented by the AG Physical Planner in the Capacity of Senior Lands Officer were because of capacity gap and lack of financial resources to facilitate the timely submission of the minutes to Ministry of Lands Housing and Urban Development.</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>Maracha District Local Government did not have an approved Physical Development Plan thus none of the infrastructure investments was approved in line with the plan since it was non-existent. The reason as presented by the AG Physical Planner in the Capacity of Senior Lands Officer was that the activity to prepare the District Physical Development Plan was not yet priority for the District leadership and also the activity requires a lot of resource allocation which was not possible since the Physical Planning Unit's budgetary allocation relies on Local Revenue.</p>	<p>0</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>Maracha District Local Government did not have an Action Area Plan prepared in the previous Financial Year (2017/2018) which was largely attributed to insufficient resource allocation to the Physical Planning department that largely depended on local revenue. In addition, there was also a capacity gap in the Department of Natural Resources where by the Senior Lands Officer was also in acting capacity of a Physical Planner.</p>	<p>0</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>Maracha District Local Government held a budget conference between 30th and 31st October 2017 at the District Council Hall and the letter of invitation for members was dated 26th October 2017 in preparation for the fiscal year 2018/2019. There was evidence that priorities in the Annual Work Plan for FY 2018/2019 were based on the outcomes of the budget conference as indicated in the priorities presented by various heads of department in different sectors;</p> <p>Under health Sector; - In the budget conference report presentation was on page 8 and 9 of which there was planned construction of twin staff house, Out Patient Department (OPD) Block, maternity ward and general ward, placenta pits and, incinerators, VIP latrines among others. In the Annual Work Plan (AWP) for FY 2018/2019 from page 31,32 to 33 there was planned construction of staff house in Liko HC II, Construction of staff house in HCIV, construction of maternity ward and general ward in Ajikoro HCII, completion of maternity ward in Maracha HCIV, Construction of OPD block in Ajikoro HC II and pit latrine</p> <p>Under the education sector; in the budget conference report presentation was on page 4 of which there was planned rehabilitation of 4 Classroom block, Construction of 5 stance VIP latrine in 6 schools and payment of retention to contractors while In the Annual Work Plan (AWP) for FY 2018/2019 from page 38 and 39 there was planned classroom construction and rehabilitation for (Okabi P/S, Oniba P/S and Yivu P/S), latrine construction and rehabilitation for Buramali P/S, Ombinyiri P/S and Meki P/S.</p> <p>Under the water sector; in the budget conference report presentation by District Water Officer was on page 3 and among the activities planned were (Borehole drilling, Shallow well construction, Spring Rehabilitation, Construction of VIP latrine, Water harvesting tank) while in the Annual Work Plan the same activities were on page 56</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"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>The approved Annual Work Plan for FY2018/2019 was derived from Maracha District Development Plan II 2015/2016 to 2019/2020 in consideration of the following cases for instance;</p> <p>Under the health sector; - on page 253 of the District Development Plan- II (DDP-II) under the project profiles for health there was planned construction of staff houses, and construction of general ward among Health Centres on page 256, pit latrines on page 260 While in the AWP from page 31 to 33 there was planned construction of staff house in Liko HC II, Construction of staff house in HCIV, construction of maternity ward and general ward in Ajikoro HCII, completion of maternity ward in Maracha HCIV.</p> <p>Under the education sector; on page 249 of the DDP-II under the project profile for education there was planned classroom construction and VIP latrine while in the AWP it was on page 38. There was also planned classroom construction and rehabilitation for (Okabi P/S, Oniba P/S, Yivu P/S), latrine construction and rehabilitation for Buramali P/S, Ombinyiri P/S and Meki P/S while in the AWP it was on page 39.</p> <p>Under the water sector; there was planned protection of spring wells on page 273 of the DDP-II, shallow well construction on page 274, of the DDP-II, construction of public latrine on page 275 of the DPP-II while in the Annual Work Plan the protection of spring wells and construction of shallow wells and public latrines were on page 56.</p>	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>The project profiles in the Maracha District Local Government Development Plan -II were stated as per the Local Government Development Planning guidelines 2014 on page 63 Appendix 3. However, there was no evidence of records of Technical Planning Minute discussing Project Profiles.</p>	<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"> • Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>There was no evidence of records of an Annual Statistical Abstract for Maracha District Local Government. This was attributed to capacity gap as noted by the District Planner, at the time of the assessment there One position substantively filled out of three (3) as per the staff structure.</p>	<p>0</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 infrastructure projects implemented in FY 2017/2018 were derived from the annual work plan and budget approved by the District Council for instance;

Under health in the AWP for 2017/2018 page 20 there was planned construction of Maternity Ward at Maracha Town Council, Placenta pit in Ajikoro, two stance VIP construction at Tara HCIII while in the project status report from the Engineering Department in the health sector as of June 30th there was planned construction of Maternity Ward at Maracha town council at a contract sum of UGX 108,903,498 and a cumulative sum of UGX 108,780,660, Construction of an incinerator at Ajikoro HCII at a contract sum of UGX 3,914,001 and a cumulative sum of UGX 3,832,375, Construction of 2 stance VIP latrine at Tara HCIII at a contract sum of UGX 7,969,130 and a cumulative sum of UGX 8,224,070.

Under education in the AWP for 2017/2018 page 23 there was planned construction of two classroom block at (Anyivu P/S and Yivu P/S). In addition to construction of 5 stance latrine at (Koyi P/s, Oleba P/S, Anyabia P/S, Koriba P/S, Otrava P/S and Okuvu P/S) while in the project status report from the Engineering Department in the education sector as of June 30th there was planned construction of two classroom block at a total contract sum of UGX 123,989,504 and a total cumulative sum of UGX 123,847,924, in addition to construction of 5 stance latrine at a total contract sum of UGX 124,007,156 and a total cumulative sum of UGX 122,014,872,

Under water sector in the AWP for 2017/2018 on page 30,31 and 32 there was planned construction of public latrine in Rural Growth Centre, protection of water spring construction and rehabilitation of borehole, rehabilitation of gravity flow water scheme, while in the project status report from the Engineering Department in the water sector as of June 30th there planned rehabilitation of gravity flow water scheme in Nacara at contract price sum of UGX 14,700,000 and a cumulative sum of UGX 14,700,000, spring protection of five (5) springs at contract price sum of UGX 25,000,000 and a cumulative sum of UGX 25,000,000, construction of 3 stance VIP latrine at Okokoro Trading Centre at contract price sum of UGX 15,000,000 and a cumulative sum of UGX 15,000,000, drilling of six boreholes at contract price sum of UGX 156,608,000 and a cumulative sum of UGX 156,608,000, Borehole rehabilitation of 10 boreholes at contract price sum of UGX 29,000,000 and a cumulative sum of UGX 29,000,000

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>There was evidence that investment projects implemented in the previous FY 2017/2018 were completed as per work plan by end of FY 30th June, 2018 as indicated below; -</p> <p>Under health in the project status report from the Engineering Department as of June 30th there was planned construction of Maternity Ward at Maracha town council at a contract sum of UGX 108,903,498 and a cumulative sum of UGX 108,780,660, Construction of an incinerator at Ajikoro HCII at a contract sum of UGX 3,914,001 and a cumulative sum of UGX 3,832,375, Construction of 2 stance VIP latrine at Tara HCIII at a contract sum of UGX 7,969,130 and a cumulative sum of UGX 8,224,070. In summary UGX 120,663,791 was budgeted and UGX 120,837,105 spent which was at 100%</p> <p>Under education in the project status report from the Engineering Department as of June 30th there was planned construction of two classroom block at a total contract sum of UGX 123,989,504 and a total cumulative sum of UGX 123,847,924, in addition to construction of 5 stance latrine at a total contract sum of UGX 124,007,156 and a total cumulative sum of UGX 122,014,872. In summary UGX 247,996,660 was budgeted and 245,862,796 spent which was at 100 %</p> <p>Under water sector in the project status report from the Engineering Department as of June 30th there planned rehabilitation of gravity flow water scheme in Nacara at contract price sum of UGX 14,700,000 and a cumulative sum of UGX 14,700,000, spring protection of five (5) springs at contract price sum of UGX 25,000,000 and a cumulative sum of UGX 25,000,000, construction of 3 stance VIP latrine at Okokoro Trading Centre at contract price sum of UGX 15,000,000 and a cumulative sum of UGX 15,000,000, drilling of six boreholes at contract price sum of UGX 156,608,000 and a cumulative sum of UGX 156,608,000, Borehole rehabilitation of 10 boreholes at contract price sum of UGX 29,000,000 and a cumulative sum of UGX 29,000,000. In summary UGX 240,308,000 was budgeted and UGX 240,308,000 was spent which was at 100%</p>	
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The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

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

Maracha District Local Government had some of its investment projects in the previous FY (2017/2018) completed within approved budget in the range of 15% maximum and 15% minus threshold while others were outside the threshold for instance;

Under health in the AWP for 2017/2018 page 20 there was planned construction of Maternity Ward at Maracha Town Council, Placenta pit in Ajikoro, two stance VIP construction at Tara HCIII at a budgeted cost of UGX 247,996,660 while the project status report as of 30 June indicated cumulative sum of UGX 245,862,796 which was at 100% completion thus the projects completed were within the threshold of 15% maximum and minus of the original budget

Under education in the AWP for 2017/2018 page 23 there was planned construction of two classroom block at (Anyivu P/S and Yivu P/S). In addition to construction of 5 stance latrine at (Koyi P/s, Oleba P/S, Anyabia P/S, Koriba P/S, Otrava P/S and Okuvu P/S) at a budgeted cost UGX 247,996,660 while the project status report as of 30 June indicated cumulative sum of UGX 245,862,796 which was at 99 % completion thus the projects completed were within the threshold of 15% maximum and minus of the original budget

Under water sector in the AWP for 2017/2018 on page 30,31 and 32 there was planned construction of public latrine in Rural Growth Centre, protection of water spring construction and rehabilitation of borehole, rehabilitation of gravity flow water scheme, at a budgeted cost UGX 240,308,000 while the project status report as of 30 June indicated cumulative sum of UGX 240,308,000 which was at 100 % completion thus the projects completed were within the threshold of 15% maximum and minus of the original budget

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>Maracha District Local Government had planned for Operation and Maintenance. The planned budget was UGX. 16,782,098 and expenditure was UGX 16,782,098 of which it was fully spent at 100%. Among the planned activities were as per the project status report from the Engineering Department as of June 30th indicated;</p> <ul style="list-style-type: none"> Renovation of the drug store at the District headquarters which had been planned at a budget cost of UGX 8,982,098 and the expenditure was at UGX 8,982,098 which as at 100%. Solar installation at Kamaka HCIII which had been planned at a budget cost of UGX 7,800,000 and the expenditure was at UGX 7,800,000 which as at 100%. 	<p>2</p>
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<p>Human Resource Management</p>			
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>There was no evidence that all HoD's were substantively filled. Out of the eleven positions, three positions, i.e. District Education Officer, District Health Officer and Principal HRO were substantively filled.</p> <p>The rest, i.e. District Engineer, District Planner, District Internal Auditor, Head of Finance, Head of Production and Marketing, Head of Commercial Services, Head of Natural Resources and District Community Development Officer were not substantively filled.</p> <p>Efforts had been made to fill these positions but no suitable candidates were attracted. But also the rigid staff structure that does not encourage internal growth is responsible for this occurrence. For instance the Internal Auditor has the necessary requirements to fit the position of District Internal Auditor, but the current system cannot permit this career growth internally.</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"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>There was evidence that all HODs, including those in acting persons were appraised as below;</p> <ol style="list-style-type: none"> Dramani Sam (CR/D/11093) Ag. District Community Development Officer was appraised on 19/7/2018 Kato Alfred (CR/D/10438), The Ag. District Planner was appraised on 6/7/2018 Mukili Cosmas (CR/D/10409), the PHRO was appraised on 23/7/2018 Osoa Flavia (CR/D/11783), the DEO was appraised on 23/7/2018 Ezati Timothy (CR/D/ 10016), the Ag. District Engineer was appraised on 23/7/2018 Dr. Alex Candia (CR/D/10026), the Ag. Head of Production & Marketing was appraised on 30/6/2018 Dokini Norman (CR/D/10012), the Ag. Head of Finance was appraised on 23/7/2018 Abiribale Paul (CR/D/ 10009), the Ag. Senior Internal Auditor was appraised on 23/7/2018 Avako Nolah (CR/D/10150), the Ag. Head of natural Resources Wadia Modest, (CR/D/10099), the Ag. CAO was appraised on 23/7/2018 Cardibo Sunday (CR/D/10031), the District Health Officer was appraised on 23/7/2018 	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>A total of forty three (43) positions were submitted for recruitment and all were considered as follows; A request for eight Parish chiefs, two Drivers, one Inspector of schools, one Forestry Officer, one DHO and thirty Grade III Teachers was sent on ref: CR/156/1b dated November 20th 2017 to the DSC. These were considered in a letter Ref: DSC/212/1 dated April 5th 2018. The other request was for a Principal Assistant Secretary (PAS) that was sent on ref: CR/156/1b dated November 20th 2017 and considered on ref: DSC/160 on 29/3/2018.</p>	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>All staff submitted for confirmation as per ref: CR/156/1b dated October 24th 2017 were considered. These included two in community service, one in finance, one in audit, one in natural resources, seventy in Health, one in Production and two in Administration. Confirmations were contained in the 25th meeting of the Maracha DSC ref: DSC/212/1 dated April 5th 2018.</p>	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>There was evidence that staff submitted for disciplinary action during the FY 2017/18 were considered in the 25th DSC meeting under ref: DSC/212/1 dated April 5th 2018. These were;</p> <p>Tigabayo Hillary an Education Assistant who abandoned duty for 4 years without official communication about his whereabouts. He was given a final warning and re-instated in his position.</p> <p>Afedra J. Titus, a Senior Accounts Assistant was accused of insubordination; he refused to be appraised for three years, misappropriation of funds and persistent absenteeism. He was retired from public service in public interest with immediate effect.</p> <p>Erima Emmanuel, a Senior Accounts Assistant failed to produce books of accounts and to prepare final accounts for four years. He was retired from public service in public interest with immediate effect.</p> <p>Ayikobua Dratele Emmanuel, a Clinical Officer was accused of continuous absenteeism, insubordination and acts of indiscipline. This was regarded as abandonment of duty and requested to resign immediately.</p>	<p>1</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>There was evidence that all staff that were recruited during the FY 2017/18 accessed payroll not later than two months after appointment. Appointments were in April 2018 and all accessed payroll in May 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"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There was no evidence that staff that retired during the previous FY 2017/18 accessed the pension payroll not later than two months after retirement.</p> <p>However there was notable effort to ensure that pensioners get onto the payroll. Eight pension files were reviewed as seen here below.</p> <ol style="list-style-type: none"> Oyile Abbas, a Head Teacher retired on 13/11/2017. His file was submitted to MoPS on 22/2/2018. He accessed pension payroll in July 2018. Eyotaru Joyce, a Grade II Teacher retired on 27/9/2017. Her file was submitted to MoPS on 13/12/2017 in February 2018, which was within the recommended time line. Andabati Amos, a Grade III Teacher retired on 18/12/2017. His file was submitted to MoPS on 22/2/2018. His payment to the pension payroll came in May 2018 Matua Naphtal, a Senior Education Assistant retired on 09/10/2017. His file was submitted to MoPS on 22/2/2018. He accessed the payroll in May 2018. Edema Gabriel, a Grade III Teacher retired on 17/9/2018. His file was submitted to MoPS on 22/2/2018. He accessed the payroll in May 2018. Lebu Nixon, an Education Assistant retired on 17/8/2017. His file was submitted to MoPS on 5/4/2018. He accessed the payroll the following month May 2018. Asio Magdalene, a Senior Education Assistant retired on 22/12/2017. Her file is still pending because she has issues with certificate validation. Angucia Rosili, an Education Assistant retired on 17/11/2017. Her file was submitted to MoPS on 22/3/2018. However she is not yet paid to date. 	<p>0</p>
<p>Revenue Mobilization</p>			

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> •• If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Maracha DLG collected shs 211,132,097 as OSR during FY 2016/2017 as indicated on page 14 of the audited financial statements for FY 2016/2017. Analysis of total revenues collection was detailed on page 15 of the audited financial statements.</p> <p>Sales relating to council assets during the financial year amounted to shs 43,402,950 (as captured by the audited financial statements of the district for FY 2016/2017 on page 14). Therefore, the net own source local revenue realised during the year amounted to shs 167,729,147.</p> <p>The district realised shs 114,791,458 as OSR collections during FY 2017/2018 as reflected on page 28 of the FY 2017/2018 financial statements. Analysis of total revenues collection was detailed on page 29 of the FY 2017/2018 financial statements. There was no sale of council assets during the year.</p> <p>There was a decline in local revenue collection in FY 2017/2018 compared with FY 2016/2017.</p> <p>The poor performance in revenue collections in the district was attributed to the general poverty of the residents in the district with minimal income generating activities.</p>	0
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>The budgeted local revenue for Maracha District LG for FY 2017/2018 was Shs 215,062,000 as reflected on page 28 of the financial statements.</p> <p>The total local revenue collected during FY 2017/2018 amounted to Shs 114,791,458 as per page 28 of the final financial statements for FY 2017/2018 reflecting 53% realisation. There was a negative variation of 47%.</p> <p>The main reason for poor revenue collections was attributed to general poverty of the residents in the district with minimal income generating activities.</p>	0

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Maracha DLG remitted its 65% share of local revenues to all LLGs during FY 2017/2018. This was done in compliance with approved formulae as provided in section 85 and 5th Schedule in the Local Government Act CAP 243.</p> <p>Examples: (i) Total remittance to Oleba Sub county during the year amounted to shs 2,357,435.</p> <p>(ii) The year's remittance to Oluvu Sub county amounted to shs 1,979,804.</p> <p>A total of shs 1,587,353 was remitted to Maracha Town Council in FY 2017/2018.</p> <p>Examples with payment voucher references:</p> <p>Transfer of shs 2,357,453 on 2nd February, 2018 being 65% share of local revenue to Oleba Sub county. Voucher number 5976 dated 2nd February, 2018 and a receipt from Oleba Sub county acknowledging the transfer to the Sub county dated 6th February, 2018 was seen.</p> <p>Transfer of shs 1,904,950 to Yivu Sub county in respect of the 65% local revenue accrued from the Local Service Tax. Voucher number 5977 dated 2nd February, 2018.</p> <p>Over all, the district transferred a total of shs 14,000,007 to 7 sub counties and Maracha Town Council arising from the local revenue realized during the year.</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"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>The district spent shs 31,600,000 on council allowances and emoluments during FY 2017/2018.</p> <p>Local revenue realised during FY 2016/2017 excluding sales of assets amounted to shs 167,729,147 as reflected on page 14 of the FY 2016/2017 audited accounts. Computation:</p> <p>$31,600,000 \times 100 = 18.8\%$</p> <p>167,729,147</p> <p>Payment of allowances and emoluments was within the 20% limit.</p>	<p>2</p>
<p>Procurement and contract management</p>			

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>The DLG had both positions of Senior Procurement Officer (SPO) and Procurement Officer filled substantively. The Senior Procurement Officer, Anguzu Eric, formerly a Procurement Officer was promoted on ref: CR/156/1b dated 14/3/2018 and considered on ref: DSC/160 dated 29/3/2018. The Procurement Officer, Azatiru Hanifa, formerly Assistant was promoted after a request for promotion on ref: CR/156/1b dated 29/5/2018</p>	<p>2</p>
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>The District Evaluation Committee (EC) produced and submitted reports to Contracts Committee as evidenced by minutes of the EC dated 2nd October, 2017, 5th January, 2018, 25th April, 2018, 30th January, 2018 and 3rd April, 2018, as per the sampled projects below;</p> <ol style="list-style-type: none"> i. Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, opened on 09th August, 2017, under the Production Department, funded by DDEG, submitted on 28th August, 2017, ii. Construction of a two Classroom Block in Yivu Primary School, Ref. Mara577/wrks/17-18/00002, opened on 16th August, 2017, under Education Department, funded by DDEG, submitted on 28th August, 2017, iii. Construction of Maracha Town Council Administration Block Phase I, Ref. Mara577/wrks/17-18/00047, opened on 20th November, 2017, under Maracha Town Council, funded by DDEG, submitted on 15th January, 2018, iv. Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B villages, Ref. Mara577/wrks/17-18/00008, opened on 28th August, 2017, under Water Department, funded by DDEG, submitted on 28th August, 2017 and v. Construction of concrete box culvert bridge at Ayikuru river, Ref. Mara577/wrks/17-18/00005, opened on 17th August, 2017, under Works Department, funded by DDEG, submitted on 28th August, 2017. 	<p>1</p>

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The District Contracts Committee considered Evaluation Committee recommendations for FY 2017/2018 as evidenced by the sampled projects below;</p> <ul style="list-style-type: none"> i. Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, considered on 2nd October, 2017, recommended that the project be awarded to M.G. Hidaya of P.O. Box 1346 Arua, at evaluated price of UGX. 49,340,697, under minute number CC0011/10/2017(c), ii. Construction of a two Classroom Block at Yivu Primary School, Ref. Mara577/wrks/17-18/00002, considered on 2nd October, 2017, recommended that the project be awarded to Nigo Traders 1990, of P.O. Box. 414 Arua, at evaluated price of UGX. 54,490,880, under minute number CC0011/10/2017(d), iii. Construction of Maracha Town Council Administration Block Phase I, Ref. Mara577/wrks/17-18/00047, considered on 3rd May, 2018, recommended that the project be awarded to Obongi Prime, of P.O. Box. 278 Moyo, at evaluated price of UGX. 42,299,460, under minute number CC036/05/2018 (a), iv. Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B villages Ref. Mara577/wrks/17-18/00008, considered on 2nd October, 2017, recommended that the project be awarded to K.L.R Uganda Ltd, of P.O. Box. 32370 Kampala, at evaluated price of UGX. 152,901,000, under minute number CC0011/10/2017 (e) and v. Construction of concrete box culvert bridge at Ayikuru river, Ref. Mara577/wrks/17-18/00005, considered on 2nd October, 2017, recommended that the project be awarded to Geraqo Consults, of P.O. Box. 1350 Arua, at evaluated price of UGX. 108,004,338, under minute number CC0011/10/2017 (a),
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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

The District Procurement Plan for FY 2018/2019 covered all infrastructure projects in the approved work plan of FY 2018/2019 as evidenced by a copy of the consolidated annual procurement work plan for FY 2018/2019 approved by the Accounting Officer, dated 10th July, 2018. Some of the examples of projects in the work plan for 2018/2019 included;

- i. Construction of a fence at livestock market at Ayii, Ref. Mara577/wrks/18-19/00010,
- ii. Completion of a Maternity Ward at Maracha Town Council, Ref. Mara577/wrks/18-19/00005,
- iii. Construction of culverts at Odraku, Ref. Mara577/wrks/18-19/00003,
- iv. Construction of a two Classroom Block at Oniba Primary School, Ref. Mara577/wrks/18-19/00009,

The District also prepared a consolidated procurement and disposal annual work plan for FY 2017/2018 as per the submitted and endorsed copy of the plan by the Accounting Officer, dated 13th July, 2017. Examples of projects in the work plan for FY 2017/2018 included projects like;

- i. Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006,
- ii. Construction of a two Classroom Block at Yivu Primary School, Ref. Mara577/wrks/17-18/00002,
- iii. Construction of Maracha Town Council Administration Block Phase I, Ref. Mara577/wrks/17-18/00047,
- iv. Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B villages, Ref. Mara577/wrks/17-18/00008,
- v. Construction of concrete box culvert bridge at Ayikuru river Ref. Mara577/wrks/17-18/00005,

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>In the FY (2018/2019) the District prepared 66.7% bid documents of all investments/infrastructure by 30th August 2018, which was below the 80% threshold. The District had 21 projects in the consolidated work plan for FY 2018/2019 out of which 14 of the projects had been initiated by user department and had completed bid documents prepared. The reason for the delayed 7 projects mainly from the Town Council and the Sub Counties was due to delayed submission by the above entities to the district procurement department for processing.</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"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>In the previous FY 2017/2018 the District had updated the Contracts Register as evidenced by the number of entries (52) for the FY 2017/2018. Also the District Council had completed procurement files for all procurement for the same FY. For example a sampled file for one project under Borehole construction in various communities Ref. Mara577/wrks/17-18/00008, was examined and the file had all the required documentation as indicated below;</p> <p>The files had requisition form dated 08th August, 2017, of UGX.180,000,000, Records of adverts which was made in the New Vision newspaper, dated 31st August, 2017, issues of bid document, Ref. LGPP form 6 R48 (6), dated 21st September, 2017 filled, receipt of bid, dated 21st September, 2017, Ref. LGPP form 9 R70 (5) had been filled and opening of bids, dated 21st September, 2017, Ref. LGPP form 10 R71 (11), (12), (13) had been filled and was on file. Also Evaluation and Contracts Committee minutes dated 2nd October, 2017 were on file, Award and acceptance letters, dated 23rd October 2017 and contracts document signed on 26th October, 2017, were all on file, making complete the procurement activity file for the sampled project.</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	<p>The District had adhered to procurement threshold as per the sampled projects below;</p> <ul style="list-style-type: none"> i. Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, at evaluated price of UGX. 49,340,697 - Open Domestic Bidding, ii. Construction of a two Classroom Block in Yivu Primary School, Ref. Mara577/wrks/17-18/00002, at evaluated price of UGX. 54,490,880, - Open Domestic Bidding, iii. Construction of Maracha Town Council Administration Block Phase I, Ref. Mara577/wrks/17-18/00047, at evaluated price of UGX. 42,299,460, Selective Domestic Bidding, iv. Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B villages, Ref. Mara577/wrks/17-18/00008, at evaluated price of UGX. 152,901,000 - Open Domestic Bidding, v. Construction of concrete box culvert bridge at Ayikuru river Ref. Mara577/wrks/17-18/00005, at evaluated price of UGX. 108,004,338, - Open Domestic Bidding. 	2
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>There was evidence that works projects implemented in the FY 2017/2018 were appropriately certified with interim and/or completion certificates as indicated in the sampled projects below;</p> <ul style="list-style-type: none"> i. Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, two interim certificates were on file, signed on 29th June, 2018 and 30th April, 2018, ii. Construction of a two Classroom Block at Yivu Primary School, Ref. Mara577/wrks/17-18/00002, two interim certificates signed on 30th April, 20118 and 6th February, 2018 were on file, iii. Construction of Maracha Town Council Administration Block Phase 1, Ref. Mara577/wrks/17-18/00047, one interim certificate signed on 25th June, 2018 was on file, iv. Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B villages, Ref. Mara577/wrks/17-18/00008, one completion certificate signed on 26th February 2018 was seen and v. Construction of concrete box culvert bridge at Ayikuru river Mara577/wrks/17-18/00005, two interim certificate signed on 4th April, 2018 and 17th May, 2018, and one final certificate dated 23rd June, 2018 were also on file. 	2

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>There was no evidence of site boards in all the infrastructure projects for the FY (2018/2019). This was because the procurement process had not been completed to commence works due to delays release of funds from the centre and delayed initiation of projects like those from the Town Council and Sub Counties.</p>	<p>0</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>Maracha DLG maintained 22 bank accounts in Stanbic, DFCU, Housing Finance, KCB and Orient all branches in Arua Municipal Council. The district had no TSA with Bank of Uganda. At the date of assessment, all the accounts were reconciled on a monthly basis up to closure of FY 2017/2018 on 30th June, 2018 and also up dated to the time of assessment. Scrutiny of the bank reconciliation statements revealed that all were appropriately authenticated by the relevant LG officials as required.</p> <p>The reconciliation statements were manually prepared as the district did not have a computerised IFMIS accounting system for preparation of the bank reconciliation statements.</p> <p>Examples on reconciliations:</p> <ul style="list-style-type: none"> Account number 9030005609827 with Stanbic Bank, Arua branch for the District General Fund. The reconciled balance on 31st July, 2018 was shs 115,717,774. NUSAF 3 had a reconciled balance on 31st March, 2018 of shs 228,400, account number 01983501007186 with DFCU Arua branch. The Uganda Sanitation account number 9030013586070 Stanbic Bank, Arua branch. On 30th November, 2017, the reconciled balance was shs 32,958,042. The Maracha District UWEP Recovery account number 2290498297 KCB Bank, Arua branch had a reconciled balance of shs 908,361 on 30th June, 2018. The District Youth Livelihood Programme account number 01983501005776 with DFCU Bank, Arua branch had a reconciled balance of shs 11,090,234 on 30th June, 2018. 	<p>4</p>
<p>The LG made</p>	<ul style="list-style-type: none"> If the LG makes 	<p>The district provided evidence that indicated timely payments</p>	<p>2</p>

<p>timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<p>timely payment of suppliers during the previous FY</p> <p>– no overdue bills (e.g. procurement bills) of over 2 months: score 2.</p>	<p>to suppliers and or contractors during FY 2017/2018.</p> <p>The sampled payments in selected sectors indicated compliance resulting in no overdue bills beyond two months.</p> <p>Examples: (i) In the Education department, a payment request was done on 30th January, 2018. Certification and approval of the payment was done on 14th February, 2018 by the CAO. Payment against voucher number 6212 was done on 20th February, 2018. Payment was made to Nigo Traders 1990 for shs 11,099,403 for construction at slab stage and apron works for two classroom block without office at Yiivu Primary School in Yiivu Sub county. Receipt number 289 dated 23rd February was issued by the contractor acknowledging receipt of shs 11,099,403.</p> <p>(ii) M/s MG Hidaya was paid shs 10,080,382 on voucher number 4249 dated 5th February, 2018 for supplying 72 no. 3-seater desks to Gbuluku, Kamaka, Atratraka and Baria primary schools in Maracha district. The initial request for payment had been done on 18th December, 2017 and certification was done on 5th February, 2018.</p> <p>(iii) As for the Health department, a payment request was done on 1st June, 2018; certification was done on 6th June, 2018 and actual payment effected to M/s Bomak Traders Ltd for shs 35,196,393 against voucher number 603 dated 7th June, 2018 in respect of construction of maternity Ward at Maracha Health Centre IV in Maracha Town Council.</p> <p>(iv) Payment was effected to M/s Honest Arts Ltd for shs 2,820,000 on voucher number 5317 dated 18th December, 2017 for supply of 193 no. T-shirts for the World’s Aids Day celebrations at the DHO’s office, Maracha district headquarters. A payment request had been done on 22nd November, 2017 and certification of payment was done on 8th December, 2017.</p> <p>(v) As for the Water department (Water, Sanitation and Roads) Works sector, a payment request was submitted on 17th October, 2017, certification and approval was done on 17th October, 2017. Actual payment was effected on 25th October, 2017 for shs 14,207,200 on voucher number 5500 dated 25th October, 2017. Payment was done to M/s KLR Uganda Ltd in respect of retention after construction, drilling of boreholes at Odaku village in Oleba Sub county, Andeni village in Ovulu Sub county, Kijomoro village in Kijomoro Sub county, Olevu village in Yivu Sub county etc.</p> <p>(vi) M/s KRL Uganda Ltd was paid on 28th February, 2018 against voucher number 3984 dated 28th February, 2018 in respect of construction boreholes at Migo –Koro village in Oleba Sub county, Meki East village in Yivu Sub county, Agua village in Kijomoro Sub county, kuma village in Oluvu Sub county, Aliba village in Oluffe Sub county, Tumvea village in Tara Sub county. Payment request had been done on 26th February, 2018, certification on 27th February, 2018.</p>
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		<p>In addition, a payment register was verified and confirmation realised that there were no pending bills for settlement by the district beyond two months.</p>	
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>There was no substantive Internal Auditor in the district.</p> <p>The district had an Acting Internal Auditor by the names of Mr Abiribale T. Paul and the department was manned by on LG official mentioned above. The CAO's letter dated 26th July, 2010 under reference CR/156/1 communicated the transfer of Mr Abiribale T. Paul on promotion from Arua DLG to Maracha DLG based on a directive from the DSC through minute number 392/2010 after its meeting that was held on 23rd July, 2010. The letter was copied to: Chairperson, Maracha DLG, CFO, OAG North West Region, Secretary DSC and HoDs Maracha DLG.</p>	<p>0</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Maracha DLG had in place a functional Internal Audit Department during FY 2017/18 as was evidenced by the four internal audit reports that were produced on quarterly basis.</p> <p>Quarterly reports produced in FY 2017/2018 were as follows:</p> <p>Quarter 01: Date of report: 13/10/2017</p> <p>Quarter 02: Date of report: 10/1/2018</p> <p>Quarter 03: Date of report: 11/4/2018</p> <p>Quarter 04: Date of report: 16/7/2018</p> <p>With the exception of quarter 3 report, the rest of the reports indicated above had no reference numbers. The reports were however acknowledged through a delivery book on the day of submission as follows:</p> <p>Quarter one: Had no date indicated;</p> <p>Quarter two: on 16/3/2018 on 24th January, 2018;</p> <p>Quarter three: on 27/4/2018</p> <p>Quarter four: on 14/9/2018 by IAG by date stamping, on 2/8/2018 by the Speaker by delivery book. Copied of the reports were circulated to the RDC, OAG N/W Region, CAO, PS MOLG, Chairman LG PAC. The Quarter 4 report was addressed to the Speaker unlike the previous three reports which were submitted to the Chairman, Maracha DLG.</p> <p>All the quarterly internal audit reports were produced on schedule as required by the Local Government Act CAP 243.</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Although the Internal Audit department of the district timely produced the quarterly internal audit reports, there was no evidence that information was provided to the Council on the implementation of the audit findings during FY 2017/2018; neither was evidence available that the Council considered any of the internal audit reports. On the other hand, perusal of the minutes of Council that held several meetings during the year for example meetings held on 18th August, 2017, 28th November, 2017, 9th March, 2018, 23rd February, 2018, 12th April, 2018 and 29th May, 2018, none of them considered the internal audit reports that were produced in the 4 quarters. The meeting of 23rd February, 2018 only noted how long it had taken for the LG PAC to hold any meetings since July 2017. This was captured under minute reference DC.21/02/2018.</p>	<p>0</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>Whereas the internal audit reports were timely produced and accordingly circulated to various offices as required, there was evidence in draft form of the LG PAC minutes that some reports had been reviewed at the time of the assessment. The minutes for two consecutive meetings were not typed but hand written and both sets had not been approved by the Chairman and Secretary of the LG PAC as a correct record of the concluded proceedings. For example, the LG PAC held its meeting on 15th March, 2018 and reviewed the internal audit reports for quarter 1 and 2 of FY 2017/2018. This was captured under minute reference Mar. DPAC.04/03/2018 (a). Unfortunately, the un approved minutes were still in draft form. Another meeting was held on 5th June, 2017 in which the findings contained in the report from the OAG for FY 2016/2017 audited accounts of the DLG were reviewed under minute reference Mar.DPAC.04/06/2018.The minutes were still in draft form and therefore not approved.</p>	<p>0</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>Maracha DLG had no computerized IFMIS system in place. The district therefore maintained a manual Assets Register which was regularly updated. The LG had asset registers formatted as recommended in the Accounting Manual for LGs dated 2007 and it contained up dated information.</p> <p>For example, the entry in the register was posted on 6th July, 2018 in respect of a newly purchased Motor cycle registration UG 0919Y, engine number E3 3N2E 07 8393; chassis number LBP KE 179 – 000026631. The motor cycle was for Community Services department.</p> <p>Motor cycle UG 24 88A – DT Yamaha for the Production department bearing engine number 3II -216466; chassis number DEO2V – 093. The update in the register was done on 18th January, 2018</p> <p>As for the newly donated 2 filing cabinets to the Nutrition department. The update was done on 24th August, 2018.</p> <p>Computers which were recently donated to the Health sector, the register was up dated on 28th August, 2018.</p>	<p>4</p>

<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Maracha DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>4</p>
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Governance, oversight, transparency and accountability

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>There was evidence that Maracha District Council met and discussed service delivery issues in the Financial year 2017/2018. In total the District Council held five meetings among which included:</p> <p>1st sitting of the 2nd Session of the 2nd District Council held on 18th August 2017 of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Motion seeking to discuss the state of affairs by the District Chairperson under minute Mar. DC. 05/08/2017 on page 6 of the council minute. Among the issues discussed by the District Chairperson was that he requests the DHO to clarify on Hepatitis B Vaccines and drugs among others - One other issue was a motion seeking to re-allocate District Unconditional Grants for the FY 2017/2018 under minute Mar.Dc.07/08/2017 of which the secretary to finance presented the readjusted figures from department treated ad Domestic Arrears to caters for Ex-gratia of LC-I and LC-II Chairpersons on page 9 <p>2nd sitting of the 2nd Session of the 2nd District Council held on 28th November 2017 of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Presentation of the committee recommendation under minute number. Mar. DC 12/11/2017 from page 7 to 10. A presentation from Works, technical service, production and natural resources committee among others recommended that before any infrastructure development, capital investments area done in the district, documents of land ownership should be availed. <p>3rd sitting of the 2nd Session of the 2nd District Council held on 23rd February 2018 of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Discussion and approval of supplementary budget under agriculture extension services program under minuet number 	<p>2</p>
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		<p>Mar. DC 22/03/2018 from page 15 to 16. A motion was moved to approve UGX 217,909,268 as supplementary.</p> <ul style="list-style-type: none"> - Presentation of the committee recommendation under minute number. Mar. DC 22/02/2018 from page 9 to 10. A presentation from finance, planning, administration, social and community service committee under health recommended that before any Health Centre III along WENRECO line should be connected to Electric power i.e. Health Centre in Kijomoro, Ovujo and Oleba HCIII on page 20 of the ANNEX 3 <p>4th sitting of the 2nd Session of the 2nd District Council held on 22th April 2018 of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Motion seeking to receive and lay AWP, Procurement and disposal plan, Local Revenue Enhancement Plan, Capacity Building Plan, for FY 2018/2019 under minute Mar. DC 30/04/2018 on page 10. - Motion seeking to lay Maracha District Budget for FY 2018/2019 financial year amounting to UGX 23,119,574,000 under minute Mar. DC 31 /04/2018 on page 10. <p>5th sitting of the 2nd Session of the 2nd District Council held on 29th May 2018 of which the following issues were discussed;</p> <ul style="list-style-type: none"> - Motion seeking to approve AWP, Procurement and disposal plan, Local Revenue Enhancement Plan, Capacity Building Plan, for FY 2018/2019 under minute Mar. DC 37/05/2018 on page 8 to 12. - Motion seeking to approve Maracha District Budget for FY 2018/2019 financial year amounting to UGX 23,119,574,000 under minute Mar. DC 38 /05/2018 on page 10. 	
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>There was evidence of records of appointment of a person designated to handle complaint as the Human Resource Officer (Mr Mukili Cosmas) who was in the capacity of secretary to rewards and sanctions committee. Appointment letter dated 14th March 2016 reference CR/1</p> <p>The file records accessed from the Secretary to Rewards and Sanctions Committee indicated one case where recommendation to the District Service Commission with regard Mr. Tigabayo Hillary (Education Assistant GR II-scale U&) having abandoned duty and resigned accordingly, letter dated 8th February 2018</p>	<p>1</p>

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>Maracha District Local Government had a system for recording, investigating and responding to grievances, among which included complaints/ suggestion box which was displayed in the administration block among others;</p> <p>The complaints/ grievances are received by various Head of Department /CAO. The mechanism of handling compliant/ grievances as observed was an internal one for instance;</p> <p>For issues presented as in-disciplinary cases with an impact on service delivery, were forwarded to the Rewards and Sanctions Committee to deliberate upon, where a reports with recommendation would be forwarded to CAO for action.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>Maracha District had published its payroll for both active staff and pensioners, as observed from the District notice board dated 24th 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"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>Maracha District Local Government had published the awarded contract and amount as observed from file records;</p> <p>One of the Best Evaluated Bidder notice was displayed on 3rd April 2018 and it was removed on 16th April 2018 of which some of the awarded contracts were among the following;</p> <ul style="list-style-type: none"> - One of the project was construction placenta pit at Ajikoro HCII under procurement reference number Mara/577/wrks/17-18/00024 awarded to Waves Construction at a bid price of UGX 3,914,001 - Another project was construction of 3 stance VIP latrine at Okokoro Rural Growth Centre under the water sector under procurement reference number Mara/577/wrks/17-18/00043 awarded to Nigo Traders 1990 at a bid price of UGX 13,152,870 <p>Another Best Evaluated Bidder notice was displayed on 12th February 2018 and removed on 24th February 2018</p> <ul style="list-style-type: none"> - One of the projects was borehole rehabilitation under procurement reference number Mara/577/wrks/17-18/0004 awarded to Maracha District Pump Mechanic's Association at a bid price of UGX 29,000,000 <p>Another Best Evaluated Bidder notice was displayed on 6th October 2017 and removed on 20th October 2017</p> <ul style="list-style-type: none"> - One of the project was supply of assorted office furniture for OPD-MTC (health Department) under procurement reference number Mara/577/supls/17-18/00005 awarded to John Bbosa JB Enterprises at a bid price of UGX 40,700,000 	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>There was evidence that the Annual Performance Assessment results for 2017 were published on the District Public notice dated 28th June 2018. The LG also held a Technical Planning Committee meeting on 22nd August 2018 and among the issues discussed was dissemination of 2017 Annual Performance assessment result results/ feedback and preparation for Mock assessment for FY 2018/2019</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was evidence that Maracha District Local Government had communicated and explained to both Higher and Lower Local governments about guidelines, circulars and polices issued at the national level such as</p> <ul style="list-style-type: none"> - Distribution of District Discretionary Equalization Funds (DDEG) Guidelines for FY 2018/2019 to lower local governments as per the distribution sheet dated 22nd September 2017 - Distribution of Planning tools to lower local governments as per the distribution sheet dated 22nd June 2017 - Distribution of budget document to Heads of Department and to lower local governments as per the distribution sheet dated 5th September 2017 - Distribution of National Population and Housing Census Report to Heads of Department and to lower local governments as per the distribution sheet dated 29th August 2017. 	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>Maracha District had conducted discussion with the public to provide the status of activity implementation during the FY 2017/2018. As observed, there was evidence of radio talk show as per the reports presented; -One radio talk show on AIDS/HIV services was held on 13th June 2018 at Voice of life fm. One of the issues communicated was by the District Health Educator (DHE) about improving maternal-new-born-child and adolescent health</p>	<p>1</p>
<p>Social and environmental safeguards</p>			

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>The District Gender Focal Person (DGFP) Ms. Anguko Maureen, the Senior Community Development Officer (SCDO), had provided guidance and supported to various sector of education, human resource, water, procurement, environment departments and CAOs office in mainstreaming gender into their activities as evidenced by the TPC minutes, dated 25th August, 2017, where the GFP trained them in analysis of gender issues in terms of roles played by men and women, the needs of men and women, involvement of men and women in development process. Also in the same meeting they discussed what gender issues were, steps of gender mainstreaming, and gender matrix.</p>	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>The GFP had planned activities for the FY 2018/2019 to strengthen women roles as evidenced by the planned activities under women council representation in the District Work Plan generated on 29th July, 2018, on page 65 of the work plan and budget for FY 2018/2019. Activities therein included; Quarterly meeting of the women's council and organising national women's day celebration, In the previous FY 2017/2018, the District had budgeted for only UGX. 1,500,000 to undertake the following planned activity; i. Gender mainstreaming / training on gender/ sexual and gender based violence at UGX. 1,500,000. The assessor noted that the only planned activity was never implemented because it was not funded. This was because the activity was budgeted for under local revenue which was never realised. This means that the total expenditure was zero for the FY 2017/2018 which was (0%) implementation and therefore way below the threshold of 90%. The assessor also noted the limited activities planned in the two FYs by the concerned officer and the lack of funding of gender related activities by the LG.</p>	<p>2</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>The District had carried out screening activities of 1 out of the 5 sampled projects in the FY 2017/208 and had no evidence of ESMPs for all the sampled projects as indicated below;</p> <ol style="list-style-type: none"> Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, no screening and ESMP were seen, Construction of two Classroom Block without Office in Yivu Primary School, Ref. Mara577/wrks/17-18/00002, screening was done dated 20th August, 2017 but there was no ESMP seen, Construction of Maracha Town Council Administration Block Phase I, Mara577/wrks/17-18/00047, no screening and ESMP were seen. It was reported by the Environmental Officer that there was lack of respect for environmental protection because the Town Council Office was built in the forest reserve, which contravenes the environmental regulations. This indicated that there was no involvement of the Environment Officer in project implementation. Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B communities Mara577/wrks/17-18/00008, no screening and ESMP seen, Construction of concrete box culvert bridge at Ayikuru river, Ref. Mara577/wrks/17-18/00005, no screening and ESMP was done for the project. The reason given by the Environment officer was that the activity was not funded by the LG. 	
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LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

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

The Performance Assessment Team noted a capacity gap in BoQ preparation where the item numbering had errors and some items were not costed. Also in some of the projects sampled, there were no environmental mitigation measure included in the BoQs, and those included in the BoQ had no evidence of the ESMPs prepared by the Environment Officer. For instance;

i. Construction of Maracha Town Council Administration Block Phase I, Ref. Mara577/wrks/17-18/00047, dated 24th August, 2017, no evidence of environmental issues integrated in the contract bid document for this project.

ii. Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B villages, Ref. Mara577/wrks/17-18/00008, dated 21st September 2017, BoQ item No. 3 (3.4). The environmental and social issues contained therein included; planting grass and site clearance but not costed.

iii. Construction of concrete box culvert bridge at Ayikuru river, Ref. Mara577/wrks/17-18/00005, dated 20th September, 2017, BoQ item No. 4 (5.10-5.14). The environmental and social issues contained therein included; general site clearance up and down stream but not costed, removal of trees and tree stump at UGX. 80,000, removal of spoil excavated materials at list 250 meters away from site at UGX. 345,000, plant trees as approved by environmental officer, not costed, plant grass as approved by the environmental officer also not costed.

iv. Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, dated 20th September, 2017, BoQ item No. 8 (a-c). The environmental and social issues contained therein included; site clearance at UGX. 100,000, plant trees on the compound at UGX. 10,000, plant grass on the compound/ compound design at UGX. 50,000.

v. Construction of two Classroom Block without Office at Yivu Primary School, Ref. Mara577/wrks/17-18/00002, dated 21st September, 2017, BoQ item No. 9 (a-c). The environmental and social issues contained therein included; Site clearance after completion of works at UGX. 328,000, planting trees on the compound to replace damaged environment during construction at UGX. 200,000, planting grass to replace vegetation cover damaged during construction works at UGX. 162,000.

However there was no evidence of ESMP prepared for projects iv and v stated above.

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>The LG had evidence of land ownership on which projects implemented for FY 2017/2018 were located, for example;</p> <ol style="list-style-type: none"> Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, a Free hold Title Ref. LAFNPL/051, Plot No. 1, Block 5, Is No. ARU-00000357, in the names of Maracha District Local Government (Oluffe Sub County), Area: 1.8443 Ha dated 11th May, 2018 was in place, Construction of a two Classroom Block at Yivu Primary School, Ref. Mara577/wrks/17-18/00002, There was a list of properties under customary tenure owned by the LG, signed by the Accounting Office dated 21st may 2017, with Yivu Primary School inclusive, covering an area of 16 Ha., Construction of Maracha Town Council Administration Block Phase I, Ref. Mara577/wrks/17-18/00047, a Lease hold title was in place, Ref. LAFNPL/003, Plot 1-7, Block Koboko Road, Is No. ARU/2018/00146, in the names of Maracha District LG (Maracha Town Council Offices), Area: 0.9332 Ha., dated 28th June, 2018 was in place, Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B communities, Ref. Mara577/wrks/17-18/00008, were several land agreements were seen on file for Aliba-B community, between Ariknzilo Kitra the land owner and one Ondoga Rackon Thomas the LC1 Chairperson who signed on behalf of the LG, dated 10th January, 2018, Angua community between Tiku Issac the land owner and Kamilo Ephraim LC1 Chairperson who signed on behalf of the LG, date 9th January, 2018, Nigokoro community between Samson Agondua the land owner and Anthony Amve LC1 Chairperson who signed on behalf of the LG, dated 7th May, 2018, Meki-East community, between Drate felex the land owner and Aluma Atanzio the Chairperson LC1 who signed on behalf of the LG, dated 14th November, 2017, Tumvea, community between Mario Obitre land lord and Eguma james chairperson LC1 who signed on behalf of the LG, dated 12th January 2018, For construction of a concrete box culvert bridge at Ayikuru river Ref. Mara577/wrks/17-18/00005, the assessor was informed by the Land Officer that there was no need for an agreement because the project was located on a planned road which was a public good.
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>The LG had no evidence of environmental and social mitigation certification form completed and signed by the Environment Officer for the following sampled projects;</p> <ol style="list-style-type: none"> Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, no evidence seen, Construction of a two Classroom Block at Yivu Primary School, Ref. Mara577/wrks/17-18/00002, no evidence seen, Construction of Maracha Town Council Administration Block Phase 1, Mara577/wrks/17-18/00047, no evidence was seen, Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B communities, Ref. Mara577/wrks/17-18/00008, no evidence was seen, Construction of concrete box culvert bridge at Ayikuru river, Ref. Mara577/wrks/17-18/00005, no evidence was seen. The concerned officer attributed this to lack of funding of the environmental activities by the LG. 	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence that all the five sampled projects had contracts payment certificated included prior to environmental and social clearance. For example;</p> <ol style="list-style-type: none"> Construction of a market shed in Oluffe Sub County, Ref. Mara577/wrks/17-18/00006, no evidence seen, Construction of two Classroom Block in Yivu Primary School, Ref. Mara577/wrks/17-18/00002, no evidence seen, Construction of Maracha Town Council Administration Block Phase I, Ref. Mara577/wrks/17-18/00047, no evidence seen, Borehole construction at Angua, Nigokoro, Meki East, Tumvea, and Aliba-B communities, Ref. Mara577/wrks/17-18/00008, no evidence seen, construction of concrete box culvert bridge at Ayikuru river, Ref. Mara577/wrks/17-18/00005, no evidence seen. The concerned officer attributed this to lack of funding of the environmental activities by the LG. 	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There was no evidence of monthly reports from the Environmental Officer and CDO as per the sampled projects mentioned above because the monitoring had not been done by the officers. The reason for this was lack of facilitation.</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>The District OBT for the FY 2018/2019 had a wage bill of UGX.6,659,790 for 1,057 teachers (i.e. 26 substantive H/Teachers, 43 Substantive Deputies teachers, and 988 teachers) as per the LG Approved Budget Estimates Vote:577 Maracha District for FY 2018/19, dated 29th /7/2018</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>The LG had 63 government schools which had 26 substantive H/Teachers, 43 substantive deputies teachers, and 988 teachers (giving a total of 1,057 head teachers plus teachers) as per the their pays lips for FY 2018/19 dated 28th/7/2018</p> <p>The number of substantive head teachers was less than the number of schools because most teachers did not have the required qualifications. The following schools were sampled and visited by the PAT:</p> <p>Kijomolo P/s in Kijomolo Sub County with a substantive H/Teacher 17 teachers</p> <p>Maracha P/S in Nyadri Sub County with 1 substantive H/Teacher and 27 teachers</p> <p>Nyoro P/S in Nyadri Sub County with 1 substantive H/Teacher 26 teachers</p> <p>Oleba P/S in Oleba Sub County with 1 substantive H/Teacher 21 teachers</p> <p>Loinya P/S in Yivu Sub County with 1 substantive H/Teacher 19 teachers</p>	0

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The Local government had filled the structure for primary teachers with a wage bill provision as required.</p> <p>The DEO noted that the district only did recruitment on replacement basis of 30 teachers of which some had died and others transferred to other workplaces</p> <p>However according to the DEO, they needed to employ 318 more teachers in order to match the teacher: student ratio of 1:54.</p>	<p>6</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The staff structure had a provision of three positions and all were filled;</p> <p>i) One Senior Inspector of Schools Mr. Anguambu Henry, dated 28th March,2017, Ref. CR/159, minute No. 18/2017 of meeting held on 9th March 2017</p> <p>ii) Two Inspector of schools of whom all were available as per the appointment letters under the names of;</p> <p>Mr. Eyoga Richard Oloya,, dated 20th April,2018, Ref. CR/160, minute No. 60/2018 of the meeting held on 5th April,2018.</p> <p>Mr. Anguandia Draku Kefa, dated 26/7/2010, Ref. CR/156/1, minute No. 401/2010 of the meeting held on 23/7/2010</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"> • Primary Teachers: score 2 	<p>Out of the 1057 positions for primary teacher (including Head teachers), 1052 were substantively filled leaving a vacancy 5 positions for Head teachers whose recruitment plan for FY 2018/2019 was submitted to the CAO on 22nd January 2018.</p>	<p>2</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>The post of School Inspector wasn't included because the positions were all 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"> • 100% school inspectors: score 3 	<p>There was evidence that the School Inspectors in Maracha DLG were appraised. Both the Senior Inspector of schools (SIS) and Inspector of Schools were appraised. The SIS, Henry Anguamgbu (CR/D/10296) was appraised on 25/9/2018.</p> <p>The Inspector of Schools Anguandia Draku Kefa (CR/D/10023) was appraised on 24/9/2018</p> <p>The third Inspector, Eyoga Richard is relatively new having been appointed in service on 20/8/2018.</p>	<p>3</p>
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<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>There was evidence that Head Teachers were appraised. Out of the 63 Head Teachers, 10 files were sampled and reviewed as follows:</p> <ol style="list-style-type: none"> 1. Elubo Pascal of Ambidro P/S was appraised on 20/12/2017 2. Anguani Felix of Paranga P/S was appraised on 12/2/ 2018 3. Ageku Lawrence of Nyoro P/S was appraised on 30/3/2018 4. Aliga Bismack of Yivu P/S was appraised on 10/2/2018 5. Adiru Christine of Andeni P/S was appraised on 30/12/2017 6. Ezaru Mary of Oribani P/S was appraised on 29/12/2017 7. Avaga David Drabaru of Kakwa P/S was appraised on 29/12/2017 8. Adima Charles of Ombinyiri P/S was appraised on 15/2/2018 9. Elubo Pascal of Ambidro P/S was appraised on 29/12/2017 10. Aleti Esau of Koyi P/S was appraised on 6/2/2018 	<p>3</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>There was evidence that the LG Education Department had communicated guidelines, policies, circulars issued by the national level in the previous FY. This was evident at the schools visited. These were:</p> <p>Letter from MoES to the Education Department on Enrolment Data for Allocation of Capitalization Grants in FY 2018/19, dated 4th September, 2018, Ref. EPD/192/335/01.</p> <p>Letter from MoES to the Education Department on Enforcing Closure of Illegal Schools, dated 26th March,2018, Ref ADM/104/212/01</p> <p>Letter from MoES to the Education Department on Invitation to a Briefing Workshop on Verification of DLI7-Teacher Presence and Time on Task in OUR Schools By External Firm, dated 15th May, 2018.</p> <p>Letter from MoES to the Education Department on Information to District Education Officers, CCTS, and Head Teachers of 2,727 Primary Schools Implementing Early Grade Reading In 29 districts Under GPE On The Delivery Of P.3 Primers.</p> <p>Letter from MoES to the Education Department on Dissemination of Teacher’s Code of Conduct and First Verification Report on Teachers Presence and Time on Task In The 29 GPE Districts, dated 5th August, 2018, Ref. ADM/143/282/01.</p>	<p>1</p>

Minutes of District Leaders meeting organized by DEO's Office on Policy Matters. Under Minute 2b/09/06/2018, issues discussed included communication from District inspector of schools who talked about absenteeism of teachers, observance of the timetable, and discouraged drunkenness. Minute 3c/9/5/2018 where the Nutrition coordinator who said that the Education, health and agricultural departments were involved in project activities. Min 3d/09/05/2018 where the DEO said that Health and Sanitation must be taken as priority to avoid disease outbreak, compounds and the classrooms must be swept daily, support supervision should be conducted by inspectors, emphasized seriously on teachers on teachers presence and time on task, spoke against absenteeism and poor dressing.

However, a visit to the sampled 5 schools indicated that most of them didn't have letters as shown below;

Kijomolo P/s in Kijomolo Sub County had a letter from UNEB to the Head Teacher on Guidelines for Registration of 2018 PLE Candidates, dated 20th March, 2018. Guide to Debriefing meeting on verification of DL17 at school level-Teacher presence and time on task, dated May 2018, on 13th/6/2018 where 23 mosquito nets were distributed in the school.

Maracha P/S in Nyadri Sub County, Letter from the CAO inviting the H/Teacher for UMFSNF Season B work plan Dissemination meeting, dated 18th June, 2018, Ref.CR/116/1. Letter from the CAO inviting the H/Teacher for UMFSNF consultative meeting, dated 27th July, 2018, Ref.CR/116/1. Letter from the CAO to the H/Teacher on participation in Music, Dance and Drama (MDD) competition, dated 30th July, 2018, Ref.CR/116/1, dated 13th/6/2018 where 23 mosquito nets were distributed in the school. MoES Guidelines on School Feeding and Nutrition Intervention Programme for use in UPE and UPPET school systems 2018.

Nyoro P/S 1 in Nyadri Sub County. Circular No. 1/2018 from MoES to the Education Department on information to DEO,s, CCT's and H/Teachers of 2,727 primary schools implementing early Grade feeding in 29 districts under GPE on the delivery of P.3 Primers, dated 20th February ADM/48/90/01. Letter from the Sub County to the Head Teacher on Performance Planning meeting, dated 27th August,2018, Ref, NYA/154/1. Letter from the Sub County to the Head Teacher inviting them to attend technical planning committee meeting, dated 9th July, 2018, Ref. NYA/212/3. MoES Guide to the Debriefing meeting on verification of DL17 at School Level-teacher presence and time on task, May 2018. Letter from the CAO to the H/Teacher On Invitation For Payroll And Performance Management Meeting, dated 19th February, 2018, Ref.CR/157/1. Letter from the Sub County to the Head Teacher on Submission of Core Duties and

		<p>Responsibilities of The Heads of Department Staff, dated 2nd July, 2018. Letter from Maracha DLG to the Head Teacher on UMFSNP Launching Preparatory Meeting Scheduled for Monday 19th/6/2017 at Nyoro Primary School, dated 16th/6/2017</p> <p>Oleba P/S in Oleba Sub County, MoES Guide to the Debriefing meeting on verification of DL17 at School Level-teacher presence and time on task, May 2018. MoES Guidelines on School Feeding and Nutrition Intervention Programme for use in UPE and UPPET school systems 2018.</p> <p>Loinya P/S in Yivu Sub County, MoES Guide to the Debriefing meeting on verification of DL17 at School Level-teacher presence and time on task, May 2018</p>	
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>The LG Education Department held meetings with Primary School teachers and among others sensitized then on guidelines, policies and circulars which include;</p> <p>Minutes of meeting of Primary School Head Teachers General meeting held on 4th August, 2017 under minute 4/08/2017 where H/Teachers were asked to play their supervisory role, and teaching was also talked about, inadequate supervision by H/Teachers, inspectors and sub county chiefs.</p>	2
<p>The LG Education Department has effectively inspected all registered primary schools²</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 	<p>There was evidence that the schools had been inspected as seen in the documents in the DEO's office and the sampled schools.</p> <p>From the DEO's office:</p> <p>1st & 2nd Quarter school inspection report produced in Term 111, 2017 submitted to DES Gulu Regional office on 14/9/2018.</p> <p>3rd Quarter school inspection report for FY 2017/2018 was produced in Term 1 2018 submitted to DES Gulu Regional office on 14/9/2018.</p> <p>4th Quarter school inspection report was produced in Term 11 2018 submitted to DES Gulu Regional office on 14th/9/2018.</p> <p>There was evidence that some of the schools had been</p>	12

<p>o 60 to 69% - score 3</p> <p>o 50 to 59 % score 1</p> <p>o Below 50% score 0.</p>	<p>inspected as seen in the visitor's books and school monitoring and inspection books of some of the schools visited;</p> <p>Kijomolo P/s in Kijomolo Sub County inspection was done on 3/7/2017 by Mr. Amati Benjamine, on 14/7/2017, 28/11/2017 by Mr. Anguambu Henry, on 9/10/2017 by Ms Inzikuru Josephine, 9/10/2017 by Ms Ayako Rose, on 23/10/2017, 14/6/2018 by Mr. Adiga Lawrence, on 23/11/2017 by Mr. Wollo David, on 27/11/2017, 27/4/2018, 4/6/2018 by Ms Osoa Flavia, on 13/3/2018 by Ms. Ocida Margaret, on 29/3/2018 by Mr. Abiribale Paulo, on 24/4/2018 Mr. Asiku Robert, on 24/4/2018 Ms. Bako Judith and on 14/6/2018 by Mr. Eyoga Richard Oloyo</p> <p>Maracha P/S in Nyadri Sub County inspection was done on 4/10/2017, 1/3/2018, 2/3/2018, 13/3/2018 by Mr. Ondoga Lonzino, on 24/10/2017(feedback report submitted) by Mr. Angwandia Keffa, on 5/2/2018, 14/6/2018(feedback reports submitted) by Mr. Anguambu Henry, on 5/3/2018 by Ms Osoa Flavia, on 20/3/2018, 27/3/2018, 24/4/2018, 21/6/2018 by Mr. Adiga Lawrence, on 10/7/2017(feedback report submitted) by Ms Avuru Leah Hellen and on 12/4/2018 by Mr Simon Lilim.</p> <p>Nyoro P/S in Nyadri Sub County inspection was done on 20/4/2018, 28/6/2018, 2/10/2017(feedback report submitted) by Mr. Anguambu Henry, on 14/3/2017, 13/6/2017 by Ms Osoa Flavia and on 11/7/2017(feedback report submitted) by Ms. Avuru Leah Hellen.</p> <p>Oleba P/S in Oleba Sub County inspected on 30/5/2017(feedback report submitted) by Ms Osoa Flavia, on 2/11/2017, 5/7/2018(feedback reports submitted) by Mr. Anguambu Henry and on 20/6/2018, 28/6/2017(feedback reports submitted) by Mr. Angwandia Keffa</p> <p>Loinya P/S in Yivu Sub County inspected on 19/4/2017, 26/4/2017 by Mr. Angwandia Keffa, on 9th/4/2018 by Ms Osoa Flavia, on 17/4/2018(feedback report submitted) by Mr. Anguambu Henry and on 20/6/2018, 22/6/2018 by Mr. Eyoga Richard Oloyo</p>
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was evidence that school inspection reports were discussed and used to make recommendations for corrective actions as evidenced below;</p> <p>Minutes of staff meeting to discuss inspection finding for second term, 2017/18 held on Monday 20th August,2018 under Minute 4/7/2017 gave inspection highlights, Minute 5/7/2017 discussed inspection findings, and recommendations were given, Minute 6/7/2017 plans for the next inspection-Term 1,2018 were discussed.</p> <p>Minutes of staff meeting to discuss inspection finding for 1st term, 2017/18 held on Thursday 12th July, 2018 under Minute 5/7/2018 inspection findings were discussed, and recommendations were given, Minute 6/7/2018 plans for the next inspection-Term 11, 2018 were discussed.</p> <p>Minutes of staff meeting to discuss inspection finding for 3rd term, 2017/18 held on Friday 13th October,2017 under Minute 4/10/2017 inspection highlights were given, Minute 5/10/2017 inspection findings, were discussed and recommendations given, Minute 6/10/2017 plans for the next inspection-Term 1,2018 were discussed.</p> <p>Minutes of District Leaders meeting organized by DEO's Office on Policy Matters. Under Minute 2b/09/06/2018, issues discussed included; communication from District inspector of schools who talked about absenteeism of teachers, observance of the timetable, and discouraged drunkenness. Minute 3c/9/5/2018 where the Nutrition coordinator who said that the Education, health and agricultural departments were involved in project activities. Min 3d/09/05/2018 where the DEO said that Health and Sanitation must be taken as priority to avoid disease outbreak, compounds and the classrooms must be swept daily, support supervision should be conducted by inspectors, emphasized seriously on teachers on teacher's presence and time on task, spoke against absenteeism and poor dressing.</p>	
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>There was evidence that the Education Department had submitted school inspection reports for Q 1, 2, 3 & 4 to the DES Gulu Regional Office and an acknowledgement letter showing date of submission as 14/9/2018.</p> <p>1st & 2nd Quarter school inspection report done in Term 111, 2017 submitted to DES Gulu Regional office on 14/9/2018.</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Gulu Regional office on 14/9/2018.</p> <p>4th Quarter school inspection report was done in Term 11 2018 submitted to DES Gulu Regional office on 14th/9/2018.</p>	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was no evidence in the five schools visited that inspection recommendations were followed up.</p>	<p>0</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>A list of schools which was consistent with EMIS report and PBS was available and it showed 63 schools as per the letter from the CAO to the Permanent Secretary MoES on Submission of Pupil Enrollment in Maracha District, dated 12th January, 2018.</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"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>The LG had submitted accurate/ consistent enrolment data for all schools which was consistent with EMIS report and PBS which was 74,240 pupils as per the letter from the CAO to the Permanent Secretary MoES on Submission of Pupil Enrollment in Maracha District, dated 12th January, 2018.</p>	5
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>There was evidence that education sector committee met during FY 2017/18 and discussed issues among others related to service delivery. However the minutes were in draft form as was presented by the Clerk to Council.</p>	0

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>The education sector committee recommended issues for approval to council. However, the minutes were in draft form as was presented by the Clerk to Council.</p>	<p>0</p>
<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>There was evidence that Primary Schools in Maracha District had functional School Management Committees, held meetings, discussed budget and resource issues including submission of reports.</p> <p>Maracha District Local Government had 63 Government Primary school (Reference from the Inspection report of the 3rd Quarter FY 2017/2018 Term I, dated 18th July 2018. Out of 63 government Primary Schools in Maracha District Five (5) were sampled i.e. Bura P/S, Egamara P/S, Nyoro P/S, Nyarakua and Koyi P/S.</p> <p>Bura P/S School Management Committee held a meeting on 31st May 2018 and issues discussed among others were; - discussion of planned projects from 2018 under minute 04 of MAY 2018 among the following i.e. construction of teachers’ house, teacher’s latrine and fencing of school premises were prioritized.</p> <p>Bura P/S School Management Committee held another meeting on 12th October 2017 and issues discussed among others were, presentation of financial reports under minute 05 of OCT 2017 (Parent Teacher’s Association Collection and expenditures, Capitation Grant budget and expenditure etc.). In addition, there was also an overview of 2017 performance in terms of academics, social matters, stakeholder’s performance among others) under minute 06 of OCT 2017.</p> <p>Bura P/S School Management Committee held another meeting on 27th July 2017 and the major issue discussed was financial report under minute 05 of July 2017 (Parent Teacher’s Association Collection and expenditures, UPE Capitation Grant budget and expenditure etc.)</p> <p>Egamara P/S School Management Committee held a meeting on 29th May 2018 and issues discussed among others were; - development plan for 2018 (review of improvement of academic performance) under minute 3 of which the following were reviewed; brick project for staff house 20,000 of two completed houses, tree planting,</p>	<p>5</p>

class meeting/ seminar for P.7, Education Tour P6/P7 etc.

Egamara P/S School Management Committee (Finance Committee) held a meeting on 21st June 2018 and issues discussed among others were; - budgeting for 2nd Term UPE Capitation Grant worth UGX 2,274,198 under minute 05 and the allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 2,274,198.

Egamara P/S School Management Committee (Finance Committee) held a meeting on 4th July 2017 and issues discussed among others were; - budgeting for 2nd Term UPE Capitation Grant worth UGX 2,190,000 under minute 04 and the allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 2,190,000.

Nyoro P/S held a School Management Committee on 26th April 2018 and issues discussed among others was school project plans under minute 4 of which some activities were fencing, boarder opening, staff house renovation and roofing of the toilets.

Nyoro P/S School Management Committee held a meeting on 22nd November 2017 and one of the issues discussed was reporting on the school project. The committee for fencing project came up with Bill of Quantities paper for the project i.e. materials at UGX 7,762,500, Labor UGX 1,190,000 for 25 days among others.

Nyoro P/S School Management Committee (Finance Committee) held a meeting on 6th June 2018 and issues discussed among others was; - financial accountability on 3rd Quarters UPE grant 2017/2018. The head teacher announced the amount withdrawn was UGX 5,350,000 under minute 06/06/2018 and the allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 5,350,000.

Nyarakua P/S School Management Committee (Finance Committee) held a meeting on 12th September 2017 and the issues discussed were budget for 1st Quarter UPE release of UGX 2,960,000 under minute 5/2017 and the allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 2,960,000.

Nyarakua P/S School Management Committee (Finance Committee) held a meeting on 6th June 2018 and the issues discussed were budget for 4th Quarter UPE release of UGX 3,026,000 under minute 5/2017 and the

		<p>allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 3,026,000</p> <p>Nyarakua P/S School Management Committee (Finance Committee) held a meeting on 14th February 2018 and the issues discussed were budget for 3rd Quarter UPE release of UGX 2,960,000 under minute 5/2017 and the allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 2,960,000.</p> <p>Koyi P/S School Management Committee held a meeting on 17th November 2017 and the issues discussed were work plan for 2018 (Annual Work Plan) under minute was presented and approved. In addition, there was presentation of reports from various sub-committees under minute 5 such as head teacher report who highlighted about the school enrollment at (1,334 pupils), Staff establishment at 17 of which 10 males & 7 females etc.</p> <p>Koyi P/S School Management Committee (Finance Committee) held a meeting on 8th June 2018 and the issues discussed were budget for 2nd Quarter UPE release of UGX 3,810,000 under minute 5/2018 and the allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 3,810,000.</p> <p>Koyi P/S School Management Committee (Finance Committee) held a meeting on 7th September 2017 and the issues discussed were budget for 1st Quarter UPE release of UGX 3,820,000 under minute 5/2018 and the allocation were as per the votes that included scholastic materials 25%, Co-curricular 30%, Management 10% and others 15%, Administration 20 of the actual withdraw of UGX 3,820,000</p>	
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non- wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>There was evidence that the LG had publicized and displayed list of all schools receiving non-wage recurrent grants during FY2017/18 as per the District Notice Board on 25 September 2018.</p>	<p>3</p>

Procurement and contract management			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>There was no evidence that the LG Education Department had submitted procurement requests, complete with all technical requirements to PDU that cover all items in the approved Sector annual work plan and budget for FY 2018/19</p>	0
Financial management and reporting			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>The LG Education departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: The payment request was done on 23rd April, 2018 whereas certification was done on 28th June, 2018. Actual payment to M/s Kugele Uganda Ltd for shs 13,066,000 against voucher number 1210 dated 28th June, 2018 was effected on 28th June, 2018. The payment was in respect of construction of 5 stance VIP latrine at Otravu Primary School in Oluvu Sub county</p> <p>Payment was made to M/s H.T.Alli and Sons for shs 17,899,126 on voucher number 6239 of 24th May, 2018 in respect of construction of 5 stance VIP latrine at Koriba Primary School in Olufe Sub county. A payment request was presented on 2nd May, 2018 and certification was done on 5th May, 2018</p>	3

<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>There was evidence of records of submission of annual performance from the education department to the District Economic Planner for consolidation by Mid- July 2018. However the submission date (18th July 2018) was past due date.</p>	<p>0</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>The Internal Auditor raised 4 queries to the sector during FY 2017/2018. All the queries were followed up and cleared by the time of the annual performance assessment.</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"> • 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 	<p>The Education Department consulted with the Gender Focal Person and disseminated the following guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills as follows:</p> <p>The MoES Guidelines for implementing the Three Star Approach for Water and Sanitation and Hygiene in Schools by Basic Education Department, October 2017</p> <p>A brief report on the meeting of Head Teachers, Senior Women Teachers (SWT's) and Senior Men Teachers (SMT's) Held at Tara Sub County Headquarters on 19th/9/2018 where under minute 4, the roles of SWT and SMT's were discussed.</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"> • 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 	<p>There was evidence that the Education Department in collaboration with Gender Department issued and explained guidelines on how to manage sanitation for girls and PWDs as seen below;</p> <p>Minutes of District Leaders meeting organized by DEO's Office on Policy Matters. Minute 3c/9/5/2018 where the Nutrition coordinator who said that the Education, health and agricultural departments were involved in project activities. Min 3d/09/05/2018 where the DEO said that Health and Sanitation must be taken as priority to avoid disease outbreak, compounds and the classrooms must be swept daily.</p> <p>The Education Department in collaboration with Environment Department issued guidelines on environmental management as follows: Uganda Multi Sectoral Food Security and Nutrition Project (UMFSNP) Revised Season 2017 B Work Plan and Budget (SEPT-OCT-NOV-DEC) whose components are deliverance of multi sectoral nutrition services in Primary and community levels. Some of its planned activities include water and sanitation where there will be purchase of three hand washing facilities for boys, girls and teachers</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"> Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>There was evidence at the schools sampled and visited that the School Management Committees met the guidelines on gender composition as evidenced in the schools the assessor sampled below;</p> <p>Kijomolo P/s in Kijomolo Sub County with 12 members of whom 2 were female</p> <p>Maracha P/S in Nyadri Sub County with 13 members of whom 5 were female.</p> <p>Nyoro P/S in Nyadri Sub County with 12 members of whom 2 were female</p> <p>Oleba P/S in Oleba Sub County with 12 members of whom 3 were female</p> <p>Loinya P/S in Yivu Sub County with 12 members of whom 3 were women.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>The Education Department in collaboration with Environment Department issued guidelines on environmental management as follows:</p> <p>Uganda Multi Sectoral Food Security and Nutrition Project (UMFSNP) Revised Season 2017 B Work Plan and Budget(SEPT-OCT-NOV-DEC) whose components are deliverance of multi sectoral nutrition services in Primary and community levels. Some of its planned activities include water and sanitation where there will be purchase of three hand washing facilities for boys, girls and teachers, environmental mitigation where baskets will be made to protect young seedlings of jackfruit, oranges, and avocado in all primary schools.</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"> • 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: <p>Score 1</p>	<p>There was evidence that the school infrastructure projects were screened before approval for construction as evidenced in the 13 projects below;</p> <p>Construction of stances latrine at Anyabia P/S, dated 7 June, 2017.</p> <p>Construction of 2 classroom block at Anyivu P/S, dated 15th June, 2017.</p> <p>Construction of 5 stances latrine at Oleba P/S, dated 28th June, 2017.</p> <p>Construction of 5 stances latrine at Koyi P/S on 3 July 2017.</p> <p>Construction of 5 stances latrine at Buramali P/S, dated 8 August, 2018.</p> <p>Construction of 5 stances latrine at Ombingiri P/S, dated 27 July, 2018.</p> <p>Construction of 5 stances latrine at Meki P/S, dated 11 July, 2018.</p> <p>Construction of 2 classroom block at Okabi P/S, dated 16 August, 2018.</p> <p>Construction of 5 stances latrine at Koriba P/S, dated 11 July, 2017.</p> <p>Construction of 5 stances latrine at Okuvu P/S, dated 22 July, 2017.</p> <p>Construction of 5 stances latrine at Otravu P/S, dated 10 August, 2017.</p> <p>Construction of 2 classroom block at Oniba P/S, dated 2 July, 2018.</p> <p>Construction of 2 classroom block at Yivu P/S, dated 20 August, 2017.</p>	<p>1</p>
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<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"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>There was no evidence that the environmental Officer and Community Development officer visited the sites to check that the mitigation plans were complied with.</p>	<p>0</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>There were 237 positions filled out of 247 positions approved making 96% positions filled, plus 13 replacement positions included in the 2018/2019 District consolidated Recruitment Plan 2018/2019, but originated by DHO under submission to CAO of 20th August 2018 (and stamped by Registry on 05 September 2018).</p> <p>55 of the District Health staff are seconded to a PNFP (St Joseph's Hospital, Maracha).</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>According to Circular from PS Ministry of Public Service date 29th June 2018, Ref. PMD/80/80/01, Section 3.2, no new recruitment had been allocated funds in the financial year 2018/2019, except for replacement within the available wage bill.</p> <p>However according to the consolidated Maracha District Establishment and Recruitment Plan for 2018/2019 the Health Department had been cleared to recruit 13 Health Workers for the anticipated new Maracha HC IV.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>There was evidence that all health in-charges were appraised. Out of a total of 14 In-charges, a sample of 5 files was reviewed to ascertain this. These were;</p> <ol style="list-style-type: none"> 1. Enaru Stella (HEA/D/ 10495) of Kijomoro HC III was appraised on 31/8/2018 2. Adrabo Albert of Eliofo HC III was appraised on 30/7/2018 3. Bada Edward of Oluvu HC III was appraised on 31/8/2018 4. Obeti Naphtal (HEA/10484) of Loinya HC II was appraised on 30/7/2018 5. Ondoru Marcelina of Ovujjo HC III was appraised on 06/8/2018 	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>Total number of employees deployed in District Health Service is 237 according to the staff list which indicates the units/facilities, the number of employees deployed in each unit, and the names and cadres of the employees. The deployment against approved positions is as follows:</p> <p>DHO's Office 21 out of 11</p> <p>Maracha Town Council 3 out of 2</p> <p>HCIIIs 154 out of 171</p> <p>HCIIIs 59 out of 63</p> <p>Seconded (or on Study Leave) 55</p>	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>These are some of the documents from Ministry of Health seen at DHO's Office:</p> <ol style="list-style-type: none"> Guidelines for Multi-sectoral HIV and AIDS Mainstreaming in Uganda Uganda Public Health Services Protocols 2016. Ebola Posters (August 2018) – were seen in Health Facilities Guidelines to Local Government Planning Process- Health Sector Supplement Approaches to Health Care Waste Management – Health Workers Guide Second Edition 2013 <p>There were other documents seen, and the list is long.</p> <p>The special point in Maracha DLG Health Department is that the DHO's Office kept a record of materials received, materials distributed and the Health Facility Representatives signed for them.</p> <p>In the sampled Health Facilities the Ebola Poster, the Waste Segregation algorithm and Uganda Clinical Guidelines 2016 were consistently seen.</p>	<p>3</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>There were Quarterly Integrated Performance Review Meetings at DHO's Office where Health Facility in charges met with DHT members. Minutes were seen for</p> <p>Q1 dated 6th Oct 2017</p> <p>Q2 dated 12th Jan 2018</p> <p>Q3 dated 23rd Mar 2018</p> <p>Q4 dated 23rd May 2018</p> <p>These integrated quarterly review meetings were supported by IDI, despite IDI specifically targeting HIV/AIDS Services.</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>DHT Support supervision reports were seen for every Quarter in 2017/2018:</p> <p>Q1 Report 28th Sept 2017</p> <p>Q2 Report 23rd Oct 2017</p> <p>Q3 Report 29th Mar 2018</p> <p>Q4 Report 7th May 2018</p> <p>The quarterly Integrated Support Supervisions were facilitated by Enabel, though Enabel was specifically targeting Result Based Financing (RBF) in 3 Health Facilities only.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>There was no evidence that the HSDs carried out Support Supervision to LLHUs.</p>	<p>0</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>Minutes seen for Quarterly Performance Review Meetings:</p> <p>Q1 6th Oct 2017</p> <p>Q2 12th Jan 2018</p> <p>Q3 23rd Mar 2018</p> <p>Q4 23rd May 2018</p>	<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"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>There was evidence of systematic corrective action based on recommendations from the Support Supervision Reports.</p> <p>For example as a result of regular Support Supervision and regular Review Report by the DHT, land titles for Wadra HCIII, Tara HCII, Oluvu HCIII, Kamaka HCIII and the new Maracha HCIII were followed up and funds had been requisitioned under LG Form P1 submitted by DHO to on 20th August 2018, and approved by CAO on 22nd August 2018.</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"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Each month each Public and PNFP Health Facility receiving funds from Government (and any other Health Facility which is HMIS enabled), sends HMIS Data to the National HMIS Database electronically.</p> <p>From the record obtained from Ministry of Health, all Public and Govt funded PNFP Health Facilities, which appeared on MOH approved list of funded HFs, in 2017/2018, provided data to the National HMIS Database consistently (100%) every month.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>The health sector committee met during FY 2017/18 and discussed issues among others related to service delivery. However, the minutes were in draft form as was presented by the Clerk to Council and therefore could not be taken as a true record of council.</p>	<p>0</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>There was evidence that health sector committee presented their issues to the council that required approval. However, the minutes were in draft form as was presented by the Clerk to Council and therefore could not be taken as an official records of council</p>	<p>0</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>Minutes of Hospital Board and Health Unit Management Committee Meetings in FY 2017/2018 were as follows:</p> <p>St Joseph's Hospital Maracha Hospital Board</p> <p>Quarter 1 13th Jul 2017</p> <p>Quarter 2 12th Jan 2018</p> <p>Quarter 3 24th Mar 2018</p> <p>Quarter 4 5th May 2018</p> <p>Oleba HCIII –</p> <p>Minutes of HUMC for 2017/2018 were not seen.</p> <p>Kijomoro HCIII</p> <p>Quarter 1 None</p> <p>Quarter 2 19th Dec 2017</p> <p>Quarter 3 24th Apr 2018</p> <p>Quarter 4 None</p> <p>Ovujo HCIII</p> <p>Quarter 1 17th Nov 2017</p> <p>Quarter 2 28th Nov 2017</p> <p>Quarter 3 23rd Mar 2018</p> <p>Quarter 4 30th Jun 2018</p> <p>Loinya HCII</p> <p>Quarter 1 16th Sep 2017</p> <p>Quarter 2 20th Dec 2017</p> <p>Quarter 3 8th Mar 2018</p> <p>Quarter 4 8th Jun 2018</p> <p>Aggregate is 4+0+2+4+4=14 Quarterly meetings out of 20 possible quarterly meetings, making 70%</p>	<p>2</p>
<p>The LG has publicised all health facilities</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities 	<p>The list of Health Facilities that received PHC Funds for Quarter 1 of the financial</p>	<p>0</p>

receiving PHC non-wage recurrent grants

Maximum 4 for this performance measure

receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4

year FY 2018/2019) was not yet displayed at the DHO's Notice Board

Instead the DHO's Office had a copy of the letter Ref: CR/103/3 dated 3rd September, 2018 from CAO Maracha DLG to PS Ministry of Health, seeking clarification about an anomaly on funds received for Quarter 1 of FY 2018/2019. The anomaly was as follows:

DHO's Office

Budgeted:

UGX 36,720,241/=

Quarterly allocation

UGX 9,180,060/=

Amount received Q1:

UGX 25,075,049/=

Each HCIII Budgeted:

UGX 13,061,320/=

Quarterly allocation

UGX 3,265,330/=

Amount received Q1:

UGX 1,809,096/=

Each HCII Budgeted:

UGX 4,790,535/=

Quarterly allocation

UGX 1,197,634/=

Amount received Q1:

UGX 664,774/=

The CAO sought to be allowed to disburse funds according to the budget.

This anomaly delayed the release of the Quarter 1 funds to the user units. Hence neither at DHO's Office nor at the sampled Health Facilities was there a notice board presence of Quarter 1 Funds Release.

		(Notice Boards had figures from earlier Quarters).	
Procurement and contract management			
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>Procurement Plan for 2018/2019 was submitted on 30th April 2018, as per letter from DHO to District Procurement Officer Ref HEA/105. The Health Department Procurement Plan was then consolidated in the Maracha District Procurement Plan 2018/2019. The Health Department Procurement Plan component totaled UGX 867,593,250/=</p> <p>The Health Department submission was within the stipulated deadline of 30th April 2018.</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"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>Various Procurement Requisitions on LG PP Form 1 were submitted to Procurement Officer and CAO on 20th August 2018. The requisition's ranged from construction, processing land titles for Health Facilities, for stationery, among others.</p>	2

<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>The LG Health departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: Payment to A.A.S. Lanzua and Sons for construction of 2 stance VIP latrine with shower at Tara Health Center III in Tara Sub county at a cost of shs 7,054,616 on voucher number 627 dated 29th June, 2018. The request was made on 18th June, 2018 and certification done on 28th June, 2018 and actual payment effected on 21st June, 2018.</p> <p>On 4th June, 2018, M/s Cornerstone Infrastructure Ltd was paid shs 6,674,616 for installation of solar power at Kamaka Health Center III in Oluvu Sub county against voucher number 6045 dated 4th June, 2018. The initial request was made on 18th May, 2018 whereas certification was done on 28th May, 2018.</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"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>There was evidence of records of submission of annual performance from the health department to the District Planner for consolidation by Mid- July 2018. However the submission date (16th July 2018) was past due the prescribe timeline</p>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>The Internal Auditor raised 8 queries during FY 2017/2018 out of which 2 were cleared leaving a balance of 6 queries yet to be addressed. Follow up of the same was verified pending full clearance of all the queries.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>The 5 sampled Health Facilities had a total number of 34 members of a Hospital Board or a Health Unit Management Committee (HUMC). Only 9 out of 34 Hospital Board/HUMC members from these 5 sampled Health Facilities were female. This was an aggregate of 27% members as female/women, below the 30% threshold, as detailed below:</p> <p>Maracha Hospital (2 out of 9)</p> <p>Kijomoro HCIII (2 out of 6),</p> <p>Ovujo HCIII (1 out of 7), and</p> <p>Oleba HCIII (2 out of 7), and</p> <p>Loinya HCII (2 out of 5)</p>	<p>0</p>

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>Poster on Hand Washing (printed by IDI) was seen at Kijomoro HCIII.</p> <p>Guidelines on Sanitation were not seen at any of the sampled Health Facilities.</p> <p>Gender separation of toilets was observed at 4 of the 5 sampled Health Facilities. Only at Maracha Hospital was the gender separation clearly marked.</p> <p>Sanitation posters were seen only at Loinya HCII.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>The District Environment Officer did not carry out screening of health infrastructural projects for environmental and social risks.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>The District Environment Officer and the District Community Development Officer did not participate in the monitoring or certification of health infrastructural projects for environmental and social safeguards.</p>	<p>0</p>

<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>Health Care Waste Management Guidelines were seen at Maracha Hospital only. Maracha Hospital and Oleba HCIII had Standard Operating Procedures (SOPs) on Laboratory Hazardous Waste Management. All the 5 sampled Health Facilities practiced use of colour coded waste bins. The HCWM Algorithm Charts were seen at Maracha Hospital, Kijomoro HCII and Loinya HCII.</p> <p>However guidelines on construction of facilities for medical waste disposal were not seen.</p>	<p>4</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>There was evidence that sub counties with safe water coverage below the district average were targeted in the budget for the financial year 2018/2019.</p> <p>At the time of preparation of the annual work plan, the safe water coverage for the district was 80.9%. There were three sub counties whose safe water coverage were below that of the district, and these were; Oluvu sub county at 70.39, Oleba sub county at 74.51, and Kijomoro sub county at 75.53.</p> <p>The district allocated a total of UGX 283,817,065 to the rural water supply development. Of this, UGX 182,000,000 was earmarked for drilling 7 new boreholes and UGX 36,800,000 for rehabilitating 10 existing ones. 3 of the new boreholes and 5 of the rehabilitated ones were to be located in the above three sub counties.</p> <p>This amounted to a budgetary allocation of UGX 96,400,000 for the three sub counties representing 34% of the development budget.</p>	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"> • 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"> o If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> <ul style="list-style-type: none"> o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>There was evidence that the Local Government Water department implemented all budgeted water projects in the targeted sub counties in 2017/2018.</p> <p>At the time of preparation of the annual work plan for 2017/2018, the safe water coverage for the district was 79.9%. There were three sub counties whose safe water coverage was below this and these were; Oluvu sub county at 69.4, Oleba sub county at 72.5 and Kijomoro at 74.62.</p> <p>The following were the water development activities undertaken by the district in 2017/2018 in accordance with the work plans;</p> <ul style="list-style-type: none"> i) 6 new boreholes were constructed of which 1 was dry, ii) 10 existing boreholes were rehabilitated. iii) 5 new protected springs were constructed iv) 1 gravity flow scheme was rehabilitated. <p>Of the projects above, 3 new boreholes, 4 rehabilitated ones and 1 protected spring were located in the above three sub counties.</p> <p>All the water projects in the above targeted sub counties were implemented, representing 100% completion.</p>	
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<p>The district Water department carries out monthly monitoring of project investments in the sector</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 	<p>There was evidence that the District Water department supervised and monitored the water supply facilities. For example;</p> <p>i) On 31st January 2018, a progress report for borehole drilling and construction was prepared and submitted by the Assistant Water Officer.</p>	<p>0</p>
<p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>ii) On 23rd April 2018, a completion report for the rehabilitation of the Nyacara gravity flow scheme was prepared and submitted by the Assistant Water Officer.</p> <p>iii) There was also a comprehensive assessment report for all existing water facilities in the sub counties of Tara and Yivu which had 82 and 112 water points respectively.</p> <p>Out of a total of 772 water facilities in the district, there was evidence that only 208 were supervised and monitored, that is all the facilities in Tara and Yivu sub counties and all facilities implemented in 2017/2018. This resulted in a percentage of 27% which was less than the required 50%.</p>	

The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

Maximum 10 for this performance measure

- Evidence that the district has submitted accurate/consistent data for the current FY: Score 5
- List of water facility which are consistent in both sector MIS reports and PBS: score 5

Quarterly reports for the financial year 2017/2018 were submitted to the Ministry as follows;

- Quarter one report was submitted on 17th October 2017
- Quarter two report on 23rd January 2018
- Quarter three report on 12th April 2018
- Quarter four report on 19th July 2018

In 2017/2018, the district planned and constructed 6 boreholes and 5 protected springs. It also rehabilitated 10 existing ones and a gravity flow scheme in Nyacara. In addition to these, the sub counties of Oleba and Olufee together constructed 3 boreholes and ACAV constructed 3 more. Of the 12 drilled boreholes, 9 were successful and of these, 6 were reflected in the sector MIS reports.

All the information submitted to the Ministry regarding water sources was accurate and consistent.

The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

- List of water facility which are consistent in both sector MIS reports and PBS: score 5

A copy of PBS was not availed to the assessor for proper comparison as was required. However, the assessor compared the list of facilities in the sector MIS reports to those in the department work plans for the financial year 2017/2018.

The facilities that were consistent in both sector MIS reports and the department work plans were;

- Angua community borehole in Kijomero sub county (DWD 60718)
- Nigokoro community borehole in Oleba sub county (DWD 60716)
- Aliba B community borehole in Olufee sub county (DWD 60720)
- Kurua community borehole in Oluvu sub county (DWD 60719)
- Meki East community borehole in Yivu sub county (DWD 60717)

One facility; Mali community borehole in Oleba sub county (DWD 60715), implemented under sub county funding was reflected in the sector MIS reports but not in the district work plan.

All boreholes implemented by ACAV were not submitted to the ministry for updating.

Maximum 10 for this performance measure

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>The sector submitted input for the district procurement plan to the PDU on 20th June 2018. Among the projects submitted were;</p> <ul style="list-style-type: none"> i) Consultant for Borehole Siting and Drilling Supervision estimated at UGX 17,500,000 for 7 boreholes . ii) Contractor for Borehole construction estimated at UGX 154,000,000 for 7 boreholes. iii) Contractor for borehole rehabilitation estimated at UGX 36,800,000 of 10 boreholes. <p>However, the submission to procurement was made outside the deadline of 30th April.</p>	<p>0</p>
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<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>The Contract Manager for the projects in the water and sanitation department was not duly appointed by the CAO; however, in place were contract management plans for the said projects.</p> <p>In these plans were requirements that the contractors submitted work programs showing the general methods, arrangements, order and timing for all the activities of the works within 7 working days upon delivery of the letter of acceptance. In the bids submitted by the contractors were programs of work which did not require updating at the time of start of work.</p> <p>There were also requirements that the contractors adhered to certain agreed starting and finishing dates. For example for the construction of the 6 boreholes and the protected springs, the contractors were required to have completed by 31st March and 18th June 2018 respectively. In both cases, the contractors completed before the intended dates.</p> <p>There was also requirement that the contractors conducted tests upon the instruction of the Contract Manager. In the hand over report submitted by KLR (U) Ltd, there were detailed logs for water yield tests, and reports for physio-chemical tests done on the water sources.</p> <p>There was however one contractor, Nigo Traders 1990, who failed to complete the VIP latrine at Okokoro Rural Growth Center within the intended project time. However, since he had completed over 90% and what was left was only painting, he was allowed to complete the remaining works in the defects liability period which was still on at the time of assessment.</p>	<p>0</p>
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<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>Five water supply and sanitation facilities were visited and these were;</p> <ul style="list-style-type: none"> i) Nigo-Koro community borehole in Oleba sub county (DWD 60716) ii) Aliba B community borehole in Oluffe sub county (DWD 60720) iii) Angua community borehole in Kijomoro sub county (DWD 60718) iv) Kirijo Protected Spring in Nyadri sub county v) 3 stance VIP latrine at Okokoro Rural Growth Center in Kijomoro sub county <p>All the above facilities were found to have been executed in accordance with the design specifications.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>There was evidence that contractors handed over completed water supply and sanitation projects; Two hand over reports were assessed as follows</p> <ul style="list-style-type: none"> i) On 7th February 2018, KLR (U) Ltd submitted a completion report for drilling, test pumping and installation of 6 boreholes. ii) On 25th June 2018, Pabo Engineering and Construction (U) Ltd submitted a status report which indicated that all projects had been completed. 	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>There was evidence that the District Water Officer certified all completed Water supply and Sanitation projects. Three completion certificates were sampled as follows;</p> <p>i) On 26th February 2018, a completion certificate was issued to KLR (U) Ltd for the construction of 2 boreholes with funding from Oleba sub county.</p> <p>ii) On 23rd April 2018, a completion certificate was issued to Pabo Engineering and Construction (U) Ltd for the rehabilitation of Nyacara gravity floor scheme.</p> <p>iii) On 18th June 2018, a completion certificate was issued to Pabo Engineering and Construction (U) Ltd for construction of the five protected springs.</p>	<p>2</p>
<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>The LG Water departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: M/s Pabo Engineering and Construction (U) Ltd was paid shs 20,282,639 on voucher number 1079 dated 25th June, 2018 for protection of springs at Pajama village in Nyadri Sub county, Agbara village in Nyadri Sub county, Opia village in Yivu Sub county, Alivu village in Kijomoro Sub county, Indrivu village in Oleba Sub county. The initial request for payment was done on 18th June, 2018; certification done on 26th June, 2018.</p> <p>A request for payment was done on 22nd February, 2018 and certification done on 27th February, 2018, whereas actual payment to M/s Gets Technical Services (GTS) Ltd was done on 28th February, 2018 for shs 10,884,114 on voucher number 3982 dated 28th February, 2018. Payment was in respect of drilling boreholes at Meki E village in Yivu Sub county.</p>	<p>3</p>
<p>Financial management and reporting</p>			

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The Water Department did submit their annual performance reports on time by 10th July 2018 to the District Planner for consolidation which was within the prescribed timeline of Mid July of 2018</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>As for the Water sector, 17 queries were raised by the Internal Auditor out of which 8 had been dealt with at the time of the assessment. 9 of the issues had not been cleared at the time of the assessment.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>There was evidence that water sector under works & technical services/ production, and natural resource committee met and discussed service delivery issues including supervision reports, performance as follows;</p> <ul style="list-style-type: none"> On 24th May 2018 met and one of salient issues they discussed was the review of Maracha District Annual Work Plan for FY 2018/2019 in various sectors such as works and technical service, natural resources and production/commercial service Under the water sector, Hon Asibazuyo Grace requested for an explanation from the savings made out of the borehole drilling (from UGX 20,000,000 to 18,000,000) and how co-funding was being utilized. In response the District Water officer explained that the balance of UGX 2,000,000 was used for sitting and UGX 18,000,000 was for borehole drilling. Another Hon Mr. Afimani Godfrey proposed the at projections be made for co-funding and the funds be planned to undertake activities in the department. In response the District Water Officer explained that the projection had been done and the funds had also been budgeted on allocation of borehole in the FY 2018/2019. However the DW noted that the proposal to drill borehole at Gbinyika had complications and resistance from locals. 	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence that the water sector committee recommended issues for approval to council and among the recommendation from the discussion were;</p> <ul style="list-style-type: none"> The committee recommended that a borehole be drilled and road opened for the communities of Gbinyika and local council leaders should ensure that the plans were captured in the priority of the sub county and the District Chairperson should continue dialoging with the communities. 	<p>3</p>

The district Water department has shared information widely to the public to enhance transparency

Maximum 6 points for this performance measure

- 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.

The Annual Work Plan for the District Water and Sanitation for 2018/2019 was clearly displayed on the Notice board, duly signed and stamped on 30th June 2018. Among the allocations under Poverty Alleviation Fund were the following;

i) Stake holder coordination, UGX 10,300,000.

ii) Monitoring and supervision, UGX 5,246,000

iii) District rural water supply and development, UGX 248,938,816

Also on display were first quarter releases for 2018/2019 stamped and dated 19th September 2018. In the sector of water were the following releases;

i) Development and transitional grant of UGX 75,449,729

ii) District development equalization grant of UGX 10,756,663

iii) District unconditional grant non-wage of UGX 2,012,010.

The district Water department has shared information widely to the public to enhance transparency

Maximum 6 points for this performance measure

- All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2

Of the five projects visited, four were completed and had clear engravings indicating the names of the projects, dates of construction, contractor names and sources of funding. Among the engravings sampled were;

i) Nigo-Koro community borehole in Oleba sub county;

DATE: 25th January 2018
 VILLAGE: Nigo-Koro
 DWD: 60716
 FUNDED BY: DWSCG
 CONTRACTOR: KRL (U) LTD

ii) Aliba B community borehole in Oluffe sub county;

DATE: 31st January 2018
 DWD: 60720
 VILLAGE: ALIBA B
 FUNDER: DWSCG
 CONTRACTOR: KRL (U) LTD

iii) Kirijo Protected Spring in Nyadri sub county;

DATE: 9th May 2018
 NAME: Kirijo Spring
 FUNDER: PAF
 CONTRACTOR: PABO ENG. & CONST. LTD

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>At the time of the assessment, the procurement process for 2018/2019 was ongoing and so information relating to best evaluated bidders was not available.</p> <p>However, for 2017/2018, a number of best evaluated bidder notices were assessed. For example;</p> <p>i) There was a notice on best evaluated bidders that was displayed from 6th to 20th October 2017. In the water and sanitation sector was an award for Borehole construction to KLR (U) Ltd for contract sum of UGX 152,991,000 under procurement number Mara577/wrks/17-18/00008</p> <p>ii) There was another notice on best evaluated bidders that was displayed from 17th to 31st January 2018. In the water and sanitation sector was an award for the rehabilitation of Nyacara spring to Pabo Engineering and Construction Company Ltd for contract sum of UGX 14,407,965 under procurement number Mara577/wrks/17-18/00007</p>	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence that communities applied for public water and sanitation facilities for 2018/2019. Three community applications were sampled out and they were as follows;</p> <p>i) On 1st May 2017, the community of Yagule village in Nyadri sub county applied for a borehole</p> <p>ii) On 8th September, the community of Palida village in Tara sub county applied for a borehole</p> <p>iii) On 9th September, the community of Awupi village in Kijomoro applied for a borehole.</p> <p>All the above applications were complete with minutes of community meetings, and were budgeted for in the financial year 2018/2019.</p>	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that the communities were committed towards proper operation and maintenance of their water facilities.</p> <p>Four water supply facilities were assessed as follows; Nigo-Koro community borehole in Oleba sub county, Eyia community borehole in Oluffe sub county, Aliba B community borehole in Oluffe sub county, and Angua community borehole in Kijomoro sub county.</p> <p>The following people were interviewed; Adiga Moses (secretary for Nigo-Koro), Bacia Joice (Treasurer for Aliba B) and Sabina Oliru (Care Taker for Angua). There was no representative for Eyia community borehole.</p> <p>All the above interviewed people claimed that their committees conducted monthly meetings and collected monthly contributions.</p> <p>The assessors also observed that all the four facilities above had properly installed fences.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>There was no evidence of environmental screening for water supply and sanitation projects for 2017/2018.</p>	<p>0</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>There was no evidence of follow up support for unacceptable environmental concerns.</p>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>The specifications and conditions of contract for all projects implemented under the sector which included among others; the drilling and installation of the 6 new boreholes, construction of the 5 protected springs and the rehabilitation the Nyacara gravity flow scheme, were reviewed and none of them had clauses for environmental protection.</p>	<p>0</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>Of the four water points assessed, user committee representatives for Nigo-Koro, Aliba B and Angua community boreholes were interviewed. Nigo-Koro had 3 women out of the 9 members, Aliba B had 4 women out of 9 members and Angua also had 4 women out of 9 members.</p> <p>The average percentage of women on the user committees of the above three facilities was 41%, which was less than the minimum recommendation of 50%.</p> <p>All the three user committees above had at least one woman in key positions with the exception of Nigo-Koro.</p>	<p>0</p>

<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>Three public sanitation facilities were assessed as follows;</p> <ul style="list-style-type: none"> i) The sanitation facility at Oleba Primary School in Oleba sub county ii) The sanitation facility at Tara Health Center III in Tara sub county iii) The sanitation facility at Okokoro Rural Growth Center in Kijomoro sub county. <p>All the sanitation facilities visited had separate facilities for both males and females and also had provisions for people with disabilities with the exception of that at Tara Health Center III.</p> <p>Much as the facility at Tara Health Center III had separate stances for males and females, no effort had been made to clearly label which side was for males and which was for females. It also did not have access ramps for people with disabilities.</p>	<p>0</p>
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