



Local Government Performance Assessment

Masindi District

(Vote Code: 534)

Assessment	Scores
Accountability Requirements	33%
Crosscutting Performance Measures	63%
Educational Performance Measures	72%
Health Performance Measures	46%
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>LG submitted APC on 6th August 2018 as per data at MOFPED and printouts found at the District. The extended deadline was 1st August 2018.</p>	No
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • 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>LG submitted the budget that includes the procurement plan for FY 2018/19 on 6th August 2018 as per data at MOFPED and printouts found at the District.</p>	No
Reporting: submission of annual and quarterly budget performance reports			

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>LG submitted APR on 24th August 2018 as per PBS printout found at the District. There was no record for submission of Q4 report at MOFPED.</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Submission of the quarterly budget performance reports during FY 2017/2018.</p> <p>Quarter Date of submission Reference</p> <p>Quarter 01 21/03/2018 MOFPED Data</p> <p>Quarter 02 21/03/2018 “</p> <p>Quarter 03 03/05/2018 “</p> <p>Quarter 04 24/08/2018 PBS print out at the District</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</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled “Actions to Address Internal Auditor General's findings”,</p>	<ul style="list-style-type: none"> • The LG submitted the responses on the Internal Auditor General for the FY2016/17 on 21st March 2018. The responses were received on 22nd March 2018 by MOFPED, Accountant 	<p>Yes</p>

actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.

Check:

- 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.

General, IGG, MOLG and Auditor General.

- Twelve queries were raised , eight were cleared , one work in progress and three still outstanding as detailed below:

1-Lack of a customised fleet management policy. Cleared.

2-Safety against fire at government institutions. Outstanding.

3-Lack of Enough lighting points within the Administrative blocks. Work in Progress.

4-Failure to implement projects on time especially under water, education and Masindi Hospital. Cleared.

5-Lack of fleet management policy. Outstanding.

6-Outstanding administrative advances. Cleared.

7-Un receipted payments. Cleared.

8- Irregular and Doubt full payments. Cleared.

9-Un remitted statutory deductions. Cleared.

10- Un verified fuel deposits. Cleared.

11-Fictitious payments. Cleared.

12-Inadequate controls on Domestic arrears. Outstanding.

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- The LG submitted responses on the Auditor General report for 2016/17 on 4th April 2018 which was received on 7th April 2018 by MOFPED, Auditor General and Parliamentary LGAC. The number of queries raised were five. Two were cleared, two work in progress and one outstanding, as

		<p>detailed below:</p> <ul style="list-style-type: none"> • 1- Pension and Gratuity. Cleared. • 2-Budget shortfall of 743,452,000. Cleared. • 3-Undercollection of Local Revenue of Ugx 230,202,000.Outstanding. • 4- Animal Quarantine and Taxi Park levies (Shift in Policy). Work in progress. • 5-Lack of Land Titles. Work in progress. 	
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The report from the Auditor General for the FY 2017/18, Local Government Unqualified Opinion schedule, Hoima Branch No. 44, for December 2018.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>There is a functional physical planning committee as evidenced by:</p> <ul style="list-style-type: none"> i. The letter by CAO constituting the District Physical Planning Committee of 20th September 2010. ii. Minutes of the Physical Planning Committee (DPPPC) meeting held on 21st September 2017 e.g. under Min.07/09/2017: Presentation of building plans for consideration, item 39 where new investments (prototype plans) for construction of 5 stances lined latrines for primary schools and markets were discussed. 	1
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>The DLG submitted four (4) sets of Minutes of the District Physical Planning Committee Meeting to the Ministry of Lands Housing and Urban Development (Masindi Zonal Office) as shown hereunder:</p> <ul style="list-style-type: none"> i. Minutes of meeting held on 21st September 2017, submitted on 18th October 2017. ii. Minutes of meeting held on 22nd December 2017, submitted on 10th January 2018. iii. Minutes of meeting held on 5th, 6th , and 7th March 2018,submitted on 20th March 2018 iv. Minutes of meeting held on 31st May 2018, submitted on 01/06/2018. 	1

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>There is no District Physical Development Plan in place and as a result consistency would not be established. However, investments are approved based on existing developments in the areas. There is however some area plans for selected urban growth centres. e.g. Kyatiri Town Board, Towa Sati TC, Kibamba TC, Kaborgota TC, Nyabyeya TC, Kabango Town Council and Kijunjubwa.</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>Action area plan for FY 2017/18 was found in place as evidenced by the Masindi DLG annual integrated Work Plan FY 2017/18 under the infrastructure planning component. e.g. an action area found was the community member sensitisation on physical planning at Bwijanga, Budongo, Pakanyi, Miirya, and Kimengo.</p>	<p>1</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>Priorities in the AWP for FY 2017/18 were based on the outcomes of the Budget Conference as shown hereunder:</p> <ol style="list-style-type: none"> 1. Education: <ol style="list-style-type: none"> a. Construction of staff houses at Kitonozi and Kitwetwe PS is a priority in current AWP as seen at Page 19. This a result of the budget conference as found at Annex 1 of the conference report at Page 3 where it was carried over from the previous year. 2. Health <ol style="list-style-type: none"> a. District wide renovation of health facility infrastructure was found as a priority in the AWP at Page 13, approved budget estimates at Page 27(Kijenga HCII) and in the annexure 1(Page 4) of the budget conference report. 3. Water : <ol style="list-style-type: none"> a. Rehabilitation of boreholes is a priority in the current AWP as found at Page 27 e.g. Rehabilitation of borehole at Kitanyata HC II was found to be a result of the budget conference as found at Page 7 in the Budget Conference Report of 27th November 2017 addressed to the CAO from the Assistant CAO/Clerk to Council. 	
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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>Capital investments in the approved AWP for FY 2018/19 were derived from the 5year DDP as shown hereunder:</p> <ul style="list-style-type: none"> i. Kijenga HCII is found in the DDP (Vol.2 Page 65). ii. Renovation of Administration Block is found in the DDP (Vol.2.Page 2) 	1
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>TPC meeting held on 21st March 2018 under Min. 06/21/03/DTPC/FY 2018/2019 “Presentation and discussion of the Project Profiles and Bills of Quantities for FY 2018/2019” considered investments in the AWP e.g. BOQs for Kijenga HC II were considered as at Page 10.</p>	2

<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>Annual Statistical Abstract of FY 2017/18 dated April 2018 with gender disaggregated data is compiled.</p>	<p>1</p>
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>Infrastructure projects implemented by the LG in the previous FY 2017/2018 were derived from the Annual Work Plan and Budget approved by the LG Council at its District Ordinary Council meeting held on 25th May 2017 under Min. 106/05/2017/COU/MDLG: "Motion to approve the Budget Estimates FY 2017/18".</p> <p>Education:</p> <p>Completion of a two stance pit latrine with washrooms at Kihagani PS as found in the APR(Page 71) and in the AWP (Page 25)</p> <p>Health:</p> <p>Completion of staff house at Ikoba HCIII as found in the APR (Page 66) was derived from the AWP as seen at Page 21.</p> <p>Water:</p> <p>Drilling of 7 boreholes in the parishes of Kitamba(2), Bigando(1), Ntooma(1),Kimengo(1),Bikonzi(1) and Kijunjubwa(1) as found in the APR (Page 87) and in AWP (Page 29).</p>	<p>2</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>48 out of 51 investment projects were implemented during the year under review representing 94.1% performance as found in the APR.</p>	<p>2</p>
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>According to the APR (Page 2) the cumulative domestic development budget released was UGX. 4,357,815,000/= and Cumulative expenditure was UGX. 4,219,127,000/= representing a 97% performance in absorption.</p>	<p>2</p>
<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>Budget for O&M (non-wage recurrent) in FY 2017/2018 was UGX. 10,793,067,000/= and actual expenditure on O&M during the FY was UGX. 10,287,834,000/= representing 95% absorption as found in the APR (Page 2).</p>	<p>2</p>

Human Resource Management

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none">• Evidence that the LG has filled all HoDs positions substantively: score 3	<p>Justification</p> <p>The District had an approved structure of 8 HoDS for the financial year 2017-2018 and the following HoD' positions are not filled substantively</p> <ol style="list-style-type: none">1- District Natural Resources officer2- District production and marketing officer3- District Community Development officer <p>While those filled substantively are:-</p> <ol style="list-style-type: none">1- District Engineer2- Chief Finance officer3- District Health officer4- District Education officer5- Deputy CAO	<p>0</p>
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<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<ul style="list-style-type: none"> All HoD's and acting HoDs, had been appraised for the previous FY, as per the guidelines of MoPS (CIRCULAR STANDING INSTRUCTION NO1 OF 2016) <p>Namely:-</p> <ol style="list-style-type: none"> District Natural Resources officer District production and marketing officer District Community Development officer <p>While those filled substantively are:-</p> <ol style="list-style-type: none"> District Engineer Chief Finance officer District Health officer District Education officer Deputy CAO <p>Which is 62.5% positions filled</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<ul style="list-style-type: none"> All submissions to DSC for recruitment during 2017-2018 <p>Had been considered.</p> <ul style="list-style-type: none"> Reference made to CR/156/1 in relation to DSC min.62/2018 CR/156/1 dated 12/4/2017 in relation to DSC min.07/2018 	<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 positions submitted for confirmation have been considered: score 1 	<ul style="list-style-type: none"> • All employees submitted for confirmation had been considered by the DSC. <p>Reference made to CR/156/5 dated 19th /3/2018 in relation with DSC.min.88/2018, DSC min. 66/2018, 67/2018,69/2018 and 70/2018</p>	1
<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 	<ul style="list-style-type: none"> • All disciplinary cases submitted to the DSC were considered <p>Namely:-</p> <ul style="list-style-type: none"> • Guhirabake Didason Kwiringira (Office attendant)- Was dismissed under DSC min 152/2017 • Abitekaniza David (Porter) considered under DSC min. 110/2018 • Mugoya James (Senior Lands officer) considered under DSC min. 95/2018 	1
<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 	<ul style="list-style-type: none"> • All the staff recruited in previous financial year had accessed the pay roll with in two month as evidenced in the IPPS • A case in point is Opigo Cyrus PHO appointed in Feb 2018 and accessed his salaries in March 2018 • Karungi Ritah (District tourism officer) Appointed in March 2018 and accessed salaries in April 2018 	3

<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>No pensioner had accessed pensioner's pay roll with in two month, according to the pensioner's soft ware payroll .They give an excuse that, the design/process for approving pension largely is not decentralised and there isn't much the District can do to speed up pensioner's pay</p>	<p>0</p>
<p>Revenue Mobilization</p>			
<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<ul style="list-style-type: none"> • The OSR revenue for 2016/17 was UGX295,349,243 as shown in the Draft Financial statements prepared on 8th August 2018 and received by the Accountant General on 9th August 2018 and Office of Auditor General of Hoima 14th August 2018, on page 20 Note 2. Local Revenue. The revenue reduced in FY 2017/18 to UGX 288,717,595, this is a reduction of Ugx 6,631,949 which translates to 2.2% reduction. 	<p>0</p>
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • From the Draft financial statements 2017/18, page 12 on the Statement of Appropriation Account and page 28 on Statement of Revenues Collected during the year, the Budget for Local revenue was projected at Ugx 349,984,050 and the Actual local revenue collection was Ugx 288,717,595. This translates into a revenue collection ratio of 82.4% which is 17.6% short of target and outside the range of +/- 10% range. The team in charge of revenue enhancement has to put in more effort to reverse this declining trend. 	<p>0</p>

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<ul style="list-style-type: none"> Sec 85 of LGA (2) "In rural areas, revenue shall be collected by the sub county councils, and a sub county council shall retain 65 percent, or any other higher percentage as the district council may approve, of the revenue collected by it and pass the remaining percentage over to the district" (4) "A district council may, with the concurrence of a sub county, collect revenue on behalf of the sub county council but shall remit 65 percent of the revenue so collected to the relevant sub county." In this regard to (4) above the DLG collected Local Service tax from District staff Payrolls and Private companies in the District which amounted to Ugx 76,602,662 and was remitted to LLG as follows : <ul style="list-style-type: none"> Masindi Municipal Council 9,280,000 Pakanyi Sub County 6,110,000 Budongo Sub County 5,099,250 Bwijangu Sub County 8,544,000 Kimengo Sub County 2,824,200 Miirya Sub County 3,693,625 Masindi DLG 41,052,662 	<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>From the Draft financial statements of 2017/18 on page 20 (Note 2): Local revenue, collection for 2016/17 was Ugx 308,303,787 less Sale of Assets of Ugx 12,954,243 = 295,349,544. (20% of 228,271,650 is 45,654,330.)</p> <p>The Actual Expenditure on Statutory bodies, page 8 Statement of Financial Performance and page 12 Statement of Appropriation Account, of the Draft financial statements shows Ugx 567,933,225 was spent. However GOU grants worth Ugx 474,028,233 was included which leaves Ugx 93,904,000 as expenditure from Local Revenue.</p> <p>This is more than Ugx 59,069,908 (20%) allowable. The over expenditure amounts to Ugx 34,835,084.</p> <p>LGA CAP.243 First Schedule (4) and (4A). The LG did not comply with these regulations.</p>	<p>0</p>
<p>Procurement and contract management</p>			

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 District has the position of a Senior Procurement Officer substantively appointed on 9/08/2007 under DSC min.212/2.</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>Reports of the Evaluation Committee were submitted to the Contracts Committee during FY 2017/2018 on the following dates; 4/10/2017,13/10/2017 and 21/12/2017</p>	<p>1</p>

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>From the TEC and Contracts committee minutes, it was established that the Contracts Committee considered recommendations of the TEC for example;</p> <ol style="list-style-type: none"> 1. Drilling and installation of 7 boreholes recommended and awarded to Icon projects ltd at a contract sum of 147,761,901/= during TEC and contracts committee meetings that sat on 02/10/2017 and 13/10/2017 respectively. 2. Renovation of Female ward at Masindi Hospital recommended and awarded to Kona Company ltd at a contract sum of 128,800,000/= during TEC and contracts committee meetings that sat on 27&28/09/2017 and 4/10/2017 respectively. 3. Rehabilitation of 7 boreholes recommended and awarded to Masindi Hand pump Mechanics Association at a contract sum of 13,032,600/= during TEC and contracts committee meetings that sat on 14/12/2017 and 21/12/2017 respectively. 4. Rehabilitation of 2 classroom blocks at Muuro P/S awarded to Highbury General Associates at a contract sum of 58,544,535/= during a contracts committee meeting that sat on 21/12/2017. 5. Construction of 2 stance pit latrine at Kinywamurara P/S awarded to Kamoga Enterprises at a contract sum of 9,824,113/= during TEC and contracts committee meetings that sat on 26/12/2017 and 21/12/2017 respectively. 	<p>1</p>
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The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

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

the previous FY: score 2

a)The procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan for example;

1. Renovation of District HQ building appears in annual work plan page 1 and PDU plan page 1.
2. Construction of 5 stance lined latrine appears in annual work plan page 19 and PDU plan page 4.
3. Construction of a 4 unit staff house at Kitonozi P/S appears in annual workplan page 19 and PDU plan page 2.
4. Rehabilitation of boreholes appears in annual workplan page 27 and PDU plan page 2
5. Drilling of 5 deep boreholes appears in annual workplan page 27 and PDU plan page 1.

b) The LG made procurements in previous FY as per plan for example;

1. Drilling and installation of 7 boreholes appears on page 10 of PDU plan.
2. Renovation of Female ward at Masindi Hospital appears on page 1 of PDU plan.
3. Rehabilitation of 7 boreholes appears on page 10 of PDU plan.
4. Rehabilitation of 2 classroom blocks at Muuro P/S appears on page 3 of PDU plan.
5. Construction of 2 stance pit latrine at Kinywamurara P/S appears on page 4 of PDU plan.

<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>For the current FY, the following infrastructural/investments had bid documents prepared which make 71% out of the 7 major infrastructural projects; this wasn't done by August 30 as required.</p> <ol style="list-style-type: none"> 1. Construction of 2 classroom block at Isimba P/S. 2. Construction of 5 stance lined latrine. 3. Completion of classroom block at Kyabaswa P/S. 4. Rehabilitation of boreholes 5. Drilling of 5 deep boreholes 	<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>Whereas the LG had an updated contracts register, all projects implemented during the previous FY had no complete procurement activity files. I.e. no completion certificates for all.</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 adhered with procurement thresholds (sample 5 projects): <p>score 2.</p>	<p>The LG didn't adhere with procurement thresholds for some of the procurements. See examples below;</p> <ol style="list-style-type: none"> 1. Drilling and installation of 7 boreholes - 147,761,901/= - open bidding 2. Renovation of Female ward at Masindi Hospital 128,800,000/= - open bidding 3. Rehabilitation of 7 boreholes- 13,032,600/= - selective bidding 4. Rehabilitation of 2 classroom blocks at Muuro P/S – 58,544,535/= - selective bidding 5. Installation of lightening conductors at 5 P/Ss - 11,987,325/= - open bidding 	<p>0</p>
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates <p>for all projects based on technical supervision:</p> <p>score 2</p>	<p>All works projects implemented in the previous FY were appropriately certified – interim certification for all projects was based on technical supervision. For example;</p> <ol style="list-style-type: none"> 1. Drilling and installation of 7 boreholes. Engineer certified on 30/05/2018. 2. Renovation of Female ward at Masindi Hospital. Engineer certified on 04/04/2018, 22/05/2018 and 20/06/2018. 3. Rehabilitation of 7 boreholes. Engineer certified on 05/05/2018. 4. Rehabilitation of 2 classroom blocks at Muuro P/S. Engineer certified on 20/02/2018 and 05/06/2018. 5. Construction of 2 stance pit latrine at Kinywamurara P/S. Engineer certified on 19/03/2018. 	<p>2</p>

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>At the time of assessment, There were no project implementation activities commenced for the current FY.</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>...</p> <ul style="list-style-type: none"> The DLG had prepared Bank reconciliation for July 2018 and it was fully authenticated and on file. This was up to date at the time of assessment. The DLG is on IFMS and has one General Fund Account. 	<p>4</p>
<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<ul style="list-style-type: none"> From the sample of payments made during the financial year, from Health department worth Ugx 106,680,637, Education department worth Ugx 127,799,693 and Water and Sanitation worth Ugx 11,879,579. These payments were made within one month of requisitions being raised. The LG was compliant in this area. 	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<ul style="list-style-type: none"> • The DLG doesn't have a substantial Senior Internal Auditor. They have an Internal Auditor in the names of Kugonza Mansur who was appointed on 2/5/2015 under minute DSC Min.2/2015 and has been acting as Head of Audit since April 2018. 	0
<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>The LG produced all Quarterly reports as follows :</p> <p>Quarter 1 on 1/11/2018</p> <p>Quarter 2 on 30/01/2018</p> <p>Quarter 3 on 26/04/2018</p> <p>Quarter 4 on 3/08/2018</p>	2
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LGPAC has considered the three quarterly reports and made recommendations in their reports dated as follows:</p> <p>Quarter 1 report dated 30th January 2018</p> <p>Quarter 2 report dated 12th June 2018</p> <p>Quarter 3 report dated 13th June 2018</p> <p>Quarter 4 report was scheduled for meeting on 6th September 2018.</p> <p>These reports were submitted to District Council Speaker and Minister of Local Government. These reports are copied to Ministry of Finance, Inspector General of Government, Auditor General, District LCV Chairman and Resident District Commissioner</p>	2

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<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>The reports were submitted to the LG Accounting Officer and LGPAC on the following dates:</p> <p>Quarter 1 on 1/11/2018</p> <p>Quarter 2 on 6/02/2018</p> <p>Quarter 3 on 26/04/2018</p> <p>Quarter 4 on 3/08/2018</p> <p>The LGPAC has reviewed them and followed up with reports on the following dates:</p> <p>Quarter 1. Report dated 30th January 2018</p> <p>Quarter 2. Report dated 12th June 2018</p> <p>Quarter 3. Report dated 13th June 2018</p> <p>Quarter 4. Meeting was to be held on 6th September 2018.</p>	<p>1</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 	<ul style="list-style-type: none"> The DLG maintains an Asset register as per format in the Accounting Manual. However it's not up to date, as the Assets acquired during the FY2017/18 were not posted in the Register at the time of assessment. All additions during the year (Page 35 of the Draft financial statements : Summary statement of stores and other assets (physical assets) as at end of the year) detailed below were not posted : Non Residential Buildings Ugx 399,280,495, Residential Buildings Ugx 69,656,792, Roads and Bridges Ugx 1,175,992,075, Machinery and Equipment Ugx 2,270,000, ICT Equipment Ugx 4,570,846, Other Machinery and Equipment Ugx 355,309,970 and Furniture and fittings Ugx 14,962,900 all cumulatively totalling Ugx 2,022,043,078. 	<p>0</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 	<ul style="list-style-type: none"> • The Auditor General FY 2017/18 Report, Local Government Unqualified Opinion Schedule for Hoima Branch No.44, for December 2018. 	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>The LG Council meets and discusses service delivery related issues.</p> <p>The District Ordinary Council meeting held on 30th May 2018 met and discussed service delivery issues under Minute(s):</p> <p>a) Min. 179/05/2018/COU/MDLG: Action report covering the period 28th March – 29th May 2018.</p> <p>b) Min. 180/05/2018/COU/MDLG: Committee Reports</p> <p>c) Min. 181/05/2018/COU/MDLG: Motion to allow Development Partners of Government to drill boreholes and shallow and hand dug wells in Masindi Municipality and their urban areas.</p>	<p>2</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>The Principal Assistant Secretary is the designated officer to coordinate response to feedback. Evidence of a focal person designated to coordinate response to feedback was presented in form of the Schedule of Duties of Mr. Kiiza Richard/Principal Assistant Secretary under item (v) “Channelling routine inquiries and coordinating media and public relation matters affecting the District” dated 2nd October 2017.</p>	<p>1</p>

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The LG has a specified system for recording and response as evidenced by the complaints registration book in the PAS's office which had entries from 14th July 2017(non-survey of a plot due to absence of owner) to 19th August 2018(boundary conflict over land).</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>The payroll and pensioner schedules for August 2018 were found on the public notice boards at the main administration block.</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>Procurement plan was not found published. However evidence of awarded contracts was found on display at the procurement notice board found at the main administration block. e.g. List of approved providers for framework contracts for FY 2018/19 dated 20th June 2018 were found on display.</p>	<p>0</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • 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>No evidence that LG performance assessment results were published was found during the assessment.</p>	<p>0</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>The HLG communicated and explained national guidelines and circulars at its TPC meeting held on 28th August 2018 under :</p> <p>i. Min. 06/28/08/DPTC FY 2018.2019:”Presentation and reactions on DDP and Midterm review”</p> <p>ii. Min. 07/28/08/DPTC FY 2018.2019:”Presentation and reactions on Budget Execution Circular 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 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>LG conducted discussions with the public to provide feedback through The Baraza Program of Radio Kitara of 24th September 2017. This was evidenced by a report of the Clerk to Council to the CAO dated 27th September 2017.</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 LG gender focal person and CDO provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. For example;</p> <p>1. During a TPC meeting held on 21/03/2018, a presentation and discussion of the LG Gender policy (2015-2022) was under Minute 04/21/03/DTPC/FY2017/2018.</p> <p>2. A gender mainstreaming workshop was held on 01/06/2018 involving heads of department and sector heads, Sub county staff and other support staff.</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 gender focal point and CDO planned for activities to strengthen women's roles and address vulnerability and social inclusions for this current year. For example;</p> <p>From annual work plan page 31, they planned to;</p> <ol style="list-style-type: none"> support women 60 groups in 5 sub counties with a budget of 239,329,674/= Monitor women groups in 5 sub counties with a budget of 1.4 million. Conduct 1 women council meeting per quarter with a budget of 2 million. <p>It was also established that the gender budget was implemented at 100%</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>Environmental screening or EIA wasn't appropriate since it was done for only drilling and installation of boreholes at kyangamwoyo, Kyamaiso, Kihagani, Kabutukuru, Miramura, Karwara-Kidima and Kikuube.</p> <p>For all the other projects it was not done.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>Environmental and social management, health and safety plans in the contract bid documents was only seen in 3 i.e. 1) Drilling and installation of 7 boreholes, 2) Rehabilitation of 7 boreholes and 3) Rehabilitation of 2 classroom blocks at Muuro P/S but not seen in all the other bid documents.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • 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>Only one borehole in Kihagani had a no objection land utilisation agreement dated 07/04/2018, the rest of the projects had no proof of land ownership.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>Environmental and Social Mitigation Certification Forms were not completed and signed by Environmental Officer and CDO for all the completed projects.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>The contract payment certificates for all projects didn't include prior environmental and social clearance.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>A checklist was seen dated 20/07/2018 but no pictures attached and no corrective actions taken for drilled and installed boreholes.</p> <p>No such activity was seen done for the rest of other projects.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<ul style="list-style-type: none"> • Basing on the letter addressed by CAO to PS. Min. of Public Service as at 30/5/2018; Correspondence CR/301/1; indicates budget of 5.2 Bn. for schools salaries of 69 P/S and staff list indicates 671 personnel recruited and deployed. • This budget is also indicated in the LG performance contract FY 2018/2019, Pg 60. • Analysis from the schools and staff list indicates the LG operates with; 671 teaching staff / 69 schools= on average 10 teachers per school; Implying the LG budgeted, and meets minimum. 	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<ul style="list-style-type: none"> • Basing on schools /staff list examined in DEOs office, and the physical verification carried out at the sampled schools for 2018/19; Masind LG meets the minimum standards as below: Key:- SL- Staff List; PV – physical verification of sample on ground. <p>Nyabyeya SL-13, PV- 15; Kinna SL -9, PV - 10 ; Kinyara SL – 29, PV- 28; Walyoba SL -16, PV- 15; Kisalizi SL- 11, Ntooma SL - 24, Kimengo SL- 8, Budongo saw mil P/S SL- 8.</p>	4

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<ul style="list-style-type: none"> • The LG approved structure stands at 734, while the positions filled are 671 teachers. • $671/743*100=90\%$ 	<p>3</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • The approved and adopted staff structure and wage for Masindi LG as advised by PS. Ministry of Public Service to adopt, in a letter Ref.CR/115/1, dated 27th Jan, 2017; advised CAO to use the structure of FY 2016/2017, which provides for two inspectors of school. • The two positions are duly filled, (DIS- Ms Kiiza Monica, and Ass. Inspector- Mr Baharagate Godfrey Emanuel) 	<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 	<ul style="list-style-type: none"> • The department recruitment plan submitted to HRM for FY 2017/18 indicates 665 approved positions for teaching assistant, but filled 617, and 48 vacant. • 69 H/teachers approved, but filled 54, and 15 vacant. • All the two approved posts for school inspectors are filled by Ms Kiiza Monica, and Baharagate Godfrey E. 	<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 	<ul style="list-style-type: none"> • All the two approved posts for inspectors are filled 	<p>2</p>
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Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>The 2 schools inspectors had been appraised by the DEO, as evidenced on their personal files (The structure provides for 3 schools inspectors).</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>All primary school head teachers had been appraised.</p> <p>9 Primary school head teachers files were sampled out of 69 namely:-</p> <ol style="list-style-type: none"> 1-Babonesa Ednance 2-Bityo Wilberforce 3-Byaruhanga Wilson 4-Owechi Christine 5-Byenkya Agillo 6-Kahigwa Beatrice 7Ariyo Hanington 8Ngarambe Paul 9-Bijeramunda Amis 	<p>3</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>The District mechanisms of communication include: Notice boards, H/Teachers mandatory meetings, and Circulars.</p> <p>Circulars communicated includes:</p> <ul style="list-style-type: none"> • Concept paper for national P/S Music, Dance, and Drama festival 2018; SLOGAN: A Malaria free school is my responsibility; <p>THEME: Enhance a child's quality learning for development through Mass Action Against Malaria.</p> <ul style="list-style-type: none"> • Schools and other institutions calendar 2018; Dated 2nd October 2017 by PS – MOES. • Unlicensed and unregistered schools; dated 27/7/2017 Signed by PS- MOES. • Guidelines on school charges; Dated 24th Oct, 2017. Signed by PS - MOES 	<p>1</p>

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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>DEO- H/Teachers meetings include;</p> <ul style="list-style-type: none"> • Sensitization on school feeding policy meeting on 3/5/2018 Min 4/2018 Learners retention in school. • The national development P/S curriculum for Uganda Primary teachers guide at Kyatiri p/s, on 6/10/2017, Min 4/10/17. Presentations about the guide. 	<p>2</p>
<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<ul style="list-style-type: none"> • The LG has 69 government aided and 15 private registered= 84. (NB. considered only private registered by the department because there is a circular from MOES to close all illegal schools operating in the district) • Term III 2017, Inspection report dated 5/1/2018 shows 69 schools. • Term I 2018, Report dated 1/4/2018, e-inspection is 34 and 24 schools inspected in the traditional inspection. • Term II 2018, report dated 15/7/18, schools inspected are 60. • $69+34+24+60=187$, then $187/3$ terms= 62 schools inspected on average per term • $62/84*100= 74\%$ 	<p>6</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>No evidence of incidences showed matching with inspection reports.</p>	<p>0</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<ul style="list-style-type: none"> • Inspection report for term I dated 18/5/2018, about supervision of teaching and learning, was submitted and received to DES on 10/8/2018, by commissioner Head of primary education. • Term 2 report about the Evaluation of effective teaching and learning was also submitted DES on the same date 10/8/2018 	<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. 	<ul style="list-style-type: none"> • Basing on the 5 schools sampled; (Walyoba cou, Walyoba brilliant, Kinna, Nyabyeya and Kinyara P/S), some had positive/ appreciative recommendations, while others had action oriented recommendations to be taken. The actions taken on recommendations were seen in the following schools and areas; • On 21/11/2017 inspector recommended Kinna P/S to have work plan on which to operate. - By the beginning of year 2018 head teacher drafted an annual work plan. A copy seen displayed in staff office. • Another incidence happened in Kinyara P/S, when the inspector reported with recommendations on the missing gap of teacher at the school yet there was no wage. - This followed DEOs general meeting with Kinyara sugar works PTA on 28/4/2018. Min 4/4/2018 bullet 4; unanimously resolved to recruit 7 teachers and 1 secretary to support staff and are now paid from parents contribution. • On 26/7/2017, inspector advised to have a talking compound at Katasenywa p/s. - Visual aids seen around the compound and outside classroom walls. 	<p>4</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<ul style="list-style-type: none"> • PBS data submitted for preparation of 2018/19 IPFS to MOES dated 5/1/2018 and received at registry on 8/1/2018 indicate 69 government aided schools, which tallies with data from MOES. 	<p>5</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<ul style="list-style-type: none"> • Enrollment of Masindi DLG government aided P/S by close of December 2017 is 36,788 pupils, while MOES data indicates 25,972 	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>At the Sitting of the Social Services Committee held on 25/05/2018 under Min. 04/05/2018/SSC/MDLG(2): Discussion of Sector Budget Estimates, the Committee considered issues including e.g. :</p> <ul style="list-style-type: none"> (i) the construction of five stance latrine at Kibamba Primary school during the FY 2018/19; (ii) Urgent construction of five stance pit latrine at St.Kizito Primary School Murro in Kahembe Parish Bwijanga sub-county. 	<p>2</p>
<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>The District Ordinary Council meeting held on 09th March 2018 at the District Council Chambers under Min: 152/03/2018/COU/MDLG (c): Committee reports, the Committee recommended for Council's approval the construction of a new classroom block structure at Walyoba Primary School.</p>	<p>2</p>

<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<ul style="list-style-type: none"> • In DEOs office, sampled schools have established SMCs; Appointed, inaugurated on 25/1/2016 and inducted on 15-19/2/2016; among sampled schools include Walyoba, Kinna, Nyabyeya and Kinyara P/S. • The 3 mandatory meetings a year; out the five schools 3 had reports but both Walyoba government aided and Walyoba brilliant –private did not have $-(3/5*100=.60\%)$. <p>Dates for SMCs meetings;</p> <p>Kinna P/s - 24/8/2017, 21/11/2017, and 12/4/2018.</p> <p>Kinyara P/s 6/10/2017, 13/4/2018, and 6/6/2018.</p> <p>Nyabyeya P/s 23/7/2017/ 20/11/2017, and 17/4/2018</p> <p>Walyoba COU; No reports seen.</p> <p>Walyoba brilliant private school; No SMC in place,</p> <ul style="list-style-type: none"> • Concerning resource issues; Accountabilities for expenditures and approvals of budgets seen in all except the private school. 	<p>3</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>	<ul style="list-style-type: none"> • Posting of UPE grant seen on LG department notice board. • In all sampled schools UPE grants were displayed in staff offices but this only applicable to government schools. • Date of receiving or amount of grant: <p>Kina 23/8/2017, 5/3/2018, 9/5/2018</p> <p>Kinyara (Has no date but figures for terms) but received as follows: T.1 -2018- 4.9m, T.2- 4.5m, T.3- 4.9m.</p> <p>Nyabyeya T.3 -23/8/2017, T.1- 28/2/ 2018, T.2- 2018 not displayed at time of assessment.</p>	<p>3</p>
<p>Procurement and contract management</p>			

<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<ul style="list-style-type: none"> • Basing on approved sector AWP Form 4A for 2017/18 seen, and a sample of projects was done including; latrine construction for Kinumi and Masindi centre for hand capped P/S, and Rehabilitation of 2 classroom block at Murro p/s. • Procurement requests for Latrine construction as verified at PDU for:- Kinumi p/s; Dates of Procurement requisition process: DEO-24/7/2017, CFO – 10/7/2017, CAO 10/8/2017 • Rehabilitation of 2 classroom block at Murro; same date as above • Completion of 5 stance latrine at Masindi centre for hand capped; DEO- 24/7/2017, CFO- 1/8/2017, CAO- 10/8/2017. • All before 30th April. 	4
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. 	<ul style="list-style-type: none"> • From the sampled payments made to the following vendors: Highbury General Associates, Kamoga Enterprises, Pokeza Enterprises Ltd, Cane Investments Co. Uganda Ltd, Muziira Goddies General Agency and Adona Consulting group, worth Ugx 127,799,693 which was spent on 2 Classroom Block at Murro PS, 2 Stance pit Latrine at Bulyango Public Primary School, 2 stance Toilets at Kihagani Primary School , 5 stance Latrine at Masindi Centre, 2 VIP Stance at Kinywamurara Primary School, 2 stance Latrines at Kimanya Upper Primary School, 2 stance at Kinumi Primary School and 5 stance Latrine at Rwempisi Primary School. All these payments were made on time and mostly within a week after requisition for payment was raised. 	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>The department submitted to the Planner the annual performance report for the previous FY 2017/2018 on 14th August 2018 as evidenced by the PBS system Head of Department Validation notification printout.</p>	0

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<ul style="list-style-type: none"> • Five queries. • Four queries answered and one indicated below still outstanding. • (1) Un receipted payments worth Ugx 4,994,374 	<p>2</p>
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Social and environmental safeguards

<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>In the DEOs- Head teachers meeting at beginning of terms, the gender focal person (CDO) is part of the team especially to handle gender related issues. Among the guidelines disseminated include;</p> <ul style="list-style-type: none"> • WASH training manual Nov 2017, from MOES. • Guidelines for implementation of three star approach for WASH, Oct 2017, from MOES. • The gender in education strategic plan 2015/2020. • A model school: Is a chart for P/schools that elaborate conducive teaching and learning environment, among which include; sanitation and environment concerns. (By National Assessment of Progress for Primary Education-NAPE). 	<p>2</p>
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<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 	<ul style="list-style-type: none"> Buruli and Bujenje counties H/teachers joint meeting at District chambers held on 13/12/17: Min 4/13/12/17; DEOs presentation on gender and strategic planning. Min 5/13/12/17 Presentation on environmental issues; Air, Water, Vegetation and people. MUSIC Dance and Drama activity/ workshop at Masindi Public School. Content of drama was on WASH. Constructions for projects have considerations for PWDS, E.g ramps, one of every five toilet stances is for PWDs There is a budget for each school to procure sanitary materials like pads and clothes (Lesu) to wrap around in case of emergency. In sampled schools senior women/men teacher's position is filled. 	<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 	<ul style="list-style-type: none"> SMCs meets gender guidelines – composition on founding body is; Kinna P/S has 2/6 females, Nyabyeya – 2/6, Kinyara - 2/6, Walyoba COU- 3/6; hence gender sensitive. 	<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: 	<ul style="list-style-type: none"> No guidelines seen at the district. However at some schools sampled, environmental issues are managed by common knowledge or in some cases supported by development partners for example at Nyabyeya and Kabalega cou p/s are supported by Budongo conservation field station and Jane Goodall institute. 	<p>0</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<ul style="list-style-type: none"> • Screening checklist/forms for projects were not seen at time of assessment. <p>However, claim that feasibility visits done consisting of DEO, who decides the site, Engineer estimates BOQs, CDO- looks at the social safeguards, Environment officer- considers environmental concerns.</p>	<p>0</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<ul style="list-style-type: none"> • Monitoring reports for construction projects under education department for 2017/2018, quarter 4. Signed by DEO and submitted to CAO on 28/6/2018. 	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<ul style="list-style-type: none"> • Recruitment done in FY17/18 with evidence of an advert released in Daily Monitor on Friday, November 2017; Page 46. Deadline for submission of applications was 22/12/2017 • • Wage IPFs from LG PBS for FY 18/19 indicate a total Wage bill of UGX 4,527,187,968. The total amount paid to deployed staff as per the August 2018 payroll was UGX 377,126, 660.This gives an annual projection of UGX 4,525,519,920 which is less than the approved IPF by UGX 1,668,048. • 498 posts available as per the approved MoH structure . The Masindi LG Health Staff list availed at the time of assessment indicated a total of 425 staff deployed at different facilities though those observed on IFMS August 2018 payroll were 455. Analysis of availed data by the DHO revealed 73 posts as being vacant. This gives 85% filled posts for the district 	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>	<ul style="list-style-type: none"> • 498 posts available as per the approved MoH structure; 425 staff deployed at different facilities and 73 posts were vacant at the time of assessment. The August 2018 payroll generated from IFMS indicated 455 staff that were paid. If this data is used, the number of vacant posts reduces to 43. • Recruitment Plan FY 18/19 submitted to HRM by DHO was not availed at the time of assessment 	0

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In- charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>All the 24 health unit in charges had been appraised for the FY 2017-2018</p> <p>They are:-</p> <ul style="list-style-type: none"> 1 Hospital 1 HC 1V 5 HC 111's 17 HC 11's 	<p>8</p>
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<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> PBS report generated on 6th August 2018 showed a total annual wage bill of UGX 4,527,188,000 for FY 2018/19. This means that monthly wage stands at UGX 377,265,666.7 August 2018 Payroll availed by the District Planner indicated payment of different cadres by facility for 24 HFs (1GH, 1HCIV, 6HCIII and 16HCII). This payroll revealed that 455 staff had been paid and the total amount spent in this month was UGX 377,126,660. This deviates from the expected monthly expenditure on wage, by UGX 139,007. However, no explanation was provided for this deviation at the time of assessment. At Masindi Hospital, a list with 156 deployed staff dated 05/09/2018 was availed. However, the August 2018 Payroll provided by the District Planner had 150 staff paid that month. The staff list availed by the DHO's Office indicated 169 staff deployed at Masindi Hospital The in-charge Ikoba HCIII presented the most current staff list (handwritten) pinned on the notice board with 16 staff on payroll deployed. The August 2018 Payroll indicated 17 staff who were paid (the extra staff was identified as Buhanga Zaccheaus a SCO) Based on the above findings, it's evident that the different staff lists are not in agreement and no explanation was availed at the time of assessment. 	<p>0</p>
<p>Monitoring and Supervision</p>			
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Sector Grant and Budget Guidelines to Local Governments FY 2018/19 was availed but no evidence presented by the DHO to confirm communication of the same to lower level facilities. 	<p>0</p>

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<ul style="list-style-type: none"> No minutes for meetings with facility in-charges were availed to confirm communication of the guidelines, policies and circulars to them. 	<p>0</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<ul style="list-style-type: none"> Q1 Joint Support Supervision report dated 22/8/2017 was availed. The attached list of facilities indicated 13 facilities among which the one public hospital, one public HCIV and one UPDF HCIV were visited Q2 Support Supervision report dated January 8, 2018 was availed. The report records 7 facilities visited among which one public HCIV was visited Q3 Joint Support Supervision report dated April 3, 2018 was availed. It listed five facilities with no hospital or HCIV Q4 Support Supervision report dated June 29, 2018 was availed. It indicated 14 facilities among which one hospital and one HCIV were visited. <p><i>The DHT missed supervising the HCIV and hospital during the Q3 support supervision activity</i></p>	<p>0</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has super-vised lower level health facili- ties 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 	<ul style="list-style-type: none"> • Masindi has 3 HSDs (including Masindi MC) and only one HCIV. The other two HSDs are supervised by Masindi Hospital as per the verbal submission by the DHO's office. • Bwijanga HCIV was visited to review evidence of support supervision to lower facilities within the Bujenje HSD. The HSD has 16 facilities (14 Public & 2 PNFPs) • A typed support supervision program for 1st Quarter 2017/18 was availed running from 7th to 29th Sept 2017 targeting 15 facilities within the HSD (11 HCIIIs, 3 HCIIIs and 1 PNFP). However, no support supervision report was availed at the time of the visit during the field assessment. <p><i>Since the support supervision reports were inaccessible at the time of the assessment, there was no proof that the support supervision program in September 2017 was actually fulfilled.</i></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 	<ul style="list-style-type: none"> • Joint Support Supervision reports for Q1 (dated 22/8/2017), Q3 (dated April 3, 2018) and Q4 (dated June 29, 2018) were availed. Q2 Support Supervision report dated January 8, 2018 was availed. • DHT minutes were sampled and those for meetings held on 20th Nov 2017 (Q2), 29/01/2018 (Q3) were availed. • General Staff meeting minutes for Bwijanga HCIV dated 31st May 2018 (Q4) were availed. • None of these meeting minutes indicated on the agenda, the discussion of support supervision reports, neither was any support supervision result mentioned in the communication of the chair and thus no corrective actions were recorded in line with the recommendations made in the support supervision reports availed. 	<p>0</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<ul style="list-style-type: none"> Since no support supervision report was discussed in the reviewed DHT/HSD minutes, there was no evidence availed for follow-up and specific activities undertaken by management in the different facilities supervised. 	<p>0</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> A list of 22 facilities to receive PHC NWR with DHO stamp dated 6th September 2018 was availed PBS report generated on 6th August 2018 also indicated 22 facilities to receive PHC NWR 	<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>At the Sitting of the Social Services Committee held on 25/05/2018 under Min. 04/05/2018/SSC/MDLG(3): Discussion of Sector Budget Estimates, the Committee considered FY 2018/19 which it found inconformity with the health sector priority policies as well as being consistent with the approved work plan.</p>	<p>2</p>

<p>The LG committee responsible for health 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>The District Ordinary Council meeting held on 09th March 2018 at the District Council Chambers under Min: 153/03/2018/COU/MDLG: Discussion and approval of byelaws on control of alcohol consumption for Bwijanga and Budongo sub-counties, considered the Committee's request for approval of the bye laws after elaborating the consultative process.</p>	2
<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 	<ul style="list-style-type: none"> Nyabyeya HCII HUMC members were 5 (1 female & 4 males). Reviewed HUMC minutes dated 2nd October 2017 and budget issues had been discussed under Minute 7/2/106. Bwijanga HCIV HUMC members were 5 (1 female & 4 males). A review of HUMC minutes dated 27/07/2017 revealed budget and resource issues discussed under Min. 4/07/2017 Ikoba HCIII HUMC members were 7 (3 females & 4 males). Minutes dated 13/7/2017 were reviewed and financial report was presented under Min 4. Masindi Hospital HUMC members were 10 (3 females & 7 males). Reviewed minutes dated 21/09/2017 indicated budget issues on agenda which were presented under Min. 6. 	6
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<ul style="list-style-type: none"> A list of 22 facilities that received PHC NWR in FY17/18 with DHO stamp dated 26th June 2018 was displayed on the notice board A list of 22 facilities that are to receive PHC NWR in FY 2018/19 with DHO stamp dated 6th September 2018 was displayed on the notice board. The DHO explained that he had received this communication that same week which explains the date in September 2018. 	4
Procurement and contract management			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> PHC Development budget for current FY is UGX 54,116,074 as per the IPFs for FY 2018/19 No evidence of letter of submission to PDU by April 30 2018 was availed 	<p>0</p>
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<ul style="list-style-type: none"> No evidence of PP1 forms submitted was availed. <p><i>However, since the assessment was done before 30th September 2018, the department was still in the acceptable submission time since this measure requires submission of the request form by 1st Quarter of current FY.</i></p>	<p>2</p>
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<ul style="list-style-type: none"> From the sampled payments made during the FY 2017/18, from the following vendors: Ssekago F Construction Ltd and Kona Company Limited Ltd, worth Ugx 106,680,637, for the following activities, Construction of Maternity Ward at Kijenga HC II and renovation of Serina Ward at Masindi Hospital, the payments were made within a week after they were requisitioned for. 	<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>The department submitted to the Planner the annual performance report for the previous FY 2017/2018 on 23rd August 2018 as evidenced by the PBS system Head of Department Validation notification printout.</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 	<ul style="list-style-type: none"> Eight queries; (1) Un accounted for funds at District, pending 16,768,500 in Fourth Quarter (2) Un Accounted for funds at Lower Health Units, 3,986,690, pending. (3) Poor Service Delivery at Masindi Hospital caused by <ul style="list-style-type: none"> Inadequate drugs supply Failure to operate the neonatal unit Lack of key dental equipment Lack of a dental surgeon for close to eight years Failure to service the x-ray machine for close to three months Lack of x-ray films for close to four months Non functionality of the Ultra sound machine for close to six months <p>Five queries answered and three still outstanding</p>	<p>0</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 	<ul style="list-style-type: none"> Nyabyeya HCII HUMC members were 5 (1 female & 4 males). This is 20% female composition Bwijanga HCIV HUMC members were 5 (1 female & 4 males). This is 20% female composition Ikoba HCIII HUMC members were 7 (3 females & 4 males). This is 42.8% female representation Masindi Hospital HUMC members were 10 (3 females & 7 males). This is 30% female representation <p><i>Two out of the four sampled facilities met the required minimum gender composition and the other two were below the minimum of 30% composition</i></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. 	<ul style="list-style-type: none"> No evidence was availed at the time of assessment 	<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 	<ul style="list-style-type: none"> One project was carried out in FY 2017/18 i.e. Construction of Maternity Ward at Kijenga HCII No evidence for screening of this project was availed at the time of assessment 	<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 	<ul style="list-style-type: none"> No site visit or inspection reports were availed at the time of assessment 	<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 is- sued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal²: score 4. 	<ul style="list-style-type: none"> No evidence was availed at the time of assessment 	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Masindi's coverage of 77% is higher than the national average access to safe water in rural areas (70%). Nonetheless, two sub-counties Budongo (73%) and Kimengo (76%) are below the are below the aforesaid average in FY 2017/18. • The low-coverage sub-counties are targeted in FY 2018/19: <ul style="list-style-type: none"> o Budongo: three protected springs (PS) o Kimengo: drilling and installation of three deep boreholes (DBH); three DBHs due for rehabilitation; feasibility and design of a piped water supply system • Investments in the low-coverage sub-counties amount to UGX 111.3 million, which is 33% of capital budget for the water and sanitation conditional grant FY 2018/19 (UGX 340 million) 	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. 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 	<ul style="list-style-type: none"> • As per FY 2017/18 progress reports, three capital projects were implemented in FY 2017/18, viz.: <ul style="list-style-type: none"> o Drilling and installation of six DBHs o Rehabilitation of 15 DBHs o Construction of 13 PS • As per above-mentioned reports, the low-coverage sub-counties were catered for via the water grant as follows: <ul style="list-style-type: none"> o Budongo: rehabilitation of two DBHs and construction of 10 protected springs (PS) o Kimengo: four DBHs rehabilitated and two DBHs installed • In capital terms, at least two-thirds of WSS projects were implemented in the low-coverage sub-counties 	5
Monitoring and Supervision			
<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<ul style="list-style-type: none"> • Construction supervision and monitoring reports for the aforementioned WSS projects were reviewed as follows: <ul style="list-style-type: none"> o DBH rehabilitation (by Masindi Hand Pump Mechanics Association): progress reports prepared by the Project Manager dated February 2, June 14 and May 16, 2018 o Quarterly monitoring report dated February 23, 2018 prepared by the Assistant Engineering Officer: reviewed drilling and installation of six DBHs (by ICON Projects); construction of PS; and DBH rehabilitation • 3 out of 3 Projects: 100% 	15

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<ul style="list-style-type: none"> Masindi LG implemented four WSS projects in the FY 2017/18: <ul style="list-style-type: none"> Drilling and installation of six DBHs Rehabilitation of 15 DBHs Protecting 13 springs The numbers for new boreholes (6) and spring protection (13) are consistent with MIS report from MoWE, but latter has a different record for borehole rehabilitation (12 cf reported 15) 	0
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<ul style="list-style-type: none"> Masindi LG implemented four WSS projects in the FY 2017/18: <ul style="list-style-type: none"> Drilling and installation of six DBHs Rehabilitation of 15 DBHs Protecting 13 springs The numbers for new boreholes (6) and spring protection (13) are consistent with MIS report from MoWE, but latter has a different record for borehole rehabilitation (12 cf reported 15) 	0
Procurement and contract management			
<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<ul style="list-style-type: none"> The Water Department's procurement plan was prepared by the DWO, approved by the District Engineer, and received by the PDU on March 3, 2018 The Plan captures all the investments planned for FY 2018/19, viz.: i) drill and install five DBHs; ii) protect five springs; and iii) rehabilitate 13 DBHs The PDU records confirm the above 	4

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • While the LG appoints Project Managers for various key activities, a contract management plan is not in place 	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • If water and sanitation facilities constructed as per design(s): score 2 	<ul style="list-style-type: none"> • The bidding document issued August 3, 2017 detailed technical specifications for boreholes, while the LG adopted generic designs for sanitation facilities • Field assessment was conducted for three DBHs, one protected spring and the public sanitation facility at Kaborogota – and it was established all facilities were built as per designs • Locations of sampled WSS facilities are presented in Performance Measure 12 	<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 	<ul style="list-style-type: none"> • The DWO prepared partial completion certificates (dates in subsequent section) for completed WSS facilities • WSS works for FY 2017/2018 were handed over to beneficiaries in a ceremony held April 3, 2018 • The handover ceremony was attended by district leaders, LG officials, community members, journalists, among others 	<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 	<ul style="list-style-type: none"> • The Project Managers certified and prepared completion reports dated as follows: <ul style="list-style-type: none"> o Rehabilitation of DBHs (by Masindi HPMA) – May 16, 2018 o Drilling and installation of DBHs (by ICON Projects) –May 28, 2018 o Spring protection (by Cwoza) – February 22, 2018 	2
<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 	<ul style="list-style-type: none"> • From the one activity undertaken by the LG, Masindi Hand Pump Association, did rehabilitation of seven Deep wells at Nyanga, Kihagani PS, Kitambwa PS, Masindi Central School, Kasongore PS, Kyarutanga and Rwabahura at a cost of Ugx 11,879,579. This payment was made within a week after the requisition was made. 	3
Financial management and reporting			
<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>There was no evidence at the time of assessment to show that the Department had submitted its APR to the Planner by mid-July.</p>	0

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 <p>If queries are not responded to score 0</p>	<ul style="list-style-type: none"> • Eight queries. • Seven queries answered and one indicated below still outstanding. • (1) Irregular procurements worth 2,500,000. 	<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>At the Sitting of the Production, Works and Natural Resources Committee held on 24/05/2018 under Min. 04/03/2017/PWNs: Presentation and Discussion of 2018/19 Budget Estimates, the Committee considered the budget for Water e.g. Appropriation of:</p> <ul style="list-style-type: none"> (i) UGX. 9,445,000/= for promotion of sanitation and hygiene, (ii) UGX. 2,336,000/= for the protection of five water springs, and (iii) UGX. 23,567,300/= for borehole drilling and rehabilitation in the five sub-counties of the district. 	<p>3</p>

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>The District Ordinary Council meeting held on 09th March 2018 at the District Council Chambers under Min: 152/03/2018/COU/MDLG: Committee Reports, the Committee in its report to Council in the section on Works and Technical Services requested Council under Water and Sanitation to approve the drilling of 2 more boreholes in Kikuube and Balijukira villages.</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<ul style="list-style-type: none"> The Water Development grant for 1st quarter 2018/19 is displayed on the notice board and duly dated (August 22, 2018), but the same cannot be said of the annual workplan and budget 	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<ul style="list-style-type: none"> Projects assessed during fieldwork are labelled with details of name (including village/parish), date of construction, and funding source. Nonetheless, only two out of five sampled WSS facilities had contractor details. Locations of sampled WSS facilities are presented in Performance Measure 12 	<p>0</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<ul style="list-style-type: none"> As assessment was done in Q1, not much progress with respect to procurement has happened. Nonetheless, prequalification info for the following goods and services was availed: <ul style="list-style-type: none"> Spring protection Rehabilitation of boreholes Supply of boreholes spares The prequalification notice was dated; stamped June 20, 2018 	2
<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 	<ul style="list-style-type: none"> Community applications for the sampled WSS facilities are on file. The successful/sampled applications include: <ul style="list-style-type: none"> Kibaali-Kitonde village (Miirya sub-county): request for repair of borehole dated October 4, 2017 Kabutukuru village (Miirya sub-county): request for borehole drilling dated August 10, 2017 Rubani village (Bwijanga sub-county): request for spring protection dated October 24, 2017 	1
<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>	<ul style="list-style-type: none"> All the sampled WSS facilities (three DBHs and one protected spring) are well-fenced, indicating respective WSCs are functional 	2
Social and environmental safeguards			

<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 	<ul style="list-style-type: none"> Environmental screening for all FY 2017/18 WSS projects (DBHs and springs) was conducted Environment and Social Screening Forms (reports) for the aforesaid projects were reviewed 	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<ul style="list-style-type: none"> An environmental audit report dated June 20, 2018 was reviewed to ascertain compliance For the screened projects, environmental compliance was found to be acceptable as recommended mitigation measures were implemented 	<p>1</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<ul style="list-style-type: none"> The reviewed contracts; i.e. borehole installation (by ICON projects) and rehabilitation (Masindi HPMA), and spring protection (Kamurungi Holdings) explicitly spell out environmental protection measures on sites 	<p>1</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> A report dated March 2018 for establishment of WSCs details composition and position of the WSCs Of the sampled facilities, women make up at least half of the members of committees Treasurer and/or secretary roles are the most common positions of women 	<p>3</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<ul style="list-style-type: none"> Masindi LG did not construct public sanitation facilities in FY 2017/18 and has not planned for the same in FY 2018/19 Inadequate resources were cited for limitations with regard to public sanitation The above notwithstanding, the 5-stance VIP latrine facility at Kaborogota market (built FY 2016/17) is sex-separated, and has a stance dedicated to PWDs 	<p>3</p>