



Local Government Performance Assessment

Nebbi District

(Vote Code: 545)

Assessment	Scores
Accountability Requirements	33%
Crosscutting Performance Measures	68%
Educational Performance Measures	66%
Health Performance Measures	61%
Water Performance Measures	66%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>Nebbi District Local Government submitted a Final Annual Performance Contract of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on 9th August 2018 which was past the mandatory timeline of 1st August 2018.</p>	No
Supporting Documents for the Budget required as per the PFMA are submitted and available			

<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • 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>Nebbi District Local Government submitted a Budget and Procurement Plan of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on 9th August 2018 which was past the mandatory timeline of 1st August 2018.</p>	<p>No</p>
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Reporting: submission of annual and quarterly budget performance reports

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>Nebbi District Local Government submitted an Annual Performance Report for the FY 2017/2018 on 23rd August, 2018 later than the regulatory time line of 31st July of the previous Financial Year (2017/2018). According to District Planner (Mr. Olley Ben Robinson) the late submission was attributed to failure of the Program Based System (PBS)</p>	<p>No</p>
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<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Nebbi District Local Government submitted all its quarterly budget performance reports for all the four Quarters to the Permanent Secretary Ministry of Finance Planning and Economic Development (MoFPED). However the 4th Quarter was submitted past the regulatory timeline of July 31st 2018 .Submission dates for quarterly performance were as follows; -</p> <p>1st Quarter was submitted on (04th January 2018)</p> <p>2nd Quarter on (05th March 2018)</p> <p>3rd Quarter on (09th July 2018)</p> <p>4th Quarter (23rd August 2018)</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all – LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>Nebbi District Local Government made a submission to the PS/ST, MOFPED on the status of implementation of the Internal Auditor General or Auditor General's findings for the FY 2016/2017 through the CAO's letter referenced CR/251/1 dated 22nd March, 2018. This was in response to all the queries that were raised by the Internal Auditor (14 queries) and OAG (4 queries) during FY 2016/2017. The letter was acknowledged by MOFPED on 22nd March, 2018 by date stamping on the copy letters including the original. The CAO's letter was copied to:</p> <p>PS MoLG, District Chairperson, RDC, District Internal Auditor and CFO. The submission contained actions by the CAO on internal audit (14 queries) and management letter of the OAG (4 queries) in respect of the FY 2016/17 findings. The information provided to the PS/ST on the status of implementation and response thereto were done within the deadline of 30th April, 2018.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Nebbi DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>Yes</p>

545 Nebbi
District

**Crosscutting
Performance
Measures 2018**

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

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>Nebbi District Local Government had a Physical Planning Committee, which was not appointed/constituted as per Section 9 of the Physical Planning Act 2010 which stipulates the composition of the District Physical Planning Committee to include: CAO who shall be the chairperson, District Physical Planner who shall be secretary, District Surveyor, District Roads Engineer, District Education officer, District Agricultural officer, District Water Engineer, District Community Development Officer, District Medical officer, District Environment Officer, District Natural Resource Officer, Physical Planner in Private Practice , Clerks of all urban and town councils in the district.</p> <p>There was however evidence that there were meetings held that approved development plans. The minutes seen by the assessor included; On 18th June 2018 a meeting was held at the planning unit board room. The District Physical Planner informed the members that the Ministry Zonal Offices (MZOs) was in operation as such the file for survey of Owiny Eclipse Ground would be submitted since it had been waiting the operationalization of the MZOs. Page 1 under minute DPPC/08/06/2017/18. In addition there was also approval of land files under minute DPPC/11/06/2017/18 on page 2 of the minutes</p> <p>Another meeting was held on 20th November 2017 in the planning unit board room under minute DPPC/03/11/2017/18. The discussion was about a directive from Ministry of Lands Housing and Urban Development (MoLHUD) to comply with Physical Planning Procedures and need for the Local Physical Planning Committee to be constituted as well as coming up with Physical Planning for all Sub counties on page 1. In addition there was also planned approval under minute DPPC/ 05/11/2017/2018 on page 2</p> <p>Another meeting was held on 3rd July 2017 in the water office board room. The Physical Planner briefed the committee on planning preparation of Nyarvur and Angal trading centre Physical Development Plan under minute DPPPC/20/01/2017 on page 3 of 3</p> <p>Nebbi District Local Government had also evidence of plan register from 2017, from the sample one of the development project was submitted by Devine Mercy Nursery and Primary school on 12th September 2017 and it was approved on 11th of January 2018 (notification of approval letter reference CR/1208/1). The delay for approval was as a result of differed notification which had been issued on 20th November 2017.</p>	
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<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>There was no evidence that Nebbi District Local Government had submitted any sets of minutes for the Physical Planning Committee to Ministry of Lands Housing and Urban Development</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>Nebbi District Local Government did not have an approved Physical Development Plan thus none of the infrastructure investments was approved in line with the plan since it was non-existent</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>Nebbi District Local Government had an Action Area Plan prepared in the previous Financial Year (2017/2018) i.e. Panyimur Town board since it was approved by the National Physical Planning Board under Nebbi District on 20th April 2017 before the forthcoming of Pakwach District (2017/2018)</p> <p>The Physical Planning unit of Nebbi District also prepared a site plan for refugee's settlement in Kuchwiny Sub county Council on 14th August 2017 and it was approved under minute COU/7/8/17 of the council. In addition there were also efforts undertaken by the District Local Government to prepare action area plans/ detailed plan for some sub counties such as Nyaravur trading centre and Angal trading centre in Nyaravur Sub county both awaiting or presentation to the district council for approval and also Oleny trading centre in Erussi sub county had been deposited for comments.</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>Nebbi District Local Government held a budget conference on 2nd November 2017 at NECSOCO hall in preparation for the fiscal year 2018/2019. There was evidence that priorities in the Annual Work Plan for FY 2018/2019 were based on the outcomes of the budget conference as indicated in the priorities below in health and education sectors;</p> <p>Health Sector; - In the budget conference on page 4 of the conference report there was planned construction of 4 stance VIP Latrine at Abongo HCII and Ossi while in the Annual Work Plan it was on page 35. In addition to health subsector there was planned rehabilitation of Ossi HCII Out Patient Department on page 4 of the budget conference report while in the Annual Work Plan for FY 2018/2019 was on page 37.</p> <p>Education Sector; Page 5 of the budget conference report indicated that the district had budgeted for construction of 2 classroom block in Koch and Pacaka while in the Annual Work Plan it was on page 47. In addition to education sector there was also planned supply of desk to Akaba P/S on page 5 of the budget conference while in the Annual Work Plan it was on page 48.</p>	<p>2</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>The approved Annual Work Plan for FY 2018/2019 was derived from the Nebbi District Development Plan II 2015/2016 to 2019/2020 in consideration of the following cases for instance;</p> <p>Under education there was planned construction of classroom, Latrine construction in schools, and construction of staff houses on page 222 of the District Development Plan –II (DDP-II) while in the Annual Work Plan it was on page 47 i.e. (Classroom construction of Koch P/S, Pacaka P/S, Latrine construction for Pangere P/S, teacher house construction and rehabilitation, provision of furniture and fixtures for Goli Mixed P/S and Akaba P/S)</p> <p>Under the water sector there was planned borehole sitting and construction in addition to borehole rehabilitation on page 209 of the DDP-II while in the Annual Work Plan it was on page 60 and 61 i.e. (Borehole drilling and rehabilitation in Nyaravur, Ndhew, Nebbi, Kucwiny and Parombo Sub County)</p> <p>Under health there was planned construction of VIP latrines, Construction of 2 Kitchen and 2 stance VIP Latrines on 134 to 135 of DDP-II while in Annual Work Plan was on page 35, 36 and 37 (standard Latrine construction at Abong HCII, Maternity Ward construction , Rehabilitation of the Out Patient Department and other ward construction and Rehabilitation</p>	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>The project profiles in the Nebbi District Local Government Development Plan -II were stated as per the Local Government Development Planning guidelines 2014 on page 63 Appendix 3 for instance among the sampled project profiles under education and health sector indicate that,, the project profiles in the DDP-II were only for one financial year of 2015/2016 thus other financial years were missing. In addition the evidence of records of the Technical Planning Committee (TPC) minutes of meeting held on 15th December 2017 under minute MIN.3/12/2017 discussed changes in the planning preparatory works for Annual Work Plan 2018/2019 and not project profiles as presented.</p>	<p>0</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>Nebbi District Local Government had an Annual Statistical abstract for 2018 under financial year 2017/2018. The Annual Statistical abstract was discussed by Technical Planning Committee on 30th May 2018 at the District Health Board under minute DTOC/4/30/5/18. However , the statistical abstract had gaps such as computation of percentages which were not yet updated at the time of the assessment.</p>	<p>0</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>There was evidence that all infrastructure projected that were implemented were derived from the annual work plan and budget approved by the Local Council for instance ;</p> <p>On page 6 of the budget for FY 2017/2018 under the administration sector in the Annual Work Plan and Budget, there was planned construction of record centre and open registry which corresponded to the Annual Performance Report on page 38</p> <p>Under Health in the Annual Work Plan and budget on page 18 there was planned construction of maternity ward in Nyaravur HCIII and Paminya HCIII, Construction of Kituna HC III Out Patient Department and rehabilitation which corresponded to the Annual Performance Report on page 61</p> <p>Under Education in the Annual Work Plan and budget on page 25 there was planned classroom construction and rehabilitation, latrine construction and rehabilitation, teacher construction and rehabilitation and provision of furniture to primary school which corresponded to the Annual Performance Report on page 67 and 68.</p> <p>Under water in the Annual Work Plan there was planned borehole drilling, construction and rehabilitation on page 32 which corresponded to the Annual Performance Report on page 79 at 100% implementation.</p>	
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<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>There was evidence that investment projects implemented in the previous FY 2017/2018 were completed as per work plan by end of FY 30th June, 2018 as indicated below; -</p> <p>Under Health there was planned construction of 4 stance VIP latrine at Parombo HCIII at UGX 20,000,000, construction of 4 stance VIP latrine at Jupanziri HCIII at UGX 20,000,000, construction of 4 stance VIP latrine at Akwor HCIII at UGX 20,000,000 while in the Annual Performance Report indicated 110% completion on page 60. In addition under health sector there was planned rehabilitation of Kituna HCIII Out Patient Department (OPD) at a cost of UGX 128, 487,000 and the expenditure as indicated in the Annual Performance Report was UGX 174,000,000 at 135% page 62.</p> <p>Under education among the planned project was construction of classroom block with offices in Apiku p/s and Otwago P/S at UGX 150,000,000 page 25 of the budget and in the Annual Performance Report the expenditures was UGX 169,476,000 which was at 113 % on page 67. In addition there was planned latrine construction and rehabilitation in Erusi Primary and Teachers Resource centre at 42,000,000 on page 25 of the budget/Annual Work Plan while in the Annual Performance Report the expenditures were UGX 21,00,0000 for each of the activities at 100% .</p>	
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<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>Nebbi District Local Government had some of its investment projects in the previous FY (2017/2018) completed within approved budget in the range of 15% maximum and 15% minus threshold while others were outside the threshold for instance;</p> <p>Under Health there was planned construction of 4 stance VIP latrine at Parombo HCIII at UGX 20,000,000, construction of 4 stance VIP latrine at Jupanziri HCIII at UGX 20,000,000, construction of 4 stance VIP latrine at Akwor HCIII at UGX 20,000,000 while in the Annual Performance Report indicated 110% completion on page 60. In addition under health sector there was planned rehabilitation of Kituna HCIII OPD at a cost of UGX 128, 487,000 and the expenditure as indicated in the Annual Performance Report was UGX 174,000,000 at 135% page 62.</p> <p>Under education among the planned project was construction of classroom block with offices in Apiku p/s and Otwago P/S at UGX 150,000,000 page 25 of the budget and in the Annual Performance Report the expenditures was UGX 169,476,000 which was at 113 % on page 67. In addition there was planned latrine construction and rehabilitation in Erusi Primary and Teachers Resource centre at UGX 42,000,000 on page 25 of the budget/Annual Work Plan while in the Annual Performance Report the expenditures were UGX 21,00,0000 for each of the activities at 100%</p>	<p>0</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>Nebbi District Local Government had planned for some activity under Operation and Maintenance. The planned budget was UGX 195,620,000 and expenditure was UGX 276, 828,000, of the selected projects which was at 142%.</p> <p>The planned operation and maintenance activities were majorly under health sector. For Instance there was planned rehabilitation and wiring of the main hospital staff quarters on page 61 of Annual Performance Report. The planned budget was UGX 83,133,000 and the expenditure was UGX 102,828,000 at 124%. In addition there was also planned rehabilitation of Kituna HCII Out Patient Department at cost of UGX 112,487,000 and the expenditure was UGX 174,000,000 on page 62.</p>	<p>2</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>Not all positions in the LG were substantively filled. Eight (8) out of eleven (11) were found to be filled substantively and these included; DHO, CFO, District CDO, PHRO, Senior Procurement Officer, District Planner, Head of Production & Marketing, Head of commercial services & District Natural Resource Officer.</p> <p>Those in Acting capacity included the DEO, Internal Auditor & District Engineer.</p> <p>Efforts have been made to have these positions filled to no avail. For instance there was a late submission on declaration of vacancies ref: CR/156 dated October 17th 2017 in which the position of Principal Internal Auditor was advertised internally but no person qualified.</p> <p>Positions of DEO and District Engineer were advertised in the Monitor Newspaper of October 25th 2017 but failed to attract suitable candidates.</p>	<p>0</p>
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>There was no evidence that all HoD's were appraised. Eleven (11) HOD's personnel files were reviewed and only five (5) were found to have performance agreements and appraisal reports. These included;</p> <ol style="list-style-type: none"> Okecha Linus (CR/D/10469), the CFO appraised on 30/7/2018 Aparo Joephine (CR/D/12345) the PHRO appraised on 10/8/2018 Fualing Doreen (CR/D/12250), the District Natural Resource Officer appraised on 10/7/2018 Oribi Bruno Openjuru (CR/D/15890), the Acting DEO appraised on 10/7/2018 Ongiertho Jesca (CR/D/12143), the Assistant DCAO appraised on 7/8/2018 <p>The Internal Auditor, the District Community Development Officer, the DHO, the Senior Planner, Head of Production and marketing, Acting District Engineer and Head of Commercial Services did not have appraisal reports on file.</p>	<p>0</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>A total of 62 positions were submitted for recruitment in a declaration of vacancies, ref: CR/156 dated Oct. 17th 2017 and these were considered as contained in a copy of an internal advert ref: DSC/NBB/169/1 dated Oct. 25th 2017. This was also contained in an extracted minute of the 13th sitting of the DSC held from 29th Jan to 2nd Feb. 2018.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>A total of twenty three (23) positions were submitted for confirmation and these were considered as contained in the extracted min. of the 12th sitting of Nebbi DSC held on 21/12/2017 on ref: DSC/NBB/214/238/1</p>	<p>1</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>Three (3) disciplinary cases were submitted and these were considered and action taken as contained in min ref: DSC/NBB/136/2017. These were as follows;</p> <ol style="list-style-type: none"> 1. Drasiku Mario Origa a Nursing Officer disappeared from duty having been entrusted with cash amounting to seven Million shillings; He went into hiding and efforts to locate him were futile. After some time he was located and summoned to a meeting, which he did not attend. The Council then considered this an issue of abscondment from duty and hence his position was filled accordingly. 2.The Other case was for one Ochakachon Nelson a Driver who was caught driving under the influence of Alcohol. He was interdicted and after 6 months he was counselled and later re-deployed. 3. Lastly, Kissa Charles Kennedy, a Medical Officer was reported to have been negligent while on duty which resulted into the death of a mother on the ward. Relatives filed a police case which saw the Doctor being interdicted as investigations go on. 	<p>1</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>There was evidence that staff that were recruited during the previous FY 2017/18 accessed the payroll. These staff resumed duties by 1st March 2018 and were part of the March 2018 payroll. Case in point is Pacutho God Fred, an Askari, Owonda Alfred – a Driver, Apio Irene – an Accounts Assistant and Opiyo Boniface a Planner.</p>	<p>3</p>

Staff recruited and retiring access the salary and pension payroll respectively within two months

Maximum 5 points on this Performance Measure.

• 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

There was no evidence that staff that retired during the financial year 2017/2018 accessed the pension payroll not later than two months after retirement. A total of eight (8) staff retired in the FY 2017/18 as follows;

Okila John Geoffrey, a Senior Education Officer retired effective 12/3/2018 and file was received at MoPS on 3/8/2018. However this file had not been worked on due to validation issues.

Okethi Jane, a Nursing Assistant retired with effect from Jan. 6th 2018 and file was received at MoPS on 3/8/2018. However, due to wrong routing this file was still pending but in the pipeline. This also applies to Openjiho Peter, a Parish Chief who due to wrong routing had not been paid despite being submitted in Aug.2018.

Ruva James, an Education Assistant retired with effect from Nov. 23rd 2017 and received at the MoPS on 17/3/2017. James got onto the pension payroll in January 2018.

Alum Grace, a retired Assistant Animal Husbandry Officer retired on 2/2/2018 and request was submitted to MoPS on 23/2/2018. Payment was effected July 2018.

Osenduru Mary, a Nursing Officer retired effective 31/12/2017. Despite submitting the file to MoPS as early as March 17th 2017, payment was done in May 2018.

Others were Walendu Norah, a Nursing Assistant who retired effective March 17th 2017 and was not on pensioners' payroll as yet because she did not have a Supplier number, a new requirement. Orochi Okello Efrem, an Education Assistant who retired effective 11/4/2017 was yet to be paid as he had been transferred to the Municipality yet not budgeted for that side so the file had to be returned to the LG for processing.

Revenue Mobilization

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)

Maximum 4 points on this Performance Measure.

•• 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.

Nebbi District Local Government collected shs 383,775,964 as OSR during FY 2016/2017 as reflected on page 8 of the audited financial statements for FY 2016/2017.

There was no sale of Council's assets during FY 2016/2017.

However, Pakwach District Local Government was carved out of Nebbi District and became a fully-fledged DLG with effect from 1st July, 2017. It therefore implied that OSR realised from the five Sub counties namely (Alwi, Panyimur, Panyango, Pakwach and Wadelai) which were taken over from Nebbi District by Pakwach District LG amounting to shs 170,046,894 had to be deducted from the total figure of OSR realised Nebbi DLG in FY 2016/2017.

Computations of the same revealed that Nebbi District collected a total of shs 213,729,070 as OSR from the Sub counties and one Town Council namely (Akworo, Atego, Erussi, Kucwiny, Adhew, Nebbi, Nyaravur, Parombo TC and Parombo S/C) it retained i.e. (shs 383,775,964 less shs 170,046,894 = shs 213,729,070).

The district realised shs 231,667,033 as OSR collections during FY 2017/2018 as reflected on page 30 of the FY 2017/2018 draft accounts. There was no sale of the Council's assets during FY 2017/2108.

Increment in OSR computation:

$17,937,963 \times 100 = 8.3\%$

213,729,070

The relatively good performance in revenue collection was attributed mainly two factors:

(i) Widening of the revenue base to cover collection of local revenue after losing five Sub counties to Pakwach DLG.

(ii) Mentoring and also training of revenue collectors regarding revenue collection methods and procedures based on Revenue Enhancement Plans (REP) including sensitisation of tax payers.

<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 <p>+/- 10 %: then score 2. If more than +/- 10 %: Score 0.</p>	<p>Nebbi District LG budgeted for its local revenue for FY 2017/2018 amounting to Shs 231,654,200 as reflected on page 30 of the draft financial statements for FY 2017/2018.</p> <p>The total local revenue collected during FY 2017/2018 amounted to Shs 231,667,033 as per page 30 of the draft financial statements for FY 2017/2018 reflecting a 100% realisation.</p> <p>Reasons for the relatively good performance on local revenue collection was attributed to:</p> <p>(i) Mentoring and sensitization of revenue collectors and tax payers on the benefits of tax payment in relation to service delivery.</p> <p>(ii) Compliance and adherence to the established prudent budgeting procedures and processes that produced a LG realistic and achievable budget projections.</p>	<p>2</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>The District comprised 8 sub counties and one Town Council to which the 65% share of local revenues was remitted during FY 2017/2018. This was done in compliance with approved formulae as provided in section 85 and 5th Schedule in the Local Government Act CAP 243.</p> <p>Examples: (i) Remittance to Atego sub county of shs 872,625 against voucher number PV ADM -1166 00133 dated 22nd September, 2017 being 65% revenue on the Local Service Tax.</p> <p>(ii) Remittance to Nyaravur sub county of shs 970,125 against voucher number PV ADM 1267 dated 22nd November, 2017 as 65% revenue accrued from the Local Service Tax.</p> <p>(iii) Transfer of 65% revenue on the LST to Kucwiny sub county vide voucher number PV ADM -1286 dated 15th December, 2017 for shs 877,500.</p> <p>(iv) Transfer of shs 1,423,500 to Erussi sub county as 65% revenue accrued from the LST on voucher number PV ADM – 1282 dated 15th December, 2017.</p>	<p>2</p>

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>The district spent shs 40,778,500 on council allowances and emoluments during FY 2017/2018.</p> <p>The adjusted local revenue realised during FY 2016/2017 amounted to shs 213,729,070 as reflected on page 26 of the FY 2016/2017 audited accounts. Computation:</p> <p>40,778,500 x 100 = 19%</p> <p>213,729,070</p> <p>Payment was within the 20% limitations as required.</p>	<p>2</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>Both positions of a Senior Procurement Officer and Procurement Officer were substantively filled. The Senior Procurement Officer, Kasamba Alex Ofoyuru was appointed on ref: CR/156 dated Feb 8th 2008 under DSC min. 054/2007.</p> <p>The Procurement Officer, Omwer Patrick (CR/D/12257) was appointed on ref: CR/156/2 dated Feb. 8th 2008 under DSC min. 052/2007.</p>	<p>2</p>

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>The LG PDU produced and submitted reports to the Evaluation Committee as evidenced by the sampled projects below; i. Borehole sitting and supervision at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, Panyabongo, Jupukok and Kampala villages, Ref. NEBB/545/Wrks/17/18/00009, opened on 16th October, 2017, under Water Department, funded by DWSDCG and submitted on 12th December, 2017, ii. Borehole drilling at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, Panyabongo, Jupukok and Kampala villages, Ref. NEBB/545/Wrks/17/18/00010, opened 16th October, 2017, under Water Department, funded by DWSDCG and submitted on 12th December 2017, iii. Rehabilitation of Paminya Health Centre III, Ref. NEBB/545/Wrks/17/18/00004, opened on 16th October, 2017, under Health Department, funded by DDEG and submitted on 12th December, 2017, iv. Construction of 5 stance VIP latrine at Erussi Primary School, Ref. NEBB/545/Wrks/17/18/00038, opened on 16th October, 2017, under Education Department, funded by DDEG and submitted on 12th December, 2017 and v. Construction of a 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/00039, opened on 16th April, 2018, under the Education Department, funded by DDEG and submitted 3rd May, 2018.</p>	<p>1</p>
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<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The LG Contracts Committee considered EC recommendations as evidenced by the sampled projects below;</p> <p>i. Borehole sitting and supervision at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, panyabongo, Jupukok and Kampala villages, Ref. NEBB/545/Wrks/17/18/00009, considered on 12th December, 2017, the recommendation was that, the project be awarded to Aquatec Enterprises Uganda Ltd, at bid price of UGX. 23,954,000, MIN: 1 CC/12/12/2017, Agenda No. (34),</p> <p>ii. Borehole drilling at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, panyabongo, Jupukok and Kampala villages, Ref. NEBB/545/Wrks/17/18/00010, considered on 12th December, 2017, the recommendation was that, the project be awarded to East African Borehole Ltd, at a bid price of UGX. 201,980,000, MIN: 1 CC/12/12/2017, Agenda No. (35),</p> <p>iii. Rehabilitation of Paminya Health Centre III, Ref. NEBB/545/Wrks/17/18/00004, considered on 12th December, 2017, the recommendation was that, the project be awarded to Mola and Sons Trade Supplies, at bid price of UGX. 29,482,300, MIN: 1 CC/12/12/2017, Agenda No. (12),</p> <p>iv. Construction of 5 stance VIP latrine at Erussi Primary School, Ref. NEBB/545/Wrks/17/18/00038, considered on 12th December, 2017, the recommendation was that, the project be awarded to Geraqo Consults Ltd, at a bid price of UGX. 20,510,400, MIN: 1 CC/12/12/2017, Agenda No. (16) and v. Construction of a 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/00039, considered on 3rd May, 2018, the recommendation was that the project be awarded to East Leko G.L. Yesu Nuti Construction and Engineering Works Ltd, at a reserve price of UGX. 21,000,000, MIN: 3 CC/03/05/2018, (15).</p>	<p>1</p>
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<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2 	<p>The LG Procurement Plan for FY 2018/2019 covered all infrastructure projects in the approved work plan for the FY 2018/2019 as evidenced by a copy of the consolidated annual procurement work plan for FY 2018/2019 approved by the Accounting Officer, dated 17th August, 2018. The work plan had projects like;</p> <p>i. Borehole drilling and construction at different sites like; Odhure, Akanga, Pamitu East, Nyapanyi villages, ii. Construction of two a Classroom Block with Office and Store at Koch Primary School, iii. Construction of Administration Block at Atego Seed Secondary School, iv. Renovation of all Office Block at Erussi Sub County Headquarters among others.</p> <p>The LG also had a consolidated procurement and disposal annual work plan for FY 2017/2018 with a budget as per copy of the budget approved on 12th May, 2017, submitted to the Accounting Officer, for endorsement, dated 17th July, 2017. The work plan had implemented projects such as;</p> <p>i. Borehole sitting and supervision at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, panyabongo, Jupukok and Kampala Ref. NEBB/545/Wrks/17/18/00009, ii. Borehole drilling at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, Panyabongo, Jupukok and Kampala villages, Ref. NEBB/545/Wrks/17/18/00010, iii. Rehabilitation of Paminya Health Centre III, Ref. NEBB/545/Wrks/17/18/00004, iv. Construction of a 5 stance VIP latrine at Erussi Primary School, Ref. NEBB/545/Wrks/17/18/00038, v. Construction of a 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/00039.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>For the FY 2018/2019 the LG had prepared 100% of all investments/infrastructure by 30th August 2018, which was above the 80% threshold of the prepared documents for all infrastructure investment. The LG had 26 projects in the consolidated work plan which had all been initiated by the user departments and 17 of them had completed bid documents prepared but had not started yet. The delay was attributed to delayed release of funds by the Central Government.</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>In the FY 2017/2018 the LG had not updated the Contracts Register. The LG official in charge of procurement confirmed that he was alone in the department and he was overwhelmed by the work.</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): score 2. 	<p>The LG had adhered to procurement thresholds as per the following sampled project files;</p> <p>i. Borehole sitting and supervision at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, panyabongo, Jupukok and Kampala villages Ref. NEBB/545/Wrks/17/18/00009, at UGX. 23,954,000 – Selective bidding, ii. Borehole drilling at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, Panyabongo, Jupukok and Kampala villages, Ref. NEBB/545/Wrks/17/18/00010, at UGX. 201,980,000 – Open bidding, iii. Rehabilitation of Paminya Health Centre III, Ref. NEBB/545/Wrks/17/18/00004, at UGX. 29,482,300 – Selective bidding iv. Construction of a 5 stance VIP latrine at Erussi Primary School, Ref. NEBB/545/Wrks/17/18/00038, at UGX. 20,510,400 - Selective bidding v. Construction of a 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/00039, at UGX. 21,000,000 – Selective bidding.</p>	<p>2</p>

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates <p>for all projects based on technical supervision: score 2</p>	<p>There was evidence of certification with completion certificates for the sampled projects implemented in the previous FY 2017/2018, for instance; i. Borehole sitting and supervision at Acana, Kyera, Panyabongo, Jupukok, Jopalanga, Bongo, Kampala, Aligoro, Adeira and Azzi, sites, Ref. NEBB/545/Wrks/17/18/00009, dated 30th June, 2018, ii. Borehole drilling at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, Panyabongo, Jupukok and Kampala sites, Ref. NEBB/545/Wrks/17/18/0001 dated 22nd June, 2018,</p> <p>iii. Rehabilitation of Paminya Health Center III, Ref. NEBB/545/Wrks/17/18/00004, dated 19th June, 2018. However for project number 5, the assessor noted that there was some difference in the naming of the project on the completion, iv. Construction of a 5 stance VIP latrine at Erussi Primary School, Ref. NEBB/545/Wrks/17/18/00038, dated 16th January, 2018 and v. Construction of a 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/0003,9, dated 17th January 2018.</p>	<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>There was no evidence of site boards in all the infrastructure projects for the FY (2018/2019) because the procurement process had just started and therefore there were no projects yet started. The assessor sampled projects in the previous year and noted that the LG had no evidence of site boards, too. The reason given was that it was expensive to put site boards to each and every borehole site to be drilled.</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>Nebbi DLG maintained 17 bank accounts at the Stanbic and Centenary banks, Nebbi branch offices and the TSA by Bank of Uganda. At the time of assessment from 17th to 19th September, 2018, all the accounts were reconciled on a monthly basis up to 31st July, 2018. Perusal of the bank reconciliation statements revealed that all of them were appropriately authenticated by the relevant LG officials as required.</p> <p>The district used a computerised IFMS accounting system for preparation of its bank reconciliation statements. Examples on reconciliations:</p> <p>(i) The District General Fund Account number 9030006247503 in Stanbic bank, Nebbi branch. The reconciled balance on 30th June, 2018 was shs 90,136,730;</p> <p>(ii) The District Health Sector account number 9030006247414 in Stanbic bank, Nebbi branch. On 30th April, 2018, the reconciled balance was shs 40,635,434.</p>	<p>4</p>
<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY <ul style="list-style-type: none"> – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>Evidence provided by the District indicated that there were timely payments of suppliers during FY 2017/2018 without overdue bills beyond 2 months. Sampled payments in all sectors indicated compliance resulting in no overdue bills beyond two months.</p> <p>For Example: (i) In the Water department, a payment request was done on 19th June, 2018. Certification and approval of the payment was done on 22nd June, 2018 by the CAO. Payment against voucher number PV WK 0811 was done on 24th June, 2018. Payment was made to M/s East Africa Boreholes for shs 122,943,336 for drilling and construction of boreholes at Kyera, Ondwong, Gul, Acane 2, Acane 1, Gwii, Gossi, Jupukok, Oriere</p> <p>(ii) M/s Nebbi Mechanic Association was paid shs 70,000,000 on voucher number PV-WK 0755 dated 10th April, 2018 for rehabilitation of boreholes at Porombo Health Center III in Porombo Sub county; Angoji in Porombo Sub county; Akuru in Akworo Sub county; Thetho in Porombo Sub county; Pajukwi in Nebbi Sub county.</p> <p>Initial request for payment was done on 26th March, 2018; certification done on 28th March, 2018 and actual payment on 10th April, 2018 as detailed above.</p> <p>(iii) As for the Health department, a payment request was done on 26th March, 2018; certification was done on 26th March, 2018 and actual payment effected to M/s God's Will Engineering and Company for shs 16,206,400 against voucher number PVH-06552 dated 3rd April, 2018 in respect of rehabilitation of OPD and installation of rain water tank at Kituna Health Center II in Akoro Sub county.</p>	<p>2</p>

		<p>(iv) A payment request was done on 4th June, 2018; certification was done on 5th June, 2018 and actual payment effected on 22nd June, 2018 against PVH – 0702 dated 22nd June, 2018 to Jephthar and Sons Ltd for shs 6,840,044 in respect of construction of 4 stances VIP Pit latrine at Jupanzin Health Centre III, Erussi Sub county.</p> <p>(v) At the Education department, a payment request was done on 5th April, 2018, whereas the certification was done 17th April, 2018 and actual payment effected on 30th April, 2018 to SASGECO Global Traders for shs 41,769,540 against voucher number PVEDC -0583 dated 30th April, 2018. Service rendered was in respect of construction of 2 classrooms at Otwago Primary School –NFE (Non Formal Education) in Erussi Sub county.</p> <p>(vi) Payment was effected to Future Services Ltd for shs 35,388,720 in respect of construction of 2 classroom block with office and store at Apiko Primary School in Akworo Sub county Nebbi District. The request for payment had been done on 27th April, 2018, whereas certification was done on 30th April, 2018. Actual payment to the contractor was done on 8th May, 2018 supported by payment voucher number PVEDC -585 dated 8th May, 2018.</p> <p>Furthermore, a payment register was verified and confirmation realised that there were no pending bills for settlement by the district beyond two months.</p>	
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Mr Alex Uroma was appointed the Internal Auditor of the District through the CAO's letter to the Auditor of 30th June, 2010 referenced CR/156/5/1. The letter was based on the decision of the DSC vide minute reference DSC/NBB/84/2010 dated 30th June, 2010. The letter was copied to:</p> <p>OAG, PS MOPS, PS MOLG, The Secretary, DSC, CFO and Chief Internal Auditor (who left office later). The Department was manned by two LG officials, the Internal Auditor and an Assistant.</p> <p>The district therefore had no appointed Senior Internal Auditor in place as required.</p>	<p>0</p>

The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

Maximum 6 points on this performance measure.

• LG has produced all quarterly internal audit reports for the previous FY: score 2.

The District had an Internal Audit Department in place and it was functional throughout FY 2017/18 to date as was evidenced by the four internal audit reports that were produced timely in every quarter.

The quarterly reports produced in FY 2017/2018 were as follows:

Quarter 01: Date of report: 4/10/2017

Quarter 02: Date of report: 11/1/2018

Quarter 03: Date of report: 13/4/2018

Quarter 04: Date of report: 11/7/2018

All the above reports were under reference number AUD/250/1 and were accordingly acknowledged through a delivery book. The reports were circulated to relevant offices on the same dates of production and were appropriately acknowledged showing similar dates.

Submissions of reports was done to the Speaker of the District Council as specified in Section 90 2 (b) of the Local Government Act CAP 243 and copied to:

- i) Chairperson of the District;
- ii) PS MOLG;
- iii) Internal Auditor General;
- iv) RDC;
- v) OAG;
- vi) Chairperson LG PAC;
- vii) Chairperson of Finance Committee;
- viii) Secretary Finance;
- ix) Chairperson Finance Committee;
- x) CAO;
- xi) CFO.

<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>Information was provided by the District to the Council and LG PAC on the status of implementation of internal audit findings for the previous FY 2017/2018.</p> <p>As for FY 2017/2018, findings by the Internal Auditor in quarter one, quarter two and quarter three (totalling 17 queries) were addressed out of which 13 were followed up and cleared with exception of four queries that were raised in quarter four. At sector level, the findings of the Internal Auditor were equally addressed, for instance, in the Education Department, the DEO responded to the Internal Auditor's query (one query) vide letter dated 12th July, 2018 under reference EDU/213/1 which query was raised in quarter four of FY 2017/2018.</p> <p>Furthermore, for example, the District Council reviewed the internal auditor's findings as captured by minute reference COU/1/21/2018 in a Council meeting held on 26th July, 2018.</p>	<p>0</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>• Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1.</p>	<p>There was no PAC to review the findings of the quarterly Internal Audit reports during the FY 2017/2018. This was because one member of the LG PAC died and another one was appointed a member of Zombo LG District Service Commission therefore they could not constitute a quorum.</p>	<p>0</p>

<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The district maintained both a manual and a computerised Assets Register both of which were regularly updated. For example, Toyota motor vehicle registration UAA 686N, Land cruiser chassis number JTE2B71J300019400, engine number 1HZ -0431779 for the DHO. The updating in the computerised IFMS was done in August, 2018;</p> <p>A brand new Toyota motor vehicle registration number LG0042-091, engine number 2GD0404518, chassis number AHTFB8CD003871127 for the Engineering department. The updating in the computerised IFMS and manual Assets Registers was done in August, 2018;</p> <p>A brand new Yamaha motor cycle registration number LG0043-091, engine number E3N2E-077677, chassis number LBPKE179000026290 for the Water department. The updating in the computerised IFMS and manual Assets Registers was done in August, 2018;</p> <p>At the time of the assessment, the CAO had since contacted and also requested IFMS experts from the MOFPED to guide and supervise the full computerisation of the Assets Register to provide adequate information regarding each category of asset, including location, value, depreciation etc. A print out from the IFMS system at the district was verified and confirmation made in respect of the on-going computerisation work of the Assets Register. This was a remarkable progress on the status of computerising the Assets Register compared to the findings during the previous APA in January, 2018.</p>	<p>4</p>
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Nebbi DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>There was evidence that Nebbi District Council met and discussed service delivery issues in the Financial year 2017/2018. In total the District Council held six meeting among which included:</p> <p>Ordinary District Council meeting was the 1st sitting in the Financial year on 14th August 2017 of which the following issues were discussed; members moved a motion seeking councils resolution to receive refugees in Kucwiny Sub county from South Sudan Under minute COU/7/8/17 on page 4 of the council minute</p> <p>Another Ordinary District Council meeting was held on 23rd November 2017 in NECOSOC hall majorly to discuss the issues of the 3rd and 4th Quarter Committee reports for FY 2016/2017 ;</p> <p>a) Presentation of departmental reports, discussion and adoption, of which chairpersons of various committees made presentation to council under minute COU/ 6/6/2017 on page 6 of the council minute.</p> <p>b) Nomination and approval of the missing members of the management board for Nebbi General Hospital under, minute page 14 COU/6/7/2017</p> <p>Another ordinary District Council meeting was held on 2nd December 2017 NECOSOC Hall to discuss the 1st Quarter Committee reports for FY 2017/2018</p> <p>a)Presentation and approval of the supplementary budget estimates under minute COU/6/12/17 page 12</p> <p>b)Presentation of committee reports, recommendations, discussion and adoption under minute COU/6/13/2017 page 13</p> <p>Another meeting was held on 29th March 2018 under minute COU/6/20/2018 to lay the budget for the FY 2018/2019 on page 4</p> <p>Other meetings were held on 13th April 2018 for adoption of the budget and another one held on 29th May 2018 to approval budget for FY 2018/2019.</p>
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<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>There was no evidence of records of appointment of a person designated to handle complaints. However Nebbi Local Government had several persons handling grievances and complaints (both external and internal) such as CAO, Principal Human Resource officer and District Speaker.</p> <p>The file records accessed from the District Speaker indicated several citizen petitions in different sectors of which complaints /grievance were addressed in the council. Some of the cases received was a result of shoddy works from a contractor who was reported to CAO and the resolution was termination of contract by the Contract committee for the supply and installation of culvert on Nyaravur-Parombo road worth UGX 40,500,000 letter dated 11th June 2018 NEBB545/WRKS/17-18/00051.</p> <p>Another case raised to CAO by the residents was during the construction of Nebbi-Goli Road of which traffic was diverted to Nebbi-Kei-Goli. The complaints was because of too much traffic on the diversionary road and destruction of culverts. CAO in his/her response asked UNRA station manager to fix the problems in the letter dated 31st July 2018 CR/851/1</p> <p>Another case of complaints from the Citizen petition came from women, youth, farmers and community members. One case in particular was from the community petition received on 2nd May 2018 with regard to absenteeism and late coming of primary school teachers through the Office of the speaker. The council sat on 29th May 2018 under minute COU/1/15/2018 to consider the concerns raised in their petition and approved budget of UGX 37,600,000 for inspection of schools in the district.</p>	<p>0</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> 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>Nebbi District Local Government had a system for recording, investigating and responding to grievances, among which included complaints/ suggestion box which was displayed in the administration block and a citizen petition register with clerk to council. Complaints/grievances in form of letters or paper-chits are collected from the suggestion box forward to CAO or Principal Human Resource Officer to take action. Depending on the issues raised it further directed to responsible Head of Department for discussion who then forwards to Technical Planning Committee and finally the resolution is made in council.</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>Nebbi District had published payroll and pensioner schedules. As observed on the notice board they had published supplier number for both pensioners and active staff of whom some had missing supplier numbers and others that had July 2018.</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>Nebbi District Local Government published the awarded contract and amount as observed in the file records accessed from the procurement officer. In addition, the procurement was done in one lot as observed in the file records thus the display of the Best Evaluated Bidder was on Tuesday, 12th December 2017 and it was removed on Wednesday 28th December 2017 at 5:00pm. Some of the Best Evaluated Bidders were among others the following;</p> <p>a) One of the project was construction of 4 stance emptiable VIP latrine at Akworo HCIII under procurement reference number NEBB/545/WRKS/17-18/00003 of which the contract was awarded to River Shore trade links at a bid price of UGX 19,896,263.</p> <p>b) Another project was construction of placenta pit at Pamaka HCII at under procurement reference number NEBB/545/WRKS/17-18/00005 of which the contract was awarded to Mola and Sons trade supplies at a bid price of UGX 7,716,020.</p> <p>c) Another project was rehabilitation of Paminya HCIII maternity ward under procurement reference number NEBB/545/WRKS/17-18/00004 of which the contract was awarded to Mola and Sons trade supplies at a bid price of UGX 29,482,300.</p> <p>d) Another project was construction of 5 stance VIP latrine at Erussi P/S under procurement reference number NEBB/545/WRKS/17-18/00038 of which the contract was awarded to Geraqo consult ltd at a bid price of UGX 20,510,400 among others.</p>	<p>1</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>Nebbi District Local Government published the Local Government Annual Performance Assessment results on district website on www.nebbi.go.ug under the menu of reports. There was also evidence that the Annual Performance Assessment results for 2017 were published on the notice board of the District Planning boardroom notice board dated 24th August 2018 and the administration notice board.</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>Nebbi District Local Government did communicate and explain to both Higher and Local government about guidelines, circulars and policies issued at the national level such as the draft guidelines of health and education grant guidelines for FY 2018/2019, DDEG guideline for 2018/2019 among others were received and communicated in the various meeting and also copies of these (circulars and guidelines) were sent to various stakeholder. However there was no evidence of records that indicated the circulars, guidelines and policies were communicated and explained to both Higher Local Government and Lower Local Government (as explained by the District Senior Economic Planner (Mr Olley Ben Robinson)</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>Nebbi District had conducted discussion with the public to provide the status of activity implementation during the FY 2017/2018. As observed, there was evidence of radio talk show report for dissemination of performance for Financial Year 2016/2017 held on 20th July 2017 on Pakwach FM . The objectives of the talk show were to disseminate the performance of the financial year 2016/2017, create awareness on government interventions within the district among others.</p>	<p>1</p>

Social and environmental safeguards

<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 (GFP) Mrs. Ayiorwoth Jerusa , the Senior Community Development Officer (SCDO), had supported various sector departments in mainstreaming gender into their activities as evidenced by a report dated 27th June, 2017 on gender mainstreaming for LLG and HoD's personnel in Nebbi District with an aim of improving skills to collect, process, present and interpret gender desegregated data and concerns in their development, plans and budget</p>	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>The GFP had planned activities for the current FY (2018/2019) to strengthen women roles as evidenced by planned activities under community base service in the consolidated department annual work plan and budget for FY 2018/2019, page 6 and 10. Among the planned activities included; Role model visit to primary schools to reduce early marriage and pregnancy, Child mobility and mortality rates, to address the retention and completion rate of girls in school, Sensitize the stakeholders on succession plan and will making as a major cause for gender based violence in the district and Mobilising women on how to access government programs. In the previous FY 2017/2018, the GFP had planned for UGX. 7,200,000 to carry out the following activities; i. Organise the women's day celebrations as evidenced by Voucher Nos. 10097 and 9443, totalling to UGX. 2,200,000, ii. Role model visit to eight selected Primary Schools, Voucher No. 9443, at UGX. 1,000,000, iii. Conducting gender profiling, Voucher No.10665 at UGX. 1,000,000, iv. Building capacity of Female District Councillors, District Women Council Executives and Male Social Service Committee, under Voucher No. 10690, at UGX. 1,000,000 and v. Capacity building of LLG staff and HoD's to improve on their skill, Voucher No 10688 at UGX. 1,000,000. All was totalling to UGX. 7,200,000 (100%) which was above the minimum requirement of 90%.</p>	<p>2</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>The LG had carried out some screening activities on 21 projects and had prepared ESMPs for individual projects but they was no budget for the planned activities as per the sampled projects below;</p> <p>i. Borehole sitting and supervision at Acana, Kyera and Panyabongo, Ref. NEBB/545/Wrks/17/18/00009, were signed on 7th February, 2018, Jupukok and Jopalanga, Ref. NEBB/545/Wrks/17/18/00009, were signed on 8th February, 2018, and for sites like; Bongo, Kampala, Aligoro, Adeira and Azzi, Ref. NEBB/545/Wrks/17/18/00009, had no screening forms because the officer had not been facilitated to carry out the activities,</p> <p>ii. Borehole drilling at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, Panyabongo, Jupukok and Kampala areas, Ref. NEBB/545/Wrks/17/18/0001 the situation was as above in the first project,</p> <p>iii. Rehabilitation of Paminya Health Centre III, Ref. NEBB/545/Wrks/17/18/00004, had forms signed on 3rd February, 2018, iv. Construction of a 5 stance VIP latrine at Erussi Primary School, Ref. NEBB/545/Wrks/17/18/00038, forms were signed on 3rd February, 2018 and</p> <p>v. Construction of a 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/00039, had forms signed on 3rd February, 2018.</p> <p>However the assessor noted that in some of the screening forms the officer had indicated that there was virtually no environmental concerns to be addressed yet he went ahead to prepare ESMPs for the same individual projects with a full list of environmental concerns for each project.</p> <p>This shows disjointed incrementalism in the execution of the above activities by the environmental officer and lack of capacity to tell the linkage and purpose of screening and preparing ESMPs for identified projects. Further still the officer never forwarded the plans to relevant departments for further action. The assessor noted the lack of coordination between departments concerned with project execution.</p>	
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>The LG had not integrated environmental and social management plans in the contract bid documents as per the sampled projects below;</p> <ol style="list-style-type: none"> Borehole sitting and supervision at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, panyabongo, Jupukok and Kampala Ref. NEBB/545/Wrks/17/18/00009, the contract not dated had no evidence of integrated ESMP in the BoQs, Borehole drilling at Azzi, Acana, Aligoro, Kyera, Adeira, Jopalanga, Bongo, panyabongo, Jupukok and Kampala areas, Ref. NEBB/545/Wrks/17/18/00010, had similar problem as above, Rehabilitation of Paminya Health Centre III, Ref. NEBB/545/Wrks/17/18/00004, had similar problems as above, Construction of a 5 stance VIP latrine at Erussi Primary School, Ref. NEBB/545/Wrks/17/18/00038, had no evidence of inclusion of environmental issues in the bid documents, Construction of a 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/00039, also had no evidence of inclusion of ESMPs in the bid document's. <p>The assessor noted that the environment officer prepared ESMPs but never submitted them to the engineering department for inclusion in the bid documents. He however went ahead and visited some of the sampled project and carried out inspection and generated reports but still never submitted them to relevant authorities for discussion say in the TPC for further action due to lack of evidence. This scenario depicts uncoordinated systems where individual sectors work independently.</p> <p>There was complaint of poor facilitation to do the work by the officer concerned but also noted was that there was no involvement of the concerned officers in project execution.</p>	
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>The LG had evidence for land ownership on which projects implemented in FY 2017/2018 were located, for example;</p> <p>i. Borehole sitting, supervision and drilling at Azzi, Acana, Kyera, Panyabongo, Jupukok and Kampala Ref. NEBB/545/Wrks/17/18/00009, and NEBB/545/Wrks/17/18/00010, had evidence of MoU for Panyabongo site, between Panyabongo village and Nebbi Sub County, dated 30th November, 2017, Azzi site, between Azzi village and Atego Sub County dated 23rd November, 2017, Acana site between Acana village and Kucwiny Sub County, dated 25th January, 2018, Kampala site, between Kampala village and Akworo Sub County, dated 11th December, 2017, Kyera site, between Kyera Vilage and Nyaravur Sub County, dated 6th January, 2018, Jupukok site, between Jupukok village and Parombo Sub county, dated 28th January, 2018,</p> <p>iii. Rehabilitation of Paminya Health Centre III, Ref. NEBB/545/Wrks/17/18/0000, Freehold Title: NDLB/931, Vol. No. 1029, Folio, 16, Plot No 19, Block 3, IS No. F/12/0209, Sheet No. 29/1/8NE/1, Area 1.335 Ha., in the names of Nebbi District Local Government,</p> <p>iv. Construction of 5 stance flash toilet at the Teachers Resource Centre at the District Headquarters, Ref. NEBB/545/Wrks/17/18/00039, Freehold Land Title, NDLB/1278, Plot No. 15-17, Nyipir road, Sheet No. 29/1/2/NE/3 and 4 and plot 23-31 Paidha road, Sheet No. 29/1/2/NE/3, IS No. A/7952, Vol.1421 Folio 24, in the name of Nebbi District Local Government Area: 3.5156 Ha.</p>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>The LG Environment Officer had no environmental compliance certification issued for sampled completed projects because the officer had not been doing the activity. Also the assessor noted that because the environmental and social mitigation plan had not been included in the bid document neither had they been budgeted for, it was very difficult for clearance certification to be done without doing the earlier mentioned required activities by the officer. The assessor noted with concern the big capacity gap in the environment department</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>There was no evidence that the contracts payment certification included prior environmental and social clearance as required. The officer complained of none involvement and under funding of inspection activities.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There was evidence that environmental officer and CDO monthly reports, included a) completed checklists, b) deviations observed with pictures and c) corrective actions taken for three projects out of the five sampled projects as per the reports date 16th March 2018 and 20th May 2018. However the was a gap in the linkage of information generated in the report with the screening and ESMPs which should have informed these inspection reports as earlier mentioned.</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 	<p>The LG OBT for the FY 2018/2019 had a wage bill of UGX.6,320,289,985 for 1,004 teachers as per the Nebbi District Local Government Education and Sports Department Expenditure for FY 2018/19, This was discussed in the minutes for Gender and Community Based Services held on 17th May 2018 under Minute COU/6/4/5/12 which was about presentations of departments/sector budgets and work plans for the financial year 2018/2019</p>	4

The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)

Maximum 8 for this performance measure

• 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

The LG had 91 government schools out of which 5 were COPE centres. (schools that end in P.2 and they feed into the P.7 schools) with only one school not having a substantive head teacher as listed below;

Omyer P/s with a substantive H/Teacher 12 teachers

Omaki Memorial P/S 1 substantive H/Teacher and 10 teachers

Goli Mixed P/S 1 substantive H/Teacher 15 teachers

Kei P/S 1 substantive h/teacher 10 teachers

Azingo P/S 1 substantive H/Teacher 10 teachers

The assessor also sampled and visited a number of schools to confirm the above;

Goli Mixed P/S in Nebbi sub-county with 1 head teacher and 15 teachers (5 females).

Jupangira P/S in Nebbi sub county with 1 head teacher and 13 teachers of whom 7 are female.

Pawong P/S in Nebbi sub county with 1 head teacher and 10 teachers 3 of whom are females.

Kucwinyi P/S in Kucwinyi Sub County with 1 head teacher with 14 teachers of whom 2 are female.

Nyararavur primary school in Nyaravur sub county with 1 head teacher and 17 teachers 6 of whom are female.

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The Local government had not filled the structure for primary teachers with a wage bill provision as required. They need to employ 1,337 teachers however only 1,004 were employed as per the presentation to head teachers of primary and secondary schools during beginning of term two(11) meeting at NESOCOSOC Nebbi on Thursday, 31st May,2018 for FY2018/2019. So there was a gap of 333 more teachers This means that they had a coverage of only 75%.</p> <p>The staff structure had a provision of two positions for i. Senior Inspector of School and ii. Inspector of schools. Only one Inspector of Schools was available as per the appointment letter under the names of Mr.James Gwoktho, dated 9th /May/2017, Ref. CR/156, minute No.DCS/NBB/080/2017 of 4th /5/2017.</p> <p>However, there was effort to fill the vacant position for Senior Inspector of schools as seen in the Education Department Recruitment Plan 2018/19 submitted on 2nd /July/2018, Ref. EDU/120/5/1 to the office of the CAO by the Office of the District Education Officer</p>	<p>0</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The staff structure had a provision of two positions for i.) Senior Inspector of School and ii.) Inspector of schools. Only one Inspector of Schools was available as per the appointment letter under the names of Mr.James Gwoktho, dated 9th /May/2017, Ref. CR/156, minute No.DCS/NBB/080/2017 of 4th /5/2017.</p> <p>However, there was effort to fill the vacant position for Senior Inspector of schools as seen in the Education Department Recruitment Plan 2018/19 submitted on 2nd /July/2018, Ref. EDU/120/5/1 to the office of the CAO by the Office of the District Education Officer</p>	<p>0</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>The Municipality had an education sector recruitment plan for the FY 2018/19 dated 2nd /July/2018, Ref. EDU/120/5/1 submitted to the office of the CAO by the Education Officer, The plan included positions to be filled for; 26 substantive primary Head teachers, 60 substantive primary school Deputy Head teachers, 29 Senior Education Assistants, 269 Education Assistants.</p>	<p>2</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>The Municipality had an education sector recruitment plan for the FY 2018/19 dated 2nd /July/2018, Ref. EDU/120/5/1 submitted to the office of the CAO by the Education Officer, The plan included positions to be filled for; one senior inspector of schools.</p>	<p>2</p>
<p>Monitoring and Inspection</p>			
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>There was evidence that the Inspector of schools, Mr.Gwoktho James (CR/D/15977) was appraised on 29/6/2018. Both the appraisal report and performance plan were on file.</p> <p>The position of Senior Inspector of schools though in the approved structure was still vacant. A declaration of vacancies ref: CR/156 dated Aug.30th 2017 included this position and an internal advert on ref: DSC/NBB/169/1 dated Oct. 16th 2017 but still the LG did not attract a suitable candidate.</p>	<p>3</p>

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>There was evidence that Head Teachers were appraised. Out of a total of 84 Head Teachers, a sample of 10 was taken by review of their personnel files for confirmation. The following were found to have performance agreements for 2018 and appraisal reports for period ending December 31st 2017. These included;</p> <ol style="list-style-type: none"> 1. Assa Edna (CR/D/15796) from Akaba P/S appraised on 28/12/2017 2. Adubango Wilfred (CR/D/15998) from Ossi P/S appraised on 8/1/2018 3. Ufungi Brian (CR/D/11294) from Oweko P/S appraised on 9/2/2018 4. Odokudi Nelson (CR/D/18074) from Olando P/S appraised on 2/3/2018 5. Ongierahgiu Alex (CR/D/11547) from Ramogi Didi P/S appraised on 8/1/2018 6. Kermu Simon (CR/ D/16114) from Komkech P/S appraised on 3/2/2018 7. Acakenicoo Henry (CR/D/11663) from Avuba P/S appraised on 9/4/2018 8. Ngwilarach Pamene (CR/D/15795) of Matutu P/S appraised 7/2/2018 9. Orombi Isaac (CR/D/15964) of Azingu P/S appraised on 9/4/2018 10. Kumakech David (CR/D/11257) of Padel P/S was appraised on 19/2/2018 	<p>3</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>There was evidence that the Municipality Education Department had communicated guidelines, policies, circulars issued by the national level in the previous FY. This was evident at the schools the assessor visited.</p> <p>Letter of appointment of school management committee written to the H/Teachers, dated 21st August, 2018, Ref. EDU/225/5.</p> <p>Circular NO.04/2018 from MoES to the CAO on Uganda National Primary School's performing Arts Festival Syllabus for 2018, dated 17th April, 2018, Ref. ADM/137/157/01. Circular No. 14/2017 from MoES to the CAO on Over Testing learners, DATED 16TH October, 2017, Ref ADM/48/90/01.</p> <p>Circular from MoES to the CAO, Inspector of schools and Education Officer on Teacher Support Supervision in Schools, dated 30th June, 2017, Ref ADM/203/255/01.</p> <p>Circular NO.07/2016 from the MoES to the CAO on Adherence to Universal Primary Education guidelines dated 7th June, 2016, Ref. ADM/137/157/01. Circular No.8/2017 from MoES to Education Department on Adherence to school calendar, dated 9th May, 2017 Ref. ADM/137/235/01.</p>	<p>1</p>

Circular from the MoES to the Education Department on Guidelines on School Charges, dated 24th October, 2017, Ref. ADM/48/315/01. Letter from the MoES to the Education Department on Enforcing Closure of Illegal Schools, dated 26th MARCH, 2018, Ref ADM/104/212/01. Circular No. 10/2017 from MoES to the Education Department on Failure to Submit Quarterly Monitoring Reports by District Education Officers, dated 1st June, 2017, Ref. ADM/298/312/01

The assessor verified the above information at school level as indicated in the sampled schools below;

a) Goli Mixed P/S in Nebbi sub-county with a letter from the Education Officer to the H/Teacher, dated 21st August, 2018, Ref. EDU/225/5 on appointment of School Management Committees. Circular No.1/2018 dated 22nd March, 2018, Ref EDU/352/3 from the Education Officer to the Head teacher on immunization against cancer of the cervix. Policy on National malaria control program info pack for key malaria messages in schools April 2018 by WHO, Chase malaria and UNICEF.

b) Jupangira P/S in Nebbi Sub County with a letter from MoES to the Education Officer, dated 30th June, 2017, Ref ADM/203/255/01 on Teacher Support Supervision in Schools. Circular No 11/2016, dated 27th July, 2016, Ref, INS/212/290/15 on managing of Instructional Materials in Schools. Circular dated 15th May, 2017, Ref. MES/min/25 from MoES to the Education Department on School Feeding Program in Education Institutions. MoES Training Manual on Water, Sanitation and Hygiene (WASH) for schools, November 2017. National Strategic Plan on Violence against Children in Schools (2015-2020), July 2015. MoES Gender in Education Sector Policy 2016. Reporting, Tracking, Referral and Response (RTRR) Guidelines on Violence against Children in Schools. MoES Safe School Environment Handbook for Primary School Teachers UNICEF 2010. MoES A Training Manual for Teachers and Other Stakeholders on Menstrual Hygiene Management, 2018. MoES GUIDELINES For Implementing the Three Star Approach For Water Sanitation and Hygiene in Schools by Basic Education Department October 2017. MoES Safe School Environment Handbook for Primary School Teachers UNICEF 2010

c) Pawong P/S in Nebbi sub county with a letter from the MoES to the Education Department, dated 2nd October, 2017, Ref. ADM/215/269/01 on Schools and Other Institutions Calender-2018. A letter from the Education Officer to the H/Teacher, dated 21st August, 2018, Ref. EDU/225/5 on appointment of School Management Committees.

d) Kucwinyi P/S in Kucwinyi Sub County with A letter from the Education Officer to the H/Teacher, dated 21st August,

2018, Ref. EDU/225/5 on appointment of School Management Committees. A letter from the Education Officer, dated 14th August, 2018, Ref. EDU/213/19 ON Handover and Accountability of 2nd Quarter 2017/18 for Primary Schools.

e) Nyaravur primary school in Nyaravur sub county with a letter from the Education Office to the Head Teacher on appointment of School Management Committees, dated 21st August, 2018, Ref. EDU/225/5. Circular No.04/2018 from the MoES to the Education Department on Uganda National Primary Performing Arts Festival Syllabus 2018, dated 17th April, 2018, Ref. ADM/137/157/01. Circular from MoES to the Education Department on School Feeding Program in Education Institutions, dated 15th May, 2017, Ref, MES/min/25. Circular from the MoES to the Education Department on Teacher Support Supervision in Schools, dated 30th June,2017, Ref. ADM/203/255/01

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>The LG Education Department held meetings with Primary School teachers and among others sensitized then on guidelines, policies and circulars which include;</p> <p>Minutes on Head teachers end of Term 11 2018 meeting held on 223rd August,2018 under minute 3 issued discussed included SNE, sports, inspection reports.</p> <p>Minutes of Term 2 Meeting of District Officials with Head Teachers of Primary and Secondary Schools-Nebbi District held in Nebbi NECOSOC on 31st May, 2018 under minute 5 the inspection findings were discussed and way forward for improvement made.</p> <p>Senior Education staff meeting (Consultative Meeting) at the DEO's office, dated 19th March,2018 under minute 2 where the Education Officer issued some documents of policies to the inspector which among others included guide lines on school feeding and WASH program. Under minute 3 of the same meeting a number of issues were also discussed which included; a review of the previous week was done and it included the fact that the district reward and sanction committee had invited some teachers for disciplinary action, wheel chair modification for persons who were physically handicap, rounding up inspected schools, training of SNE teachers on material development by USDC, monitoring of community schools for government aiding, inspection meeting to be held on Friday 23rd March 2018 and closure of unlicensed schools.</p> <p>Letter from the DEO's office to the CAO inviting people to attend a meeting with all primary and secondary school Head Teachers NECOSOC Hall on Thursday 31st May.2018 at 10:00am, dated 28th May, 2018, Ref. EDU/212/1 and among the issues to be discussed were Policy, Governance and Work plan 2018/19; sanitation, hygiene and health, staff discipline; Gender, parenting policies and other related issues.</p> <p>Meeting for head teachers of primary schools and district leaders in Nebbi Cathedral Hall on Friday 22nd September 2017 and under minute 4 presentations were on school inspection</p>
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<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>There was evidence that the schools had been inspected as seen in the documents in the MEO's office and the sampled schools the assessor visited as indicated below;</p> <p>From the DEO's office:</p> <p>1st & 2nd Quarter school inspection report done in Term 111, 2017 report submitted to DES on 2nd March/2018,</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 report submitted on 2nd March/2018,</p> <p>4th Quarter school inspection report was done in Term 11 2018 report. this one hasn't yet been submitted to DES because according to the DEO when it was taken to the Kampala office it wasn't received because one of the staff had lost a key person so the staff had gone for a burial</p> <p>There was evidence that some of the schools had been inspected as seen in the visitor's books and school monitoring and inspection books of some of the schools the assessor visited;</p> <p>In Goli Mixed P/S in Nebbi sub-county inspected on 5/7/2017, 3/8/2018 by Mr. Uyenyboth Francesca. Then on 19/8/2017, 13/10/2017, 1/12/2017, 23/2/2018, 21/3/2018, 3/5/2018 by Mr. Gwoktho James and 20/7/2018 by Mr. Tonny & Mr.Omodo</p> <p>In Jupangira P/S in Nebbi sub county inspected on 30/10/2017, 16/4/2018, 3/8/2018 by Mr. Uyenyboth Francesca. Then on 1/7/2017, 8/8/2017, 19/9/2017, 1/12/2017, 23/2/2018, 27/2/2017, 21/3/2018 by Mr. Gwoktho James and 28/5/2018 by Mr. Oribi Bruno.</p> <p>In Pawong P/S in Nebbi sub county inspected on 30/10/2018, 24/4/2018, 20/7/2018 by Mr. Uyenyboth Francesca and on 1/7/2017, 8/8/2017, 19/9/2017, 1.2.2018, 21/3/2018 by Mr. Gwoktho James.</p> <p>In Kucwinyi P/S in Kucwinyi Sub County inspected on 18/9/2017, 6/2/2018, 23/4/2018 by Mr. Gwoktho James. 24/10/2017, 14/8/2018 by Mr. Oluba Charles. 15/12/2017, 19/4/2018 by Mr. Olibi Bruno Oponyuru. 9/4/2018 by Mr. Oronya Kasim. 20/3/2018, 29/5/2018 by Mr. Lenuza Charles.19/4/2018</p> <p>In Nyaravur primary school in Nyaravur sub county inspected on 19/7/2017 by Mr. Rupiny Ronald. And on 25/4/2018, 23/4/2018 by Mr. Uyenyboth Francesca. 4/8/2018, 18/8/2018 by Mr. Openytho Innocent. 27/9/2017, 6/10/2017, 6/2/2018, 2/5/2018 by Mr. Gwoktho James and on 20/8/2018 by Mr. Oluba Charles.</p>
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was evidence that school inspection reports were discussed reports were used to make recommendations for corrective actions as evidenced below;</p> <p>Minutes on Head teachers end of Term 11 2018 meeting held on 223rd August,2018 under minute 3 issued discussed included SNE, sports, inspection reports.</p> <p>Minutes of Term 2 Meeting of District Officials with Head Teachers of Primary and Secondary Schools-Nebbi District held in Nebbi NECOSOC on 31st May,2018 under minute 5the inspection findings were discussed and way forward for improvement made</p> <p>Senior Education staff meeting(Consultative Meeting) at the DEO's office, dated 19th March,2018 under minute 2 where the Education Officer issued some documents of policies to the inspector which among others included guide lines on school feeding and WASH program. Under minute 3 of the same meeting a number of issues were also discussed which included; a review of the previous week was done and it included the fact that the district reward and sanction committee had invited some teachers for disciplinary action, wheel chair modification for persons who were physically handicap, rounding up inspected schools, training of SNE teachers on material development by USDC, monitoring of community schools for government aiding, inspection meeting to be held on Friday 23rd March 2018 and closure of unlicensed schools.</p> <p>Meeting for head teachers of primary schools and district leaders in Nebbi Cathedral Hall on Friday 22nd September 2017 and under minute 4 presentations were on school inspection</p>	
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>There was evidence that the District Education Department had submitted school inspection reports to the DES Kampala office for 1st & 2nd and 3rd as evidenced by an acknowledgement letter date 2nd March 2018</p> <p>From the District Education Department the assessor found the inspection grants acknowledgement letter showing that Term 1-3 inspection reports had been submitted to DES Kampala Office on 2nd /March/2018,</p> <p>1st & 2nd Quarter school inspection report done in Term 11, 2017 report submitted to DES on 2nd March/2018,</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 report submitted on 2nd March/2018,</p> <p>4th Quarter school inspection report which was done in Term 11 2018 had not been submitted to DES. According to the DEO when it was taken to the Kampala office it wasn't received because one of the staff had lost a key person so the staff had gone for a burial</p>	<p>0</p>
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was no evidence that the inspection recommendations are followed.</p> <p>However the recommendations were seen in the inspection feedback report forms as evidenced in the visitor's books and school monitoring and inspection books of the schools visited, namely;</p> <p>Goli Mixed P/S in Nebbi sub-county feedback date 16/4/2018, 30/10/2017, 3/8/2018 by Mr. Uyenboth Francesca.</p> <p>Jupangira P/S in Nebbi sub county feedback date 30/10/2017, 16/4/2018, 3/8/2018 by Mr. Uyenboth Francesca and 8/8/2017 by Mr. Gwoktho James.</p> <p>Pawong P/S in Nebbi sub county feedback date 30/10/2018, 3/8/2018, and 16/4/2018 by Mr. Uyenboth Francesca and 8/8/2017 by Mr. Gwoktho James.</p> <p>Kucwinyi P/S in Kucwinyi Sub County feedback date 23/4/2018 by Mr. Gwoktho James and 14/8/2018 by Mr. Oluba Charles.</p> <p>Nyararavur primary school in Nyaravur sub county feedback date 19/7/2017 by Mr. Rupiny Ronald, 23/4/2018 by Mr. Uyenboth Francesca and 20/8/2018 by Mr. Oluba Charles.</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>EMIS list of schools data (2017) stood at 91 schools as per the letter dated 2nd March,20, Ref. EDU/211/318 from the Office of District Education Officer to the Permanent Secretary MoES on data for preparation of indicative planning figures for FY 2018/19</p> <p>PBS list of schools data stood at 91 schools in FY 2018/19 as per the letter dated, 2nd March,20, Ref. EDU/211/318 from the Office of District Education Officer to the Permanent Secretary MoES on data for preparation of indicative planning figures for FY 2018/19</p>	<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 	<p>EMIS enrolment data stood at 67,497 pupils in FY2018/19 as per the letter dated, 2nd March,20, Ref. EDU/211/318 from the Office of District Education Officer to the Permanent Secretary MoES on data for preparation of indicative planning figures for FY 2018/19</p> <p>PBS enrolment data stood at 67,497 pupils in FY 2017/18 as per letter dated, 2nd March,20, Ref. EDU/211/318 from the Office of District Education Officer to the Permanent Secretary MoES on data for preparation of indicative planning figures for FY 2018/19</p>	<p>5</p>
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Governance, oversight, transparency and accountability

The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council

Maximum 4 for this performance measure

• 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

There was evidence that education sector committee met during FY 2017/18 and discussed issues among others related to service delivery issues which included;

Education sector committee under the committee of gender, community and social services held a meeting on 23rd of October 2017 and among the issues was presentation of departmental progress reports under minute COU/6/4/3/17 page 6-7 of the minutes. The report was presented by the District Sports Officer who noted that District Education Officer (DEO) had not seen the document of Pangere P/S. Another issue highlighted was about staff welfare in terms of housing for staff which was meant for Special Needs Staff under (Educational Assessment and Resource Service project)

Another Education sector committee meeting was held on 28th of March 2018 at the District Health Officer's (DHO) boardroom of which there was presentation of 2nd Quarter departmental sector performance reports under minute COU/6/4/5/4 on page 7. The report was presented by the inspector of schools who observed that there was joint planning and monitoring had been conducted, District coordination committee meetings were also held. He further also informed the committee that 123 schools had been inspected and also School Management Committee were oriented among others on page 7 of the minutes.

Another Education sector committee meeting was held on 17th of May 2018 at the District Health Officer's (DHO) boardroom of which there was presentation, scrutiny and adoption of sector work plans for 2018/2019 under minute COU/6/4/5/12. The budget was presented by the District Education Officer (DEO) and he notified members that the department had been allocated UGX 10,783.572,779 among others on page 8 of the minutes. Members also suggested that the funds allocated for political and monitoring to be relocated for provisional of desks to Goli Primary School.

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>The education sector committee recommended issues for approval to council and among the recommendation from the discussion were;</p> <p>An extract of the education sector departmental recommendation reference no COU/212/2 from the presentation and discussion before the committee of gender community and social services dated 21st May 2018 was presented before the Council for approval on 29th May 2018 from page 2- 3 under education sector recommendations. One of the recommendation was that schools should initiate and organize parents day to have management and parent to share and discuss on how to improve performance and learning. Another recommendation was to strengthen performance and appraisal mechanism for head teachers.</p> <p>An extract of the education sector departmental recommendation reference no COU/212/2 from the presentation and discussion before the committee of gender community and social services dated 5th May 2018 was presented before the Council for approval on 13th April 2018 from page 1- 3 under education sector recommendations. One of the issues recommended was approval of educational ordinance to improve the education performance in schools.</p>	<p>2</p>
<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>There was evidence that Primary Schools in Nebbi District had functional School Management Committees and had been established had held meetings, discussed budget and resource issues and submission of reports to District Education as follows;</p> <p>Nebbi District Local Government had 91 Government Primary school (Reference from the Inspection report of the 3rd Quarter FY 2017/2018 Term I, dated 24th April 2018. Out of 91 government Primary Schools in Nebbi District Five (5) were sampled i.e. Jafurnga P/S, Azingu P/S, Omaki Memorial P/S, Goli Mixed P/S and Matutu P/S.</p> <p>Jafurnga P/S School Management Committee held a meeting on 20th August 2018 and issues discussed among others were; - financial management for the school where by there was change of signatory to school account bank r under minute MIN VII SMC TERM II 2018. The signatory changed from the outgoing head teacher Mr. Anican Ozelle Gorety to the new Head teacher Mr. Owachgiu Christopher on page 4 of 4</p> <p>Jafurnga P/S School Management Committee held another meeting on 9th April 2018 and issues discussed among others were, discussion and approval of the schools 5 years plan (2018-2022) by the members under minute 5/9/4/2018. Members resolved that the plan could</p>	<p>5</p>

be used as a fundraising tool and as well as a development guide tool.

Jafurunga P/S School Management Committee held another meeting on 22nd March 2018 and the major issue discussed was reading and approval of the 2nd Quarter Universal Primary Education (UPE) grant under minute 3/2018. The amount to be budgeted for (withdrawn) was UGX 1,000,000 accordingly with scholastic materials taking 35%, Co-curricular activities 20%, Contingency 20%, management 15% and administration was 10%

Azingu P/S School Management Committee held a meeting on 27th March 2018 and issues discussed among others were; - overview of cash inflow under minute 05/2018 of which in his/her speech highlighted the following as the major source of funding (UPE grants, PTA contribution and also from Fin Church Organization)

Azingu P/S School Management Committee (Finance Committee) held a meeting on 22nd March 2018 and issues discussed among others were; - budget estimate for the 2nd Quarter under minute 04 /2018 and the allocation were as per the votes that included scholastic materials 35%, Co-curricular 20%, Management 15% and others 20%, Administration 10 of the actual withdraw of UGX 2,078,000.

Azingu P/S held a joint School Management Committee and PTA on 9th March 2018 and issues discussed among others were financial management of the school of which there was change of signatory of the school account since there was a new incoming head teacher under minute 05/2018

Omaki Memorial P/S School Management Committee held a meeting on 8th March 2018 and the issues discussed were review of the performance of the work plan for 2017 under minute 3/2018 of which the chairperson applauded members for the success and also guide them to carry forward all the was not achieved in the following year (2018). In addition there was also approval of work plan for 2018 under minute 5/2018 that included (construction if temporary classroom block, compound planning, tree planting, completion of teachers' quarters etc.)

Omaki Memorial P/S School Management Committee held another meeting on 14th October 2017 and the issues discussed were making of time table for school visits and follow-up needs. Member agreed the school visit time table to be three (3) times a week i.e. Monday, Tuesday and Wednesday under minute 5/2/2017.

Omaki Memorial P/S School Management Committee Finance Committee) held another meeting on 13th October 2017 and the issues discussed were discussion of 1st Quarter UPE release of which the chairperson the amount withdrawn was UGX 1,300,000 and the allocation were as per the votes that included scholastic materials 35%, Co-curricular 20%, Management 15% and others 20%, Administration 10 under minute 04/13/10/2017.

Goli P/S School Management Committee held a meeting on 14th June 2018 and the issues discussed were monitoring and evaluation of school activities under minute SMC MIN V, 2018 from page 4 and 5. The Headteacher reported on various projects in the school such as food nutrition project of which they had beans 3 basins, potatoes and other plans in the field, they also noted that there was lack of community involvement in support of school activities/project among others.

Goli P/S School Management Committee held another meeting on 02nd March 2018 and the issues discussed were recruitment of teachers under minute 5/2018 of which the head teacher noted that five (5) teacher had been transferred without replacement in addition two (2) had gone for study and maternity leave. The head teacher proposed that grade three (3) teacher and retired teachers could be recruited of which idea was seconded by the members.

Goli P/S School Management Committee (finance and planning committee) held another meeting on 15th March 2018 and the issues discussed were budgeting for the 2nd Quarter 2017/2018 under minute 04 /2018 and the allocation were as per the votes that included scholastic materials 35%, Co-curricular 20%, Management 15% and others 20%, Administration 10 of the actual withdraw of UGX 2,550,000.

Matutu P/S School Management Committee held a meeting on 10th March and the major issue discussed was school plan for 2018/2019 under minute 04/03/2018 of which members came up with the following plans i.e. putting up window guards for the office and renovations, welding of three class room doors, purchasing of hand washing facilities among others.

Matutu P/S School Management Committee (Finance Committee) held another meeting on 20th March and the major issue discussed were budget breakdown and adoption for 2nd Quarter release FY 2017/2018 of UGX 2,000,000 under minute 04-05/03/2018 of which the budget was adopted.

Matutu P/S School Management Committee held another

		meeting on 21st March and the major issue discussed were budget presentation and approval for UPE 2nd Quarter release for FY 2017/2018 under minute 04/03/2018 and minute 05/03/2018 and the allocation were as per the votes that included scholastic materials 35%, Co-curricular 20%, Management 15% and others 20%, Administration 10 of the actual withdraw of UGX 2,000,000. The budget was also approved with amendment	
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non- wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>There was evidence that the LG publicized all schools receiving non-wage recurrent grant for FY 2017/2018 on MEO and Municipal Notice Boards in the Municipal Office on 27th/April/2018. This included Q1and Q2 submitted together, Q3 and Q4 releases.</p>	3
Procurement and contract management			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>The Education Department prepared and submitted all investment items for FY 2018/19 in the approved sector annual work plan and budget and all were submitted by 12th/August/2018 to the Procurement Officer.</p> <p>This was submitted late and according to the DEO it was because the guideline of the ministry came in late in July after they had handed in a document which was discarded because according to the government the money which was meant for secondary schools had been budgeted for primary schools so they had to go back to the drawing board.</p>	0
Financial management and reporting			

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>The LG Education departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: (i) The payment request was done on 18th June, 2018, whereas certification was done on 20th June, 2018. Actual payment to Leko GL YESU Nuti Construction for shs 21,000,000 against voucher number PV –EDC-0597 dated 23rd June, 2018 was effected on the same date. The payment was in respect of construction of a 5 stances VIP latrine at the Teacher’s Research Center in the Education department at the Nebbi District headquarters.</p> <p>(ii) Payment was effected to Future Services Ltd for shs. 35,388,720 in respect of construction of 2 classroom block with office and store at Apiko Primary School in Akworo Sub county Nebbi District. The request for payment had been done on 27th April, 2018, whereas certification was done on 30th April, 2018. Actual payment to the contractor was done on 8th May, 2018 supported by payment voucher number PVEDC -585 dated 8th May, 2018.</p>	<p>3</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>There was no evidence of records of submission of annual performance from the Education department to the District Senior Economic Planner for consolidation by Mid- July 2018</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>All queries raised by both the OAG (1) and IAG (4) for the Education department for FY 2016/2017 were followed up, responded to and cleared. As for FY 2017/2018 in quarter four, the Internal Auditor raised four queries which remained outstanding by the time of the Annual Performance Assessment (from 17th to 19th September, 2018) although the DEO responded to the queries vide his letter dated 12th July, 2018 under reference EDU/213/1.</p>	2
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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 <ul style="list-style-type: none"> on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>The Education Department consulted with the Gender Focal Person as evidenced by:</p> <p>Letter from the DEO's office to the CAO inviting people to attend a meeting with all primary and secondary school Head Teachers NECOSOC Hall on Thursday 31st May.2018 at 10:00am, dated 28th May, 2018, Ref. EDU/212/1 and among the issues to be discussed were Policy, Governance and Work plan 2018/19; sanitation, hygiene and health, staff discipline; Gender, parenting policies and other related issues.</p> <p>Among the sampled schools included; Jupangira P/S MoES A Training Manual for Teachers and Other Stakeholders on Menstrual Hygiene Management, 2018. MoES Gender in Education Sector Policy 2016. MoES GUIDELINES For Implementing the Three Star Approach For Water Sanitation and Hygiene in Schools by Basic Education Department October 2017.</p>	2
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The Education Department in collaboration with Gender Department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary as evidenced below;

Minutes on Head teachers end of Term 11 2018 meeting held on 223rd August,2018 under minute 3 issued discussed included SNE, sports, inspection reports.

Senior Education staff meeting(Consultative Meeting) at the DEO's office, dated 19th March,2018 under minute 2 where the Education Officer issued some documents of policies to the inspector which among others included guide lines on school feeding and WASH program. Under minute 3 of the same meeting a number of issues were also discussed which included; a review of the previous week was done and it included the fact that the district reward and sanction committee had invited some teachers for disciplinary action, wheel chair modification for persons who were physically handicap, rounding up inspected schools, training of SNE teachers on material development by USDC, monitoring of community schools for government aiding, inspection meeting to be held on Friday 23rd March 2018 and closure of unlicensed schools.

Letter from the DEO's office to the CAO inviting people to attend a meeting with all primary and secondary school Head Teachers NECOSOC Hall on Thursday 31st May.2018 at 10:00am, dated 28th May,2018, Ref. EDU/212/1 and among the issues to be discussed were Policy, Governance and Work plan 2018/19; sanitation, hygiene and health, staff discipline; Gender, parenting policies and other related issues

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>The Education Department in collaboration with Gender Department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary as evidenced below;</p> <p>Minutes on Head teachers end of Term 11 2018 meeting held on 223rd August,2018 under minute 3 issued discussed included SNE, sports, inspection reports.</p> <p>Senior Education staff meeting(Consultative Meeting) at the DEO's office, dated 19th March,2018 under minute 2 where the Education Officer issued some documents of policies to the inspector which among others included guide lines on school feeding and WASH program. Under minute 3 of the same meeting a number of issues were also discussed which included; a review of the previous week was done and it included the fact that the district reward and sanction committee had invited some teachers for disciplinary action, wheel chair modification for persons who were physically handicap, rounding up inspected schools, training of SNE teachers on material development by USDC, monitoring of community schools for government aiding, inspection meeting to be held on Friday 23rd March 2018 and closure of unlicensed schools.</p> <p>Letter from the DEO's office to the CAO inviting people to attend a meeting with all primary and secondary school Head Teachers NECOSOC Hall on Thursday 31st May.2018 at 10:00am, dated 28th May,2018, Ref. EDU/212/1 and among the issues to be discussed were Policy, Governance and Work plan 2018/19; sanitation, hygiene and health, staff discipline; Gender, parenting policies and other related issues</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 the School Management Committee meets the guideline on gender composition: score 1 	<p>There was evidence at the DEO that the School Management Committees met the guidelines on gender composition for instance; A file containing the appointments of SMC's in all the 10 Government Primary Schools was reviewed. The Assessor looked at some of the minutes of submission of lists for school management committees for approval which was on 4th January 2016 as indicated below;</p> <p>Aringa P/S 12 members 3 females</p> <p>Erusi P/S 12 members 4 females</p> <p>Oriang P/S 12 members 3 females</p> <p>Alala NFE 12 members 4 females</p> <p>Omoyo P/S 12 members 3 female</p> <p>The above committees expire in Decembers 2018</p> <p>The assessor sampled and visited the schools below and their SMS gender composition was as follows;</p> <p>Goli Mixed P/S in Nebbi sub-county with 9 members of whom 2 were female. This number was less than the required number which is 12 because two of the SMS members had died and one had left for Zombo District</p> <p>Jupangira P/S in Nebbi sub county with 13 members of whom 2 are female.</p> <p>Pawong P/S in Nebbi sub county with 13 members of whom 4 are females.</p> <p>Kucwinyi P/S in Kucwinyi Sub County with 13 members of whom 2 are female.</p> <p>Nyararavur primary school in Nyaravur sub county with 13 members of whom 3 are female.</p>	<p>1</p>
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<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>The Education Department in collaboration with Environment Department issued guidelines on environmental management as follows:</p> <p>Minutes of Term 2 meeting of District Officials with Head Teachers of primary and secondary schools-Nebbi District held in Nebbi NECOSOC on 31st May,2018 under minute 4g where the Environmental officer highlighted on environmental protection and friendliness to the environment through tree planting, proper waste disposal, avoiding cutting down of trees and stopping charcoal burning.</p> <p>Among the sampled schools included; Jupangira P/S, Safe School Environment Handbook for Primary School Teachers, UNICEF 2010.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>There was evidence that the school infrastructure projects were screened before approval for construction as evidenced below;</p> <p>i) Fencing, EARS and TRC at the central division submitted on 3rd/2/2018.</p> <p>ii) Construction of 5 stance pit latrine at Erusi P/S in Erussi sub county on 3rd/2/2018.</p> <p>iii) Construction of two classroom block at Apiko P/S in Akworo sub county submitted on 2nd/8/2018.</p> <p>iv) Construction of a two classroom block at Otwago P/S in Abongo Parish submitted on 3/2/2018.</p>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>There was evidence that the environmental officer and Community Development officer visited the sites to check that the mitigation plans were complied with as evidenced below;</p> <p>An Environmental & Social Impact Report Form was filled by the Environmental Officer and Community Development Officer for two projects namely;</p> <p>Construction of 5 stance pit latrine at Erusi P/S in Erussi sub county which was signed by the Environmental Officer and the CDO on 9th/2/2018</p> <p>Construction of a 2 classroom block at Apiku P/S in Akworo sub county which was signed by the Environmental Officer and the CDO on 9th/2/2018</p>	<p>1</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>There were 334 filled positions out of the available 447 positions. This was 74.7% of positions filled</p>	4
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>There was a recruitment plan for FY 2018/2019 submitted to HRM through CAO, reference Med/200 dated 7th August 2018. Thirteen positions were listed as requiring recruitment.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>A sample of 10 personnel files out of the 22 health facility In-charges were checked and it was discovered that not all health facility In-charges had been appraised. Those appraised from the sample included;</p> <ol style="list-style-type: none"> 1. Vukoni Alexander (CR/D/12761) of Parombo HC III appraised on 4/7/2018 2. Okech Bonfillia (CR/D/10635 of Oweko HC II appraised on 4/7/2018 3. Kitaga Franco (CR/D/ 12587) of Kituna HC II appraised on 7/8/2018 4. Bediic Henry (CR/D/12541) of Kucwiny HC III Appraised on 22/8/2018 <p>However many of the remaining files had no evidence of appraisal reports. It was reported that the routing of the files during the appraisal process is quite long delaying the entire process, i.e. a file after being filled by a particular staff moves to the Sub-County chief, from here to the Health Sub- District, then to the DHO's office and eventually to the CAO.</p> <p>Examples of such files included those belonging to Opio Prossy (CR/D/12834), Amula Linus (CR/D/12000), Masendi Jude (CR/D/12698), Moses Jakor (CR/D/12308) and Okullo Rogers (CR/D/12766) and Dr. Justine Okwairwoth (MS Nebbi District).</p>	<p>0</p>										
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>The total number of employees deployed in District Health Service was 334 according to the staff list which indicates the units/facilities, the number of employees deployed in each unit, and the names and cadres of the employees. The deployment against approved positions was as follows:</p> <table border="0"> <tr> <td>DHO's Office</td> <td>5 out of 11</td> </tr> <tr> <td>Nebbi Gen Hosp</td> <td>171 out of 190</td> </tr> <tr> <td>Goli HCIV (PNFP)</td> <td>(seconded) 10 out of 10</td> </tr> <tr> <td>HCIIIs</td> <td>103 out of /143</td> </tr> <tr> <td>HCIIIs</td> <td>45 out of 90</td> </tr> </table>	DHO's Office	5 out of 11	Nebbi Gen Hosp	171 out of 190	Goli HCIV (PNFP)	(seconded) 10 out of 10	HCIIIs	103 out of /143	HCIIIs	45 out of 90	<p>4</p>
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<p>Monitoring and Supervision</p>													

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>The following documents from Ministry of Health were seen at DHO's Office:</p> <ol style="list-style-type: none"> Approaches to Health Care Waste Management – Health Workers Guide Second Edition 2013 Uganda Public Health Services Protocols 2016 National Technical Guidelines on Integrated Disease Surveillance and Response (IDSR) 2011 Uganda Clinical Guidelines 2016 Essential Medicines and Health Supplies List for Uganda 2016 Uganda Sanitation Fund Programme 2017 National Environment Health Policy 2005 Guideline for Integrated Management of Acute Malnutrition in Uganda 2016 Guidelines for HUMC for HSD/HCIV 2003. <p>However only the Uganda Clinical Guidelines 2016 and the HCW Management Segregation Algorithm Wall Chart were consistently seen in the sampled Health Facilities</p>	<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 	<p>There were Quarterly Performance Review Meetings at DHO's Office where Health Facility in charges meet with DHT members. Minutes were seen for Q1 27 Oct 2017, Q2 11 Jan 2018, Q3 22 May 2018, Q4 07 Aug 2018</p> <p>DHO was reported to have been responsible to communicate MOH generated issues, for example Circulars and new documents.</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>Quarterly Integrated Support Supervision Reports were seen for DHT visits to Health Facilities including Nebbi General Hospital and Goli HCIV every Quarter in 2017/2018</p> <p>Q1 Report 28 Oct 2017</p> <p>Q2 Report 18 Jan 2018</p> <p>Q3 Report 17 May 2018,</p> <p>Q4 Report 19 Jul/2018.</p> <p>There were many other subject specific supervisions carried out by DHT and DPs to the Health Facilities. A record was kept in the Supervision Book at each Health Facility.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>In Nebbi District, the DHT ensured that the HSD carried Support Supervision for all Lower Level Health Centres (22), as evidenced by the HSD report dated 26 May 2018, for example at Kucwiny HCIII there was HSD support Supervision on 28th June 2018, and at Jupangira HCII by HSD Support Supervision on 4th July 2018</p>	<p>3</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>Minutes were seen for Quarterly Performance Review Meetings:</p> <p>Q1 27 Oct 2017</p> <p>Q2 1 Jan 2018</p> <p>Q3 22 May 2018</p> <p>Q4 07 Aug 2018</p> <p>Issues from MOH were discussed in Communication from DHO. Support Supervision issues were discussed. For example in the 22 May 2018 Meeting, issues of an Ambulance for Goli HC IV and renovation by IDI of Out Patient Departments (OPD) Buildings of Parombo, Nyaravur and Jupanziri HC IIIs were discussed.</p>	<p>4</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>There was systematic corrective action and follow up based on recommendations from the Support Supervision Reports.</p> <p>For example in the 22 May 2018 QPR Meeting, issues of an Ambulance for Goli HC IV and renovation of Out Patient Departments (OPD) Buildings of Parombo, Nyaravur and Jupanziri HC IIIs were discussed. These were followed up. At Nyaravur HCIII the Assessment Team found that renovation work on the OPD Building had been done.</p>	<p>6</p>

<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Every month all public and PNFP Health Facilities from all districts in Uganda submit HMIS Data to Ministry of Health electronically, and are aggregated into the National HMIS Database. The records obtained from Ministry of Health National HMIS Database for the 4 quarters of FY 2017/2018 show that all (100%) the listed 22 Public and PNFP Health Facilities from Nebbi District submitted HMIS Data consistently every month (100% reporting). The list of Health Facilities reporting to the HMIS Database tallied with the list in PBS.</p>	<p>10</p>
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Governance, oversight, transparency and accountability

<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>There was evidence that health sector committee met during FY 2017/18 and discussed issues among others related to service delivery which included; -</p> <p>Health sector committee under the committee of gender, community and social services held a meeting on 23rd of October 2017 and among the issues was presentation of departmental progress reports under minute COU/6/4/3/17 page 4 of the minutes.</p> <p>Another Health sector committee meeting was held on 28th of March 2018 in District Health Officer's (DHO) boardroom of which there was presentation of 2nd Quarter departmental sector performance reports under minute COU/6/4/5/4 on page 7. The report was presented by the Senior Clinical Officer (SCO) who informed the committee that Antenatal Care had stood at 58%. He also reported that the department had conducted District leaders advocacy meeting on neglected tropical diseases among other on page 7 of the minutes</p> <p>Another Health sector committee meeting was held on 17th of May 2018 in DHO boardroom of which there was presentation, scrutiny and adoption of sector work plans for FY 2018/2019 under minute COU/6/4/5/12. The budget was presented by Assistant District Health Officer in charge Environment and he said the department had been allocated UGX 6,306,292,782 among other things on page 6 of the minutes</p>	<p>2</p>
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<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>There was evidence that health sector committee presented their issues to the council that required approval and among the recommendations made were;</p> <p>An extract of the health sector departmental recommendation reference no COU/212/2 from the presentation and discussion before the committee of gender community and social services dated 21st May 2018 was presented before the Council for approval on 29th May 2018 from page 1- 2 under health sector recommendations.</p> <p>Another extract of the health sector departmental reference no COU/212/2 from the presentation and discussion before the committee of gender community and social services dated 5th May 2018 was presented before the Council for approval on 13th April 2018 from page 4 under health sector recommendations</p>	
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<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>Hospital Board/ Health Unit Management Committee Meetings for FY 2017/2018 for the sampled Health Facilities were observed as follows:</p> <p>Nebbi Hospital Board (0%)</p> <p>No meeting was held as the term of the old Board had expired and the new Board was not yet in place.</p> <p>Goli Mission HCIV (0%)</p> <p>HUMC Minutes were not seen as the In-charged was away and the file was under lock and key.</p> <p>Kucwiny HCIII (50%)</p> <p>Q1 No meeting</p> <p>Q2 26 Dec 2017</p> <p>Q3 30 January 2018</p> <p>Q4 None</p> <p>Nyaravur HCIII (100%)</p> <p>Q1 17 Nov 2017</p> <p>Q2 29 Mar 2018</p> <p>Q3 20 Jun 2018</p> <p>Q4 12 Jul 2018</p> <p>Jupangira HCII (100%)</p> <p>Q1 No meeting</p> <p>Q2 14 Oct 2017</p> <p>Q3 03 Apr 2018</p> <p>Q3 Emergency 20 Apr 2018</p> <p>Q4 27 Jun 2018</p> <p>Aggregate $250/500 \times 100 = 50\%$ which is below the threshold of 60%</p>	
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<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>There was evidence that Nebbi DLG had publicised all health facilities receiving PHC non-wage recurrent grants through posting on public notice boards. For example on the DHO's Notice Board there was pinned a copy of the letter from CAO to LCV Chairman, (Ref CR/104/1), dated 15th May 2018 showing all the funds received by Nebbi DLG for Quarter 4 of 2017/2018, and indicating that Primary Health Care (PHC) had received UGX 137,463,767/= for the Quarter.</p> <p>Also on the DHO's Notice Board there was pinned a breakdown (stamp dated 15th June 2018), listing all Health Facilities in Nebbi DLG receiving PHC Funds, showing how much each Health Facility received in FY 2017/2018, and giving projected budget figures for FY 2018/2019.</p>	<p>4</p>
<p>Procurement and contract management</p>			
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>The Procurement Plan for 2018/2019 was not yet submitted. However the DHO wrote to CAO on 31 July 2018 (Ref Med/200) seeking clarification on the 2018/2019 procurement for the Health Sector (in view of the fact that most of the funds were meant for construction of Pamaka HCIII and details were expected to come from MOH). .</p>	<p>2</p>

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>Procurement Request Form PP1 for Panyima HCIII construction (2017/2018) and other Procurement Requisitions were submitted on 17 August 2017.</p> <p>(During the Assessor training sessions there was guidance that we assess for FY 2017/2018).</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. 	<p>The LG Health departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>(i) A payment request was done on 26th March, 2018; certification was done on 26th March, 2018 and actual payment effected to M/s God's Will Engineering and Company for shs 16,206,400 against voucher number PVH-06552 dated 3rd April, 2018 in respect of rehabilitation of OPD and installation of rain water tank at Kituna Health Centre II in Akoro Sub county.</p> <p>(ii) A payment request was done on 4th June, 2018; certification was done on 5th June, 2018 and actual payment effected on 22nd June, 2018 against PVH – 0702 dated 22nd June, 2018 to Jephthar and Sons Ltd for shs 6,840,044 in respect of construction of 4 stances VIP Pit latrine at Jupanzin Health Centre III, Erussi Sub county.</p>	<p>4</p>
<p>Financial management and reporting</p>			

<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>There was no evidence of records of submission of annual performance from the health department to the District Senior Economic Planner for consolidation by Mid- July 2018.</p>	<p>0</p>
<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query: Score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points If all queries are not responded to Score 0 	<p>Queries raised by the Internal Audit in respect of the LG Health Department for FY 2016/2017 (2) were responded to, followed up and cleared.</p> <p>As for the five queries raised in quarter four in FY 2017/2018, all were responded to and cleared.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>11 out of 40 HUMC members from 5 sampled Health facilities were female/women – as follows:</p> <p>Nebbi Hosp. Board, 0 out of 7, Goli HCIV (PNFP) 2 out of 10, Kucwiny HCIII 2 out of 7, Nyaravur HCIII 4 out of 7, and Jupangira HCII 3 out of 9. (Aggregated $11/40 \times 100 = 27.5\%$, which is below the threshold of 30%).</p>	<p>0</p>

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>Copies of Uganda Public Health Service Protocol (UPHSP) of May 2016 were seen at DHO's Office.</p> <p>However there was no record to show they were distributed to Health Facilities. The Protocol was not seen at the sampled Health Facilities.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>The District Environment Officer did screening of Penyima HC III construction and other health construction projects in 2017/2018.</p> <p>However the rather positive screening findings did not match with the many proposed mitigation measures included in the Environment and Social Management Plans (ESMPs).</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>The District Environment Officer and the District Community Development Officer were not involved in the Environmental and Social Mitigations monitoring and certification of health sector projects.</p>	<p>0</p>

<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>Health Care Waste Management Guidelines were seen at Nebbi Hospital only, while all sampled Health Facilities had the Health Care Waste Management Algorithm Wall Charts and all 5 HFs sampled had colour coded bins in use. There was a challenge of limited supply of bin liners in some Health Facilities.</p> <p>However guidelines on construction of facilities for medical waste disposal were not seen at any of the Health Facilities.</p>	<p>0</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>There was evidence that sub counties with safe water coverage below the district coverage were targeted in the financial year 2018/2019.</p> <p>At the time of preparation of the annual work plan, the safe water coverage for the district was 74.0%. There were three sub-counties, whose safe water coverage was below, and these were; Akworo sub county at 60%, Atego sub county at 63%, and Ndhew sub county at 54%.</p> <p>The district allocated UGX 481,776,710 to the rural water supply development. Of this, UGX 336,000,000 was earmarked for drilling 14 new boreholes and UGX 77,461,504 for rehabilitation 13 existing ones. 6 of the new boreholes and 3 of the rehabilitated ones were to be located in the above three sub counties.</p> <p>This amounted to a budgetary allocation of UGX 161,875,732 for the three sub counties representing 34% of the development expenditure.</p>	0

<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. o If 100 % of the water projects are implemented in the targeted S/Cs: <ul style="list-style-type: none"> Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>There was evidence that the Local Government Water department implemented all budgeted water projects in the targeted sub counties in 2017/2018.</p> <p>At the time of preparation of the annual work plan for 2017/2018, the safe water coverage of the district was 68.0%. Three sub counties had their safe water coverage below and these were; Akworo sub county at 60%, Atego sub county at 62% and Ndhew sub county at 53%.</p> <p>A total of 10 new boreholes and 17 rehabilitated ones were planned for 2017/2018. 3 of the new boreholes and 3 of the rehabilitated ones were located in the above three sub counties.</p> <p>All the budgeted water projects, including the ones in the targeted sub counties, were implemented, indicating 100% completion.</p>	15
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 	<p>There was evidence that the District Water department supervised and monitored all the water supply facilities.</p> <p>i) On 5th June 2018, a monitoring and inspection report for the 17 rehabilitated boreholes was prepared and submitted by the District Water Officer.</p> <p>ii) Also on 16th June 2018, a monitoring and inspection report for the 10 completed boreholes was prepared and submitted by the District Water Officer.</p> <p>iii) There was also a comprehensive assessment report for all existing water facilities in the financial year 2017/2018, dated 26th July 2018. This report highlighted facilities that were functional and those that were not among other things.</p> <p>This gave the indication that at least 95% of the water facilities were monitored.</p>	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 	<p>Quarterly reports for the financial year 2017/2018 were submitted to the Ministry as follows;</p> <ul style="list-style-type: none"> • Quarter one report was submitted on 27th November 2017 • Quarter two report on 23rd February 2018 • Quarter three report on 10th May 2018 • Quarter four report on 26th July 2018 <p>The district planned to construct 10 new boreholes and rehabilitate 17 existing ones in 2017/2018.</p> <p>Of the 10 planned boreholes, five were relocated to different sites within the same sub counties as the original locations were dry. The relocation were as follows;</p> <ol style="list-style-type: none"> 1. Aligoro community borehole was moved to Gul in Kucwiny sub county 2. Jupalanga community borehole was moved to Payera Ayei in Ndew sub county 3. Azzi community borehole was moved to Odwong in Atego sub county 4 Kampala community borehole was moved Oryere in Akworo sub county 5 Adeira Payera community was moved to Gossi in Erusi sub county <p>8 out of the 10 new boreholes were successfully constructed in addition to the 17 rehabilitation.</p> <p>The information submitted to the ministry of water and environment regarding water sources was accurate but not consistent to PBS due to relocation of some of the facilities.</p>	
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The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

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

The facilities that were consistent in both sector MIS reports and PBS were;

- Acana community borehole in Kucwiny sub county (DWD 70204)
- Kyera community borehole in Nyaravur sub county (DWD 70198)
- Gwii East community borehole in Parambo sub county (DWD 70202)
- Jupukok community borehole in Parambo sub county (DWD 70201)

The facilities that were relocated from their original locations were reflected on the sector MIS reports as follows;

- Gul community borehole in Kucwiny sub county (DWD 70203)
- Ondwong community borehole in Atego sub county (DWD 70197).
- Gossi community borehole in Erussi sub county (DWD 70199)
- Oriere community borehole in Akworo sub county (DWD 70200)

One facility, Paleo - Aniba community borehole in Nebbi sub county (DWD 70196), was supplemented by UNICEF and was also reflected in the MIS reports.

Maximum 10 for this performance measure

Procurement and contract management

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>The sector submitted input for the district procurement plan to the PDU on 30th May 2018. Among the projects submitted were;</p> <ul style="list-style-type: none"> i) Borehole sitting and construction supervision for 14 boreholes estimated at UGX 35,000,000. ii) Borehole drilling and construction for 14 boreholes estimated at UGX 336,000,000 iii) Borehole rehabilitation for 13 boreholes estimated at UGX 77,461,504 <p>However, the submission to procurement was made outside the deadline of 30th April.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>In place was a contract management plan for the drilling and construction of the 10 boreholes for 2017/2018. In this plan, there were clauses for soil sampling and profiling along the depth of the drilled boreholes, water sampling and quality testing, and requirements for consultation with the supervisor on the final design to be used among others. There was also requirement for the consultant to keep daily activity logs for all the boreholes drilled.</p> <p>In the project hand over report submitted by Aquatech Enterprises (U) Ltd, which was the supervising consultant, there were detailed logs for water yield tests, and reports for physio-chemical tests done on the water sources.</p> <p>Also on record were communications between the various stake holders in the contract. For example, on 6th April 2018, the management of East Africa Boreholes Ltd wrote to the Chief Administrative Officer responding to an earlier query as to why they had not yet mobilized to site as per the Agreement signed.</p> <p>There were however no minutes of site meetings held between the contracts manager and the contractor to establish whether agreed action between contracts manager and the contractor were implemented.</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>Five water supply facilities were visited and these were;</p> <ul style="list-style-type: none"> i) Paleo-Anibu community borehole in Nebbi sub county (DWD70196) ii) Gul community borehole in Kucwiny sub county (DWD 70203) iii) Ondwong community borehole in Atego sub county (DWD 70197) iv) Acana community borehole in Kucwiny sub county (DWD 70204) v) Kyera community borehole in Nyaravu sub county (DWD 70198) <p>All these projects were found to have been executed in accordance to the designs and specification, with some variation in the depth drilled as per the depth of the water table in those locations.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>There was evidence that contractors handed over completed water supply and sanitation projects; For example on 3rd August 2018, the District Water Officer was furnished with a hand over report by Aquatech Enterprises (U) Ltd having successfully sited and supervised the drilling and installation of the 10 boreholes in the financial year 2017/2018.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>There was evidence that the District Water Officer certified all completed Water supply and Sanitation projects. Two of the completion certificates were sampled, one was to East African Borehole Ltd for borehole drilling and installation and the other was to Aquatech Enterprises Ltd for borehole siting and construction supervision. Both completion certificates were issued on 30th June 2018.</p>	<p>2</p>

<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>The LG Water departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>For Example: (i) A payment request was done on 19th June, 2017. Certification and approval of the payment was done on 22nd June, 2018 by the CAO. Payment against voucher number PV WK 0811 was done on 24th June, 2018. Payment was made to East Africa Boreholes for shs 122,943,336 for drilling and construction of boreholes at Kyera, Ondwong, Gul, Acane 2, Acane 1, Gwii, Gossi, Jupukok, Oriere</p> <p>(ii) M/s Nebbi Mechanic Sub county; Association was paid shs 70,000,000 on voucher number PV-WK 0755 dated 10th April, 2018 for rehabilitation of boreholes at Porombo Health Center III in Porombo Sub county; Angoji in Porombo Sub county; Akuru in Akworo; Thetho in Porombo Sub county; Pajukwi in Nebbi Sub county.</p> <p>Initial request for payment was done on 26th March, 2018; certification done on 28th March. 2018 and actual payment on 10th April, 2018.</p>	<p>3</p>
<p>Financial management and reporting</p>			
<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The Water Department did not submit their annual performance reports on time to the District Planner for consolidation as per a copy of an e-mail from the Programme Budgeting System administrator indicated that department of water had submitted later on 26th July 2018 which was beyond the regulatory timeline of Mid July of 2018</p>	<p>0</p>

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year 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 If queries are not responded to score 0 	<p>All queries (3) raised by the internal audit in respect of the LG Water Department in FY 2016/2017 were followed up, responded to and cleared.</p> <p>There was no evidence of internal audit queries raised during FY 2017/2018.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>There was evidence that water sector under works, production, marketing and natural resource committee met and discussed service delivery issues including supervision reports, performance as follows; -</p> <p>On 24th October 2017 met and one of salient issues they discussed was the 3rd and 4th Performance Quarterly reports for Financial Year 2017/2018 under minute COU/6/4/4/17 page 5 of the minutes. The report was presented by Assistant Water Officer (Evelyn Anican) and members condemned the act of communities for rejecting the construction of water source in Erusi Sub county.</p> <p>Another meeting was held on 27th March 2018, and the discussion of and looked at 3rd and 4th Performance quarterly reports under minute COU/6/4/5/5 page 12 of the minutes. The report was presented by the District Water Officer (DWO) among others issues highlighted was that the department established 10 community user water committer and were trained. The DWO also mentioned of the meetings that were held by of district water coordination committee.</p> <p>Another meeting was held on 15th May 2018 and it looked at scrutinizing sector budgets and work plan for Financial Year 2018/2019 under minute COU/6/5/5/6 on page 8. The committee scrutinized and considered a total budget of UGX 582,191,077 for the FY 2018/2019. In addition the sector had also planned and budgeted for drilling of 14 boreholes at UGX 336,000,000, rehabilitation of 13 boreholes at UGX 78,961,504. Members also considered citizens petition from the communities Kucwiny, Nyaravur, Atego and Ndhew requesting for drilling of boreholes and rehabilitation and also recommended that the water officer should enhance guidance of communities on the process of acquiring water.</p>	
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<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence that the water sector committee recommended issues for approval to council and among the recommendation from the discussion were;</p> <p>The extract of the committee discussion and scrutiny of the budget 2018/19 dated 21st May 2018 was presented to council on 29th May 2018 seeking approval of the council on page 3 of 4 reference COU/212/2. The committee recommended council to approval a budget allocation of UGX 582,191,077 for the water sector. Furthermore the key areas of the expenditure that were recommended by the committee for approval by the council were construction of public latrine in rural growth centres worth UGX 20,500,000, drilling of 14 boreholes at UGX 360,000,000, rehabilitation of 13 boreholes at UGX 78,961,504, water quality surveillance UGX 10,600,0000, Commission of finished project UGX 2,680,000</p> <p>Another extract of the committee made recommendation and adoption of issues arising from the 2nd Quarter Performance report dated 5th April 2018 on page 4 of 5 reference COU/212. The committee also recommended to council for approval to allocate boreholes to villages within the same subcounties in case of striking of dry wells.</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>The Annual Work Plan for the District Water and Sanitation department for 2018/2019 was clearly displayed on the Notice board, duly signed and stamped. Among the allocations on the work plan were the following;</p> <ul style="list-style-type: none"> i) Stake holder coordination, UGX 4,233,184. ii) Monitoring and supervision, UGX 5,815,000 iii) District rural water supply and development, UGX 481,776,710 <p>Also on display were quarterly releases for 2017/2018. For example for quarter one, the releases were as follows;</p> <ul style="list-style-type: none"> i) DWSCG had UGX 130,005,480 ii) DDEG had UGX 49,055,731 iii) Sanitation and hygiene had UGX 0. 	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>All the five projects visited had clear engravings indicating the names of the projects, dates of construction, and sources of funding among others. Two of the five projects had the following information;</p> <p>i) Gul community borehole in Kucwiny sub county;</p> <p>DWD: 70203 DATE: 20th June 2018 VILLAGE: GUL FUNDED BY: NEBBI DLDG F/Y: 2017/2018</p> <p>ii) Ondwong community borehole in Atego sub county;</p> <p>DWD: 70197 DATE: 16th June 2018 VILLAGE: ONDWONG FUNDER: NEBBI DLDG F/Y: 2017/2018</p> <p>However, all the engravings sampled did not have information on the Contractor which was also a requirement.</p>	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>At the time of the assessment, the procurement process for 2018/2019 was ongoing and so information relating to best evaluated bidders was not available.</p> <p>However, for 2017/2018, information relating to best evaluated bidders was displayed from 12th to 28th December 2018. In the sector for water and sanitation were the following awards;</p> <p>i) Borehole sitting and construction supervision awarded to Aquatech Enterprises (U) Ltd for contract price of UGX 23,954,000</p> <p>ii) Borehole drilling and construction awarded to East Africa Boreholes Ltd at a contract price of UGX 201,890,000.</p>	<p>2</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was no evidence that communities applied for public water and sanitation facilities for 2018/2019. All the community applications that were sampled were for projects implemented in 2017/2018 and prior.</p>	<p>0</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii(carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that communities were committed towards proper operation and maintenance of water facilities.</p> <p>Five water supply facilities were assessed as follows; Paleo-Anibu community borehole in Nebbi sub county, Gul community borehole in Kucwiny sub county, Mbaro-Akaba community borehole in Atego sub county, Acana 2 community borehole in Kucwiny sub county and Kyera community borehole in Nyaravu sub county.</p> <p>All the five facilities visited had fences installed. We even found the community Mbaro-Akaba in the process of rehabilitating theirs.</p> <p>All the user committees assessed conducted monthly meetings and it was during these meetings that they collected community contributions which were usually UGX 1000 per house hold.</p> <p>Of the funds collected, 30% percent were retained with the user committees while 70% were submitted to their respective sub county water boards.</p> <p>The money retained by the user committees was usually used for buying things like brooms, stationary and some minor works around the facilities.</p> <p>On the other hand, the money submitted to the sub county water boards was used for rehabilitating water points within those sub counties as evidenced by the five boreholes which were rehabilitated by the sub counties in 2017/2018.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>The District Environment Officer did screening for water supply and sanitation projects in 2017/2018. Screening templates and reports were sampled for three projects which included; Acana community borehole, Kyera community borehole and Odwong community borehole.</p> <p>However there was a mismatch between the information captured on the screening templates and the reports. For example on the screening templates, the only environmental hazard captured was noise pollution yet the report which was supposed to be fed by the templates had mitigation measures for the drilling and construction waste, dust generation and proper drainage of water runoff from the borehole.</p>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>There was no follow up on negative environmental and social concerns raised during environmental screening.</p>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>In the technical specifications, there was a clause for environmental protection of the site. In this clause, the contractor was required to among other things, properly handle and store all drilling fluids, greases and fuels on site.</p> <p>The contractor was also required to dispose of any toxic materials, drilling fluids, and other additives, cuttings and discharged water in a manner as approved by the supervisor and the contract manager.</p> <p>However, the environmental screening done for the water projects didn't comprehensively cover all the environmental issues as highlighted in this clause.</p>	<p>0</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>Of the five water user committees assessed, Paleo-Anibu had 1 woman out of the 7 members, Gul had 3 out of 7, Mbaro-Akaba had 3 out of 9, Acana had 5 out of 7 and Kyera had 3 out of 7 members.</p> <p>The average percentage of women on all the user committees assessed was 41%, which was less than the minimum recommendation of 50%.</p> <p>All the five user committees had at least one woman in key positions with the exception of Paleo-Anibu.</p>	<p>0</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>Three public sanitation facilities constructed in 2017/2018 were visited and these included;</p> <p>i) The sanitation facility at Ramogi Primary school in Kucwiny sub county</p> <p>ii) The sanitation facility at Nyaravur sub county head quarters</p> <p>iii) The sanitation facility at Parambo health center III in Parambo Sub County.</p> <p>All the sanitation facilities visited had separate facilities for both males and females, and there were provisions for people with disabilities in form of access ramps and hand rails.</p> <p>However, much as the facility at Parambo health center III had separate facilities for men and women, the management of the health center opted to allocate the facility in such a way that one section was for in patients and the other for staff irrespective of sex. The clinical officer told us that this was a temporary measure taken to curb on the alarming shortage of sanitation facilities at the health center as all the other existing facilities were full and were awaiting emptying.</p>	<p>3</p>