



Local Government Performance Assessment

Nwoya District

(Vote Code: 606)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	66%
Educational Performance Measures	77%
Health Performance Measures	75%
Water Performance Measures	83%

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>Nwoya District submitted the Annual Performance Contract for FY 2018/19 on 27th July, 2018. This date of submission was within the timeframe that is by 1st August set by the MoFPED.</p> <p>Note: The PFMAA LG Budget guidelines require the submission to be by 30th June. However, this date was changed to 1st August, 2018 as per the request from MoFPED.</p>	Yes
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>The District submitted an approved Budget that includes a Procurement Plan for the forthcoming FY 2018/19 on 27th July, 2018. This date of submission was within the timeframe that is by 1st August set by the MoFPED.</p> <p>Note: The PFMAA LG Budget guidelines require the submission to be by 30th June. However, this date was changed to 1st August, 2018 as per the request from MoFPED.</p>	Yes

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>The Annual Performance Report for the previous FY 2017/2018 was submitted by the LG to MoFPED on 17th August, 2018. This submission was outside the timeframe as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015 which requires LGs to make the submission on or before 31st July hence compliant.</p>	<p>No</p>																		
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Submission of the quarterly budget performance reports during FY 2017/2018 was as follows:</p> <table border="1" data-bbox="853 1019 1316 1500"> <thead> <tr> <th>Quarter</th> <th>Date of submission</th> </tr> </thead> <tbody> <tr> <td>Quarter 01</td> <td>15th January, 2018</td> </tr> <tr> <td>No</td> <td></td> </tr> <tr> <td>Quarter 02</td> <td>15th March, 2018</td> </tr> <tr> <td>No</td> <td></td> </tr> <tr> <td>Quarter 03</td> <td>12th May, 2018</td> </tr> <tr> <td>No</td> <td></td> </tr> <tr> <td>Quarter 04</td> <td>17th August, 2018</td> </tr> <tr> <td>No</td> <td></td> </tr> </tbody> </table> <p>However, the budget performance reports of all the quarters were made late contravening PFMA Act which requires these submissions to be made within the following end of the quarter.</p>	Quarter	Date of submission	Quarter 01	15th January, 2018	No		Quarter 02	15th March, 2018	No		Quarter 03	12th May, 2018	No		Quarter 04	17th August, 2018	No		<p>No</p>
Quarter	Date of submission																				
Quarter 01	15th January, 2018																				
No																					
Quarter 02	15th March, 2018																				
No																					
Quarter 03	12th May, 2018																				
No																					
Quarter 04	17th August, 2018																				
No																					

Audit

<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>Through letter ref. CR/251/1 dated 26th February 2018, CAO provided information to the PS/ST on the status of implementation of Internal Auditor General's findings for the previous financial year 2016/2017. This was in conformity with PFMA, 2015 s. 11 2g) which requires submission to be made by end of February, 2018.</p> <p>(A) Internal Auditor General FY 2016/2017</p> <p>Number of queries raised Number of queries cleared Number of queries pending</p> <p>9 9 Nil</p> <p>(B) Office of the Auditor General FY 2016/2017</p> <p>Number of queries raised Number of queries cleared Number of queries pending</p> <p>4 4 Nil</p> <p>In answer to PS/ST's letter of 31 January 2018, CAO wrote on 22nd March 2018 giving status of implementation of Auditor General's findings for the previous Financial Year 2016/2017. That date was outside the one set in the PFMA s.11 2g) which requires information to be submitted by end of February 2018.</p>	No
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Nwoya DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	Yes

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>The CAO vide circular letter dated 17th June 2014 appointed officers occupying the following offices to membership of Nwoya District Physical Planning Committee. Note; members of the Physical Planning Committee.</p> <ol style="list-style-type: none"> 1. D/Surveyor-Secretary 2. D/Engineer 3. DEO 4. D/Agric. Officer 5. DWO 6. D/CDO 7. DHO 8. Town Clerk 9. D/Environment Officer 10. D/Natural Resources Officer <p>The CAO, by law is the Chairman of the Committee</p> <p>The following offices were not represented:</p> <ol style="list-style-type: none"> 1. District Physical Planner (Not employed in the District) 2. Physical Planner in private practice <p>The committee was not fully constituted.</p>	0

<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>During FY 2017/18, the committee held only two meetings on 30th January, 2018 and 28th March, 2018 (instead of at least 4 meetings), hence two sets of minutes. Copies of the minutes were submitted to MoLHUD Gulu Zonal Office and received by Ayura Florence who signed on copied available in LG office.</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>The District had in place a District Physical Development Plan but was still under-going the process of approval by the National Physical Development Board. In the absence of an approved Plan the consistency of the infrastructure investments with the plan could not be established.</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>Much as there was a draft action area plan for Pulongo Town Board, it was yet to be recommended by the District Council to the National Physical Development Board for approval.</p>	<p>0</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>A District budget conference was held on 8-9th November, 2017 at Lhako Hotel attended by 103 and 81 participants on 1st and 2nd day respectively. The priorities in the AWP for the current FY 2018/19 were based on the outcomes of the budget conference as in the examples below:</p> <ol style="list-style-type: none"> 1. Construction of two cattle crushes at Anaka TC and Alero S/C on page 15 of the report and page XXII in AWP and page 2. Installation of a health facility at Latoro HC II on page 21 of the report and on page XXII of the AWP. 	<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 capital investments in the approved Annual Work Plan for the current FY 2018/2019 were derived from the approved Five-Year Development Plan as per the pages in the examples below:</p> <ol style="list-style-type: none"> Construction of two cattle crushes at Anaka TC and Alero S/C on page XXII in AWP and page XXVII of the 5-Year DDP. Construction of ten market stalls and three stance drainable latrines at Lungulu market in Lungulu S/C on page XXII of AWP and XXVII of the 5 Year DDP. Construction of masonry box culvert on river Aswa on page XXIII of the report and page XXVIII of the 5 Year DDP. 	1
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>Project profiles were developed and appear on pages 220-281 of the AWP for FY 2018/19 but there was no evidence that the profiles were presented to the TPC for discussion.</p>	0

<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>A District Annual Statistical Abstract for 2017/18 dated August, 2018 was compiled and endorsed by Hon. Okello Oryama, LC V Chairman and Mr Asaba Innocent, CAO.</p> <p>It was presented to TPC in their meeting held on 16th August 2018 discussed, and adopted under Min.20/DTPC/NDLG/08/2018 to support budget allocations and making informed decisions.</p>	<p>1</p>
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Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

• Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2

Infrastructure projects implemented by the LG in the previous FY 2017/2018 were derived from the Annual Work Plan and Budget approved by the LG Council as per the reference pages below:

Project	Pg. in AWP	Pg. in Budget
Construction of OPD Todora HC II	XXVI	18
Rehabilitation of 1 block of 3 classrooms at Purango Hill P/S	XXVI	22
Rehabilitation of 1 block of 3 units of teachers' house at Anaka Central P/S	XXVI	22
Rehabilitation of 1 block of 5 stance drainable latrine at Alelelele P/S	XXVI	22
Rehabilitation of 1 block of 5 stance drainable latrine at Koch Amar P/S	XXVI	22
Rehabilitation of 1 block of 3 units of teachers' houses at Anaka P/S	XXVI	23
Construction of 1 masonry culvert on Maa Okwera River crossing	XXVI	26
Construction of 1 km low cost sealing on Anaka TC-Amuru TC	XXVI	26
Construction of 10 boreholes	XXVI	29-30
Rehabilitation of 10 boreholes	XXVI	29-30
Protection of 3 spring wells	XXVI	29
Construction of 1 borehole	XXVIII	29
Major rehabilitation of the planning unit office block	XXVIII	38

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>All investment project implementation in FY 207/18 were completed as per approved AWP. A few examples include:</p> <ol style="list-style-type: none"> 1. Construction of 1 km low cost sealing road Anaka TC-Amuru TC by Empa Associate Ltd. at shs. 303,277,446. A Certificate of completion issued on 26th June 2018. 2. Rehabilitation of a 3 classroom block at Purongo Hill P/S by Metaplex Investments Ltd at shs. 85,834,120. A Certificate of completion issued on 12th June 2018. 3. Construction and installation of 9 deep boreholes in several locations by Reddy's Borehole and Technical Services Ltd at shs. 160,073,269. A Certificate of completion issued on 16th April 2018. 	<p>4</p>
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>The budget for projects implementation for the year was shs. 1,156,816,492 while the actual cost was shs. 963,564,635, a variance of shs.193, 251,857 i.e. 16.7% below the original budget which was above the maximum of 15% plus or minus.</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>Budget for O&M in FY 2017/2018 Shs.3,201,000 (under Administration on page 6 of the budget 2017/18).</p> <p>Actual expenditure on O&M during the FY Shs3,316,387 9per vouchers detailed below).</p> <p>Percentage 103.6%.</p> <p>(Payment voucher No.1765 dated 12th February 2018 for shs.977,600; payment voucher No. 1761 dated 12th February 2018 for shs.630,000; payment voucher No. 2548 dated 23rd March 2018 for shs.1,708,787)</p>	<p>2</p>
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Human Resource Management

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>The Council approved the Staff Structure on 28th October, 2016 under minute No. 5/FCM/10/2016.</p> <p>The DLG on 24th August, 2017 submitted the approved Staff Structure to MoPS for implementation approval through letter CR/154/1.</p> <p>The MoPS through letter ARC135/306/01 dated 15th September, 2017 approved the Staff Structure and cleared its implementation nine HoDs; Finance, Production, Planning, Natural Resources, Works, Education, Community Based Services, Trade, Commerce, Industry and Local Economic Development and Health.</p> <p>The substantively filled Departments were;</p> <ul style="list-style-type: none"> Education; filled by Ayibu George Butele appointed on transfer 6th February, 2018 as directed by DSC minute No. NDSC/2/2018 of 2nd February, 2018, Natural Resources; filled by Omara Emmanuel a forestry officer appointed on Probation on 23rd March, 2009 as directed by DSC minute No.01/2009 (e) of meeting held on 13th March, 2009, District Planner; filled by Opira Francis P'okullo appointed on transfer of services from Amuru on 24th March, 2014 as directed by DSC minute No. 	<p>0</p>
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51/11/2013,

- The Head Community Based Services; filled by Akena Godfrey appointed on promotion on 22nd July, 2018 as directed by DSC minute No. 04/2016/03,
- District Health Officer; filled by Dr. Oola Janet appointed on transfer of services from Pader on 25th February, 2013 as directed by DSC minute No. 25/06/2012,
- District Production officer; filled by Dr. Ukwir James appointed on promotion on 24th June, 2015 as directed by DSC minute No. 05/06/2015

The Departments with Officers in acting capacities following the assignment of duty by the CAO in accordance with the Standing Orders (E-C) 8 (b) were;

- Chief Finance Officer; filled by Ocitti Odoki Anying Godfrey a Senior Accountant on 28th July, 2009 as directed by Amuru DSC minute No. 3/2009(iv) of 16th July, 2009 meeting and was confirmed in appointment by Nwoya DSC on 1st June, 2011 as directed by DSC No. 3/NWOYA/2011(c).
- District Engineer; filled by Okumu Peter Anywar as Senior Engineer appointed on 11th January, 2012 as directed by DSC5/12/2011(E). The assignment of duty as acting District Engineer was on 2nd July, and
- District Commercial Officer; filled by Kitara Kenneth appointed on probation on 17th October, 2016 as directed by DSC 05/2016/05 of meeting held on 12th October, 2016

<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>The HoDs were appraised by the CAO through filling of Performance Agreement at the start of FY 2017/18.</p> <p>The reviewed HoDs files all had Performance Agreements with clear targets signed by the CAO and individual HoDs.</p> <p>The Performance reports arising out the agreements at the end of FY 2017/2018 were on files showing actual scores based on the set targets for instance the District Production Officer scored 4 out 5. The CAO commended his good performance but advised him to ensure timely production of sector reports.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>During the FY under review, thirty three were presented to the DSC to fill vacant positions. The submissions to and considerations by the DSC were on different dates and in different meetings for instance;</p> <p>Twenty two staff were submitted on 20th October, 2017 and Nwoya DSC in Accordance with the authority under the provisions of article 200(1) of the Constitution of the Republic of Uganda 1995 and section 55 (1) of the Local Government Act, Cap 243 (as amended), held its 7th meeting on 7th October, 2017 and under the DSC minute No. 03/DSC/2017 considered the staff for recruitment.</p> <p>On 25th October, 2017, two vacancies of medical officers and one pharmacist were submitted to the DSC. The consideration was on 2nd February, 2018 under minute No. 02/02/DSC/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>One hundred ikm fifty-two staff were presented for Confirmation during the FY 2017/18. The presentations were on different dates and so was the confirmation by the DSC for instance;</p> <p>On 22nd June, 2017, ten staff were presented to the DSC for confirmation and in Accordance with the authority under the provisions of article 200(1) of the Constitution of the Republic of Uganda 1995 and section 55 (1) of the Local Government Act, Cap 243 (as amended), the DSC on 26th October, 2017 vide minute No. 03/DSC/2017, the ten staff were confirmed</p> <p>On 6th March, 2018, fourteen staff were submitted and the DSC meeting held on 11th June, 2018 under minute No. 06/DSC/06/2018 confirmed them.</p> <p>On 30th May, 2018 and 10th May, 2018, eighteen and one hundred and ten staff were submitted to the DSC respectively. The DSC confirmed the one hundred and twenty eight staff in its meeting held on 26th June, 2018 under minute No. 06/DSC/06/2018.</p>	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>During the FY 2017/18, Eight disciplinary cases were referred to the DSC for instance;</p> <p>A senior treasurer at the Town Council, Okello Sunday Sebastian was interdicted on allegation of abuse of office. The case was referred on 20th October, 2017 to the DSC and in its 7th Meeting held on 20th October, 2017 under minute No. NDSC 7/2017 of 20th October, 2017, the Service Commission lifted the interdiction but extended the probation period for six months.</p> <p>Seven disciplinary cases were submitted to the DSC on 13th June, 2018 and the DSC on 26th June, 2018 under minute No. 04/DSC/26/06/2018, the DSC handled the cases.</p>	<p>1</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>During the FY 2017/18, Eight disciplinary cases were referred to the DSC for instance;</p> <p>A senior treasurer at the Town Council, Okello Sunday Sebastian was interdicted on allegation of abuse of office. The case was referred on 20th October, 2017 to the DSC and in its 7th Meeting held on 20th October, 2017 under minute No. NDSC 7/2017 of 20th October, 2017, the Service Commission lifted the interdiction but extended the probation period for six months.</p> <p>Seven disciplinary cases were submitted to the DSC on 13th June, 2018 and the DSC on 26th June, 2018 under minute No. 04/DSC/26/06/2018, the DSC handled the cases.</p>	<p>3</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>During the Financial under review, eight staff were retired.</p> <p>The LG submitted files for the retired staff six months before their retirement to allow processing of their gratuity for instance the file for Mukose Tughayenga George Willian a Head Teacher was submitted to MoPS on 4th April, 2018 but accessed the Payroll in October, 2018.</p> <p>The pension payroll reviewed indicated that no retired staff accessed within two months.</p> <p>The delay in accessing the payroll was attributed to the failure to fully decentralise the pension management which has caused procedural delays at MoPS during the auditing of the submitted files submitted by the LG.</p>	<p>0</p>
<p>Revenue Mobilization</p>			

The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)

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.

Total of OSR for FY 2016/2017 Shs627,279,421 (Page 17&18 of Audited Final Accounts FY 2016/2017)

The Figure of Shs Shs627,279,421 arrived at as follows: Original OSR of Shs 1,043,466,421 (Page 17& 18 of Audited Final Accounts 2016/2017) minus Shs 416,187,000 Share of Park Entry Fees as per Uganda Wild Life Authority Letter dated 19TH May,2015 Ref MFCAMFNP = Shs 627,279,421 Net amount for OSR 2016/2017 after excluding one off Local revenue.

Total of OSR for FY 2017/2018 Shs 570,561,685(Page 29& 30 of Draft Final Accounts FY2017/2018)

Decrease Shs 56,717,736...

$9.\% = \text{Shs } 56,717,736 \times 100 =$

Shs627,279,421

= 9% decrease.

Reasons for local revenue decrease.

The district had budgeted for Land Fees to the tune of shs 175,000,000 from the big time Commercial Farmers but this did not materialise due to land wrangles . The District Collected only Shs 28,243,590 from land fees as reflected on Page 29 of the Draft Final Accounts FY2017/2018 against the aforesaid budget.

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Total Local Revenue Planned/Budgeted (Original not Revised budget) for FY 2017/2018 Shs 829,106,000 (Page2 of the Approved budget FY2017/2018)</p> <p>Total Local Revenue collected during FY 2017/2018 Shs570,561,685 (Page 29&30 of Draft Final Accounts FY2017/2018)</p> $68.8\% = \frac{570,561,685}{829,106,000} \times 100 = 69\%$ <p>Performance ...69%</p> <p>Deficit of 31% = (100%-69%)</p> <p>The Major reason for budget realisation deficit was that the District had budgeted for Land Fees to the tune of shs. 175,000,000 from the big time Commercial Farmers but this did not materialise due to land wrangles. The district Collected only Shs. 28,243,590 from land fees as reflected on Page 29 of the Draft Final Accounts FY2017/2018 against the aforesaid budget.</p> <p>Revised Budget Scenario For OSR FY 2017/2018</p> $\text{OSR FY 2017/2018} = \frac{570,561,685}{570,561,685} \times 100 = 99.85\%$ <p>Shs 571,430,945</p> <p>= 100% budget realisation for OSR.</p> <p>The Performance Team was faced with this challenge which was only managed by sticking to the Performance Assessment Manual focused on the original Budget for OSR but not Revised Budget.</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Local Revenue collections subjected to sharing with LLGs Shs70,062,812.</p> <p>Shs 70,062,812 was arrived at as follows:</p> <p>Local Service Tax= Shs 27,769,654 Page 29 of Draft Final Accounts FY 2017/2018 Plus Shs 42,293,158 Miscellaneous Page 29 of Draft Final Accounts FY 2017/2018 = Shs 70,062,812</p>	<p>2</p>

Amount of local revenue remitted to LLGs was Shs 31,490,552... as per the following Transfer Vouchers

VR No	Date	Payee	AMT
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Shs

610	20th Nov, 2017	Anaka Town Council.	2,000,0000
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2716	25th May,2018	Got Apwoyo Subcounty.	27,490,552
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1677	1st Feb,2018	Purongo Subcounty.	2,000,000
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TOTAL Shs 31,490,552

44% = Shs 31,490,552x100
Shs 70,062,812

The District remitted 44% to LLGS instead of the requirement of 65% resulting into a deficit of 21%.

However, the District LG retained the 21% because the Sub counties had failed to remit to the District the mandatory 35% Local Revenue totalling Shs 72,951,373 in FY2016/2017 as follows

No	Sub county	Amt
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Shs

1	Purongo	10,436,423
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2	Got Apwoyo	42,58,450
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3	Alero	2,089,025
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4	Lungulu	31,000,725
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5	Koch Goma	9,926,980
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6	Lii	14,700,770
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7	Anaka	539,000
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TOTAL 72,951,373

		The action taken by the District LG was in accordance with Section 85 (3) of the Local Governments Act CAP 243 as amended.	
Local revenue administration, allocation and transparency Maximum 4 points on this performance measure.	<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>Total expenditure on council allowances during FY 2017/2018 Shs.37,440,000 as per 15 Payment Vouchers Plus a Payment Schedule dated 4th October,2018 extracted from the said Payment Vouchers by the Accountant in charge of Council Expenditure signed by Ag CFO</p> <p>Godfrey Odoki Mob 0777834186</p> <p>Percentage...5.9%.=</p> <p>Exp= Shs 37,440,000 x 100</p> <p style="padding-left: 40px;">Shs 627,279,421 (OSR FY2016/2017)</p> <p>5,9%= 6%</p> <p>Total expenditure on Council allowances during FY 2017.2018 Stood at 6% which was within the confines of not more than 20%</p> <p>.</p>	2
Procurement and contract management			
The LG has in place the capacity to manage the procurement function Maximum 4 points on this performance measure.	<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>Nwoya DLG had the positions of the Senior Procurement Officer and the Procurement Officer substantively filled.</p> <p>The Senior Procurement Officer; Achiro Jane was appointed on 21st September, 2017 as directed by Nwoya DSC minute NDSC/6/2017 of 28th June, 2017, and the</p> <p>Procurement Officer; Latincan Alex Atube was appointed on 6th February, 2018 as directed by Nwoya DSC minute No. 2/2/2018</p>	2
The LG has in	<ul style="list-style-type: none"> Evidence that the TEC 	The appointed Evaluation Committees for the	1

<p>place the capacity to manage the procurement function</p>	<p>produced and submitted reports to the Contracts Committee for the previous FY: score 1</p>	<p>Procurements during the FY 2017/2018 produced evaluation reports with technical and clear recommendations to the Contracts Committee for instance;</p>
<p>Maximum 4 points on this performance measure.</p>		<p>The Drilling, pump testing, casting and installation of nine Deep Boreholes in Anaka, Lii, Purono, Got, Apwoyo and Koch Goma Sub Counties under DDEG/Water Development Grant funding. Four bidders responded;</p>
		<ul style="list-style-type: none"> • East African Mineral Resource • Peddy's Borehole and Technical Services Limited • East African Boreholes Limited, and • PMP Holdings Limited
		<p>The EC comprised of the District Water Officer, Staff Surveyor, and Senior Procurement Officer.</p>
		<p>In its report dated 19th December, 2017, the EC recommended to the CC that M/s Peddy's Borehole and Technical Services, the best evaluated bidder be awarded the Contract at UGX 169,909,380 with no negotiations required.</p>
		<p>The CC on 29th December, 2017 vide minute No. MIN4/87/NCC/17-18 upheld the recommendations of the EC and awarded the Contract to M/s Peddy's Borehole and Technical Services at UGX 169,909,380 and the Contract was signed on 18th January, 2018</p>
		<p>The Rehabilitation of 3 classroom block at Purongo Hill Primary School was evaluated by the Senior Education Officer, Senior Procurement Officer, Engineering Assistant and Senior Accounts Assistant. In its report dated 19th December, 2017 they recommended the best evaluated bidder M/s Metaplex Investments Limited be awarded the project at UGX 85,834,120.</p>
		<p>The CC on 29th December, 2017 vide minute MIN4/87/NCC/17-18 upheld the EC recommendations and awarded the project to M/s</p>

Metaplex Investments Limited and the contract was signed on 18th January, 2018.

The Low cost sealing of 1km Anaka TC-Amuru TC road under RTI funding was evaluated by the Ag. DE, Senior Accounts Assistant, Senior Procurement Officer and the Engineering Assistant. The EC recommended to the CC the best evaluated bidder M/s Empa Associates Limited be awarded the project at UGX 303,272,446 at no negotiations.

The CC on 29th December, 2017 under minute MIN4/87/NCC/17-18 upheld the recommendation of the EC and awarded the contract which was signed on 19th February, 2018.

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

Maximum 4 points on this performance measure.

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

The Contracts Committee upheld the recommendations of the EC and in all the awarded contracts, the PAT did not note any deviations from the EC recommendations, for instance:

In its report dated 19th December, 2017 they recommended the best evaluated bidder for the rehabilitation of 3 classroom block at Purongo Hill Primary School M/s Metaplex Investments Limited be awarded the project at UGX 85,834,120.

The CC on 29th December, 2017 vide minute MIN4/87/NCC/17-18 considered the EC recommendations and awarded the project to M/s Metaplex Investments Limited and the contract was signed on 18th January, 2018.

Under selective bidding;

In its report dated 21st December, 2017, the EC recommended the best evaluated bidder for the project; Construction of Septic tank with a Soak pit and supply of 10,000 litres water tank for the milk coolant house under DDEG funding M/s Agono General Enterprises be awarded the project at UGX 19,645,088.

The CC on 29th December, 2017 vide minute MIN4/87/NCC/17-18 upheld the EC recommendations and awarded the project to M/s Agono General Enterprises and the contract was signed on 18th January, 2018.

<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 <p>the previous FY: score 2</p>	<p>The Procurement and Disposal Plan (PDP) for FY 2018/19 covered all infrastructure projects in the FY 2018/19 AWP, for instance; item number 67, the Drilling, test pumping and installation of 08 Deep Boreholes in Koch Goma, Lii, Anaka, Purongo and Got Apwoyo Sub counties, Procurement Ref. NO. Nwoya606/wrks/18-19/00001. The project is captured on page 52 under Building Construction of Boreholes-208 at UGX 112,592,000 for District Local Government excluding the Lower Local Governments funding.</p> <p>The PDP for FY 2017/18 corresponded well with the respective AWP for example; item No. 21, The Rehabilitation of 3 classroom block at Purongo Hill Primary School, Procurement Ref. No. NWOY606/Wrks/17-18/00007 at Bid Security UGX 1.8M under the Education sector was captured on page 22 as Budget item 312104 of the FY2017/18 AWP.</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>By 30th August, 2018, the PDU had prepared 100% of the bid documents for all the infrastructure projects for instance;</p> <p>the Drilling, test pumping and installation of 08 Deep Boreholes in Koch Goma, Lii, Anaka, Purongo and Got Apwoyo Sub counties, Procurement Ref. NO. Nwoya606/wrks/18-19/00001.</p> <p>The Bid document for this particular project was prepared and invitation for bidders opened. On 26th September, 2018, M/s Peddy's Borehole and Technical Services received the Bid,</p> <p>On 2nd October, 2018, M/s Mama Borewells Africa Limited was given the Bid and on</p> <p>3rd October, 2018, M/s Brotto's Uganda Limited was given the bid.</p> <p>Other prepared bids were for procurements;</p>	<p>2</p>

		<ul style="list-style-type: none"> • The Construction of 1 block of 2 classrooms with office at Oruka Primary School, Procurement Ref. No. NWOY606/WRKS/18-19/00004 at Bid security UGX 1.5M. The bid was 2nd October, 2018 issued to M/s Amuga United Company Limited, M/s Norah Foundation Uganda Limited , M/s Jewa Logistics Company Limited and on 4th October, 2018 to M/s Kilibbi United Construction and Supplies Limited. • The Low Cost Sealing of 1 km of Anaka TC – Amuru TC road; NWOY606/WRKS/18-19/00002 at Bid security UGX 3.5M. • The Construction of a Mini pipe Solar Water System at Otenga Village in Kochgoma Sub County; NWOY606/WRKS/18-19/00003 at Bid security UGX 1.5M. • Construction of a Store and Parking Yard at the District Headquarters; NWOY606/WRKS/18-19/00008 at Bid security UGX 1M 	
<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>The Microsoft Word made DLG Contracts Register that captured all the completely executed Contracts for both Works and Supplies for FY 2017/2018.</p> <p>The register was up to date as it captured the contract for the out sourced revenue collection from Anaka Main market from the tender as at 30th June, 2018,</p> <p>Construction of OPD at Todora HC II in Agugu completed on 14th April, 2018</p>	2
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</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>All the procurements undertaken during the FY under review complied with Regulation 33(3) of the LGs (Public Procurement and Disposal of Public Assets) Regulations 2006 Thresholds for procurement of Works (1a and 1b), thresholds for procurement of supplies and services (2a and 2b), micro procurement (3) and community purchase (4). The LG used two procurement methods; Open Domestic and Restrictive/Selective bidding. This was evident from the sample of five indicated below;</p>	2

Maximum 6 points on this performance measure.

Open Domestic Bidding; the projects were contained in a Procurement Notice NWOY606/18-19/00002 published on page 22 of the New Vision, Monday, September 24, 2018. The procurement requirements were;

- Drilling, test pumping and installation of 08 Deep Boreholes in Koch Goma, Lii, Anaka, Purongo and Got Apwoyo Sub counties, Procurement Ref. NO. Nwoya606/wrks/18-19/00001 with Bid security of UGX 2M.
- The Construction of 1 block of 2 classrooms with office at Oruka Primary School, Procurement Ref. No. NWOY606/WRKS/18-19/00004 at Bid security UGX 1.5M. The bid was 2nd October, 2018 issued to M/s Amuga United Company Limited, M/s Norah Foundation Uganda Limited , M/s Jewa Logistics Company Limited and on 4th October, 2018 to M/s Kilibbi United Construction and Supplies Limited.
- The Low Cost Sealing of 1 km of Anaka TC – Amuru TC road; NWOY606/WRKS/18-19/00002 at Bid security UGX 3.5M.
- The Construction of a Mini pipe Solar Water System at Otenga Village in Kochgoma Sub County; NWOY606/WRKS/18-19/00003 at Bid security UGX 1.5M.
- Construction of a Store and Parking Yard at the District Headquarters; NWOY606/WRKS/18-19/00008 at Bid security UGX 1M

Restrictive/Selective Bidding was applied to;

- a. Supply of 2 Motorcycles to Education Department NWOY/606/SUPLS/18-19/00007 at Bid security UGX 0.5M.
- b. Supply of 4 Motorcycles to Production and Marketing Department NWOY/606/SUPLS/18-19/00008 at Bid security UGX 0.5M.

<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 appropriate certification of implemented works for instance;</p> <p>The Construction of 5-stance drainable latrine at Alelele P.7 P/S by M/s Roman Jak and Company Ltd Procurement Ref. No. NWOY606/WRKS/17-18/00010 at a contract sum of UGX 23,982,540</p> <ul style="list-style-type: none"> • Progress inspection/ completion report was dated 11th April, 2018 • Interim Certificate No.1 issued on 11th April, 2018 UGX 23,982,540 <p>Rehabilitation of 1 Block 3-classroom at Purungo Hill P/S under DDEG fund by M/s Metaplex Investments Ltd Reference No. Nwoy606/WRKS/17-18/00007 at a contract sum of UGX 85,835,120</p> <ul style="list-style-type: none"> • Progress report and measurement sheet were dated 12th June, 2018. • Interim Certificate No.1 issued on 12th June,2018 amounting to UGX 73,322,706 <p>Construction of low-cost sealing of Anaka TC-Amuru TC (1km) road by M/s Pehan Contraction Ltd Procurement Ref. No. NWOY606/WRKS/17-18/00009 at a contract price of UGX 339,797,732</p> <ul style="list-style-type: none"> • Progress inspection report and measurement sheet dated 20th December, 2017 • Interim Certificate No.3 issued on 20th December, 2017 for UGX 13,393,272 <p>Construction of 5-stance drainable latrine at Koch Amar P/S by M/s Lacan Bil (U) Ltd reference No. NWOY606/WRKS/17-18/00011 at a contract sum of UGX 23,223,530</p> <ul style="list-style-type: none"> • Progress inspection/ completion report was dated 21st May, 2018 • Interim Certificate No.1 issued on 15th March, 2018 UGX 20,595,003
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<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>All the projects for FY 2018/19 were at bids issuing level at the time of assessment and therefore there was no civil works executed for on projects for the current FY2018/19.</p> <p>During the field visits, the Assessment team noted that even the rolled over projects for the FY2017/18 were not clearly labelled for the completed projects.</p>	<p>0</p>
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Financial management

<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>The Local Governments made monthly Bank reconciliations and were up-to-date as at 30th September, 2018 at the time of this Performance Assessment. This was evidenced by verifying with the following sampled Cashbooks.</p> <ul style="list-style-type: none"> Youth Livelihood Recovery A/C 1630043000018 at Post Bank Anaka Branch. Reconciled to up-to-date as at 31st September, 2018. Natural Resources A/C 01983501007513 at DFCU Gulu Reconciled up to date as at 31st September, 2018 Production and Marketing A/C 17508734010110 at Orient Bank Gulu reconciled to date as at 31st September, 2018. PRELNOR A/C 07572130006 at Bank of Africa Gulu Branch Reconciled to date as at 31st September, 2018 NWOOYA District Hospital A/C 01093500055727 at DFCU Gulu Reconciled up-to-date.as at 31st September, 2018 Finance and Planning A/C 01983501006038 at DFCU Gulu Branch. Nwoya Youth livelihood Project A/C 01983501004614 at DFCU Gulu Reconciled up to date as at 31st September, 2018. Administration A/C 01273550359465 at DFCU Gulu Branch. Reconciled up-to-date as at 31st September, 2018 Works and Technical Services A/C 	<p>4</p>
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		<p>25216134010110 at Orient Bank Gulu Reconciled up to date as at 31st September, 2018.</p> <ul style="list-style-type: none"> Youth Livelihood Recovery A/C 1630043000018 at Post Bank Anaka Branch Reconciled up to date as at 31st September, 2018. Council A/C 01273550359463 at DFCU Gulu Branch. Reconciled up to date as at 31st September, 2018. Education and Sports A/C 01983501004815 at DFCU Gulu Branch Reconciled up to date as at 31st September, 2018. NUSAF Operation A/C 07571720008 at Bank of Africa Gulu Branch. Reconciled up to date as at 31st September, 2018. 	
<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>The LG made timely payment of suppliers during the FY 2017/2018. This was verified from the Sampled Vouchers.</p> <p>Voucher No 1019 Date 6th March, 2018, Amount Shs 12,831,000 Payee Awoto Foundation Box 1159 Gulu 0777649581,0714562256, Purpose: Supply of 70Desks at Koch Li Primary School</p> <ul style="list-style-type: none"> Certificate of Work done issued on 18th January, 2018 Request for Payment made on 22nd February, 2018-10-06 Request for Payment endorsed by District Education Officer on 27th February,2018-10-06 Payment effected on 6th March,2018-10-06 Payment effected promptly within a period of 2weeks <p>Voucher No3577, Date 17th May, 2018 Amount Shs 20,595,003, Payee: Lacan Bil (U) Ltd Box 1102,Gulu 0782696813 Purpose: Construction of One Block of 5stance Drainable Latrine at Amar Primary School.</p> <p>Certificate of work done issued on 16th April, 2018. Request for Payment made on 12th March, 201. Request for Payment endorsed by District Education Officer on 8th May,2018. Payment effected on 17th May, 2018.</p> <p>Payment effected within a period of 2 months</p>	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<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>The District did not have a Substantive Senior Internal Auditor in the FY2017/2018. The District had an Internal Auditor in the names of James Onono Mob 0786021250 as per his Confirmation in Appointment Letter dated 15th February, 2018 Ref CR/159.. The District Service Commission under Minute No 31/96/2012 directed James Onono be Confirmed in appointment as Internal Auditor.</p>	<p>0</p>															
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Quarterly Internal Audit Reports for FY 2017/2018:</p> <table border="1" data-bbox="719 801 1402 1137"> <thead> <tr> <th>Quarter</th> <th>Date of report</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>9th November 2017</td> <td>CR/251/2</td> </tr> <tr> <td>Quarter 2</td> <td>29th Januar2018</td> <td>CR/251/2</td> </tr> <tr> <td>Quarter 3</td> <td>26th April,2018</td> <td>CR/251/2</td> </tr> <tr> <td>Quarter 4</td> <td>30th July,2018</td> <td>CR/251/1</td> </tr> </tbody> </table>	Quarter	Date of report	Reference	Quarter 1	9th November 2017	CR/251/2	Quarter 2	29th Januar2018	CR/251/2	Quarter 3	26th April,2018	CR/251/2	Quarter 4	30th July,2018	CR/251/1	<p>2</p>
Quarter	Date of report	Reference																
Quarter 1	9th November 2017	CR/251/2																
Quarter 2	29th Januar2018	CR/251/2																
Quarter 3	26th April,2018	CR/251/2																
Quarter 4	30th July,2018	CR/251/1																
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>There was no documentary evidence that the LG had provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial FY 2017/22018</p> <table border="1" data-bbox="719 1630 1337 1809"> <thead> <tr> <th>Number of queries raised</th> <th>Number of queries cleared</th> <th>Number of queries pending</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>28</td> <td>None</td> </tr> </tbody> </table> <p>The issue was production of the quarterly reports</p>	Number of queries raised	Number of queries cleared	Number of queries pending	28	28	None	<p>0</p>									
Number of queries raised	Number of queries cleared	Number of queries pending																
28	28	None																

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.

• 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.

There was Documentary evidence by way of delivery book and interaction with Secretary to LGPAC that the Quarterly Internal Audit Reports for FY 2017/2018 were Submitted to LG Accounting Officer and LGPAC

However, LGPAC reviewed the 1st ,2nd ,3rd Quarterly Internal Audit Reports for FY 2017/2018 but did not review the 4th Quarterly Internal Audit Report for FY 2017/2018

Quarter	Date of submission	Reference for report review
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Quarter 1	21st November,2017	CR/251/2
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Quarter 2	26th February,2018	CR/251/2
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Quarter 3	30th April,2018	CR/251/2
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Quarter 4	30th July,2018	CR/251/1
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The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.

• 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

There was an attempt to compile Assets Registers but not Conclusively. Out of twelve registers that were in place one register of land and Buildings had the required Format outlined on Pages 167 to 168 of the Local Governments Financial and Accounting Manual 2007. Furthermore, the following the Asset register of Land and Buildings was not up to date as the following categories of Buildings had not been recorded at the time of this Performance Assessment exercise

- All School Buildings
- All Heath Centre Buildings, including Atiaka District Hospital Building.
- All Sub county Buildings

The Following are some of the Examples of Assets Registers that were Verified by the Performance Assessment Team and the Formats used were not Consistent with those outlined in Local Governments Financial and Accounting Manual 2007.

- Assets Register of Moto
- Vehicles and Heavy Plants
- Assets Register for
- Production Department
- Assets Register for Anaka Hospital
- Assets Register for Anaka Hospital Physiotherapy unit

Mentoring secession

The Performance Assessment Team mentored the Staff in charge of maintaining the Assets Register was mentored on the dynamics of compiling Assets Register using the Formats outlined in the Local Governments Financial and Accounting Manual 2007. In the end photocopies of the said Formats were availed to the Staff to enable him embark on the process of compiling new Assets Registers.

The District LG was Still using a Manual system and was yet to be connected to IFMS.

<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>Nwoya 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>The LG Council met and discussed service delivery related issues as provided in the minutes below:</p> <p>Meeting held on 31st August 2017 under Min.4/FCM/08/2017: discussed District state of affairs.</p> <p>Meeting held on 31st October 2017 under Min.8/FCM10/2017 discussed reports from standing committees. Meeting held on 19th December 2017 under Min.6FCM/12/2017 discussed consideration of members of the District Service Commission.Meeting held on 29th March 2018 under Min.4/FCM/03/2018 discussed laying of District Draft Budget Estimates 2018/19 FY.</p> <p>Meeting held on 8th May 2018 under Min.5/FCM/05/2018 discussed a presentation of draft work plan and budget for 2018/19 FY.</p> <p>Meeting held on 29th May 2018 under Min.4/FCM/05/2018 discussed adoption and customisation of Gulu District Alcoholic drinks control ordinance 2016.</p>	<p>2</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>There was no evidence that the District designated a person to coordinate grievances and response to feed-back as raised by the local communities.</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>There was no specified system designed by the District for recording, investigating and responding to grievances raised by the local communities There were no for example registers, committee e.t.c and at what level as part of the system.</p>	<p>0</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>For the month of September 2018, payroll and pensioner schedules were pinned up on 27th September 2018 and PAT was able to review them. For the previous months of July and August, payroll schedule loose sheets had been pulled down and were kept in unreferenced box fire in the registry office</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>The annual procurement plan for current FY 2018/19 was pinned put on the board on 10th September 2018 but contracts for the year had not been awarded by this assessment date.</p> <p>The procurement plan for the previous FY 2017/18 had been brought down to give space for the one for the current FY. However loose sheets pulled down were noted on a folder kept in the registry. In addition the awarded contract for the previous year was also noted on the same folder. The following were examples:</p> <ol style="list-style-type: none"> 1. Construction of 2 units of teachers house block at Anaka Central P/S was awarded to Denflo Construction Co. Ltd at shs.49,865,000 displayed on 13th March 2018 and removed on 26th March, 2018. 2. Construction of phase 1 perimeter fence at Koch Central P/S was awarded to Ngai Investment Ltd at shs33,132,000 displayed on 20th April, 2018 and removed on 4th May 2018. 	<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>By this assessment date, there was no evidence that the District publicized the performance assessment results.</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>Through organized workshops like one sponsored by an NGO Forum for Community Transformation, conducted on 22nd December 2017 and facilitated by the District Planner key issues discussed and explained included among others:</p> <ul style="list-style-type: none"> Guidelines issued by MoFPED for use of grants sent to the LLGs and units like health facilities. Priorities to address during the budget framework papers for Nwoya District 	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>The District Planner conceded that due to lack of funding, the District did not conduct public gatherings during the previous FY 2017/18.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> 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 gender focal point person provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion:-</p> <ol style="list-style-type: none"> Training all CDOs on Gender Budgeting. Report on training of CDOs dated 20th December, 2017. Voucher 229 of 3,487,00 seen Dissemination of gender guidelines to Head teachers on 10th. 08. 2018 at the district HQs. Training of Trainers (TOT) of the district CDOs, extension staff on Gender Action Learning (GAL). Minutes of Works, Finance, Planning and Administration of the 16th 8, 2017 	<p>2</p>

The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles

Maximum 4 points on this performance measure.

• 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.

Gender focal point and CDO had planned activities for 2018/2019 strengthening women's roles and addressing vulnerability:-

1. Shs. 250,000,000/- planned for livelihood programs for women. Page 160 of the Nwoya District Action Plan 2018/2019
2. Shs. 3,000,000/- Training of Community leaders on SGVB response, prevention and action.

For FY 2017/18, up to 90% of the previous years' budget for gender activities addressed vulnerability and social inclusion as evidenced in the following expenditures:-

1. Training of selected community business groups on group dynamics, basic business and management skills, 4.5 m, voucher No.228 of 5th December, 2017
2. Training of Sub county CDOs (3 days) on proposal writing and development of bye/laws for groups at 3,880,000/-, voucher No.579 of 19th October, 2017
3. Transfer of funds to PWDs for goat rearing and trade project of shs.4,000,000/-, under vouchers No. 4347, 4345, 4346 and 4348.

2,612,497,274 *100

2,889,237,000

= 90.4%

<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>Evidence that Environmental screening is carried out for activities, projects and plans, and that mitigation measure were planned and budgeted for, the following projects were sampled:</p> <ol style="list-style-type: none"> 1. Drilling of 9 boreholes at Kochgoma, Nagonga, Anaka, Pabali, Purongo, Pawac omeru, Got apwoyo, Pamin olango, Anaka atodora, Lii, Langele. <ul style="list-style-type: none"> - ESMP Review seen - Screening files seen - Monitoring Report seen - Environmental Certification signed by the Environment Officer was seen and was dated 16th April, 2018. 2. Rehabilitation of 3 classroom block at Purongo Hill Primary school. <ul style="list-style-type: none"> - ESMP Review seen - Screening files seen - Monitoring Report seen - Environmental Certificaton dated 17th May, 2018 seen. 3. Low cost ceiling Anaka- Amuru Road (1 km) <ul style="list-style-type: none"> - ESMP Review seen - Screening form seen dated 16th March, 2018 - Certification awaits Hand over of the project. 	<p>1</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>There was no evidence to show that, all bid documents had social and management issues integrated in the BOQs as seen in the following projects sampled:-</p> <ol style="list-style-type: none"> Construction of OPD at Todora HCII Completion of Luliango Primary School Renovation of OPD at Alero HCII Construction of Market stalls at Anaka Town Council. 	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>There was evidence that projects were implemented on land where the LG had proof of ownership. For instance;</p> <ol style="list-style-type: none"> Nwoya District Local Government Head Quarters constructed on land with with land title detailed; Block 4, Plots 173,174, Block 4 Plot 173 at Pajengo Nwoya District Local Government Head Quarters, Block Road Amuru Road, Plot 4, Block Road, Olwinyo Road, Plot 2-12 at KAL <p>The following civil cases over land issues were ongoing before the Chief Magistrates Court of Nwoya and the Land Officer was optimistic they would be resolved:-</p> <ol style="list-style-type: none"> Oola Godfrey Agio Vs. Purongo Subcounty, customary Land at Patira aparish where the Public Market is premised. Veronica Akello Nyeko Vs Management Committee Patira Primary School. <p>Status: Judgement passed, Local government to pay 28, 141, 000/- (Compensation and costs)</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>There was evidence that all completed projects were screened before approval for construction using checklist for screening of projects. For instance;</p> <ol style="list-style-type: none"> 1. Construction of 5 stance drainable latrine with urinal at Amar P/S. There was environmental and social screening form dated 15th January, 2018 and signed by the environment officer. Completion certificate was prepared and issued on 24th April, 2018. 2. Construction of a 5 stance drainable latrine with urinal at Alelelele P/S. Screening was done for this project on 10th January, 2018. Completion certificate was prepared and issued by the environment officer on 18th April, 2018 3. Rehabilitation of one block of 3 classrooms in Purongo Hill P/S. Environmental screening was done 18th February, 2018. Completion Certificate was prepared and issued 17th May, 2018 	<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 the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>No Evidence to prove that Contract Payments included prior environmental and social clearance from the Environmental Officer as seen in the following completed projects:-</p> <ol style="list-style-type: none"> 1. Low cost ceiling of 1 km road, Anaka- Amuru Road 2. Contruction of OPD at Todora HC II 	<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 the Environmental Officer and CDOs monthly Reports included completed checklists, deviations observed with pictures seen in the reports dated 25th January, 2018 and another dated 6th April, 2018.</p>	<p>1</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> 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>Nwoya DLG had budgeted for a head teacher and minimum of 7 teachers per school for FY 2018/19 at Shs.2,894,589.000. A total of 27 head teachers and 399 teachers had been budget for.</p>	4

The LG education de- partment 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 deployed a head teacher and teachers as follows;

1. Acaa Josephine CR/EDUC/10016 had been deployed as caretaker head teacher vide letter ref.CR/156/4 dated 17th January, 2017 to Anaka Central P/S together with 11 teachers.
2. Okello Johnson CR/EDUC/10314 had been deployed as caretaker head teacher vide letter ref.CR/156/4 dated 2nd February, 2016 to Coo-rom P/S together with 5 teachers
3. Odongo Boniface Ocham CR/D/10240 had been deployed as caretaker head teacher vide letter ref.CR/156/3 dated 2nd July, 2012) to St.Kizito Bidati P/S together with 7 teachers
4. Okullu Grace Jennie CR/EDUC/10343 had been deployed as head teacher to Olwiyi P/S together with 6 teachers.
5. Orem Lilly Rose CR/EDUC/10411 had been deployed as head teacher to Anaka P/S together with 17 teachers
6. Loum Joe Collins CR/EDUC/10188 had been deployed as head teacher together with 15 teachers to Purongo P/S.
7. Okello Titus Lotwa had been deployed as head teacher to Patira P/S together with 12 teachers
8. Opio Vicent CR/D/10404 had been deployed as caretaker head teacher vide letter ref.CR/156/4 dated 30th January, 2015 to Gotnur P/S together with 5 teachers.

LG, however had not deployed a minimum of 7 teachers to some schools. For instance;

Coo-rom P.7 school had 5 teachers while Olwiyi P/S had 5 teachers. This was attributed to wage bill deficit of shs. 76,700,064.00

<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>A manual count from the staff lists indicated that the LG staff ceiling was 586 the budget of shs. 2,894,589.000 catered for 399, out which 378 were on payroll with a wage bill of 2,971,289,064 Estimated consumption of payroll was as follows;</p> <p>2,971,289,064 x100= 102%</p> <p>2,894,589,000</p> <p>LG had a wage bill deficit of shs. 76,700,064</p>	<p>6</p>								
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The LG had two positions of Inspector of Schools (Senior Inspector & Inspector). The inspector of school position was substantively filled at the time of assessment by Kidega Phonic Onekalit CR/D/11250 appointed vide ref.CR/156/3 dated 25th April, 2014 by direction of DSC Minute No.20/04/2014.</p> <p>Irwenyo Richard was appointed Senior Inspector of schools by direction of DSC Minute No.05/04/2015 vide letter ref.CR/159/1 dated 6th May, 2015</p>	<p>6</p>								
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>The LG education department had submitted a Recruitment Plan for FY 2018/19 vide letter ref.CR/156/1 dated 21st September, 2018. The plan covered the following requests;</p> <table border="0" style="width: 100%;"> <tr> <td>Senior Inspector of Schools</td> <td style="text-align: right;">01</td> </tr> <tr> <td>Head teacher</td> <td style="text-align: right;">05</td> </tr> <tr> <td>Deputy Head teacher</td> <td style="text-align: right;">04</td> </tr> <tr> <td>Education Assistants II</td> <td style="text-align: right;">10</td> </tr> </table>	Senior Inspector of Schools	01	Head teacher	05	Deputy Head teacher	04	Education Assistants II	10	<p>2</p>
Senior Inspector of Schools	01										
Head teacher	05										
Deputy Head teacher	04										
Education Assistants II	10										

<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 position of inspector of schools was already filled so no need to submit a recruitment plan for the same</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>One Inspector of Schools was appraised for FY 2017/18 on 12th July, 2018. The Senior Inspector of Schools had earlier on left the LG as per the last pay certificate dated 30th August, 2018. He had moved to Gulu Municipal Council as a Senior Inspector of Schools.</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>Only one Okello Johnson the Head teacher of Coorrom P/S had been appraised on 14th March, 2018. The remaining head teachers indicated below had not been appraised;</p> <ol style="list-style-type: none"> 1. Opio Vicent of Gotnur P/S 2. Orem Lilly Rose of Anaka P/S 3. Okullu Grace of Olokolum Gok P/S 4. Acca Josphehine of Anaka Central P/S 5. Loum J.C Christopher of Koch Goma P/S 6. Odong Boniface of St.Kizito Bidati P/S 	<p>0</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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 no evidence that the circulars received from the national level in FY 2017/18 had been communicated to schools. For instance, the following circulars were on file;</p> <ol style="list-style-type: none"> 1. Enforcement of standard operating procedure for private schools received 2nd March, 2018. 2. Follow up on joint mobilization against absenteeism dated 6th April, 2018 3. The education and sports sector strategic plan 2017/18-2019/20 dated 3rd May, 2018 had been disseminated on 12th July, 2018. Dissemination list was attached. 4. The reporting, tracking, referral and response guidelines on violence against children in schools had been disseminated by the department. Un dated disseminated roaster for the guidelines had been inserted into the booklet seen at DEO office at time of assessment. <p>A circular on guidelines for registration of 2018 PLE candidates dated 20th May, 2018 was disseminated to schools as the same was found at schools visited.</p>	<p>1</p>

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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 department had held meetings with head teachers and among others explained guidelines, policies and policies issued by national level. For instance;</p> <ol style="list-style-type: none"> 1. In term III, a meeting with head teachers held on 30th November, 2017 discussed among other end of term III report, inspection reports 2017, closing and beginning of term I, 2018. All those were discussed under MiN.5-3-.11.2017(a)(b) 2. Meeting held 3rd February, 2018 discussed sanitation and environmental guidelines under Min:3/2018 	<p>2</p>
<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: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>The LG had inspection reports indicating that inspections had been carried for all licensed or registered schools at least once per year. The following inspection reports were captured;</p> <ol style="list-style-type: none"> 1. Term II inspection report was dated 27th June, 2018, indicated that 43 schools out of 44 government schools were inspected. It identified strong areas like; good approval of schemes of work by head teachers. Challenges included; schemes of work were below expectations, poor level of lessons plans, e.t.c 2. Term I inspection report dated 27th April, 2018. A list of 40 schools inspected was attached. 3. Term III, 2017 inspection report dated 30th December, 2017 was also seen. The inspection report focused on; staffing position in schools, total enrolment, teachers attendance, etc. . A total of 44 schools were said to have been inspected. <p>However, there was no evidence that licensed and registered private as well as community schools- totaling to 24 in number were inspected in the FY 2017/18. The only semblance of inspection for private schools was when these schools were applying for licensing. No evidence that regular inspection had taken place in the FY of review.</p>	<p>0</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>Department had held meetings to discuss school inspection reports and used the reports to make recommendations for corrective actions. For instance;</p> <ol style="list-style-type: none"> 1. Meeting held on 29th May, 2018 discussed and recommended training head teachers on best management practices on termly basis using 5% development grant and with support from partners. This was discussed under MIN04/05/2018. 2. Meeting held on 12th April, 2018 resolved that DIS should make quarterly reports to DES. There were no minute numbers included on minutes captured. 	<p>4</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • 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>Inspection reports were submitted to DES as follows;</p> <p>Term I & II, 2018 as well as Term III 2017 inspection reports had been submitted on the 3rd October, 2018.</p>	<p>2</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>No evidence was provided to PAT at time of assessment that inspection recommendations had been followed up.</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>LG had submitted to MoES list of schools consistent with EMIS totaling to 44 schools</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>LG had submitted to MoES enrolment data consistent with EMIS totaling to 28,626 pupils</p>	<p>5</p>

Governance, oversight, transparency and accountability

<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>	<p>• Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2</p>	<p>The Committee responsible for education met and discussed service delivery issues as follows;</p> <ol style="list-style-type: none"> 1. Meeting held on 21 August, 2017 resolved to have education conference conducted at sub-County level in order to increase the impact. There were no minute numbers as these were hand-written minutes. 2. Meeting on 20th October, 2017 did not discuss education issues. 3. Meeting held on 11th December, 2017 discussed quarter 1 and quarter 2 reports. It was resolved that inspection of schools should be taken seriously in order to improve quality of performance. It was also resolved that LG recruits 206 Grade III teachers, deputy head teachers and head teachers. It was also resolved that there should be county dialogue on education of the girl child in all sub-Counties. It was also resolved that the Oil companies in Nwoya should upgrade the school facilities. Hon. Lagwero proposed that a report be forwarded to Council for discussion and approval and was seconded by Hon. Odong. The minutes did not have minute numbers. 4. Committee meeting on 17th April, 2018 discussed the initiation of construction of the education department office block. 	<p>2</p>
<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<p>• Evidence that the education sector committee has presented issues that require approval to Council: score 2</p>	<p>Four sets of Council minutes were reviewed and deliberations captured as follows;</p> <ol style="list-style-type: none"> 1. Meeting held 8th May, 2018 under MIN4/FCM/05/2018 presented state of the education sector in the LG 2. Meeting held 29th March, 2018 did approve and passed education sector budget totaling to shs, 6,188,323,000 under MIN4/FCM/03/2018 3. In meeting held on 19th December, 2017, PAT was unable to see the education sector issues discussed. 4. Council meeting held 31st October, 2017 discussed transfer of primary school teachers. 5. Council meeting held 31st August, 2017 resolved that stalled projects by the Netherlands government should be taken over the LG, under MIN6/FGM/08/2017 	<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>The SMC were functional as evidenced from the meetings. For instance;</p> <ol style="list-style-type: none"> 1. St.Kizito Bidati P/S held meeting as follows; 19th February, 2018 to approve budget for term II under MIN04/03/2017. 2. Patira P.7 School held meetings for term I of 2018 on undated. Under MIN4/2018, budget was approved 3. Anaka Central P/S held meetings on 27th September, 2017 to approve budget for term III under MIN04/03/2017 4. Purongo Hill P/S held meetings on 27th March, 2018, 10th October, 2017 to approve finance committee and UPE budget for 3rd Quarter MIN2/03/10/2017 5. Agung P/S held meetings on 22nd June, 2018, 2nd May, 2018. Discussed under min02.01.2018 the issue of indiscipline of Mr. Owiny Charles and his case was forwarded to DEO for action. 	<p>5</p>
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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>The LG had publicized by displaying on the notice board within the teachers resource center at the district, all schools that had received non-wage recurrent grants for quarter 4 of FY 2017/18. Amount dispatched total to shs. 79,696,476. The display was not signed nor was it signed by the DEO or his representative.</p>	<p>3</p>
<p>Procurement and contract management</p>			

The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, to the Procurement Unit that cover all items in the approved Sector annual work plan and budget

Maximum 4 for this performance measure

• 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

The education sector submitted procurement in puts to the Procurement Unit on un referenced letter dated 9th April, 2018. The procurement in puts covered the following items;

1. Supply of Furniture to Koch and primary schools at shs.10m each
2. Construction of teachers house at Anaka Central P/S at shs.35m
3. Construction of 5 stances drainable latrine at Wii-lacic at shs.25m
4. Construction of 1 block of 4 stances drainable latrine with urinal at Kimene P/S at shs. 24,901,000

The infrastructure projects were captured on page 88 of the AWP FY 2018/19

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 department made timely payment of suppliers during the FY 2017/2018 This was verified from the following Sampled Vouchers.</p> <p>Voucher No 1019 Date 6th March,2018, Amount Shs 12,831,000 Payee Awoto Foundation Box 1159 Gulu 0777649581,0714562256, Purpose: Supply of 70Desks at Koch Li Primary School</p> <ul style="list-style-type: none"> • Certificate of Work done issued on 18th January,2018 • Request for Payment made on 22nd February,2018-10-06 • Request for Payment endorsed by District Education Officer on 27th February,2018-10-06 • Payment effected on 6th March,2018-10-06 • Payment effected promptly within a period of 2weeks <p>Voucher No3577, Date 17th May,2018 Amount Shs 20,595,003, Payee: Lacan Bil (U) Ltd Box 1102,Gulu 0782696813 Purpose: Construction of One Block of 5stance Drainable Latrine at Amar Primary School.</p> <p>Certificate of work done issued on 16th April,2018-</p> <ul style="list-style-type: none"> • Request for Payment made on 12th March,2018 • Request for Payment endorsed by District Education Officer on 8th May,2018 • Payment effected on 17th May,2018. • Payment effected within a period of 2 months
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<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>PAT was unable to see evidence that the department submitted the annual performance report as the Planner could not retrieve submission dates.</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"> 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 If all queries are not responded to score 0 	<p>The Sector had no Audit Queries in FY 2016/2017 as per the Schedule of Queries dated 4th October, 2018 Signed by the Internal Auditor James Onno 0786,021,250</p> <p>,</p> <table border="0"> <tr> <td>Number of queries raised</td> <td>Number of queries cleared</td> <td>Number of queries pending</td> </tr> <tr> <td>None</td> <td>None</td> <td>None</td> </tr> </table>	Number of queries raised	Number of queries cleared	Number of queries pending	None	None	None	<p>4</p>
Number of queries raised	Number of queries cleared	Number of queries pending							
None	None	None							
<p>Social and environmental safeguards</p>									

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>The LG department in consultation with the gender focal person had disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene. For instance; on 10th August, 2018 in the teachers Resource Center, the meeting was used to disseminate gender guidelines and in attendance were 45 senior women/men teachers.</p>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that 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 dissemination meeting held 3rd February, 2018 had issued guidelines on general sanitation in schools with 45 participants in attendance. The guidelines disseminated required that girls should have a separate stance of latrine and the PWDs must have a special stance for their use.</p>	<p>2</p>

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>School management Committees met gender guidelines which require at least 33% of SMC members to be females. For instance;</p> <ol style="list-style-type: none"> Anaka P.7 School had 13 SMC members, with 3 female committee members. The Committee was appointed on 23rd January, 2016 Purongo Hill P/S SMC was appointed on 16th April, 2018 consisting of 13 members with 2 female members GOT NGUR P/S SMC had been appointed on 13th April, 2018 consisting of 12 members with 2 female members Koch LII Pakiya P/S SMC had been appointed 13th April, 2018. It had 12 members with 2 female members Kamaguru P/S SMC had been appointed 4th April, 2018. It had 12 members with 4 female committee members 	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>The environmental officer had issued prepared and issued guidelines on 18th October, 2017. The guidelines were signed by both the Senior Environment Officer as well as the District Education officer. The guidelines included but not limited to;</p> <ol style="list-style-type: none"> Tree planting Water harvesting tanks Formation of environmental clubs Mandatory EI for all investment projects Adequate sanitary facilities – including hand-washing facility near the latrines to enhance learners' personal hygiene Conducting compulsory sanitation week at least every term to ensure general school surrounding cleanliness Schools MUST have proper designated and well managed waste disposal bins or pits to avoid scattering of waste in school compound. <p>A dissemination meeting had been conducted on 3rd February, 2018 at the Teachers Resources Center. Up to 46 participants attended the dissemination meeting.</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 school infrastructure projects were screened before approval for construction using checklist for screening of projects. For instance;</p> <ol style="list-style-type: none"> 1. Construction of 5 stances drainable latrine with urinal at Amar P/S. There was environmental and social screening form dated 15th January, 2018 and signed by the environment officer. Completion certificate was prepared and issued on 24th April, 2018. 2. Construction of a 5 stance drainable latrine with urinal at Alelelele P/S. Screening was done for this project on 10th January, 2018. Completion certificate was prepared and issued by the environment officer on 18th April, 2018 3. Rehabilitation of one block of 3 classrooms in Purongo Hill P/S. Environmental screening was done 18th February, 2018. Completion Certificate was prepared and issued 17th May, 2018 	<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 environment officer and the CDO had visited the sites to check whether the mitigation plans had been compiled with. For instance;</p> <ol style="list-style-type: none"> 1. A monitoring report had been prepared for the construction of 5 stances latrines at primary schools. The report indicated that the contractor had planted trees within the school compound to replace those cleared during the construction. Further, the report noted that the ground where construction work was done had been leveled and potholes/ditches created during construction work had been backfilled for the safety of the school learners. 2. At Purongo Hill P/S, a ramp had been constructed to cater for the children with disability, the contractor had planted eucalyptus trees as woodlot within the school land to enhance institutional green environment. <p>Monitoring report was signed dated 6th April, 2018</p>	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>The district PHC wage allocation for FY 2018/2019 was shs. 2,906,543,545/ (page 22 of the approved District Health work plan)</p> <p>PHC wage for health workers in post for FY 2018/2019 was shs. 2,901,480,516/</p> <p>%wage provision (posts filled for primary health care workers with a wage bill provision) = 99.8% resulting into a score of 8.</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>The DLG health department had a staffing norm of 343 PHC workers while those in post were 232 representing a staffing level of 68%.</p> <p>Recruitment plan to cover the staffing gap was submitted by DHO on 20th July 2018 (letter not referenced) and was received by CAO on the same day of 20th July 2018.</p> <p>The district targeted to recruited a Senior Environmental Health Officer, a Senior health educator and an assistant inventory management officer. The choice to recruit only 3 officers was premised on the wage bill balance of only 5,063,029/ for the health department during FY 2018/2019.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>There was evidence that all the facilities in-charges (100%) were appraised for financial year 2017/2018 as indicated below:</p> <ul style="list-style-type: none"> • Medical superintendent Anaka General Hospital Dr. Oringtho Stephen was appraised on 27th July 2018. Appraiser’s comment “upgrade career to be considered for promotion”. • In-charge Aparanga HC III Auma Christine was appraised on 16th August 2018. Appraiser’s comment “Improve on the gaps” • In-charge Todora HCII, Nyerotoo Francis was appraised on 30th July 2018. Appraiser’s comment “Improve on the gaps” • In-charge Purongo HC III Lony Jacob 30th July 2018. Appraiser’s comment “Good work” 	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>The LG allocated health workers in line with lists submitted with the budget for FY 2018/2019 in PBS system.</p> <p>Nwoya DLG had 1 general hospital, 3 HC IIIs and 9 HC IIs. The health department had a staffing norm of 343 staff of which 232 were in post with a gap of 111 health workers indicating 68% staffing level. The PAT reviewed approved staff list and compared it with the actual numbers of health workers at the health facilities</p> <p>The PAT sampled the following facilities:</p> <ul style="list-style-type: none"> • Naka hospital, 131 staff were deployed out of the 193 staffing norm. • Purongo HC III 17 staff were deployed out of the 19 staffing norm • Paranga HC II: 4staff were deployed out of the 9 staffing norm • Todora HC II: 6 health workers were deployed out of the 9 required staffing norm. <p>At each facility, the staff list matched with the deployment list at DHO’s office.</p>	<p>4</p>

Monitoring and Supervision

<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>Copies of the following guidelines were received by DHO's office in Financial Year 2017/2018 and were available in the sampled health facilities as indicated below: The visited health facilities were</p> <ul style="list-style-type: none"> Anaka Hospital Purongo HC III Aparanga HC II Todora HC II Introduction of Rota virus vaccine dated 15 March 2018 was available in all facilities. Service standards and service delivery standards for the health sector July 2016 was available in all health facilities Health sector budget grants guidelines 17/18 was available in all health facilities. Uganda Clinical guidelines, 2016 was available in all health facilities <p>Therefore, there was evidence to show that policies, guidelines and circulars from the center are received at the health facilities.</p>	<p>3</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<ul style="list-style-type: none"> The DHT together with health unit in charges held a meeting on 7th May 2018. Among issues discussed was discussion of circular number 01/18 under minute 06/02/health/2017. The circular, which was dated 2nd March 2018 was issued by the director general of health services and provided guidance on how to handle Malaria in pregnancy. 	<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>The District had 1 hospital and no HC IV.</p> <p>The PAT evidenced that the DHT had conducted 4 quarterly integrated technical support supervision visits to the hospital</p> <p>All the 4 required integrated technical support supervision reports to the HC IV (for the four quarters) were presented.</p> <p>Reports were submitted on the following dates.</p> <p>Quarter 1: 15th August 2017</p> <p>Quarter2: 18th December 2018</p> <p>Quarter3: 26th April 2018</p> <p>Quarter4: 5th July 2018</p> <p>Therefore, the DHT conducted all the 4 mandatory technical support supervision visits to the hospital (at least once each quarter) during financial 2017/2018</p>	<p>3</p>
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The LG Health Department has effectively provided support supervision to district health services

Maximum 6 points for this performance measure

Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:

- 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

Four HSD quarterly technical support supervision reports were available at DHO's office.

The reports indicated that quarterly support supervision visits had been conducted as follows:

Q1: 4th October 2017

Q2: 5th January 2018

Q3: 15th May 2018

Q4: 19th July 2018

However, while visiting the sampled health facilities, PAT established that technical support supervision visits had been conducted by the HSD as indicated below:

Parongo HC III: Supervised in all quarters

Aparang HC II: Supervised In quarters 1, 2 and 4 but not in quarter 3

Todora HC II: Supervised in all quarters

The evidence was derived from the MOH facility supervision book at each health unit.

So, out of the 12 technical support supervision visits that were expected in financial 2017/2018 (4 visits for each of the 3 facilities), there was evidence that the HSD conducted 11 translating into 92%

<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>There was evidence that some but not all quarterly DHT support supervision reports were discussed to make recommendations.</p> <p>For example:</p> <p>During support supervision for quarter 1 (report dated 15th August 2017), the supervising team found out that health workers' absenteeism was a big problem in the district. The DHT during their quarter 3 review meeting which held on 18th December 2018 under minute 5/12/health/2017 instructed in charges to keep a log of staff attendance to duty assigned and send it to the Biostatistician on weekly basis.</p> <p>There was no evidence that the other quarterly reports had all been discussed and used to make recommendations</p>	<p>0</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>The DHT meeting minutes did not explicitly show a link between support supervision findings and discussion of all supervision reports. There was no special report or meeting to show that recommendations following support supervision had been addressed.</p> <p>Therefore, there was no evidence that support supervision findings are followed and recommendations are undertaken in Nwoya district</p>	<p>0</p>

<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Nwoya DLG had 15 health facilities that benefited from PHC. Of the 15 health facilities, 12 were public and 3 were PNFPs.</p> <p>The August HMIS reports were submitted between 1st-5th September 2018. Reports were entered into DHIS2 system for health reporting. All facilities benefitting from PHC (15) reported HMIS data into DHIS2 and the list of health facilities that reported was consistent with the list of facilities in the PBS system for Nwoya district.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>Four Social Services committee reports were presented and health related issues were discussed in three out of the four meetings during FY 2017/2018.</p> <ul style="list-style-type: none"> • During quarter 1, the committee sat on 20th October 2017 but only education department issues were discussed <p>During quarter 2, the committee sat on 11th December 2017. The committee observed that it was important for the DHO to enhance HIV testing including at night (Moon light testing) in the district due to the fear that there was a big number of people who feared to come to health facilities for testing</p> <p>The third quarter meeting was held on 17th April 2018 and discussed health infrastructure related issues. Among them was the recommendations that a maternity wing be constructed at Purongo HC II so as to improve access to maternity services by mothers of Purongo community</p> <p>Therefore, there was evidence that LG committee responsible for health met and discussed service delivery issues</p>	<p>2</p>

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>On 8th May 2018, Secretary for finance presented health budget to council and under minute 5/FCM/05/2018, Nwoya district council passed the district budget (Health budget inclusive). Therefore, the health sector committee had presented issues that require approval to Council.</p>	<p>2</p>
<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> 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>The PAT visited 4 sampled health facilities and established that HUMC's sat as indicated below:</p> <ul style="list-style-type: none"> Anaka general hospital: The Hospital Management Board (HMB) sat in all quarters Purong HC III: HUMC sat once on 9th January 2018. They reported that the HUMC membership had expired and new members had not been appointed. Aparanga HC II: HUMC sat in all quarters. Todora HC II: The HUMC sat in all quarters. <p>In the 4 health facilities, 16 (4x4) meetings were expected. However, only 13 were conducted translating into 81% hence justifying a score of 4.</p>	<p>4</p>
<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>A list of PHC recurrent non-wage beneficiaries was displayed at the district health notice-board, signed and stamped by CFO on 17th September 2018.</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 health department for Financial Year 2018/2019 was submitted to PDU by the DHO on 21st March 2018, within the recommended deadline of 30th April.</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>The health department submitted a procurement request for FY 2017/2018 for to PDU on 21st September 2017.</p> <p>For FY 2018/2019, the procurement request was submitted to PDU on 27th August 2018.</p> <p>The health department prioritized completion of OPD ward at Todora HC II and construction of a drainable 3 stance, 2 bathroom pit latrine at Alero HC III as some of the core capital projects to be undertaken during Financial Year 2018/2019</p>	<p>2</p>

The LG Health department has certified and initiated payment for supplies on time

- Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.

This was verified from the following Payment Vouchers.

Voucher No4339 Dated 29th June,2018, Amount Shs 11,380,539, Payee: Oyam Integrated Company Ltd , Plot7 Kamdin Gulu Road, Box 82 Kamdin Purpose: Construction of Out Patient Department (OPD) at Todora Health Centre 11 in Agung Anaka Subcounty,

- Request for Payment made on 25th June,2018
- Certificate of Work done issued on 28th June, 2018.
- District health Officer (DHO) signed on the Certificate of work done on 26th June, 2018
- Payment effected on 29th June, 2018
- Payment Effected promptly within a period of 4days.
- Voucher No01 /03/2018 Dated 17th May,2018 Amount Shs 58,916,982 Payee Oyam Integrated Company, Plot7, Kamdin , Gulu Road Box 82 Kamdin. Purpose: Construction of Out Patient Department at Tadora Health Centre 11 Agung Anaka Sub county
- Request for Payment made on 2nd May, 2018
- Certificate of work done issued on 7th May, 2018
- District Health Officer endorsed the Request for Payment on 16th May,2018
- Payment effected on 17th May, 2018
- Payment effected promptly within a period of 15 days

Maximum 4 for this performance measure

<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>The department submitted annual performance report for FY 2017/2018 on 17th August 2018 (Late submission-evidence from PBS to show date of submission to district planner).</p> <p>Submission of quarterly reports to Planner during FY 2017/2018 was as follows (Information source PBS system):</p> <ul style="list-style-type: none"> 1st quarter report submitted on 15th January 2017, deadline was end of October 2017 hence submitted late. 2nd quarter report submitted on 15th March 2018, deadline was end of January 2018 hence submitted late. 3rd quarter report submitted on was submitted on 12th May 2018, deadline was end of April 2018 hence submitted late. 4th quarter report was submitted on 17th August 2018 and the deadline was end of July 2018 hence submitted Late. Some of the reasons for late submission of quarterly and annual performance reports were poor network coverage and occasional dysfunction of the PBS system 	<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>There was no documentary evidence that the sector had provided information to the internal audit on the status of implementation of all audit findings.</p> <p>The health department had 3 internal audit queries during Financial Year 2017/2018 and none was cleared</p>	<p>0</p>
<p>Social and environmental safeguards</p>			

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 <p>% women: score 2</p>	<p>Not all the following sampled health facilities had the required 30% (and above) of female composition on HUMC:</p> <p>Anaka Hospital 3/14=21%</p> <p>Purong HC III 3/7 =43%</p> <p>Aparanga HC II 2/5 =40%</p> <p>Todora HC II 2 /5 =40%</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>On 15th February 2018, the DHT held a meeting with all health facility in charges. During the meeting, the assistant DHO for environment issued a circular entitled “Water and sanitation standards in health facilities” (Reference NDLG/Health/06/Feb/2018.</p> <p>Copies of the circular were traced at the sampled health facilities. There were:</p> <p>Anaka Hospital, Purong HC III, Aparanga HC II and Todora HC II</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> 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>During FY 2017/2018, the health department undertook one capital project: Partial construction of OPD block at Todora HC II.</p> <p>The contract agreement for the project was signed on 14th February 2018 after screening for environmental safeguards had been carried out on the 11th January 2018 as evidenced by the screening checklist.</p> <p>Therefore, there was evidence that health facility projects were screened before approval for construction.</p>	<p>2</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>The environmental officer claimed to have visited the site to check if mitigation plans had been complied with by the contractor. However, by the time the PAT concluded the assessment, the evidence had not been presented hence score of 0</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>The DHO's office had issued guidelines on medical waste management through a series of communications to health facility in charges as indicated below:</p> <p>On 17th January 2018, the assistant DHO in charge of environmental health issued guidance on waste management entitled "General procedures to be followed in care of medical waste spillage"</p> <p>On 30th January 2018, he issued guidance entitled "Guidelines on storage of Health care waste"</p> <p>On 3rd February 2018, he issued a guidance entitled "Procedures for management of highly infectious medical waste"</p> <p>The PAT visited the following facilities to establish the presence of the issued guidelines:</p> <p>Anaka Hospital, Purong HC III, Aparanga HC II and Todora HC II.</p> <p>In all the above health facilities, the above guidelines were in place, plus posters delivered from the Ministry of Health guiding health workers on health care waste handling.</p> <p>Therefore, there was evidence that all sampled health facilities in Nwoya district had medical waste management guidelines version 2013.</p>	<p>4</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • 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>The DWO targeted allocations to sub-counties with safe water coverage below the district average of access coverage of 68%. There were four (4) sub counties with coverage below the District average which were; Anaka sub county with 64%, Lii sub county with 54%, Purungobsub county with 55% and Lungulu sub county with 36% and were all targeted in FY 2018/19 giving 100% of the budget allocation.</p> <p>The targeted sub counties were;</p> <ul style="list-style-type: none"> • Anaka sub County with a coverage of 82% • Lii with a coverage of 54% • Purongo sub county with a coverage of 55%. • Got Apwoyo sub County with a coverage of 71%. • Koch Goma sub county with a coverage of 72%. • Lungulu sub county with a coverage of 36% was planned and more 6 No. boreholes budgeted to be drilled with a budget support equivalent to euros 40,000 from Link to Progress (LTP). <p>The planned development budget for the water sector for FY: 2018/19 was Ugx.359,292,000 from the approved work plan and budget 2018/19 page 50.</p>	10

<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. o If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> <ul style="list-style-type: none"> o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>There was evidence according to the inspection and monitoring, quarterly reports and field visits that the district Water department implemented all the budgeted water projects in all the targeted sub-counties during FY 2017/18 giving the Water Department 100% implementation rate.</p> <p>The following was extracted from those reports and the following information was observed;</p> <ol style="list-style-type: none"> 1. In Koch Goma sub county Paten Agonga B and Agonga A Obule community School boreholes each constructed at a cost of Ugx.20,743,000 2. In Anaka sub county Agung Pabali A and Wiipolo West borehole were constructed at a cost Ugx. 20,743,000 3. In Purongo sub county Obakoo oo Pawatomero west and Lawora C were constructed at a cost of Ugx. 20,743,000 4. In Got Apwoyo sub county Pamin Olango and Lolim Pajengo Paramount boreholes were constructed at a cost of Ugx. 20,743,000 5. In Lii sub county Tee Obee borehole was constructed at a cost of Ugx. 20,743,000. 	
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p>	<p>The was evidence that the district Water department monitored each of WSS facilities;</p>
<p>Maximum 15 points for this performance measure</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>Supervision report dated 11th July,2017 on the repair of boreholes at Ogello P/S in Lii sub county using capital cost contribution: Supervision report dated 6th February,2018 for borehole drilling at Te-Obee in Lii sub county. Supervision report dated 8th February, 2018 for borehole drilling at Obule Community School in Koch Goma sub County. Supervision report dated 12th February, 2018 for borehole drilling at Agung Pabali A in Koch Goma sub County. Supervision report dated 16th February, 2018 for borehole drilling at Lawora C in Purungo sub County. Supervision report dated 14th February, 2018 for borehole drilling at Ter Kibur in Got Apwoyo sub County. Monitoring Spring protection report dated 28th May, 2018 being constructed by M/s Dream Enterprises Ltd the springs monitored included;</p> <p>Wang Acere Agonga A village Koch Goma sub county</p> <p>Wang Labwuc Agung village Anaka sub county</p> <p>Wang Gen Tee village Lii sub county</p> <p>Inspection report conducted between 10th -11th April, 2018 dated 16th April, 2018 for drilling, casting and installation of 9 boreholes and the sources were visited in the following sub counties of; Got Apwoyo sub county, Purungo sub county, Anaka sub county, Koch Goma sub county and Lii sub county works executed by Reddy's Borehole Technical Services Ltd</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • 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>There was evidence that the district submitted consistent data reports on the following dates;</p> <ul style="list-style-type: none"> • Quarter 1 data submitted on: 6th October, 2017, • Quarter 2 data submitted on: 6th January, 2018, • Quarter 3 data on submitted on 13th April, 2018 and • Quarter 4 data submitted on 26th July, 2018 to the Permanent Secretary Ministry of Water and Environment 	5
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>Water facilities which were found to be consistent in both sector MIS reports and PBS were;</p> <ul style="list-style-type: none"> • Tee-Ober source in Langele parish Lii sub county • Pabali A source in Pabali parish in sub county Anaka sub county • Paten source in Agonga parish Koch Goma sub county. • Obule Community source in Agonga parish Koch Goma sub county. • Obako oo source in Pawatomero parish Purungo sub County. • Lawora C source in Pawatomero parish Purungo sub County. • Wipolo West source in Todora parish Anaka sub County. • Otengo Bwone source in Pamin Olango parish Got Apwoyo sub County. • Lolima source in Tegoti Olango parish Got Apwoyo sub County. 	5
Procurement and contract management			

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>There was evidence that the sector has submitted input for the district procurement plan to PDU on 5th April, 2017 and was received on the same day by the PDU 5th April, 2017 this was within the required timeline of 30th April example S/N 04 was Drilling 6 boreholes each at Ugx.21,500,000 and was planned to be executed in quarter 3.</p>	<p>4</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>There was evidence that the district Water department had a contract manager and prepared contract management plans on 25th January, 2018 for monitoring each of WSS facilities; for example, in the plan it was scheduled to supervise drilling of boreholes in the month of February 2018 and indeed the supervision shows that this activity was well executed and supervised</p> <ul style="list-style-type: none"> Supervision report dated 12th February, 2018 for borehole drilling at Agung Pabali A in Koch Goma sub County. Supervision report dated 16th February, 2018 for borehole drilling at Lawora C in Purungo sub County. Supervision report dated 14th February, 2018 for borehole drilling at Ter Kibur in Got Apwoyo sub County. 	<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>The construction of the sampled Water and sanitation facilities e.g</p> <ul style="list-style-type: none"> Construction of Deep borehole at Agung Pabali A source in Anaka sub county. Construction of Deep borehole at Wipolo west source in Anaka sub county. Construction of Deep borehole at Agonga B source in Lii sub county. <p>The facilities were functional to the required objective that is supply of water to the community and hygiene requirement besides the technical requirement.</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 the contractors handed over completed WSS facilities example;</p> <ul style="list-style-type: none"> The site handover report for the drilling 9 boreholes by Reddy's Boreholes and Technical Services Ltd was received by the water department in March 2018 after the works were completed of contract No. NWOY606/Wrks/2017-18/00001. 	<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 appropriately certified all WSS projects and issuance of the payment certificates and completion reports thereof for example,</p> <ul style="list-style-type: none"> An interim certificate for the construction of 9 boreholes drilling and installation was prepared and issued on 16th April, 2018 by the District Water Officer to Reddy's Boreholes and Technical Services Ltd. A completion inspection report for the construction of 9 boreholes drilling and installation was prepared and issued on 16th April, 2018 by the District Water Officer to Reddy's Boreholes and Technical Services Ltd. A completion inspection report for the construction of protected spring wells was prepared and issued on 28th May, 2018 by the District Water Officer to Dreamers Enterprises Ltd. A certificate of partial completion was issued on 28th May, 2018. A commissioning report for drilling of 9 boreholes by Reddy's Boreholes Technical Services Ltd was prepared on 14th June, 2018 and was attended among others by the RDC Nwoya District Mr.Omuut John Robert 	<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>There was documentary evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment. This was verified from the following Payment Vouchers.</p> <p>Voucher No 2789 Date 29th March, 2018 Amount Shs 17,146,050</p> <p>Payee SCAN Water Contractors and Consultants Ltd Shop No 18 Akamwesi Complex Old Port Bell Road Kampala, Tel 0772,432,307,,077,2880,366</p> <p>Purpose Consultancy Services for Hydro geophysical Surveys, Siting and Supervision of 9 Deep Boreholes for Nwoya District</p> <p>Details</p>	<p>3</p>

- Invoice No1317 dated 26th March,2018
- Contract Agreement dated 18th January, 2018 Verified by PAT
- Request for Payment made on 28th March, 2018
- District Water Officer endorsed the request for Payment on 27th May, 2018.
- Payment effected on 29th March, 2018
- Payment effected promptly within a period of 2 weeks.

Voucher No 3483 Date 18TH April ,2018,
Amount Shs 144,070,442 Payee Reddys
Borehole and Technical Services Ltd
Box10940 Kampala Purpose Sitting,
Drilling Pump Testing Installation of
9boreholes in Nwoya District

Details were;

- Contract Agreement dated 18th January, 2018 verified by PAT.
- Request for Payment made on 23rd March, 2018.
- Certificate of work done issued by District Water Officer on 16th April, 2018
- Request for Payment endorsed by District Water Officer on 16th April, 2018.
- Payment effected on 18thApril 2018.
- Payment effected promptly within a period of 3 weeks.

<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 department submitted the annual performance report for the previous FY 2017/2018 were submitted on the following dates;</p> <p>Quarter 1 report was submitted on 6th October 2017 according to Submission schedules</p> <p>Quarter 2 report was submitted on 6th January, 2018 according to Submission schedules</p> <p>Quarter 3 report was submitted on 13th April, 2018 according to Submission schedules</p> <p>Quarter 4 report was submitted on 26th July, 2018 according to Submission schedules</p> <p>The water department submitted the annual performance report for the previous FY 2017/2018 to the Planner for consolidation. However the submission for quarter 4 was outside the stipulated timeline of mid-July.</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 <ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>There was no documentary evidence availed to PAT that the sector had provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: FY 2016/2017</p> <p>Number of queries raised were 2 and none was cleared number of queries pending were 2</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>There was no evidence in the committee minutes presented to PAT that the Council committee responsible for water discussed service delivery issues.</p>	<p>0</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was no evidence availed to PAT that the water committee has presented issues that require approval to Council</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"> 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>There was evidence of display of AWP, budget and the Water Development grant releases and expenditures on the district procurement notice board as per the PPDA Act.</p> <p>The information which was found displayed on the main district procurement notice board was quarter 1 FY:2018/19 releases dated 17th September,2018</p>	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>There was evidence that the visited water sources (Boreholes) were clearly labeled example;</p> <ul style="list-style-type: none"> Construction of Deep borehole at Agung Pabali village in Anaka sub county Construction of Deep borehole at Wipolo West village in Anaka sub county Construction of Deep borehole at Paten Agonga B village in Koch Goma sub county <p>These projects were clearly labelled with the date of construction completion, name of the project, name of the water source, name of the contractor and source of funding.</p>	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>There was evidence to the effect that the LG publicized information on tender awards on</p> <p>20th December, 2018 on the subject of the best evaluated bidder and the following information was found;</p> <p>Bid awarded to Ebowa Investments Ltd under open domestic bidding for siting, drilling and installation of 5 deep boreholes at a contract price of Ugx.92,470,700 with reference No. Aleb588/wrks/17-18/00003.</p>	<p>2</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence that communities apply for water/public sanitation facilities as per the sector critical requirements example;</p> <ul style="list-style-type: none"> An application from Pakiya village Lii parish Lii sub County dated 24th August, 2018 requesting for a borehole in their community. An application requesting for a borehole at Obako village Kal B parish Koch Goma sub county dated 28th January,2018 An application requesting for a borehole for Wipolo west village Todora Parish Anaka sub County dated 18th November, 2017 	<p>1</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii(carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that the Water and Sanitation Committees are functional as evidenced by the fencing of the borehole source by the community. The visited borehole sources were well fenced and protected.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>There was evidence that environmental screening for all projects and EIAs were conducted for all WSS projects example;</p> <ul style="list-style-type: none"> On 16th January, 2018 Environmental screening was conducted for Wipolo source signed by the DEO On 17th January, 2018 Environmental screening was conducted for Otengo Bwon source signed by the DEO On 18th January, 2018 environmental screening was conducted for siting, drilling and installation of deep borehole for Obako OO signed by DEO 	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>There was evidence availed to PAT that follow up support was provided in case of unacceptable environmental concerns in the water sector because a environmental monitoring report dated 22nd November, 2018 signed and stamped for all borehole drilling project sources.</p>	<p>1</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>There was no evidence that construction and supervision contracts have clause on environmental protection issues addressed in the B.O.Q.</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>There was documentary evidence that gender equity in the membership of the WSC was observed. The WSCs formation lists of 24th March, 2018 were seen. Report on formation of WSCs of 8th April, 2018 as a single document for all water sources. Example of WSCs composition for sampled sources were as follows;</p> <ul style="list-style-type: none"> At Ter-kibur source formed on 9th February, 2018 had 5Women and 4 Men, At Lolin source formed on 10th February, 2018 had 5Women and 4 Men. At Koch Goma source formed on 7th February, 2018 had 7Women and 2 Men 	<p>3</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>The public sanitation facilities had adequate access and separate stances for men, women and PWDs example is the drainable latrine at Alelele P.7 P/S</p>	<p>3</p>