



Local Government Performance Assessment

Oromo District

(Vote Code: 615)

Assessment	Scores
Accountability Requirements	17%
Crosscutting Performance Measures	69%
Educational Performance Measures	67%
Health Performance Measures	78%
Water Performance Measures	88%

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>The District submitted the Annual Performance Contract for FY 2018/19 on 2nd August, 2018. This date was outside the official date of 1st August set by the MoFPED. For that reason the District was non-compliant with the directive issued by the responsible Ministry, per the addendum to the LGPA June, 2018 Manual.</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>	No
Supporting Documents for the Budget required as per the PFMA are submitted and available			

<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The LG submitted an approved Budget that included a Procurement Plan for FY 2018/19 on 2nd August, 2018 a date outside the official date of 1st August set by the MoFPED. For that reason the District was non-compliant with the directive issued by the responsible Ministry. Note :</p> <p>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, as amended in LGPA Manual June, 2018.</p>	<p>No</p>
<p>Reporting: submission of annual and quarterly budget performance reports</p>			
<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 to MoFPED on 2nd August, 2018. This submission was in contrary to the PFMA Act. 2015 budget preparation guidelines, that requires LGs to make the submission on or before 31st July hence marked non-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>None referenced quarterly performance for FY 2017/2018 were submitted to MoFPED as follows;</p> <p>Quarter 01 was submitted 3rd January, 2018 Quarter 02 was submitted 26th March, 2018 Quarter 03 was submitted 18th June, 2018 Quarter 04 was submitted 14th September, 2018</p> <p>The budget performance reports of all the quarters were submitted to the MoFPED late contravening PFMA Act which requires these submissions to be made within the first month following end of the quarter . Late submissions were majorly attributed to the delay by MoFPED to upload IPFs on the systems. The LG thought, the delay was unfairly attributed to them.</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The DLG provided information to the PS/ST on the status of implementation of Auditor General and Internal Auditor General's findings for the previous FY 2016/17 through two evidenced letters dated 23rd March, 2018 and 19th April 2018.</p> <p>Details were as follows:</p> <p>A. Office of the Auditor General FY 2016/17</p> <p>Number of queries raised Number of queries cleared Number of queries pending</p> <p style="text-align: center;">2 2 Nil</p> <p>(A) Internal Auditor General FY 2016/17</p> <p>Number of queries raised Number of queries cleared Number of queries pending</p> <p style="text-align: center;">6 6</p> <p>Nil</p> <p>Note: Submissions were made late after the set time frame by end of February, 2018 in contrary to PFMA Act. 2015 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>Omoro DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	Yes

615 Omoro District Crosscutting Performance Measures 2018

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The District had the Physical Planning Committee in place appointed by CAO on 7th November, 2016 as follows:</p> <ol style="list-style-type: none"> 1. CAO's office-Chair 2. Mr Ochola Andrew, Physical Planner-Secretary 3. Mr Obwoya Patrick, D/Engineer 4. Rev. Cheng Vincent, DEO 5. Mr Okot Fransic, Agriculture. Officer 6. Mrs. Akumu Christine Okot, Ag. CDO 7. Mr Ongom Robert, Ag. DHO 8. Mr Oponya David, Ag. T/Clerk <p>The committee therefore was not dully constituted as required under Section 9 of the PPA Act 2010 stipulates the composition of the District Physical Planning Committee among which include;</p> <p>CAO who shall be the chairperson, District Physical Planner who shall be secretary, District Surveyor, District Roads Engineer, District Education officer, District Agricultural officer, District Water Engineer, District Community Development Officer, District Medical officer, District Environment Officer, District Natural Resource Officer, Physical Planner in Private Practice , Clerks of all urban and town councils in the district</p> <p>.</p> <p>Note: Omoro District was rather a new LG established at the beginning of FY 2016/17 and for this matter all positions were not filled, e.g. A District Surveyor, environment officer e. t. c. to enable CAO appoint a full committee.</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>Only one set of minutes of the Physical Planning Committee for a meeting held on 27th March, 2018 was presented for review by the PAT. There was no evidence for its submission to MoLHUD as required.</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 did not have a Physical Development Plan. For that reason consistence of 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>There was no action area plan prepared in the District during the previous FY 2017/18.</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 budget conference for the District was held in the Council hall on 14th and 15th November, 2017. Priorities in the AWP for FY 2018/19 were based on the outcomes of the conference as evidenced in the examples below:</p> <ol style="list-style-type: none"> 1. Procurement of agricultural supplies on page 20 of budget and page 17 of the conference report which focused on value chain of key agricultural commodities like soya. 2. Construction of classrooms in schools on page 40 of the budget and page 23 of the report. 3. Improvement of maternal, neonatal, young child and adolescence health on page 8 of the report and page 32 of budget for construction and renovation of health facilities. 	<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. <p>Score 1.</p>	<p>Evidence that the capital investments in the approved Annual Work Plan for the current FY 2018/2019 are derived from the approved Five-Year Development Plan pages in the examples below:</p> <ol style="list-style-type: none"> 1. Construction of staff house at Lalogi HC IV on page 63 of AWP and page 251 of Five Year. DDP. 2. Construction of water born toilet at Acet market on page 78 of AWP and page 259 of the 5 Year. DDP. 3. Procurement of 4 motorcycles on page of AWP and page 264 of 5 Year. DDP. 4. Road plant Maintenance and repairs on page 74 of the AWP and page 269 of the 5 Year. DDP. 	
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

<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 profile were developed and reflected on pages 242 to 277 of the five year DDP. These profiles were presented and discussed by TPC in their meeting held on 26th February, 2018 under Min. DTPC/4/2/2018.</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making-maximum score 1. 	<p>A District Statistical Abstract for 2018/19 was compiled and signed by Mr Akera John Bosco, CAO to guide TPC and political wing in planning and monitoring respectively. It was presented to TPC in their meeting held on 8th May 2018 under Min. DTPC/05/2018 on page 4 to support the committee in budget allocations and for making informed decisions .</p>	<p>1</p>

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

Maximum 6 points on this performance measure.

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

All infrastructure projects implemented in FY 2017/2018 were derived from the Annual Work Plan and Budget approved by the LG Council reference pages in table below:

Project	Pg. in AWP	Pg. in Budget
Construction of 1 block of 2 stance latrine at Acet RC	31	127
Construction of 1 block of 2 stance latrine at Orapwoyo P/S	21	60
Renovation of 1 block staff house at Bobi HC III	17	162
Renovation of Maternity at Alokolum HC II	17	166
Renovation of 2 Units classroom block at Aketket P/S	20	154
Construction of 1 block of 4 units teachers house at Atyang P/S	26	151
Construction of 1 block of 2 classroom at Lela Obaro P/S	26	162
Fencing Mini Abattoir at Palenga	*	*
Deep borehole apron casting and hand pump installation	32	125
Deep siting and drilling 6 borehole in 6 parishes	32	155

* Project was not on the original approved AWP but was approved by Council through supplementary budget in their meeting of 22nd December, 2017 under Min.20/FCM/2017.

<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 the 10 investment projects in the approved AWP for FY 2017/18 were completed. This was 100% completion rate. Examples of such projects were:</p> <ol style="list-style-type: none"> 1. Construction of one block of two stance latrine at Acet RGC by Guftan Company Limited. A completion certificate was issued on 5th January, 2018. 2. Deep borehole apron casting and hand pump installation by Balcon Engineering Ltd. A completion certificate was issued on 18th April, 2018. 4. Deep sitting and drilling of six boreholes in six Parishes by Ebowa Investment Ltd. A completion certificate was issued on 28th February, 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 District budget for the infrastructure projects for FY 2017/18 was UGX 482,780,498 while actual implementation cost was UGX 461,465,797. The implementation cost was UGX 21,314,701 (4.4%) less the original the original budget.</p>	<p>2</p>

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>Although there was inadequate budget provision of UGX 5,000,000 under work base inspection and health care services on pages 19 and 11 respectively in the draft financial statements for the FY 2017/18, execution was recorded zero by the end of the year under review.</p> <p>LG explained that non execution was basically due to insufficient locally raised revenue .</p>	<p>0</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>Omoro Customized Staff Establishment was adopted by Council on 13th December, 2016 vide minute 03/Coun/2016.</p> <p>The adopted Staff was forwarded to MoPS for approval on 14th June, 2017 and the MoPS through letter Ref. No. ARC135/306/01 of 3rd July, 2017 approved the implementation of Omoro DLG Staff Establishment.</p> <p>The Staff Establishment with exclusion of the Administration, provided for nine HoDs. The Assessment established that of the nine positions, the District Education Officer's position was the only officer; Rev. Ochieng Vincent Ocen substantively filled as per the appointment on transfer of service of 18th January, 2017 as directed by Omoro DSC minute No. DSC/1/2016.</p> <p>The Officers in acting capacities were; Production Officer, Community Development Officer, the CFO, District Planner, DHO and the District Engineer. The CAO for all Officers in acting capacities given the Acting Appointment letters as directed by DSC for instance Akumu Christine Okot on 9th March, 2018 as directed by DSC/7/01/2018 (d)</p> <p>The Assessment team further noted that although the Staff Establishment provided for position of HoD Trade, Commerce, Industry and Local Economic Development, the District never had any person even in acting capacity.</p> <p>The LG has since its establishment in 2016 has advertised twice in the New Vision News Paper; on Tuesday, January 23, 2018 and Thursday, December 29, 2016 but has not attracted people for the posts of the DE, CFO and DHO.</p>	<p>0</p>
-----------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>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 were on files showing actual scores based on the set targets for example the DEO scored 90.2% and the CAO noted that he was doing fairly on strategic out of monitoring and evaluation. The DEO promised to improve with increased facilitation.</p>	<p>2</p>
-----------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

Maximum 4 points on this Performance Measure.

• Evidence that 100 % of staff submitted for recruitment have been considered: score 2

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), Omoro DSC considered 82 people for recruitment during the FY 2017/18. The positions were spread in different departments;

Administration; 22 positions,

Finance; 04 positions,

Planning; 01 position,

Production and Marketing; 01

Works; 03 positions,

Education 29 positions,

Natural Resources; 06 positions,

CBS; 01 position,

Health; 09 positions,

Town Council; 06 positions

The DSC because of the big number of applicants, it co-opted the services of the Public Service Commission (PSC) and on 15th May, 2018 at the District Headquarters conducted the aptitude tests.

the DLG submitted 82 staff to the DSC for recruitment on 15th May, 2018. The consideration was in various meetings for instance; in its meeting held on 23rd through to 27th July, 2018 under minute DSC/10/07/2018 considered one Clinical Officer, an Enrolled nurse, IT officer, Internal auditor, Environment and Forestry Officer.

Under minute DSC/9/05/2018, 22 Education Assistant II were considered and,

Under minute DSC/10/07/2018 an Assistant Town Clerk was considered.

<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>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 confirmed two staff who had been submitted by the LG on 15th May, 2018;</p> <p>In the meeting held on 23rd through to 27th July, 2018 under minute DSC/10/07/2018 (a), the two Education Assistant II were confirmed.</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 Financial Year under review, there was no case submitted to the DSC.</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>The LG was using the IPPS which was updated on the effective date of appointment.</p> <p>The 11 staff appointed on promotion accessed the payroll immediately because they fitted within the wage bill for example;</p> <p>Ocii Santo a former inspector of Schools was appointed Senior Inspector of Schools on and Okello Dennis was formerly a Health Inspector was promoted to Senior Environment Health Officer were appointed 9th March, 2018 under minute DSC/7/01/2018 (o).</p> <p>The payroll for May, 2018 under IPPS No. 746538 and 868128 UGX 729,829 and UGX 153,702 was paid to Ocii and Okello respectively.</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, three staff were retired; Wanok Peter, Onyango Christine and Okello Wilson. None of the three accessed the payroll within a timeline of two months. The first pension received was in June, 2018 e. g; Wanok Peter IPPS 159669, SS No. 273492 received UGX 157,048 in June 2018.</p> <p>The assessment observed that during the FY 2016/17, the district did not have a pension wage bill and all the retired staff were carried over into the FY 2017/18. Payment of pension started in December, 2017</p> <p>The District was timely preparing a list of staff about to retire six months before actual retirement date and submitting the files to MoPS for instance Onyango Christine whose Date of Retirement was due 30th November, 2017 her file was submitted to MoPS on 22nd November, 2017.</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>			

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Total of OSR for FY 2016/2017 was UGX 192,505,134 (Page 30 of Audited Final Accounts FY2016/2017)</p> <p>Total of OSR for FY 2017/2018 was UGX 248,603,738 Page 24 Draft Final Accounts FY 2017/2018 which presented an increase of UGX 56,093,604 over the two successive FYs which reflects a 29% increment.</p> <p>% increase = $56,093,604 \times 100$</p> <p style="text-align: center;">192,505,134</p> <p style="text-align: center;">= 29% increase.</p> <p>The reasons for Increase for Local Revenue were;</p> <p>The District Local Government provided a Vehicle specifically to cater for Local Revenue Mobilisation.</p> <p>Additionally, the DLG improved on Local Revenue Data Base, the LG carried out an exercise of indentifying new Taxpayers for Local Service Tax and this yielded dividends; For instance Local Service Tax Collections increased from UGX 36,188,584 in FY20162017 to UGX 56,926,975 FY 2017/2018 resulting into an increase of UGX 20,741,408 constituting 57% increase.</p>	4
<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 was UGX 524,162,000 Page 3 of Approved Original Budget) FY2017/2018.</p> <p>Total Local Revenue Collected during FY 2017/2018 was UGX 248,603, 730</p> <p>Performance OSR realization was 47% and hence a deficit of 53% (100-47 %)</p> <p>The reason given for the short fall was due to unrealistic budgeting for local revenue revenue analysis out of political influence. The vehicle that had been earmarked for revenue mobilization broke down from February-June, 2018 and this also affected collection of local revenue.</p>	0

Local revenue administration, allocation and transparency

Maximum 4 points on this performance measure.

• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2

Local Revenue collections subjected to sharing with LLGs was UGX 6,926,975 (Page 24 of Draft Final Accounts FY 2017/2018).

Amount of local revenue remitted to LLGs was UGX 8,000,000 as per details indicated below:

Vr No	Date	Name of S/C

Shs

3/9//17	7th Sept, 2017	Ongako
1,000,000		

4/9/17	7th Sept, 2017	Bobi
1000,000		

5/9/17	7th Sept, 2017	Koro
1000,000		

6/9/17	7th Sept, 2017	Odek
1000,000		

7/9/17	7th Sept, 2017	Lakwana
1000,000		

8/9/2017	7th Sept, 2017	Lalogi
1000,000		

5/6/17	13th June, 2018	Odek
2,000,000		

Total	UGX	
8,000,000		

% of Local Revenue Remitted to LLGS = $\frac{8,000,000}{56,926,975} \times 100$

56,926,975

Therefore the District remitted 14% to LLGs of Local Revenue instead of the required 65% resulting into a deficit of 51%. This was Contrary to Section 85 (4) of Local Governments Act CAP 243 as amended.

Reasons Advanced

The three year old LG was Financially Challenged as it had to cater for the mandatory sittings of Council and its standing Committees plus other administrative expenses including Fuel and purchase of Stationery.

Local revenue administration, allocation and transparency

Maximum 4 points on this performance measure.

• 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

Total expenditure on council allowances during FY 2017/2018 was UGX 64,930,500 extracted from 65 Payment Vouchers and Payment Schedule endorsed by CFO 0788003281 dated 27th September, 2018 and Finance Officer 0782322951

Percentage 33%.

% of Expenditure in relation to OSR realised in FY 2016/2017

$$= 64,930,500 \times 100$$

$$192,505,134 \text{ (OSR FY2016/2017)}$$

$$= 33\%$$

Therefore Council expenditure on allowances was 33% over and above the requirement of 20% of the previous FY 2016/2017 OSR realised. (Regulation 4 to the First Schedule of the Local Governments Act CAP 243 as amended refers)

However, the District Local Government was granted permission to spend a total of UGX 36,780,000 over and above 20% of the Local Revenue of the previous FY 2016/2017 on emoluments and allowances to Councillors by the Minister of Local Government as the letter dated 24th January, 2018, Ref ADM/F/.75/01 This was in accordance with regulation 4A of the First Schedule to the Local Governments Act CAP 243 as amended

Procurement and contract management

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>The LG did not have a Senior Procurement Officer.</p> <p>The Procurement Officer; Aloba Betty Moro was appointed on transfer of service from Gulu as assistant Procurement Officer on 18th January, 2017 as directed by DSC/1/2016.</p> <p>The appointment on transfer was following the MoLG guidelines Ref. ADM/288/293/01 dated 3rd May, 2016 which among others provided for sharing of personnel between the old and the new district and guided that, "The staff of the original District Headquarters will be shared between the old and the new District according to the immediate service needs of the District while ensuring the services in the old Districts are not disrupted".</p> <p>The CAO on 9th March, 2018 as directed by Omoro DSC No. DSC/7/01/2018 (o) appointed Aloba Betty as Omoro DLG Procurement Officer.</p>	<p>0</p>
---------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

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

Maximum 4 points on this performance measure.

- Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1

The appointed EC for the Procurements during the FY 2017/2018 produced evaluation reports with technical and clear recommendations to the Contracts Committee as evidenced by;

The Deep borehole drilling of six boreholes under DWSCG funding whose EC membership comprised of the; Ojok Santo a Road Inspector, Odoch Patrick an Engineering Assistant, Mecak Patrict an Engineering Assistant for water, Alobo Betty Moro a Procurement Officer and Mwaka Gaspher an inspector of Schools on 25th October, 2017 produced a report that recommended to the CC the best evaluated bidder; M/s Ebowa Investments Limited to be awarded the contract at UGX 92,382,200.

The CC on 8th November, 2017 under minute OMORO615/CC/2017-2018/03 upheld the recommendations of the EC and awarded the Contract to M/s Ebowa Investments Limited and the Contract worth UGX 92,382,200 was signed on 29th November, 2017.

Procurement subjects; Construction of one block of two classrooms at Lela Obaro P/S in Paidongo Parish Bobi S/C (Omororo615/Wrks/2017-18/0002)

and The Construction of one block of four unit teachers' house at Atyang P/S in Lakwana S/C (Omororo615/Wrks/2017-18/0001

) were awarded to M/s Deg Bedo Company Limited and M/s Stanhope Construction and General Merchandise respectively following the recommendations of the EC as for Drilling of six boreholes and the same CC as for drilling the six boreholes.

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The 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:</p> <p>The Deep borehole drilling of six boreholes, Construction of one block of two classrooms at Lela Obaro P/S in Paidongo Parish Bobi S/C and the Construction of one block of four unit teachers' house at Atyang P/S were evaluated by the same EC and reports dated 25th October, 2017 recommended to the CC the best evaluated bidders; M/s Ebowa Investments Limited, M/s Deg Bedo Company Limited and M/s Stanhope Construction and General Merchandise to be awarded the contracts at UGX 92,382,200, UGX 63,981,016 and UGX 107,696,240 respectively.</p> <p>The same CC on 8th November, 2017 under minute OMORO615/CC/2017-2018/03 upheld the recommendations of the EC for the three procurements and awarded the Contracts to the best evaluated bidders.</p> <p>The three separate contracts were signed on 29th November, 2017.</p>	<p>1</p>
<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> • a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2 	<p>The Procurement and Disposal Plan (PDP) for FY 2018/19 covered all infrastructure projects in the FY 2018/19 AWP, for instance; the construction of 2-stance drainable latrine with a Bath shelter at Okwir Primary School in Bobi Sub County which was item No. 56 on page 9 of the PDP and on page 63 of the AWP.</p> <p>The PDP for FY 2017/18 corresponded well with the respective AWP for example; the Drilling of six boreholes on page 16 of the PDP and on pages 68 and 69 of AWP under the Education Work Plan.</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 over 80% of the bid documents for all the infrastructure projects and the advert/invitation for bids was raised in the New Vision of Thursday August 9, 2018 on page 28. Examples of the reviewed bid documents included;</p> <p>The construction of 2-stance drainable latrine with a Bath shelter at Okwir Primary School in Bobi Sub County,</p> <p>Low Cost sealing of 0.5km of Opit-Awoo Road,</p> <p>The construction of 2-stance drainable latrine with a Bath shelter at Dino Primary School in Odek Sub County,</p> <p>The Supply of 50 oxen and 25 ox ploughs, and</p> <p>The Supply of 480 bags of Narocass 1 cassava cuttings to the Production Department.</p> <p>Some service provider had bought the bid documents for instance; M/s Luna Technical Services and General Supplies Company Limited paid UGX 50,000 on 16th August, 2018 for the Supply of 480 bags Cassava Cuttings to the Production Department as per the Omora DLG General Receipt S/No. 0593, and</p> <p>M/s REMA Uganda Limited paid UGX 100,000 on 29th August, 2018 for the bid of Low Cost Sealing of 0.5km of Opit-Awoo Road</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>The Microsoft Word made DLG Contracts Register that captured all the executed Contracts for FY 2017/2018 worth a total of UGX 851,095,731 was in place.</p> <p>The register was up to date as it captured the Apron casting and hand pump installation of six boreholes by M/s Balcon Engineering Limited that had been completed on 17th April, 2018 as shown by the completion certificate.</p>	<p>2</p>

<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): <p>score 2.</p>	<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> <p>Open Domestic Bidding, i. e Procurements with Price above UGX 100M were;</p> <p>a) Deep borehole drilling of six boreholes; Procurement Ref. No. Omoro615/Wrks/2017-18/0003 with Contract sum UGX 92,382,200 was advertised in the Daily Monitor of Tuesday, September, 26, 2017 page 38 January 31, 2017 page 47 .with a bid security of UGX 3M.</p> <p>b) Construction of one block of two classrooms at Lela Obaro P/S in Paidongo Parish Bobi S/C, Ref. No. Omoro615/Wrks/2017-18/00002 was advertised in the Daily Monitor of Tuesday, September, 26, 2017 page 38 January 31, 2017 page 47 .with a bid security of UGX 3M. and,</p> <p>c) The Construction of one block of four unit teachers' house at Atyang P/S Procurement Ref. Omoro615/Wrks/2017-18/00001 was advertised in the Daily Monitor of Tuesday, September, 26, 2017 page 38 January 31, 2017 page 47 .with a bid security of UGX 3M.</p> <p>Restrictive/Selective Bidding was applied to;</p> <p>a. Procurement; Omoro615/Wrks/2017-18/00009; Completion of staff house at Koro Primary School in Koro Sub County at Contract price UGX 18, 453,318</p> <p>b. Procurement; Omoro615/Wrks/2017-18/00013; Construction of one block of 2 drainable latrine at Atyang P/S in Lukwana S/C at Contract price UGX 13,056,710</p>
<p>Maximum 6 points on this performance measure.</p>		

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates <p>for all projects based on technical supervision: score 2</p>	<p>There was evidence that the LG certified and provided detailed project information on all investments example;</p> <p>Construction of Omoro District Administration block Ltd reference No. Omoro615/wkrs/2016-17-18/00001 at a contract price of UGX.994,400,000</p> <ul style="list-style-type: none"> Progress report and measurement sheet were dated 1st December, 2017. Verification report dated 25th May, 2018 Interim Certificate was issued on 27th June, 2018 UGX 34,930,291 <p>Construction of a 2-stance drainable latrine at Ocimu P/S in Lalogi sub county by M/s Crux Engineering construction Ltd Progress report and measurement sheet were dated 23rd February, 2018.</p> <ul style="list-style-type: none"> Measurement sheet dated on 29th May, 2018 Certificate of completion was issued on 6th June, 2018 	<p>2</p>
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>There was clear labelling of works projects for instance;</p> <p>The phased project of construction of Administration block was clearly labelled with a site board with information displayed which indicated among others the Contractor as M/s Hoima Engineering Services Limited at a cost UGX 221M for the phase of FY 2017/18 but the overall cost was UGX 994,400,027</p>	<p>2</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>The LG made monthly and up-to-date bank reconciliations as at 30th June, 2018. Similarly, there was documentary evidence by way of Reconciliation Statements that the DLG had carried out bank reconciliations up to the month of August 31st as at the time of Performance Assessment.</p> <p>This was evidenced from the following Sampled Cashbooks as indicated below:</p>	<p>4</p>

- General Fund A/C 109355423014 at DFCU-Gulu. Reconciled up to date as at 31th August, 2018
- Administration A/C01093554323024 at DFCU-Gulu. Reconciled up to date as at 31st August, 2018.
- Production and Marketing
A/C 1400071453 at Housing Finance Gulu. reconciled up to date as at 31th August, 2018,
- Health A/C 2290558095 reconciled up to date as at 31st August, 2018
- PRELNOR A/C 1400075262 reconciled up to date as at 31st August 2018 at Housing Finance, Gulu Reconciled up to date as at 31st August, 2018
- Natural Resources A/C 1400071462 at Housing Finance Gulu, reconciled up to date as at 31st August, 2018.
- Education A/C 01093554326474
at DFCU Gulu reconciled up to date as at 31st August, 2018
- Works and Technical Services
A/C 2290558109 at KCB Gulu reconciled up to date as at 31st August, 2018
- Community Based Services
A/C 2290558087 at KCB Gulu reconciled up to date as at 31st August, 2018
- Council and Statutory Bodies A/C
01093554326483 at DFCU Gulu reconciled up to date as at 31st August, 2018
- Global Fund A/C 2290580678 at KCB Gulu reconciled up to date as at 31st August, 2018
- DDEG A/C 9030013811708 at Stanbic Bank Gulu reconciled up to date as at 31st August, 2018
- UNCEF A/C 9030013435722 at Stanbic Bank Gulu reconciled up to date as at 31st August, 2018

The Board of Survey had verified the Annual closure of Accounts and Reconciliation at the end of FY 2018 as at 30th June 2018. This is provided for under Regulation 69 of the The CFO and Finance Officer were Authenticating the Monthly Reconciliation Statements.

<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 DLG made timely payment of suppliers during the previous FY 2017/2018. This was verified from the following sampled Vouchers indicated below:</p> <p>Voucher No 44/12/17 dated 29th December 2017 of UGX 57,758,085 to Payee M/s Relief Line Uganda Ltd for the Supply of Hand Pump Parts</p> <p>LPO issued on 11th December, 2017 (LPO No 1578 dated 11th December, 2017)</p> <ul style="list-style-type: none"> • Goods Delivered on 18th December, 2017 (As per Goods Delivery Note No 906) • Goods LPO No 1578 dated 11th December, 2017) • Request for Payment made on 20th December, 2017 • Request for Payment endorsed by District Water Officer on 21st December, 2017 • Payment effected on 29th December, 2017 <p>The Payment was effected promptly within a period of 9days.</p> <p>Voucher No 2/3/18 dated 7th March, 2018 of UGX 80,267,220 Payee M/s Ebowa Investments Ltd Box 442 Lira</p> <p>Purpose: Deep borehole Sitting and Survey.</p> <ul style="list-style-type: none"> • Request for Payment made on 21st February, 2018 • Certificate of work done issued on 27th February, 2018 • Request for Payment endorsed by the District Water Officer on 27th February, 2018 • Payment effected on 7th March, 2018. <p>Payment was therefore effected promptly within the recommended time frame.</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 LG had a Senior Internal Auditor as per Appointment letter dated 9th March 2018 Ref CRD/156/3 Under minute No DSC/7/01/2018(0) of the District Service Commission that offered Betty Otto appointment on promotion as Senior Internal Auditor.</p>	<p>1</p>															
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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"> <thead> <tr> <th>Quarter</th> <th>Date of report</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>14th Nov, 2017</td> <td>CRD/ODLG/261/2</td> </tr> <tr> <td>Quarter 2</td> <td>13th Feb, 2018</td> <td>CRD/ODLG/251/2</td> </tr> <tr> <td>Quarter 3</td> <td>25th April, 2018</td> <td>CR/ODLG/251/2</td> </tr> <tr> <td>Quarter 4</td> <td>30th July, 2018</td> <td>CR/ODLG/251/2</td> </tr> </tbody> </table> <p>The functionality of the Internal Audit unit was evidenced by the four Quarterly Internal Audit Reports that were produced in accordance with section 90 (2) of Local Governments Act CAP243 (as amended).</p>	Quarter	Date of report	Reference	Quarter 1	14th Nov, 2017	CRD/ODLG/261/2	Quarter 2	13th Feb, 2018	CRD/ODLG/251/2	Quarter 3	25th April, 2018	CR/ODLG/251/2	Quarter 4	30th July, 2018	CR/ODLG/251/2	<p>2</p>
Quarter	Date of report	Reference																
Quarter 1	14th Nov, 2017	CRD/ODLG/261/2																
Quarter 2	13th Feb, 2018	CRD/ODLG/251/2																
Quarter 3	25th April, 2018	CR/ODLG/251/2																
Quarter 4	30th July, 2018	CR/ODLG/251/2																
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>There was no documentary evidence that the LG had provided information to the Council and LGPAC on the Status of implementation of internal Audit findings for FY 2017/2018.</p> <table border="1"> <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>22</td> <td>22</td> <td>None</td> </tr> </tbody> </table>	Number of queries raised	Number of queries cleared	Number of queries pending	22	22	None	<p>0</p>									
Number of queries raised	Number of queries cleared	Number of queries pending																
22	22	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 evidence that the Internal Audit Reports for FY 2017/2018 were submitted to Accounting Officer and LGPAC However, LGPAC had not reviewed all the four Quarterly Internal Audit Reports FY 2017/2018. Out of four Quarterly Internal Audit Reports, LGPAC had reviewed two Quarterly Internal Audit Reports for the 1st and 2nd Quarter FY2017/2018 as enumerated below:

- 1st Quarterly Internal Audit Report FY 2017/2018 was reviewed by LGPAC as per the report dated 4th April, 2018 Ref CR/OMDLG207/2
- 2nd Quarterly Internal Audit Report was reviewed by LGPAC as per the report dated 8th June, 2018

However,

- 3rd Quarterly Internal Audit Report was reportedly reviewed by LGPAC but the report was not availed to Performance Assessment Team for verification.
- 4th Quarterly Internal Audit Report FY2017/2018 had not been reviewed by LGPAC at the time of this Performance Assessment exercise.

Quarter	Date of submission	Reference for report review
Quarter 1	14th Nov, 2017	CR/ODLG/251/2
Quarter 2	13th Feb, 2018	CR/ODL/251/2
Quarter 3	25th Apr, 2018	CR/ODLG/251/2
Quarter 4	30th July, 2018	CR/ODLG/251/2

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 by the District Local Government to Compile the required three Assets Registers but not Conclusively. The three Assets Registers that were verified by the Performance Assessment Team (PAT) were not Consistent with outlined Formats on Pages 167-168 of the Local Governments Financial and Accounting Manual 2007. The following Assets Registers t were Verified :as indicated below:

- Assets Register Vol No1 for Motor Vehicles and Motor Cycles.
- Assets Register –General which contained Computers and Furniture,
- Register for Vehicles and Heavy Plants

Besides, the required Assets Register for Land and Buildings was Conspicuously not in place at the time of this Performance Assessment exercise.

Action taken by the Performance Assessment Team (PAT)

The Senior Accounts Assistant in the names of Susan Atto Oboro Mob:0779400328 who was responsible for Compiling Assets Registers was mentored on the dynamics of Compiling the required three Categories of Assets Registers by referring to the Formats embedded in Local Governments Financial and Accounting Manual 2007 namely Assets Register General, Register for Vehicles Heavy Plants , Register for Land and Buildings.

Omoro District LG was operating a Manual Accounting 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>Omoro 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>Omoro District Council met and discussed service delivery related issues as provided in the minutes below:</p> <ul style="list-style-type: none"> - On 8th September, 2017 under Min.06/coun/2017 received a presentation and approval of General Purpose Committee. - On 31st October, 2017 under Min. 10/FCM/2017 Presentation discussion and approval of DEC report. - 22nd December, 2017 under Min. 20/FCM/2017 Discussed and approved supplementary budget 2017/18. - 29th March, 2018 under Min. 27/FCM/2018 Laying of District Draft Budget Estimates 2018/19 - 30th May 2018 Presentation of DEC report. 	<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>Through a letter ref. CR/D of 23rd March, 2017, Ms. Anne Morine, Senior Human Resources Officer was designated by CAO the duty of District complaints Desk Officer.</p>	<p>1</p>

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>By this assessment date there was no clear specific system in the District for recording, investigating and responding to grievances raised by the general public.</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>District payroll and pensioner schedules for the month of September 2018 were up on a public Notice Board for review by the public. PAT was told that because of small size of the facility, postings are done on a monthly basis. By this assessment date, the schedules for August had been pulled down and kept on an old box file ref. CR/115/6 opened on 16th June, 2017.</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>District Procurement Plan for FY 2018/19 which was endorsed by the CAO on 10th September, 2018 was reviewed by the PAT posted on the Notice Board found next to the Generator room.</p> <p>Awarded contracts for the same period were also seen and the following are just examples:</p> <ul style="list-style-type: none"> ? Deep borehole site survey, drilling, test pumping and hand pump installation which was awarded to Galaxy Agro Tech (U) Ltd at UGX 113,887,700. ? Supply of spectrophotometer under DWSCG & DDEG funding awarded to Muhumuza Contractors and Stationers at UGX 35,700,000 	<p>1</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>The District did not own a website page because of the cost involved. However, the LG operated a whatsapp platform where several stakeholders are members including councillors, Hon. Members of Parliament from the District, e, t. c. PTA reviewed the Performance Assessment Results which were posted on the District whatsapp platform on 3rd September, 2018 being the latest posted.</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>As a communication strategy, the District used a whatsapp platform to communicate and explain guidelines, circulars and policies from the Centre to LLGs and institutions during FY 2017/18. For example:</p> <ul style="list-style-type: none"> The National Budget speech for FY 2017/18 was posted on 8th June, 2017. Information on inclusion of National ID numbers in salary payslips from MoFPED was posted on 7th August, 2017 Another circular posted by CAO on 7th January 2018 was about refund of diverted, unaccounted for and inadequate supporting documents to various expenditures. 	<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>During the previous FY 2017/18, the District conducted public gatherings within the communities to provide feed-back on status of activity implementation. For example:</p> <p>It was noted from a report ref. CR/OMDLG dated 20th June, 2018 compiled by Ms. Acen Florence showed proceedings of a public gathering held on 13th June, 2018 at different locations attended by LC V Chairman, RDC, CAO, SAS, officials of LC I & II discussed feed-backs of undertakings in their parishes on education and health sectors.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>Evidence that the Gender focal point officer provided guidance and support to sector departments to mainstream gender into their activities and planned activities:-</p> <ul style="list-style-type: none"> - Report on sensitisation of communities on government programs held on 30th September, 2017. Attended by 25 community members, 9 females and 16 male. Payment Voucher (PV) No.6/9/2017 - Community dialogue and training on child protection at Bobi sub-County, total attendance 111, 46 women, 65 men, as per PV No.18/12/2017 for UGX 1,200,000/-, - Gender mainstreaming training of councillors and technical staff for Odek sub-County 20 participants 8 female and 12 male, PV No.8/5/2018 of UGX 700,000/- - Community dialogue meeting with the communities in the villages of Agwak Otal, shown on Payment voucher No.8/5/2018 for UGX 0.5M, in Lalogi sub-County. - Minutes of the General Purpose Committee and Discussion of Departmental Reports, Guidance and information on mainstreaming gender in their respective sectors. 	2
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability <p>and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2.</p>	<p>The approved Total Budget Community Based Services was UGX 352,838,336/-.</p> <p>The following was planned on strengthening women's roles and address vulnerability:-</p> <p>During the FY 2018/2019, the Community based department planned for the following:-</p> <ol style="list-style-type: none"> 1. Adult learning (4 quarters) at UGX 6,000,000 Page 61 Approved budget Omoro district 2. Support to persons with disability, 4 quarters, for income generating activities (IGAs) page 62, Approved budget Omoro district LG 3. Gender mainstreaming using UGX 7,000,000/- page 63 Approved budget Omoro district 2018/19. <p>Approved budget estimates for the sector 2017/18 was UGX 352,838,336/- (Draft Final Accounts</p>	2

More than 90% of previous year's budget for gender activities/vulnerability/social inclusion was implemented as depicted in the following expenditures:-

1. Community dialogue on community development issues for UGX 1,338,000/- on PV No.11/6/2018 of 10th June, 2018
2. Training of 30 youth groups in project management at UGX 5,000,000/- on PV No.3/7/2018
3. Facilitate women council conduct executive meeting using UGX 500,000/- indicated on PV No.26/6/2018 of 26.6.2018
4. Community care on child care and child protection worth UGX 1,200,000/- dated 20th December, 2017 on PV No. 18/12/2017
5. Conduct Community dialogue on GBV in Agak and Otal villages worth UGX 500,000/- on PV No. 4/9/2018 dated 13th September, 2017
6. Transfer of funds to Pabala Young Farmers for Produce Buying. worth UGX 7,100,000 VIA PV No. 3/3/2018 dated 13th February, 2018
7. Olatido Yelepi Youth oxfarm cultivation worth UGX 8,035,000 via PV No. 2/03/2018 of 7th March, 2018
8. Onang OKong Kora youth piggery project, with UGX 7,550,00 via PV No 01/03/2018
9. Produce buying project of Lakwaloner Waloking produce buying at UGX 6,295,000 via PV No. 6/02/2018 of the 21st February, 2018
10. Barolam Lagada Yil Kwadi Piggery Youth at UGX 8,061,000 via PV No. 5/2/2018 of 21st February, 2018
11. Telwa Par P Buki Produce buying and selling at UGX 7,100,000 via PV No. 7/6/18 dated 28th June, 2018
12. Pika Pi Ryemo can produce buying and selling at UGX 7,100,000 via PV No. 6/6/18 of 11th June, 2018
13. Lamin Lamino Piggery Youth project at UGX 6,059,000 via PV No. 5/6/18 of 11th June, 2018
14. Lacen Otinga Oyabo Makweri Prduce Trade at UGX 7,100,000 via PV No. 3/6/18 of 24th May, 2018

		<p>15. Orapwoyo Ribe Aye Kwo ox cultivation youth produce trade at UGX 8,540,000 by PV No.3/6/18 of 24th May, 2018.</p>	
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>From PDU, the following Bid documents were sampled:-</p> <ol style="list-style-type: none"> 1. Construction of deep borehole and hand pump installation; the Screening files seen, the ESMP review were seen, the Monitoring Reports dated 25th May, 2018 were present and Certification of environmental restoration dated 21st December, 2017 was seen . 2. Deep Borehole and hand pump installation at Awok in Agwot parish had the Environmental mitigation aspects budgeted Environmental restoration certificate dated 5th December, 2017 was seen. 3. Deep Borehole and hand pump installation at Loyo ajongo in Joko parish had the; Screening files, the ESMP Review, the Monitoring reports and Certification (Environmental) was seen. Screening forms were dated 15th December, 2017. 4. Deep Borehole and hand pump installation at Oratido in Lukwo parish had in place the; ESMP, Environmental screening file, Monitoring reports and Environmental completion certificate dated 19th December, was seen 	<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 LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>The following projects were sampled:-</p> <ol style="list-style-type: none"> 1. Construction of 2 stance drainable latrine at Arapoyo Primary school. <ul style="list-style-type: none"> - No social management, health and safety plans seen in the contract Bid documents 2. Renovation of Maternity Block Adino Health centre II <ul style="list-style-type: none"> - No social management, health and safety plans seen in the contract bid document. 3. Construction of a 1 block of 2 classrooms at Lela Obaro Primary School. <ul style="list-style-type: none"> - No environmental, and social management, and health safety plans seen in the bid document sampled. 4. Completion of staff house at Koro Abili Primary school <ul style="list-style-type: none"> - No social management, environment and health safety guards seen in the bid documents. 5. Construction of teachers units at Abyang Prim. School <ul style="list-style-type: none"> - No social and environmental social mitigation. 6. Renovation of 4 unit classroom blocks at Aket ket Primary School. <ul style="list-style-type: none"> - No social management, environmental or health safety plans seen in the bid documents sampled. 	<p>0</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1

The following Lower Local Governments formally in the mother district of Gulu had Land Titles, (copies of land titles still with Gulu District Administration)

Amoro district Institutions with Land Titles:-

1. Lalogi Subcounty HQs
2. Odek sub County HQs
3. Lokwana sub/County HQs
4. Koro sub County HQs
5. Bobi sub County HQs
6. Ongako Sub County HQs
7. Opit Town Council

Institutions with Deed plans in Omoro district:-

1. Palenga Health Centre II, located in Ibar village.

Application for conversion from customary to Tenure to Free Hold signed by area land Committee seen

2. Application for Free hold for Opaya Primary Shcool in Opaya village, Paidwe Parish, Bobi sub County seen. Minutes of area Lands Committee of 11th December, 2017 decision on request for formalising land ownership seen.

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>The following sampled completed projects did not have Environmental and Social mitigation Certification forms completed and signed by the Environmental Officer and CDO.</p> <ul style="list-style-type: none"> - Construction of 2 classrooms at Lela Obaro Primary school - Completion of staff house at Koro Abili Primary School. - Construction of 1 block of 4 stance drainable latrine, Bobi sub County, St. Thomas - Construction of Teachers units at Atyang Primary School' - Renovation of 4 unit classroom at Aket Ket Primary School in Gem parish in Lalogi sub county. - Construction of 1 block of 2 stance latrine at Alokolum HC II IN Ongako Sub County. 	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>Contract payment certificates seen did not have prior environmental and social clearance safeguards nor environmental completion certificates as seen in the following completed, and in use projects:-</p> <ul style="list-style-type: none"> - Repair of Koro Sub County HQs. - Construction of one block of 2 stance drainable latrine at Alokelum HC II in Ongako S/C. - Construction of 1 block 2-stance drainable latrine at Ochim Primary School. - Completion of construction of staff house at Koro Abili Primary School. - Construction of 4 unit teachers houses at Atyang Primary school. 	<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>No reports made by the environmental officer with check lists were seen.</p> <p>No completed checklists with deviations seen.</p>	<p>0</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------	----------

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>The District budgeted for a Head Teacher and minimum of 7 teachers per school. Budget was UGX 8,210,798,000 in the original budget approved by LGV Chairperson and CAO on 1st July, 2018. This figure was captured from page 35 of the budget FY 2018/19. There was, however, a revised IPFs issued by MoFED received on 8th August, 2018 and it was at UGX 7,579,909,586</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>The LG deployed a head teacher and a minimum of 7 teachers per school for the FY 2018/19 as indicated below ;</p> <ol style="list-style-type: none"> Nyeko David Lakony deployed to Lukwir P/S together with 17 teachers. Akera Prudence deployed to Aketket P/S together with 16 teachers. Opiyo Benson deployed as head teacher to Acet P/S together with 21 teachers Odong Arnold Ray deployed to Lalogi Central P.7 together with 10 teachers Okoth Joyce deployed to Lalogi P/S head teacher together with 10 teachers. Atyeronimungu Christine was deployed to Opit P/S as head teacher alongside 19 teachers. Lakot Helder Ochan was deployed at Minja P/S as head teacher together with 16 teachers. 	4

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The LG had a primary school teachers ceiling of 970. Out of that, 864 positions were filled. The revised wage bill for the district was UGX 7,579,909,586. Annual wage bill requirements for staff in post was UGX 6,861,803,736, giving a surplus of shs.90,139,022. To calculate the budget performance; $6,861,803,736 \times 100 = 90\%$ 7,579,909,586</p> <p>But LG had also attempted to recruit 5 more a total of 27 more teachers according to the advert that appeared Advert in the New Vision Newspapers of 23rd January, 2018. If the 22 teachers are recruited, the wage bill would be used up to 100%</p>	6
<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 structure had two inspectors of school in the structure. Mr Mwaka Jasper CR/ODLG/10060, Senior Inspector of school was substantively appointed on 9th March, 2018 under the direction of DSC Min.No.DSC/7/01/2018(o)</p> <p>There was an advertisement for Inspector of school in the New Vision newspaper dated 23rd January, 2018. The long gap between the first date of advertisement and the interview date was due to the fact that Public Service Commission delayed to conduct aptitude test for the LG and results were finally received 4th June, 2018. Much as the appointments for all other positions were seen, PAT did not see appointment for the inspector of school.</p>	6
<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 Education sector prepared and submitted a generic recruitment plan to the HRM showing staff gaps for FY 2018/19 on 18th May, 2018.</p>	2

<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 recruitment plan for the inspector was not required since the position was substantively filled at time of assessment.</p>	<p>2</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------	----------

Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>There was no evidence that the Senior Inspector of school, Mr. Mwaka Gaspher-CR/OMDLG/10060 was appraised at the time of assessment. The second inspector of school had not yet assumed the office</p>	<p>0</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>Head teachers were appraised for calendar year 2017 as indicated in the sample of 10 schools below;</p> <ol style="list-style-type: none"> 1. Okidi Francis of Koro P/S was appraised on 15th January, 2018 2. Owilo Beatrice of Kweyo P/S did not have an appraisal report for calendar year 2017 on her file at time of assessment 3. Odokonyero Geoffrey of Kochkoo P/S had no performance report on file for 2017 calendar at time of assessment 4. Obolgiwu Althurs of Bwobomanam P/S was appraised on 16th December, 2017 5. Ojok Alfred of Kochlii P/S had a signed and dated performance report on file but it was blank inside. No assessed 6. Latigi Betty of Obole P/S was assessed 15th January, 2018. However, DEO did not sign off the assessment report. 7. Awili Alice Opobo of ST.Mary's Lapinyoloyo P/S had no appraisal report on her file at time of assessment 8. Akongo Betty of St. Paul Labongologo P/S had not been appraised for the assessed calendar year at time of assessment 9. Onyabo Michael of Koro P.7 School was appraised 15th January, 2018 10. Lamunu Venny Mukasa of Lakwatomer P/S was appraised 31st December, 2017 <p>From the sampled personal files, 5 head teachers had been appraised for calendar year 2017 while 5 had not yet been appraised. The percentage appraisal; $5 \times 100 = 50\%$</p>	<p>0</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • 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>Department disseminated circulars, guidelines and policies issued by national level. For instance, schools visited had the circulars on their files, where as others did not have any. The lack of circulars in some schools visited was attributed to poor filing as opposed to not receiving them from the department at the district headquarters. Acet P/S, Lalogi Central P/S and Aketket P/S had the school feeding circular on file. Lukwir P/S had the teacher support supervision circular issued 30th June, 2017</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 education department held meetings with head teachers to, among others explained and sensitized them on guidelines, policies and circulars. For instance;</p> <ol style="list-style-type: none"> 1. Meeting held on 19th June, 2018 under Min1/2018, the DIS emphasized that the schools should have audited financial records. 2. Meeting on 24th April, 2018 under Min6/2018, the DEO argued schools to always plant trees on school premises, that the school feeding program had taken off, that a total of 3100 candidates registered for PLE 2018 3. Meeting held 12th December, 2017 under Min.5/2017- DIS reminded teacher to submit end of term reports on time. DEO under Min.6/2017 underscored the need for accountability of UPE funds and should be signed by sub-County Chief. School feeding program as introduced to improve teaching and learning 4. Meeting on 2th September, 2017 under Min.5/2017- CAO said the meeting was called to disseminate information on education standards agency- to monitor attendance of teachers and learners, e.t.c. Min.7/2018 underscored the need for survey of school land as well as good management of school property. 	<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 prepared inspection reports for 68 governments aided primary schools as well as 3 private and licensed primary schools. For instance;</p> <ol style="list-style-type: none"> 1. In term 2 of 2017, a report had been prepared and it showed that a total of 71 both government and private licensed primary schools were inspected. The report indicates that all government aided P/S schools were inspected, the rest being private schools. Report was submitted to the CAO on 10th September, 2018 2. For Term 1 FY 2017/18- March to April, 2018, inspection report dated 5th June, 2018, a list of 71 schools were inspected during that period. During inspection, 17 teachers out of 21 teachers were in attendance at Lelaobaro P.7 School, while enrolment was at 674 pupils out of 1082 pupils. 3. Term 3 of 2017 inspection report was also prepared and submitted to CAO per the statutory requirement. Report was signed by DIS on 5th January, 2018. It was indicated in the report that 71 schools were inspected for that period. <p>There were 68 government aided primary schools as well as 12 private and licensed schools, a total of 80 primary schools under the jurisdiction of Omoro LG. To calibrate percentage inspection;</p> $71 \times 100 = 89\%$ <p>89% of primary schools were inspected at least once per Term in FY 2017/18.</p>	8
<p>LG Education department has discussed the results/ reports of school inspec- tions, used them to make recommendations for corrective actions and fol- lowed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was evidence that department discussed school inspection reports and used same to make recommendations. For instance;</p> <ol style="list-style-type: none"> 1. Senior Staff meeting held 6th March, 2018 the DEO, under Min.3/3/2018 emphasized that absenteeism of teacher to be tackled so as to boost coverage of the syllabi. 2. Meeting on 22nd June, 2018- under Min. No.ESWG/3/08/2017, the DEO emphasized conducting of joint monitoring meetings. 	4

<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> <ol style="list-style-type: none"> 1. Term II FY 2017/18 was submitted 14th September, 2018 2. Term III of 2017 was submitted 22nd January, 2018 3. Term I of 2018 report was submitted 14th June, 2018 	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed-up: score 4. 	<p>No evidence was seen during assessment</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>Submission of 68 of school lists consistent with EMIS done according to information picked from Ministry of Education, Kampala.</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>Submitted enrolment of 46,065 consistent with PBS on 20th March, 2018</p>	<p>5</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------	----------

Governance, oversight, transparency and accountability

<p>The LG committee responsible for education 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 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>The General Purpose Committee, which included Committee responsible for education met and discussed service related issues for instance: ;</p> <ol style="list-style-type: none"> 1. Meeting held on 22nd February, 2018 under MIN12/GP/2019 discussed the school feeding program and how a fixed rate can be determined for parents to pay, amongst others. 2. Meeting on 22 may, 2018 under MIN 16/GP/2018 discussed departmental budgets for FY 2018/19 totaling to UGX 11,756,898,000 was adopted. 	<p>2</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>There was evidence that the education committee presented issues that required approval of Council as follows;</p> <ol style="list-style-type: none"> 1. Meeting held on 31st October, 2017 under MIN10/FCM/17 discussed and approved charges for schools about the school feeding program as well as sensitization and mobilization of parents about the school feeding program. The two items were referred from the General Purpose Committee. 2. Meeting on 30th May, 2018 under MIN35/FCM/2018 discussed report about PLE performance. 3. Meeting held 29th March, 2018 under MIN25/FCM/2018 discussed and approved department budget at shs.9,512,103,000 4. Meeting held 22nd December, 2017 under MIN17/FCM/2017 discussed and approved registration of learners and the National Identification and Registration- NIRA. 	<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>SMCs were established and were holding regular meetings as well as submission of reports to DEO as follows;</p> <ol style="list-style-type: none"> 1. Opit P/S SMC held meetings on; 26th June, 2018 discussed borehole construction and management under Min5/2018 as well as construction of teachers' shelter under Min.6/26/06/2018 attended by 10 SMC members. On 20th February, 2018 discussed review of term activities, school feeding program and academic improvement plan 2018 under Min.05/SMC/PTA/01/2018(a)(b)(c)(d) respectively. On 17th November, 2017- the joint SMC/PTA meet discussed budget and financial report for term III. 2. Aketket P/S SMC held meeting 27th June, 2018. This was the only set of minutes seen by PAT for the year of assessment. 3. Lakwana P/S SMC held meeting as follows; 21st February, 2018, 4th June, 2018, 4. St.Thomas Kulu-otit P/S held meetings on; 26th March, 2018 discussed revisiting PTA budget 2018 under minute no.6/3/2018 5. Lyo-Ajonga P/S meeting were on;18th June, 2018 to discuss plans for Term II, 2018, on 18th April, 2018 6. Lalogi Central SMC was non functional and the reason given was that the Chairperson was away nursing a sick relative. <p>Thus; $\frac{5}{6} \times 100 = 83\%$</p> <p style="text-align: center;">6</p>	3
<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 district publicized 67 schools out of 68 receiving non-wage recurrent grants through posting on a window at the education department window. One school- Atyang P/S was not included on the list publicized as it was still receiving non-wage recurrent grants under Lira LG. It was not covered under the budget of Omoro LG.</p>	3
Procurement and contract management			

<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>The sector submitted procurement input to the Procurement Unit submitted and acknowledged by the CAO on 28th June, 2018. However, this date was beyond the statutory date of 30th April, stipulated in the LGPA Manual as amended. The procurement requisitions included;</p> <ol style="list-style-type: none"> 1. Construction of 2 stances drainable latrine block at Adak P/S at shs.19m 2. Construction of a block of two classrooms at Lukoto P/S at a contract sum of shs.65m 3. Supply of desks at shs.8m 4. Construction of 4 stance drainable latrine at Ongako-Buga P/S at shs.29m 5. Supply of 50 3-seaters desks to Lukoto P/S at shs.10m <p>The investment items totaling to UGX 267,026,000/- were also captured on page 69 of the AWP for FY 2018/19.</p>	<p>0</p>
<p>Financial management and reporting</p>			

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>There was documentary evidence that LG Education departments timely (as per contract) certified and recommended suppliers for payment. This was through the following sampled Payment Vouchers (PV);</p> <p>PV No. 27/6/18 dated 21st June, 2018 Amount UGX 12,209,988 Payee M/s Golan Height Investments(U) for the Construction of 2- Stances Drainable Latrine at Orapwoyo Primary School in Binya Parish.</p> <ul style="list-style-type: none"> The Request/Claim for Payment was made on 7th June, 2018 Certificate for work done issued on 19th June, 2018 DEO endorsed the Claim for Payment on 20th June, 2018. Payment was effected on 21st June, 2018 <p>Payment was therefore effected within the required timeframe</p> <p>PV No. 11.6.18 dated 17th May, 2018 of UGX 97,930,564 to M/s StanHope Construction and General Merchandise for the construction of One Block of 4 units Teachers House at Atiang Primary School.</p>	<p>3</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>Whereas the department alleged to have submitted the annual performance report FY 2017/18 to the Planner, there was no formal evidence availed for verification. An email retrieved from Planner email trails showed that the DIS submitted staff list on PBS on July 16, 2018. This was still beyond the stipulated timeframe.</p> <p>Q2 and Q3 reports were submitted May 2, 2018, according to email trail of the Planner.</p>	<p>0</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>No evidence that the education sector in conjunction with gender department issued guidelines on how to manage sanitation for girls and PWDs in primary schools.</p>	<p>0</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>The SMCs for the sampled schools meets the guidelines on gender composition as follows;</p> <table border="1" data-bbox="742 824 1399 1227"> <thead> <tr> <th>Name of School</th> <th>No.of SMC Members</th> <th>Females</th> </tr> </thead> <tbody> <tr> <td>Acet P/S</td> <td>13</td> <td>3</td> </tr> <tr> <td>Lalogi Central</td> <td>13</td> <td>4</td> </tr> <tr> <td>Lukwir P/S</td> <td>13</td> <td>3</td> </tr> <tr> <td>Opit P/S</td> <td>13</td> <td>2</td> </tr> <tr> <td>Aketket P/S</td> <td>13</td> <td>4</td> </tr> </tbody> </table>	Name of School	No.of SMC Members	Females	Acet P/S	13	3	Lalogi Central	13	4	Lukwir P/S	13	3	Opit P/S	13	2	Aketket P/S	13	4	<p>1</p>
Name of School	No.of SMC Members	Females																			
Acet P/S	13	3																			
Lalogi Central	13	4																			
Lukwir P/S	13	3																			
Opit P/S	13	2																			
Aketket P/S	13	4																			
<p>LG Education department has ensured that guidelines 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>There was no evidence that the Education in collaboration with environment department ensured that the guidelines on environmental management were disseminated to primary schools</p>	<p>0</p>																		

<p>LG Education department has ensured that guidelines 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 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 no evidence that all school infrastructures projects were screened before construction using the environmental screening checklist. .</p>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>There was no evidence that the environmental officer and community development officer visited the sites to check whether the mitigation plans were implemented.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • 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 2,314,740,108/ (page 26 of the approved District Health work plan)</p> <p>PHC wage for health workers in post for FY 2018/2019 was 2,574,728,412</p> <p>%wage provision (posts filled for primary health care workers with a wage bill provision) = 100% resulting into a score of 8.</p> <p>There was also a forecasted wage bill shortfall of 259,988,304/ during FY 2018/2019 which was brought about by the enhancement of medical staff salaries country wide but the MOF had not appropriated funds to that effect.</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/request 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 298 PHC workers while those in post were 250 representing a staffing level of 84%.</p> <p>Recruitment plan to cover the staffing gap was submitted by DHO on 31st July 2018 (reference CR 4/1) and was received by CAO on the same day of 31st July 2018.</p> <p>The recruitment plan included key critical cadres in health care service delivery. These were: DHO, 1 Senior Health Educator, 2 midwives, 6 nurses, a Biostatistician and 3 laboratory technicians among others.</p> <p>It was important to note that; much as the health department had a wage shortfall of 259,988,304, the recruitment plan required an extra wage 391,957,164/. No explanation was provided as to whether funds for recruitment had been secured from Ministry of Finance.</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"> • In-charge Lalogi HC IV Ojok Justine was appraised on 6th September 2018. Appraiser’s comment “recommended for confirmation”. • In-charge Lanenober HC Aketch Miriam was appraised on 31st July 2018. Appraiser’s comment “Recommended for confirmation” • In-charge Bobi HC III, Olango Celestine was appraised on 11th September 2018. Appraiser’s comment “Good performance” • In-charge Tegot HCII, Oyella Nancy was appraised on 17th May 2018. Appraiser’s comment “Recommended for confirmation” • In-charge Koro Abili HCII Odida Eve was appraised on 21st September 2018. Appraiser’s comment “She should maintain the spirit of hard working” 	
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

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.

Maximum 4 points for this performance measure

- 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

The LG allocated health workers in line with lists submitted with the budget for FY 2018/2019 in PBS system.

Omoro DLG had 1 HC IV, 5 HC IIIs and 16 HC IIs. The health department had a staffing norm of 298 staff of which 250 were in post with a gap of 48 health workers. The DHO had submitted a recruitment plan to fill 17 of the 48 vacant posts on 31st July 2018 (Reference DT 4/1).

The PAT reviewed approved staff list and compared it with the actual numbers of health workers at the health facilities

The PAT sampled the following facilities:

- Lalogi HC IV, 46 staff were deployed out of the 48 staffing norm
- Lanenober HC III 15 staff were deployed out of the 19 staffing norm
- Bobi HC III: 19 were deployed out of the 19 staffing norm
- Tegot HC II: 7 health workers were deployed out of the 9 required staffing norm.
- Koro Abili HC III: 8 out the required 9 staff were deployed

At each facility, the staff list matched with the deployment list at DHO's office

Monitoring and Supervision

The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities

- 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

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

- Lalogi HC IV
 - Lanenober HC III
 - Tegot HC II
 - Bobi HC III
 - Koro Abili HC III
 - Approached to healthcare waste management, second edition 2013 was available at Lalogi HC IV, Bobi HC III and Lanenober HC III.
 - 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.
 - Prostate cancer, Information, Education and Communication for health workers, first edition November 2017 was available at Lalogi HC IV, Bobi HC III and Lanenober HC III .
 - Childhood cancer, Information, Education and Communication for health workers, first edition April 2018 was available at Lalogi HC IV, Bobi HC III and Lanenober HC III .
 - Breast cancer, Information, Education and Communication for health workers, first edition December 2017 was available at Lalogi HC IV, Bobi HC III and Lanenober HC III
 - Uganda Clinical guidelines, 2016 was available in all health facilities
- Therefore, there was evidence to show that policies, guidelines and circulars from the center are received at the health facilities.

Maximum 6 for this performance measure

<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 incharges held a meeting on 23rd August 2018. Among issues discussed were the health sector grants and budget guidelines as evidenced from the DHMT report dated 23rd August 2018, under minute 4: Communication from the chair. 	<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 HC IV and no hospital.</p> <p>The PAT evidenced that the DHT had conducted 4 quarterly integrated technical support supervision visits to the health HC IV.</p> <p>All the 4 required integrated technical support supervision reports to the HC IV (for the four quarters) were presented with clear action points on gaps identified during the support supervision.</p> <p>Reports were submitted on the following dates.</p> <p>Quarter 1: 31st October 2018</p> <p>Quarter2: 4th January 2018</p> <p>Quarter3: 6th April 2018</p> <p>Quarter4: 10th July 2018</p> <p>Therefore, the DHT conducted all the 4 mandatory technical support supervision visits to the HC IV (at least once each quarter) during financial 2017/2018</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>Four HSD quarterly technical support supervision reports were available at DHO's office.</p> <p>The reports indicated that quarterly support supervision visits had been conducted as follows:</p> <p>Q1: 3rd October 2017</p> <p>Q2: 30th January 2018</p> <p>Q3: 6th April 2018</p> <p>Q4: 10th July 2018</p> <p>However, while visiting the sampled health facilities established that a few technical support supervision visits had been conducted by the HSD as indicated below:</p> <p>Bobi HC III was supervised in Q3 on 27th April 2018 and in Q4 on 20th June 2018</p> <p>Lanenober HC III was supervised once on 3rd July 2017</p> <p>Tegot HC II was supervised once on 23rd April 2018</p> <p>Koro Abaili HC II was supervised in all quarters</p> <p>The evidence was derived from the MOH facility supervision book at each health unit.</p> <p>So, out of the 12 technical support supervision visits that were expected in financial 2017/2018 (4 visits for each of the 4 facilities) there was evidence that the HSD conducted only 8 translating into 66%</p>	
---------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>There was evidence that quarterly DHT support supervision reports were discussed to make recommendations.</p> <p>For example:</p> <p>During support supervision for quarter 3, Binya HC II OPD block was found to be dilapidated and the supervising team recommended its renovation. A DHT Meeting was held on 28th December 2018 and discussed the supervision findings and as a way forward, it was resolved that the OPD block at Banya HC II be included in the health budget for renovation.</p>	4
<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>Quarter four DHT support supervision report dated 10th July 2018 recommended transfer of a competent midwife from Bobi HC III to Lalogi HC IV to help improve maternal health outcomes during delivery. The DHT sat on 4th August 2018 and recommended the transfer of the midwife. The DHO drafted transfer letter on 6th August 2018 (reference CR1/2) and the letter was received by CAO on the same day. The staff was transferred. Therefore, there was evidence that support supervision findings are followed and recommendations are undertaken in Omoro district.</p>	6
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Omoro DLG had 24 health facilities that benefited from PHC. Of the 24 health facilities, 22 were public and 2 were PNFPs.</p> <p>The August HMIS reports were submitted between 1st-14th September 2018. Reports were entered into DHIS2 system for health reporting. All facilities benefitting from PHC (24) 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 Omoro district.</p>	10

Governance, oversight, transparency and accountability

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>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> <p>During quarter 1, the committee sat on 19th October 2017 and under minute 7/GP/17 discussed staff absenteeism and recommended that DHO takes action against errant staff.</p> <ul style="list-style-type: none"> The third quarter meeting was held on 12nd March 2018 and discussed the need to train Health Unit Management Committees. During the same meeting, the committee discussed the need to improve budget support to renovate health facilities (Minute 12/GP/2018, page 13 of the social services standing committee report) <p>During quarter 4, the committee sat on 22nd May 2018 and under minute 16/GP/2018 (page 8 of the report), a health budget worth 3,574,970,000/ was approved by the committee.</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>During quarter 4, the committee sat on 22nd May 2018 and under minute 16/GP/2018 (page 8 of the report), a health budget worth 3,574,970,000/ was approved by the committee.</p> <p>On 30th May 2018, Secretary for finance presented health budget to council and under minute 36/FCM/2018, Omoro 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 5 sampled health facilities and established that HUMC's sat as indicated below:</p> <ul style="list-style-type: none"> • Lalogi HC IV: HUMC had expired and had not been revived. • Lanenober HC III: HUMC Sat once that is during quarter 4 • Bobi HC III: HUMC Sat once that that is during quarter 3. • Tegot HC II: The HUMC sat in all quarters. • Koro Abili II: The HUMC sat in quarters 1, 3 and 4 but not in quarter 2 <p>In the 5 health facilities, 20 (5x4) HUMC meetings were expected. However, only 9 were conducted translating into 45% hence justifying a score of 0.</p>	<p>0</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 DHO on 25th July 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 on 4th April 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 29th May 2017.</p> <p>For FY 2018/2019, the procurement request was submitted to PDU on 30th July 2018.</p> <p>The health department prioritized constructing staff houses and renovating Lalogi HC IV fence 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

Maximum 4 for this performance measure

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

There was documentary evidence that the DHO (as per contract) certified and recommended suppliers timely for payment. This was verified by Sampling the following Payment Vouchers (PV);

PV No. 6/3/18 dated 13th March, 2018 for UGX 32,125,294 to Payee M/s ACAK KLKwene Construction and General Supplies for the Renovation of Maternity Ward at Alokolum HC11.

The Certificate of work done was issued by the District Engineer issued on 22nd February, 2018.

Request for Payment submitted on 9th March, 2018.

The DHO cleared the claim for payment on 9th March, 2018.

Payment effected on 13th March, 2018.

Payment was therefore effected promptly within a period of 4 days.

- Claim for payment made on 31st January, 2018
- Claim for payment endorsed by the DHO on 22nd February, 2018
- Payment effected on 13th March, 2018

Therefore, the payment was effected within a period of 1 month and 13 days

PV No 7/3/18 dated 13th March, 2018, for UGX 17,683,200 to Payee M/s Full Dose Engineering Ltd for the Renovation of One Block of Staff House at Bobi HC111

- Certificate of work done was issued on 22nd February, 2018

<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 14th September 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 Qtr on 10th October, 2017. deadline was end of October 2017 hence submitted on time. 2nd Qtr on 26th January, 2018, deadline was end of January 2018 hence submitted on time 3rd Qtr was submitted on 19th June 2018, deadline was end of April 2018 hence submitted late. 4th Qtr was submitted on 14th September 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 Some of the reasons for late submission of quarterly and annual performance reports were poor . 	<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>During FY 2017/2018, the health department had 9 internal audit queries of which 6 were cleared and 3 remained pending.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>Not all the following sampled health facilities had the required 30% (and above) of female composition on HUMC:</p> <p>Lalogi HC IV 1/9=11%</p> <p>Lanenober HC III 4/7 =57%</p> <p>Bobi HC III 1/7 =14%</p> <p>Tegot HC II 2 /5 =40%</p> <p>Koro Abili 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 9th August 2018, the DHO issued an un referenced circular entitled “Guidance on water, sanitation and hygiene in health facilities”. From the DHO’s office delivery book, there was evidence that health facility in-charges had received the circular. Copies of the circular were traced at the sampled health facilities. There were: Lalogi HC IV, Lanenober HC III, Bobi HC III, Tegot HC II and Koro Abili 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>No evidence that health facility projects were screened before approval for construction as there were no screening forms or screening reports available at the time of assessment. The environmental officer reported to have misplaced them.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>On 7th September 2018, the Omoro district environmental officer issued a certificate of environmental restoration for renovation of one block of staff house at Bobi HC III. The certificate was not referenced and was not addressed to anyone.</p> <p>The certification was written after the closure of the financial year and after payments for the project had been made yet it would have been prudent if the certificate had been issued before retention was paid to the contractor.</p> <p>The PAT could therefore not consider the certificate as evidence to this indicator.</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>Much as there was no formal communication or distribution list from the DHO regarding medical waste management guidelines, medical waste management posters were in place at each of the following sampled health facilities.</p> <p>Lalogi HC IV, Lanenober HC III , Bobi HC III , Tegot HC II and Koro Abili HC II</p> <p>The posters were delivered directly to health facilities by the National Medical Stores.</p> <p>Therefore, there was evidence that all sampled health facilities in Omoro 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 93%. There were two (2) sub counties which were below the District average Koro sub county with 92% and Ongako sub county with 87% which were all targeted in FY: 2018/19 giving 100% allocation.</p> <p>The targeted sub counties were;</p> <ul style="list-style-type: none"> • Odek sub County with a coverage of 95% • Ongako with a coverage of 87% • Bobi sub county with a coverage of 95%. <p>The planned development budget for the water sector for FY: 2018/19 was Ugx.194,505,983 from the approved work plan and budget 2018/19 page 3 of 3.</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. <ul style="list-style-type: none"> o If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> <ul style="list-style-type: none"> o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>There was evidence according to the inspection, monitoring, supervision completion reports, 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 were extracted from those reports and the following below was observed;</p> <p>In Odek sub county Lukwor parish Tee yaa borehole was constructed at a cost of UGX.23,588,995 and a 2-stance drainable latrine in Binya parish Acet RGC at a cost of UGX.13,316,250</p> <p>In Bobi sub county Palwo parish Cereleno borehole was constructed at a cost UGX. 23,588,995</p> <p>In Koro sub county Lapainat West parish Kiteny borehole was constructed at a cost of UGX. 23,588,995</p> <p>In Ongako sub county Abwoch parish Bwobo Tochi boreholes was constructed at a cost of UGX. 23,588,995</p>	
<p>Monitoring and Supervision</p>			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 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>The was evidence that the district Water department has monitored each of WSS facilities the following reports prove this;</p> <p>The was evidence that the district Water department monitored each of WSS facilities the following reports prove this;</p> <p>Inspection report dated 30thApril, 2017: On Borehole rehabilitation supervision</p> <p>Monitoring and supervision report dated 2nd January, 2018 which was conducted 1st July, 2017 – 30th December, 2018 that indicated that 24 sites were monitored among, i. e; Loratido Tee Yaa borehole, Cereleno borehole, Idopo borehole, Oilango borehole, Owak borehole, Loyo ajonga borehole and District headquarter borehole</p> <p>A completion supervision report dated 12th January, 2018 for the construction of a drainable latrine at Acet RGC.</p> <p>A completion report for borehole drilling dated 28th January, 2018.</p> <p>A completion report dated 21st February, 2018 for Borehole construction works by Ebowa Investments Ltd in the following sources at; Oratide, Bulkur, Cereleno, Owak, Kiteny, DLG eadquarters.</p> <p>A report on borehole rehabilitation by Hand pump mechanics dated 12th June, 2018 for water sources at; Koch Koo P/S, Tochi ward, Godown, Okol B, Olula A.</p>
<p>Maximum 15 points for this performance measure</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 has submitted consistent data reports for FY 2017/18 on the following dates;</p> <ul style="list-style-type: none"> • Quarter 1 data submitted on: 21st October, 2017, • Quarter 2 data submitted on: 23rd January, 2018, • Quarter 3 data on submitted on 12th April, 2018 and • Quarter 4 data submitted on 31st July, 2018, and • On 8th August, 2018 another report data was submitted to the Permanent Secretary Ministry of Water and Environment 	<p>5</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

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

Maximum 10 for this performance measure

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

There was evidence that the district has submitted consistent data reports for FY 2017/18 on the following dates;

- Quarter 1 data submitted on: 21st October, 2017,

- Quarter 2 data submitted on: 23rd January, 2018,

Water facilities were consistent in both sector MIS reports and PBS were;

- Bulkur source in Idobo parish Lalogi sub county

- Teyoa source in Lukwor parish in sub county Odek Sub County

- Cereleno source in Palwo parish Bobi Sub County.

- Kiteny source in Lapinat West parish Koro Sub County.

- Olailong source in Olailongo parish Apala Sub County.

- Owak source in Abwoch parish Ongako Sub County.

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 in put for the district procurement plan to PDU on 4th April, 2017 and was received on the same day 4th April, 2017 within the set timeline; for example, of some of the procurement items in the plan was;</p> <ul style="list-style-type: none"> • Procurement of Deep borehole drilling of 5 boreholes at UGX 77,000,000, • Procurement for the Construction of one drainable latrine at UGX 12,516,250 	<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 Contract Manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects for example;</p> <ul style="list-style-type: none"> • There was a contract management plan for the project of construction of deep borehole for FY:2017/18 dated 20th February, 2018 • A contract management plan for the construction of 2-stance drainable latrine dated 20th February, 2018 	<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 District headquarter corner source. Construction of Deep borehole at Bulkur in Koro sub county. Construction of Deep borehole at Cereleno in Koro 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 handover report by Galaxy Agro tech. Ltd handed over a project after construction dated August 2018 The handover report by Ebowa Investment Ltd handed over a project of the drilling, well development, test pumping of 6 boreholes dated 2nd February, 2018 	<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 DWO appropriately certified all WSS projects and issuance of the payment certificates thereof for example,</p> <ul style="list-style-type: none"> A completion report for the construction of 6 boreholes by Ebowa Investment Ltd dated 21st February, 2018 and an Interim certificate prepared and issued on 27th February, 2018 and a completion certificate issued on 28th January, 2018 Handover report for the construction of 2-stance latrine by Guftan Co Ltd was dated 12th January, 2018 and a completion certificate issued on the same day 	<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 evidence that the DWOs timely certified and recommended suppliers for payment.</p> <ul style="list-style-type: none"> Claim request by M/s Guftan Co Ltd for construction of 2-stance latrine payment request was made on 8th January,2018 and certified by the DWO on 15th January,2018 within 7 days Request payment for the construction of 6 borehole by M/s Ebowa Investment Ltd payment request was made <p>On 21stFebruary,2018 and certified on 27th February,2018</p> <p>All payments were made within 30 days which was timely payment.</p>	<p>3</p>
<p>Financial management and reporting</p>			

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The department submitted the annual performance report for the previous FY 2017/2018 the following dates;</p> <p>Quarter 1 report was submitted on 2nd October 2017 reference No.CR/ODLG/358/1</p> <p>Quarter 2 report was submitted on 23rd January, 2018 reference No.CR/ODLG/358/1</p> <p>Quarter 3 report was submitted on 12th April, 2018 reference No.CR/ODLG/358/1</p> <p>Quarter 4 report was submitted on 31st July, 2018 reference No.CR/ODLG/358/1</p> <p>The water department submitted the annual performance report for the previous FY 2017/2018 to the Planner however it 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>The DLG took action on all the queries raised by the Internal Auditor during FY 2016/2017:</p> <p>Number of queries raised where three (3) the number of queries cleared was one (1) Number of queries pending are two (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 evidence that the Council committee responsible for water held meetings, LG PAC reports on;</p> <p>19th October, 2018 under minute No. Min7/GP/2017 and the issues discussed were;</p> <ul style="list-style-type: none"> Presentation and discussion of the departmental report of the water sector, Reactivation of the WSC, Enforcement of water user collection, Ensure the communities pay capital contribution 	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence that the water committee sought approval from Council on for instance;</p> <p>On 31st October, 2017 under minute Min 10/FCM/2017 issues discussed were;</p> <p>That each house hold should contribute Ugx. 1000 as water user fee per month,</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>There was evidence of display of AWP, budget and the Water Development grant releases and expenditures on the district notice boards as per the PPDA Act.</p> <p>The information that was found displayed on the main district notice board was for all 4 quarters FY:2017/18 releases displayed on 30th June, 2018 at the LALDG, sub county.</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 labelled for example the Borehole at Owak in Abwoch Parish and at Opit in Parwech parish.</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 no evidence to the effect that the LG publicized information on best evaluated bidder and tender awards.</p>	<p>0</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> 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 for example;</p> <ul style="list-style-type: none"> An application from Lannenober village Lakwana Sub County dated 22nd December, 2017 applied requesting for a borehole in their community. An application requesting for a borehole at Acet village Binya parish Odek sub county dated 29th March, 2018 	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that the Water and Sanitation Committees were functional according to the community payment vouchers seen towards operation and maintenance of the boreholes in their communities the sampled vouchers included;</p> <p>Payment receipt No.0553 dated 23rd July, 2018 paid by Ochola Micheal on behalf of Acet village Bunya parish amounting UGX 200,000 towards capital contribution.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

The LG Water department has devised strategies for environmental conservation and management

Maximum 4 points for this performance measure

- 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

There was evidence that environmental screening for all projects and EIAs were conducted for all WSS projects for example;

- On 15th December, 2017 Environmental screening was conducted for for deep borehole drilling by Ebowa Investment Ltd at Ongako sub county signed by the District Environmet Officer Omoro district.

- On 15th December, 2017 Environmental screening was conducted for Deep borehole drilling by Ebowa Investment Ltd at Keteny, Oilango in Koro sub counties signed by the District Environment Officer Omoro district.

- On 15th December, 2017 environmental screening was conducted for siting, drilling and installation of deep borehole for Lalongi signed by District Environment Officer Omoro

- On 15th December, 2017 environmental screening was conducted for siting, drilling and installation of deep borehole for District Headquarter,Laminlyaka Lalongi sub county signed by District Environment Officer Omoro

<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 that follow up support was provided in case of unacceptable environmental concerns in the water sector an Environmental compliance report for monitoring dated 25th May, 2018 for all deep borehole drilling projects at;</p> <p>Laminlyaka, Kiteny-Olilango, Bulkur-Idobo and Wak and certificate of Environmental restoration at the following locations of;</p> <p>Bar yaa-Odek sub county Bulkur-Lalogi sub county Kiteny-Koro sub county Owak-Ongako sub county, Cereleno -Lalogi sub county District Headquarter- Omoro T/C.</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>Construction and supervision contracts had a clause on environmental protection e.g. for the Drilling and Installation project of 5-boreholes clause 2.1 requires for the environmental protection on how to handle and store the fluids, oils, greases and fuel while at site to avoid any environmental degradation.</p>	<p>1</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>There was documentary evidence on gender equity in the membership of the WSC the sampled files revealed the following;</p> <ul style="list-style-type: none"> In the village of Loyojang dated 30th December, 2017 the file had 7 women and 3 men giving 70% with the position of chairperson and treasurer belonging to women. In Cereleno village dated 3rd January, 2018 had 5 women and 5 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>There was evidence that Public sanitation facilities had adequate access and separate stances for men, women and PWDs examples the visited public facility; a 2-stance drainable latrine in Binya parish Acet the water department had adhered to gender and PWDs.</p>	<p>3</p>