



Local Government Performance Assessment

Oyam District

(Vote Code: 572)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	59%
Educational Performance Measures	60%
Health Performance Measures	74%
Water Performance Measures	81%

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>Oyam District LG submitted the Annual Performance Contract for FY 2018/19 on 1st August 2018 as per the submission schedule of MoFPED which was within the deadline of 1st August 2018 set by the MoFPED.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The District submitted an approved Budget that included a Procurement Plan for the FY 2018/19 on 1st August, 2018. This date of submission was in line with the last official date of 1st August set by the MoFPED.</p> <p>Note: The PFMAA LG Budget guidelines require the submission to be by 30th June. However, this date was changed to 1st August 2018 as per the request from MoFPED.</p>	Yes

Reporting: submission of annual and quarterly budget performance reports

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none">• If LG submitted report to MoFPED in time, then it is compliant• If LG submitted late or did not submit, then it is not compliant	<p>The Annual Performance Report for the previous FY 2017/2018 was submitted to MoFPED on 1st August, 2018. This submission was outside the official date set in the PFMA Act, 2015 which requires LGs to make the submission on or before 31st July hence marked non-compliant.</p>	<p>No</p>
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<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Submission of the quarterly budget performance reports during FY 2017/2018 was as follows:</p> <table border="1"> <thead> <tr> <th>Quarter</th> <th>Date of submission</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>Quarter 01</td> <td>16th January, 2018</td> <td>No</td> </tr> <tr> <td>Quarter 02</td> <td>22nd March, 2018</td> <td>No</td> </tr> <tr> <td>Quarter 03</td> <td>19th May, 2018</td> <td>No</td> </tr> <tr> <td>Quarter 04</td> <td>24th August, 2018</td> <td>No</td> </tr> </tbody> </table> <p>The budget performance report of all the four quarters were made rather late contravening PFMA Act which requires these submissions to be made within the month following end of the quarter.</p> <p>Being on line system of submissions, the inaccessibility of internet connections was said to be one of the reasons affecting timely submission of these quarterly reports.</p>	Quarter	Date of submission	Reference	Quarter 01	16th January, 2018	No	Quarter 02	22nd March, 2018	No	Quarter 03	19th May, 2018	No	Quarter 04	24th August, 2018	No	<p>No</p>
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<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 PAT was unable to establish the number of audit queries because the LG indicated that Auditor General and the Internal Auditor General had not yet communicated the audit queries to CAO.</p>	<p>No</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Oyam DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The District Physical Planning Committee was appointed by the CAO on 15th October, 2015 through a circular letter ref.CR/164/3. The membership was:</p> <ol style="list-style-type: none"> 1. Office of CAO, Ms Dorothy Agwang-Chair 2. Ms Laker Allen Prossy, Physical Planner-Secretary 3. Mr Opio Moses, NRO 4. Mr Odyomo Patrick, Agric. Officer 5. Mr Adimo Walace Engineer 6. Mr Okwir Patrick, Water Officer 7. Ms Agaro Caroline, Asst. DHO 8. Mr Adonyo Peter, Senior Inspector of Schools 9. Mr Okwang Robert, APS <p>The following members were missing on the committee:</p> <ol style="list-style-type: none"> i) CDO ii) Town Clerk iii) Surveyor iv) Physical Planner in private practice <p>The committee was therefore not fully constituted I in accordance with the law in force.</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"> Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>The following sets of minutes of the Physical Planning Committee were submitted to MoLHUD as follows:</p> <table data-bbox="611 219 1106 517"> <thead> <tr> <th>Date of meeting</th> <th>Date of submission</th> </tr> </thead> <tbody> <tr> <td>1st Qrt 22/08/2017</td> <td>30/09/2017</td> </tr> <tr> <td>2nd Qrt 11/11/2017</td> <td>20/01/2018</td> </tr> <tr> <td>3rd Qrt. 30/04/2018</td> <td>03/05/2018</td> </tr> <tr> <td>4th Qrt. 21st/06/2018</td> <td>04/07/2018</td> </tr> </tbody> </table> <p>Submissions of minutes were acknowledged by stamping on copies retained in the District.</p>	Date of meeting	Date of submission	1st Qrt 22/08/2017	30/09/2017	2nd Qrt 11/11/2017	20/01/2018	3rd Qrt. 30/04/2018	03/05/2018	4th Qrt. 21st/06/2018	04/07/2018	<p>1</p>
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<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The District did not have an approved Physical Development Plan. For that reason, PAT could not establish whether the new investments were consistent with the approved Physical Development Plan or not.</p>	<p>0</p>										

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>Action area plans for five formerly Town Boards (Town Councils as at date of this assessment) had been prepared and copies were available. The areas were:</p> <ul style="list-style-type: none"> • Loro Town Council • Kamdina Town Council • Ngai Town Council • Minakulu Town Council • Iceme Town Council <p>However, plans for Kamdin and Loro had expired and were due for review.</p>	<p>1</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>A Budget conference was held on 22nd November, 2017 at Jareen Conference Hall in Oyam TC. The report was signed by Mr Okello Phillips Dickson, District Planner was available. Examples of priorities in the AWP based on the budget conference were:</p> <ol style="list-style-type: none"> Aboke ICT-Lab Exam Hall and construction of one classroom block on sheet 1 of the report. Fencing of the production block on sheet 2 of the report. Borehole drilling and rehabilitation on sheet 6 of the report. Low cost sealing of Alidi-Awangi Road on sheet 7 of the report 	<p>2</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>The capital investments in the approved Annual Work Plan for the FY 2018/2019 were derived from the approved Five-Year Development Plan pages in the examples below:</p> <ul style="list-style-type: none"> i) Construction of the District Resources Centre on page 28 of AWP and on page 200 of the DDP ii) Construction of Abela HC II on page 59 of the AWP and page 288 of DDP iii) Construction of staff houses at Alibi and Aringodyang primary schools on page 143 of the AWP and on page 194 of DDP. iv) Construction of a 5 stance latrine at Apworocero P/S on page 190 of the AWP and 77 of the DDP. 	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>Project profiles were developed and appeared on pages 260 to 290 of the DDP. However, there was no evidence that the profiles were presented to TPC for discussion as per LG Planning guidelines.</p>	<p>0</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>The District Annual Statistical Abstract was not available in Council. The District Planner explained that they were in the process of developing the document. By this assessment date, he further explained, chapter 1 was done with and had embarked on chapter 2 which was about collection of data from departments. The said completed chapters were, however not shown to the PAT</p>	<p>0</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>Infrastructure projects implemented by the Oyam District in the FY 2017/2018 were derived from the Annual Work Plan and Budget approved by the LG Council reference pages as in the table below:</p> <table border="1"> <thead> <tr> <th>Project</th> <th>Pg. In AWP</th> <th>Pg. in Budget</th> </tr> </thead> <tbody> <tr> <td>Adm. Block 3rd phase</td> <td>29</td> <td>7</td> </tr> <tr> <td>Construction and equipping Anyeke H/C IV</td> <td>48</td> <td>19</td> </tr> <tr> <td>Construction of 40 drainable latrines at: Barrio (10), Amido (10), Alibi (10), Omolo (5), Ototong (5)</td> <td>50</td> <td>24</td> </tr> <tr> <td>Of Construction of Library, three blocks of latrines, and supply of assorted furniture at Abok Seed Secondary School</td> <td>51</td> <td>25</td> </tr> <tr> <td>Construction of 4 classroom at Abok Seed Secondary School</td> <td>52</td> <td>25</td> </tr> <tr> <td>Construction of 1 teacher house at Abok Seed School</td> <td>52</td> <td>25</td> </tr> <tr> <td>Construction of a Laboratory at Abok Seed Secondary School</td> <td>52</td> <td>25</td> </tr> <tr> <td>Procurement of a double cabin Pick-up</td> <td>54</td> <td>27</td> </tr> <tr> <td>Low cost sealing of Alidi-Awangi Road</td> <td>56</td> <td>30</td> </tr> <tr> <td>Construction of a 5 stance latrine at Aleka Main market</td> <td>58</td> <td>32</td> </tr> <tr> <td>Protection of 8 Spring wells</td> <td>58</td> <td>32</td> </tr> <tr> <td>Drilling of 19 boreholes</td> <td>58</td> <td>33</td> </tr> </tbody> </table>	Project	Pg. In AWP	Pg. in Budget	Adm. Block 3rd phase	29	7	Construction and equipping Anyeke H/C IV	48	19	Construction of 40 drainable latrines at: Barrio (10), Amido (10), Alibi (10), Omolo (5), Ototong (5)	50	24	Of Construction of Library, three blocks of latrines, and supply of assorted furniture at Abok Seed Secondary School	51	25	Construction of 4 classroom at Abok Seed Secondary School	52	25	Construction of 1 teacher house at Abok Seed School	52	25	Construction of a Laboratory at Abok Seed Secondary School	52	25	Procurement of a double cabin Pick-up	54	27	Low cost sealing of Alidi-Awangi Road	56	30	Construction of a 5 stance latrine at Aleka Main market	58	32	Protection of 8 Spring wells	58	32	Drilling of 19 boreholes	58	33	<p>2</p>
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<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>All the 12 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"> Construction of 3rd phase of the resource centre Construction of Radiology and equipping it at Anyeke HC IV. Construction of 40 drainable latrines at Birro, Amido, Alibi, Omoro and Ototong P/S Construction of Library, a 3 block of drainable latrines and supply of assorted furniture at Aboke Seed Sec. School. 	<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 shs.3,106,952,000 while actual implementation cost was shs.3,218,324,000. The implementation cost was shs.111,372,000 (3.58%) above 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>Budget for O&M in FY 2017/2018 Shs. 50,000,000. Actual expenditure on O&M during the FY Shs. 40,448,757.</p> <p>Percentage 80.8%.</p> <p>The District budgeted and spent only on one infrastructure namely a community block during FY 2017/18. The provision in the budget appeared on page 38 while the actual was in the Annex to Financial Statements (Trial balance) under Community Based Services Sector.</p>	<p>2</p>
<p>Human Resource Management</p>			

LG has substantively recruited and appraised all Heads of Departments

Maximum 5 points on this Performance Measure.

• Evidence that the LG has filled all HoDs positions substantively: score 3

According to the Staff Structure that was approved by Oyam District Council that sat on the 7th of March 2017 under Min 07/7th/OYMDLG, 10 HODs were approved. At the time of the assessment, the LG had not filled all positions substantively. Only 5 were substantive. They included Chief Finance Officer (CFO), District Health Officer (DHO), District Community Development Officer (DCDO), District Production & Marketing Officer (DP&MO), and the District Planner (DP). The remaining departments were headed by care takers assigned duties by the CAO. For instance, Eng George. Okite, a senior engineer, was care taking the Works Department.

Details of some of the substantive HODs, were as below;

The CFO, Mr. Orec Godfrey, was substantively appointed on 20th November, 2017; vide DSC Min No. 97/2017.

The DHO, Dr. Thomas Malinga, was substantively appointed on 12th February, 2018; vide DSC Min No. 50/2018.

The District Planner, Mr. Agong John Mark, was substantively appointed on 11th April, 2018 under DSC Min No. 93/2018.

The reason given for failure to fill all positions was failure to attract suitable candidates. The assessment team noted that the DSC vide Min. No 5/2017 had put out an advert in the New Vision dated 4th December 2017. They were seeking suitable applicants to fill 101 vacant posts, amongst which were;

1. District Engineer (DE),
2. District Education Officer (DEO)
3. District Natural Resources Office (DNRO)
4. District Commercial Officer (DCO).

Unfortunately, the LG failed to attract any applicant. There was a re-advert in the New Vision of 25th April, 2018 for the same, but, at the time of the assessment, the LG had not concluded the recruitment process.

<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>Performance Agreements</p> <p>The CFO, DHO, DP, and DCDO were recruited towards the end of FY 2017/18, and could therefore not have been appraised through signing of FY 2017/2018 Performance Agreements. Only</p> <p>DP&MO, the Ag DE, and Ag DNRO, had signed agreements on their personal files. The Ag DEO, Senior Inspector of Schools (Achol Janet) had nothing on her file. The available agreements were clearly endorsed by the CAO, Mrs. Dorothy. M. Ajwang</p> <p>Performance Reports</p> <p>The Assessment Team also noted that the CAO had signed the Annual Performance Reports for 5 HODs in July 2018, but had not added any comments.</p>	<p>0</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>101 positions were submitted to be considered for recruitment during FY 2017/2018. Examples of declaration of vacancies were by CAO's unreferenced letters dated as follows;</p> <ol style="list-style-type: none"> 1. 11th October, 2017 for 1PAS, 2. 13th October, 2017 for 18 Parish Chiefs, and 3. 27th October 2017 for 52 Educ. Assistant 11, among others <p>However, the district was able to recruit for only 88 positions, which included, but not limited to</p> <ol style="list-style-type: none"> 1. 1 DHO 2. 1 DP 3. 1CFO 4. 1 DP&MO 5. 1 DCDO, 6. 1 PAS 7. 4 Head Teachers 8. 1 SCO 9. 1 SIS 10. 52 Educ. Asst. 11, 11. 18 Parish Chiefs <p>The reason given for failure to fill all positions was failure to</p>	<p>2</p>

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<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>According to the submission book dated 10th May 2018, a total of 34 people were submitted for confirmation. This included 22 Educ\Asst11 from Education Department, 8 various categories from Production Department, and 4 from health. They were all confirmed by the DSC at its</p> <p>2nd sitting between 19th to 23rd February 2018, under various minutes.</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>8 members of staff were submitted for disciplinary action; and were all handled conclusively.</p> <p>Lifting of interdiction.</p> <ol style="list-style-type: none"> 1. Agunzi Benedict, Senior Planner, was interdicted by CAO, Mrs. Dorothy Ajwang, on 12/06/17 (Ref: CR/157/4. This was due to failure to account for UGX 4.5m advanced to him to purchase a motorcycle but failed to register it in the district name. The DSC noted the lifting of his interdiction at their sitting that took place from 12th to 13th June 2018 vide Min. No DSC 7/2018 2. At the same meeting, the DSC also noted the lifting of the interdiction for Omara Denis, who was a Head Teacher. He had been interdicted due to mismanagement of school funds worth UGX 1,020,000. This was vide Min. No 8/2018. <p>Others cases included, but not limited to;</p> <ol style="list-style-type: none"> 1. Ekwang Eugenio, HRO, retired in public interest due to forgery 2. Okot Mark, Education Assistant 11, termination of probationary period due to forgery of academic documents. 3. Adong Milly Grace, Enrolled Nurse, due to abscondment 	<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>All the 88 staff recruited accessed the pay roll within 2 months. For instance</p> <p>Odoc Edmond (Parish Chief) IPPS 1026496, appointed in</p> <p>Okello Stephen (Educ.Asst11) IPPS1026336 and</p> <p>Okello Ronald Okello (Educ. Asst 11) IPPS 1026334</p> <p>They accessed the payroll on 28th June 2018, after being appointed on 5th May 2018.</p>	<p>3</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>44 members of staff retired during FY 2017/18. Their files were submitted to the Ministry of Public Service on 26th June 2018 Some Examples were;</p> <ol style="list-style-type: none"> 1.Odaga George William, Educ.Asst11, IPPS 479872. 2. Labiru Molly Regina, Enrolled Nurse, IPPS 877716 3. Akona John Micheal, Sen. Agri Officer, IPPS, 291211 <p>None of them accessed the pension payroll within 2 months.</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 UGX. 269,985,557 (Page 15 of Audited Final Accounts FY 2016/2017)</p> <p>Total of OSR for FY 2017/2018 UGX300,790,941(Page 28 of Draft Final Accounts FY 2017/2018)</p> <p>Increase/ UGX30,805,384=</p> <p>11.%</p> <p>The Figure of Shs269,985,557 FY 2016/2017 arrived at as follows:</p> <p>OSRFY2016/2017= 302,315,557-32,390,000 (Disposal of Assets) = Shs 269,985,557 Net amount of OSR FY 2016/2017. There was no sale of Assets in FY 2017/2018.</p> <p>11% = UGX30,805,384 X 100</p> <p>OSR = UGX 269,985,557</p> <p>(FY 2016/17)</p> <p>Reasons for increase in Local Revenue:</p> <p>A soft ware called Local Revenue Data Management Tool that was introduced by Local Government Finance Commission enhanced Local Revenue Administration and management The new system catered for processes of managing the data assessment of local Revenue up to receipting of Local Revenue</p>	<p>4</p>

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Total Local Revenue Planned/Budgeted (Original not Revised budget) for FY 2017/18 UGX410,181,000...Page 28 of Approved Budget FY 2017/2018 .</p> <p>Total Local Revenue collected during FY 2017/2018 Shs. UGX390,790,941X100....</p> <p>UGX 410,181,00</p> <p>Performance ...73%</p> <p>Deficit of 23%</p>	<p>0</p>
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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 UGX 114,981,400 (Page 28 of Draft Final Accounts FY2017/2018 This was what was collected by the District.

Calculated as follows: OSRFY 2017/2018= UGX 87,330,500 Page 28 of Draft Final Accounts FY 2017/2018 (Local Service Tax) + UGX 27,650,900 (Administrative fee and Licence) = UGX 114,981,400 Collected by the District out of the total OSR UGX 300,790,941 reflected on Page 28 of the Draft Final Accounts FY 2017/2018. The balance of UGX 185,609,541 was remitted from LLGS.

Amount of local revenue remitted to LLGs
UGX=10,698,565...

Remitted 9% to LLGS instead of the required 65%

- IcemeS/C Vrr13/06/2018 dt 29th Jun,2018 amount UGX 684 480
- Minakuli SC Vr. 15/06/2018 dated 29th Jun, 2018 amount UGX 3,882,285.
- Loro S/C Vr 14/06/2018 dated 29th Jun,2018 amount UGX 6,131,800 totalling UGX 10,698,565

Local Revenue Collected at the District =UGX
114,981,400

65% of UGX 114,981,400=UGX74,737,910 t Minus UGX
10,698,565

(Transfers to LLGS) =

UGX64,039,565

The amount of UGX 64,039,345 constituting 56% was withheld by the District as a result of failure by the sub Counties to remit the District Share of 35 % for a long period of time. This was in accordance with Section 85 (3) of the Local Governments Act CAP 243 (As at 31st December, 2010.)

The following Sub counties (LLGS) : Myene, Ngai, Abok, Aleka, Otwal, Acara, Aber were still indebted to the District in the form of unremitted cumulated funds totalling UGX 218,442,724 Page 16 of the Audited Final Accounts FY 2016/2017. And negotiations between the District and the said LLGS were ongoing to resolve the matter.

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Total Own Source Revenue for FY 2016/17 was UGX 269,985,557 while total expenditure on council allowances during FY 2017/2018 Shs.70,650,000 Page 85 of the Draft Final Accounts FY 2017/2018.</p> <p>Percentage...26.%. Calculated as follows: Total Exp= 70,650,000 X 100 OSR FY2016/17 = UGX 269,985,557</p> <p>= 26%</p> <p>The Council Expenditure on allowances and emoluments stood at 26% which was more than 20% of the previous Financial Year FY 2016/2017 local revenue realised</p>	<p>0</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>The LG had a substantively appointed Senior Procurement Officer- Okao Ton Rashid on 27th July, 2012 ref.CR/156/2 under the direction of DSC minute no.144/2012.</p> <p>Likewise, the LG had a substantively appointed Procurement Officer- Etenu Edwonu Emmanuel appointed on 6th May, 2015 ref. DSC/156/3 under the direction of DSC minute no.407/2015 dated 29th April, 2015.</p>	<p>2</p>
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>Evaluation Committees were established to evaluate bids received during the FY 2017/18 and submitted reports to the Contracts Committee. For Example;</p> <p>Construction of Radiology Unit at Anyeke HCIV was evaluated on 22nd January, 2018 and the following members sat on the Committee</p> <ul style="list-style-type: none"> Owiny Robert represented Engineering, Okidi Joel Francis represented Finance, Opio Vicky represented Administration, Laker Allen Prosy represented Natural Resources Okwang Robert was Chairperson. <p>The EC recommended M/S Roovaco (U) Ltd as the best evaluated bidder to be awarded the contract by the Contracts Committee.</p>	<p>1</p>

Low cost sealing of Alidi-Awangi road section 5- 1.6km

This was competitive domestic bidding with a value of shs.471,155,289. EC sat 22nd January, 2018. Members present were;

1. Owiny Robert- Engineering
2. Okidi Joel Francis-Finance
3. Opio Vicky- Administration
4. Laker Allen Prossy- Natural Resources
5. Okwang Robert Alem- Administration and Committee Chairperson.

The Firms that evaluated were;

1. CME Enterprises Ltd quoted shs.400,783,225
2. Roone Engineering Co.Ltd
3. Rema (U) Ltd quoted shs.460,239,545
4. Richo Investment Ltd quoted shs.489,837,000

EC recommended CME Enterprises Ltd was recommended as the best evaluated bidder.

For selective bidding- Supply of 32 zeb heifers to Loro sub-County at a cost of shs.30,000,000 . Evaluation committee sat 1st February, 2018. Members were;

1. Owenyi Robert- Engineering
2. Lake Prossy- Planner
3. Opio Vicky- Production
4. Okwang Robert- Administration
5. Okidi Joel- Finance

Four Firms were invited but only two submitted bid documents and were evaluated;

1. Apuru & Family Co.Ltd quoted shs.30,304,000
2. Ngakonye Enterprises Ltd quoted shs.30,000,000

Firms who picked bidder but never returned bids were;

1. Bakatola Enterprises Ltd

		<p>2. Akwiworo Enterprises Ltd</p> <p>EC recommended Ngakony Enterprises Ltd was recommended as the best evaluated bidder with a quote of Shs.30,000,000</p>	
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The Contracts Committee considered recommendations of the TEC for example ;</p> <p>In its meeting held on 22nd January, 2018 (same day with EC meet) upheld the recommendations of the EC and through minute Oyam572/CC/2017-18/58/04/1 awarded the contract to M/S Roovaco (U) Ltd at a cost of Shs.200,865,500 . Under the same minute, contract for the low cost sealing Alidi-Awangi Road (1.6km Section 5) was approved and awarded to CME Enterprises Ltd at a total cost of shs.471,155,289.</p> <p>Similarly, in meeting held on 2nd February, 2018, the Contracts Committee upheld the recommendations of the Evaluation Committee to supply 30 Zeb Heifers by awarding the Contract to M/S Ngakony Enterprises Ltd at shs. 30,000,000 under minute no. Oyam/572/CC/2017-18/59/04/01/27</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 	<ul style="list-style-type: none"> • The FY 2018/19 Procurement and Disposal Plan, endorsed by the CAO and dated 31st August, 2018 incorporated all the infrastructure projects as captured in the AWP for example; on page 1 of the Procurement and Disposal Plan; the construction of Administration Block Phase IV at a cost of Shs.550,000,000. The same project appeared on page 9 at shs. 662,720,000 FY 2018/19. The difference in figures of Procurement Plan and AWP is due to retention arising from FY 2017/18 for the same plan • Another project captured in the Procurement Plan was expansion of mortuary at Anyeke HCIV at shs.43,000,000 appearing on page 9 of Procurement Plan This project also appeared in the AWP on page 59 with a budget to be drawn from a pool of shs.1B from World Bank • The FY 2017/18 Procurement and Disposal Plan signed by CAO and dated 13th October, 2017 contained all infrastructure projects that were reflected in the AWP of the same FY. For example; construction of 10 stance drainable latrines at Bario and Amido primary schools each at shs.50,000,000 numbered page 1 of 70 in the Procurement Plan, also appearing on page 50 of AWP, borehole drilling and rehabilitation district wide at shs.340m captured page of 70 130 in the Plan and also incorporated into page 58 of AWP budgeted at a consolidated Shs.482,800,000. Low cost sealing of Alidi-Awangi road (section 5-1.5km) at shs.510m appearing on page 9 of 70 of the Procurement Plan and page 97 of AWP FY 2017/18 under a consolidated budget of shs.1,020,227,000 	
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The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2

There were 15 infrastructure projects captured in the procurement plan for FY 2018/19. Some of them were;

1. Construction of 2 classroom blocks in Icem-kulopuk P/S at shs.110m
2. Construction of staff house at Alibi P/S for shs.110m
3. Designing of low cost sealing Alidi-Awangi road- section 6- 2km at cost shs.20m

The following bid documents had been prepared and they were;

1. Design of low cost sealing of Alidi- Awangi Road-for 2km procurement Ref.no.Oyam572/Service/2018-19/00014 budgeted for 20m
2. Construction of twin staff house and 2 stance VIP latrine at Aringodyang P/S Procurement ref. Oyam572/WKS/2018-19/00002
3. Construction of 2 classroom block with water harvesting gears at Alupot P/S loro sub-County Ref. Oyam572/WKS/2018-19/00005
4. Construction of twin staff house and 2 stance VIP latrine at Alibi P/S Ref.Oyam572/WKS/2018-19/00003
5. Drilling, test pumping, casting and deep wells in Oyam South Ref. Oyam572/WKS/2018-19/00009 budgeted at shs.189,429, 219.

At least 80% of bid documents for the infrastructure FY 2018-19 had been prepared at time of assessment.

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2

The contract register per department carried procurement subjects on pages 1-5 for education department. All the procurements within the FY 2017/18 were clearly captured with details like; procurement signing date, commencement date, contract performance, name of contractor, contract name, procurement reference no., et.c. Examples procurements;

- Construction of 4 block of 5 stance latrine at Alibi P/S at shs.4,891,
- Supply of Radiology equipment at shs 93,820,000 by Crown Health Care Ltd
- Construction of Radiology unit at Anyeke HCIV at shs.200,000,000- not completed.
- Construction of school facilities at Aboke Seed Sec. School at shs.629,868,000

Complete activity procurement files were available.

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

- For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects):
score 2.

All the procurements undertaken during the FY2017/2018 were in harmony 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 procurements below;

Open Domestic Bidding, i.e. Procurements with Price above UGX 100M were;

Open Domestic Bidding, i. e Procurements with Price above UGX 100M were;

- Construction of administration block at Aboke Seed S.S.S (Lot; Oyam572/WKS/TDG/2017-18 contract value Shs.100m contract value was procured using open domestic bidding by advertising in the New Vision newspapers on 28th July, 2017 as required by PPDA for any works above Ugx.50M
- Construction of Radiology Unit at Anyeke HCIV Lot Oyam572/WKS/2017-18/00020 for a contract value of shs.200,086,500 was procured through open domestic bidding by advertising in the New Vision newspapers published 28th July, 2017 as required by PPDA for any works above Ugx.50M
- Low cost sealing of Alidi-Awangi road section 5- 1.6km was awarded through competitive domestic bidding with a contract value of shs.471,155,289 and was advertised as above.
- Supply of 30 Zeb Heifers for a contract value of 30m to Loro sub County was procured through selective bidding by inviting prequalified firms as required by PPDA for any works above up 30m and below.
- Design of low cost sealing Alidi-Awangi road, section 5 (1.6km) with a contract value of shs.18m was procured through selective bidding.

<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>Works projects implemented during FY 2017/2018 had proper certification for example;</p> <ul style="list-style-type: none"> Low cost sealing of Alidi-Awangi road (1.6 Km) constructed by Ms CME Enterprises Ltd at UGX 459,596,341 had Technical report and interim certificate No.1 dated 25th April,2018 amounting to Ugx. 118,947,988. <ul style="list-style-type: none"> Interim Certificate No.2 was issued on 14th May,2018 Interim Certificate No.3 was issued on 30th May,2018 Interim Certificate No.4 was issued on 11th June,2018 Constructed of a 2-block and 2 stance lined VIP latrine at Agomi p/s by Ms Rhino Engineering works Ltd at UGX 20,076,556 had a Technical report and an Interim Certificate No.1 dated 2nd May,2018 Construction of facilities at Abok seed school by Ms Ambrose Construction Ltd at UGX 629,868,850 <ul style="list-style-type: none"> had a report and an Interim Certificate No.1 issued on 19th February,2018 amounting Ugx. 143,020,976 Interim Certificate No. 2 was issued on 12th March,2018 Interim Certificate No.5 was issued on 28th 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 no project being implemented in this FY 2018/19 due to late quarterly releases but the only rolled over project from FY 2017/18 Construction of Administration block was cleared labelled as; ‘by Ms Bygon Enterprises Ltd</p> <p>Contract reference No. OYAM572//wrks/DDEG/PRDP/2017-18/Lot5 at UGX 750,489,322’. This was evidence that the projects were being labelled.</p>	<p>2</p>
<p>Financial management</p>			

The LG makes monthly and up to-date bank reconciliations

Maximum 4 points on this performance measure.

• Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4

There was documentary evidence by way of Reconciliation Statements that the District Local Government had made some monthly bank reconciliations up to 30th June,2018 .as per Sampled bank/cashbooks indicated below

- Oyam District PRDP Account045555590010 at Bank of Africa Lira Branch

- Statutory Bodies Account No01983501002833 at DFCU Bank Lira Branch

- NUSUSAF Subprojects Account

019835001002137 at DFCU Bank Lira Branch.

- NUSAF3 Operations Account

01983501002136 at DFCU Bank Lira Branch

- Education Operations Account No 01983501002826 at DFCU Bank Lira Branch

- Health Services AccountNo2201450269 at KCB Bank Lira Branch.

- Health Services Account No 1200040106 at Housing Finance Bank Lira Branch.

However, apart from 3 Bank Accounts namely

- Administration01983501002824 AT at DFCU Lira branch.

- Statutory Bodies No02983501002833 at DFCU Lira branch,

- Oyam District FIEFOC No 019835001007640 at DFCU Lira branch

There was no further documentary evidence to suggest that the rest of the Bank Accounts had been Reconciled to date for the month of July and August2018 at t the time of this Performance Assessment exercise. (As at 18th September,2018)

Oyam District LG was operating a Manual Accounting System and was yet to be connected to IFMS.

The LG made timely payment of suppliers during the previous FY

Maximum 2 points on this performance measure

• 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.

The District Local Government made timely payment of Suppliers during the FY 2017/2018. This was evidenced from the sampled

Payment Vouchers as indicated below;

Voucher No25/6/2018 dated 29th June 2018, Amount UGX2,721,312 Payee Ngai one Investment Ltd Po Box 20012 Kampala Purpose Payment of 5% retention for Construction of 5stance Latrine at Aleka main market and protection of 8sprigs. Payee Ngai One Investment Ltd Box 20012 Kampala

- Claim for payment made on 25th June, 2018-09-18
- Certificate of work done issued on 27th June, 2018-09-18
- District Water Officer endorsed the Claim on 27th June 2017/2018
- Payment effected on 29th June 2018 .
- Payment was made promptly within a period of 4 days

Voucher No5/6/2018., Amount UGX 92,820,000 Payee Crown Health Care U Ltd Plot 116-120 Seven Street Industrial area Kampala Purpose Supply of Radiology Unit at Anyeke HC 1V

- Claim for Payment made on 21st May, 2018.
- Certificate work done issued on 21st May, 2018.
- Certificate endorsed by DHO on 22nd May, 2018
- Payment effected on 5th June 2018

Payment was effected promptly within a period of 2 weeks.

<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 Local Government did not have a Substantive Principal Internal Auditor. There was a Senior Finance Officer who had been assigned to act as a Principal Internal Auditor as per un-referenced letter dated 6th April 2018. There was no provision for the Position of Senior Auditor in Oyam District Personnel Structure at the time of Performance Assessment 2018.</p>	<p>0</p>															
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<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>None</td> <td></td> </tr> <tr> <td>Quarter 2</td> <td>None</td> <td></td> </tr> <tr> <td>Quarter 3</td> <td>10th July, 2018</td> <td>None</td> </tr> <tr> <td>Quarter 4</td> <td>12th Sept2018</td> <td>None</td> </tr> </tbody> </table> <p>1st and 2nd Quarterly Internal Audit Reports FY 2017/2018 were not availed to Performance Assessment Team for verification</p> <p>There was no documentary evidence that the District Local Government had produced 1st and 2nd Quarterly Internal Audit Reports FY 2017/2018</p>	Quarter	Date of report	Reference	Quarter 1	None		Quarter 2	None		Quarter 3	10th July, 2018	None	Quarter 4	12th Sept2018	None	<p>0</p>
Quarter	Date of report	Reference																
Quarter 1	None																	
Quarter 2	None																	
Quarter 3	10th July, 2018	None																
Quarter 4	12th Sept2018	None																

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Information to Council & LG PAC on Internal Audit Queries raised during FY 2017/2018:</p> <table border="0" data-bbox="611 219 1401 392"> <tr> <td data-bbox="611 219 869 291">Number of queries raised</td> <td data-bbox="869 219 1141 291">Number of queries cleared</td> <td data-bbox="1141 219 1401 291">Number of queries pending</td> </tr> <tr> <td data-bbox="611 324 869 392">9</td> <td data-bbox="869 324 1141 392">9</td> <td data-bbox="1141 324 1401 392">None</td> </tr> </table> <p>There was no documentary evidence at the time of this Performance Assessment to the effect that the LG had provided information to the Council and LG PAC on the status of implementation of internal audit findings for the 2017/2018r i.e. follow up</p> <p>The Number of Queries were extracted from 3rd and 4th Quarterly internal Audit Reports FY 2017/2018 that were available at the time of this Performance Assessment.</p>	Number of queries raised	Number of queries cleared	Number of queries pending	9	9	None	<p>0</p>
Number of queries raised	Number of queries cleared	Number of queries pending							
9	9	None							
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>There was no Documentary evidence at the time of the Performance Assessment exercise to suggest that the Internal Audit reports for FY 2017/18 were submitted to the Accounting Officer and ,LGPAC. Equally there was no evidence that the LGPAC had reviewed them.</p>	<p>0</p>						

<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an updated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>There was an attempt to compile Assets Registers but not conclusively.</p> <ul style="list-style-type: none"> • The process of developing the required three categories of Assets as stipulated on Pages 167-168 of the Local Governments Financial and Accounting Manual, 2007 was on going. The following three categories of Assets Registers that were being compiled were consistent with Formats outlined on pages 167-168 of Local Governments Financial and Accounting Manual 2007 : • Register of Fixed Assets – General • Register of Motor Vehicle and Heavy Plants • The Register of Land and Building. <p>Gaps Identified</p> <p>The Register of Land and Building was blank as the required information pertaining to land and Building was yet to be filled into the Register.</p> <p>The local LG was operating a Manual Accounting System. And was yet to be connected to IFMS.</p>	<p>0</p>
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Oyam DLG obtained Unqualified Audit Opinion for FY 2017/2018</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>The District Council met and discussed service delivery related issues as evidenced in the minute extracts below:</p> <ul style="list-style-type: none"> - On 3rd September, 2017 under Min. 06 discussed presented committee reports. - On 5th October, 2017 under Min. 06 discussed Executive Business including DEC matters, supplementary budgets, and investment projects. - On 21st December, 2017 under Min. 09 discussed committee reports - On 28th February, 2018 under Min. 06 discussed Executive Business: Education and Health matters, laying of Draft Budget for FY 2018/19, ordinances, e.t.c. - 23rd-4th May, 2018 discussed Executive Business: NIDO funded by USAID, Road Equipment, new members of LG PAC, e.t.c. 	<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 feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>In his letter ref CR 156/3, CAO appointed Mr Aremo Fred Nelson as a communication officer designating him person responsible for coordinating responses to feed-back of grievances/complaints.</p>	<p>1</p>
<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The complaints were being received in the office of the Deputy CAO and handed over to the District Rewards and Sanctions Committee to handle the cases and advise management. However, this committee was more concerned with the discipline of the civil servants and not complaints/grievances raised by the local citizens and therefore it was difficult to establish if there was existence of a proper system for recording, investigating and responding to grievances raised by the local citizens.</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>The District payroll and pensioner schedules for the months of July and August, 2018 were publicised on the public Notice Board found outside the office of CAO. At the time of this assessment, the PAT witnessed by coincidence a group of members of the public scrutinising the documents.</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>At the time of this assessment, the Procurement Plan Unit was transferring its operations from the offices of Health to Engineering. For that reason, the procurement plan and schedules of awarded contracts had been pulled down the Notice Board found at the Health Department. However, the pulled down documents were witnessed by TPA in their new premises. The procurement plan was publicised through a circular letter ref. CR 105 dated 16th August, 2018 issued by CAO.</p> <p>Examples of awarded contracts in the schedule included:</p> <ol style="list-style-type: none"> 1. Labour based low cost sealing of Alidi-Awangi road (1.6 km) awarded to CME Enterprises Ltd at shs.471,155,289. 2. Construction of Radiology Unit at Anyeke HC IV awarded to Roovaco (U) Ltd at shs.200,865,000. 3. Supply of three motor cycles and one tricycle awarded to Simba Auto Motives Ltd. At shs.15,616,000. 	<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>Dissemination of performance assessment results was done internally through TPC meetings. However, there was no evidence that displays on public Notice Boards for consumption of general public was done.</p>	<p>0</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>On the District public Notice Board outside the office of CAO, the following were posted:</p> <ul style="list-style-type: none"> • A Circular letter dated from MoPS ref. COM 96/282/01 dated 18th July, 2018 addressed PSs, CAOs, TCs, Heads of Govt. Institutions, Directors of Regional Referral Hospitals about delay salary and pensioner payroll processing for the month of July 2018 • A press release from NAADS on Registration of Nurseries and mother gardens in DLG informing them on this pending registration. <p>However, it was noted that the information in the circular letters was relevant to the Current FY 2018/19 and not the previous FY 2017/18 for which there was no evidence .Guidelines were also not disseminated.</p> <p>No evidence that these circulars and guidelines were explained to the LLGs.</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>Much as it was claimed that public gatherings and baraza were conducted during the previous FY 2017/18, there was no evidence by way of minutes or reports.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>Evidence of Guidance was seen in Minutes of Technical Planning Committee meeting of 30th. July 2017 under Min.5/30/7/17 on Updates from Departments, sub County Focal Persons of UWEP, YLP and NUSAF programs. The following heads of Department were in attendance:-</p> <p>The Chief Admin. Officer, the D. Engineer, Planner, Town Clerk, 6 Senior Assistant Secretaries, CFO, ADHO, Dist. Internal, Auditor Dist. Vet Officer, Senior Entomologist, among others.</p>	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2. 	<p>Planned activities for financial year 2018/19 included the following:-</p> <ul style="list-style-type: none"> i). Training of CDWs on mainstreaming gender in holistic planning at the district headquarters ii). Training of women councils on gender concepts, practical gender needs and mainstreaming gender at the district headquarters. iii). Training of women councils on gender concepts, practical gender needs and mainstreaming gender at Alito and Aboke Sub Counties. <p>- Communities training on strategy and practical gender needs and gender and agriculture.</p> <p>Evidence that vulnerability and social inclusions were addressed in Financial year 2017/18 activities:-</p> <ol style="list-style-type: none"> 1. Facilitation to district youth council meetings, Voucher No.680,000/- 2. Support to older persons facilitation to older persons council executive, 180,000/- 3. Probation and Social Welfare meeting OVCM data collection, follow up of court cases and supervision of child care institutions, 1,300,000/- <p>The budget for FY 2017/18 was shs.3,858,220,700. However, shs.260m was not remitted therefore the LG had at its disposal shs.3,598,220,700. Actual utilization was shs.3598.220,700 implying 100% utilization of the gender inclusion budget</p>	<p>2</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>The following 7 Bid documents were sampled from the PDU Section of Oyam District LG. In 2 bid documents, some money allocated for environmental mitigation in Bid documents, but was neither evidence of implementation nor expenditure seen on environmental mitigation aspects by the Environment Officer seen.</p> <p>Bid Documents Sampled:-</p> <p>Construction of 4 block of 5 stance latrine at Amido and Alibi. (350,000/- allocated for Environmental Mitigation and clearance of site in BOQs), Contracted handed over the buildings to the Local Government, however, no evidence of involvement of the Environmental Officer there after seen</p> <p>Construction of a slaughter slab at Ba Irio Market in Aboke Sub County, project finished and in use, no mitigation measures planned for nor evidence of participation of the Environmental Officer in the project seen</p> <p>Renovation of Community Based Block and Planning Unit at Oyam District Head Quarters. Building finished and in use. No evidence environmental screening or EIA were undertaken by the environmental officer</p>	<p>0</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There was no evidence that Oyam District Local Government integrates environmental and social management health and safety plans in the contract bid documents as seen in the following 8 Bid Documents sampled:-</p> <ul style="list-style-type: none"> - Construction of the Oyam Administration Block/Resource Centre Phase 3, Construction still on-going. Page 73 Environmental mitigation measures budgeted for at 500,000/-, however no documentation that LG integrated environmental and social management as well as health and safety plans in the contracts bid documents. - Low cost Sealing of 1.6 km., Alidi-Awangi Road, no evidence of social, health and environmental safeguards seen. - Construction of Radiology Unit at Anyeke Health Centre 4, No Social, Health and environmental safeguards seen - Construction of 2stance latrine for girls and 2 stance latrine for boys at Bario Primary school, no mitigation measures seen. - Construction of slaughter slab at Irio Market in Abok Sub County did not have mitigation measures as well. 	<p>0</p>
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LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

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

List of institutions with land Titles/ titles being processed seen as follows:

- 1.) Myene Sub county LG HQs, Status: title in Place, Title with the Lower Local Government
- 2.) Loro Sub county HQs, Plot 34 Block 3, Status Title in Place, with the Lower Local Government
- 3.) Aleka Sub County HQs, Plot 1, Block 8 at Adyeba Parish Status: Photo copy of Title seen.
- 4.) Oyam district Local Government. Status: Deed Plan in place, already entered in the system, to come out by end of October 2018.
- 5.) Iceme sub-County, Status: Title in place, but with the Lower Local Government

Health Centres with/ for land Titles:-

- Ariba Health Centre II, Status: Title in Place
- Ngai Heath Centre III, Status: Title to be delivered in Subsequent week
- Agullu-rude Health Center III, Status: Title to be delivered in subsequent week.
- Anyeke Health Centre IV,, Oyam Town Council, Status: Land file approved by the Dist. Land Board, awaiting process of procurement
- Adigo Health Center III, Status: Land file approved by Dist. Land Board, awaiting process of procurement.

<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>For all projects sampled, no Environmental and social certification mitigation certification form was seen. Projects below did not have Environmental and Social Mitigation certification Forms completed and signed by Environmental Officer and CDO:-</p> <ul style="list-style-type: none"> i) Completion of Resource center at Ngai Sub county ii) Rehabilitation of 10 bore holes by Whimsy iii) Construction of a slaughter slab at Ba Irio Market in Abok Sub County iv) Construction of 2 stance for girls, 2 stance for boys at Bario P/S v) Low cost sealing of 1.6 Alidi to Awangi road. vi) Construction of Radiology Unit at Anyeke health unit. 	<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>No Evidence that the contract payment certificated included prior environmental and social clearance. No clearance certificates were seen for the following completed projects:-</p> <ul style="list-style-type: none"> • Construction of 16 bore holes • Construction of a slaughter slab Ba Irrio market in Aboke • Construction of 4 blocks of 5 stance latrine at Amido and Alibi • Renovation of community Based Services Block and Planning Unit at Oyam district HQs. 	<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 monthly report from the Environmental officer and CDO with completed checklists, deviations or corrective actions was seen by the Assessment Team</p>	<p>0</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>LG had budgeted for a head teacher and minimum of 7 teachers per school in FY 2018/19 amounting to Shs.10,251,726,000 as captured on page 35 and 36 of the budget estimates- FY 2018/19. The budget covered 109 Head teachers and 1397 out 1579 staff ceiling. Actual expenditure was shs.10,279,518 as captured. The total staff ceiling of LG was 1688.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>LG had deployed a head teacher and a minimum of 7 teachers per school for FY 2018/19. In two schools (Acaba and Obot), For instance;</p> <ol style="list-style-type: none"> 1. Okello Florence deployed as head teacher at Acet P/S. There are 12 teachers deployed for 991 pupils. Staff ;list is signed 14th April, 2018 2. Otim Paskolina was deployed as head teacher at Wigweng P/S, with 16 teachers for 919 pupils. Staff list was dated 15th May, 2018 3. Olugu Nicholas was deployed to Awelobutoryo P/S as head teacher as well as 16 teachers to cover 1333 pupils. Staff list was signed 22nd May, 2018 4. Aroma Jimmy was deployed as head teacher for Anyeke P/S together with 16 teachers for 11276 pupils. Staff list was signed 23rd May, 2018 5. Oluma David CR/ED/0003 was designated as Head Teacher on letter 1,529 to Acaba P/S together with 18 teachers against 234 pupils 	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 staff structure for LG was 1688. Out of that, 1397 positions were filled. The total wage bill for FY 2018/19 was shs. 10,251,726,000. There was an advert that was dated 4th January, 2018 to fill 12 positions of Head teachers- under Ref.DSC/YM/14/2017 as well a 52 Education Assistants II positions under Ref.DSC/OYM/15/2017.</p> <p>Calibrating the filling of the structure, $1397/1688 \times 100 = 83\%$</p>	<p>3</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>LG had two positions of Inspector of schools and were all substantively filled as follows;</p> <ol style="list-style-type: none"> 1. Adonyo Peter Geoffrey appointed as Inspector of Schools on letter dated 16th June, 2008 ref.CR/D/156/1 by direction of DSC minute no.19/2008 of 25th April, 2008. 2. Achol Janet was appointed Senior Inspector of Schools by direction of DSC minute no.44/2018 on letter dated 12th February, 2018 with reference CR/156/3 	<p>6</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>There was a recruitment Plan FY 2017/18 dated 10th April, 2017. The recruitment Plan was received by registry on same day. There was no evidence that the LG had prepared and submitted a recruitment plan for FY 2018/19.</p>	<p>0</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>All positions of inspector of schools were filled, therefore no need for a recruitment plan.</p>	<p>2</p>
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Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>The status of appraisals in the education department for inspectors was as follows;</p> <ol style="list-style-type: none"> 1. Achol Janet had not been appraised at time of assessment. The only document on her appraisal file was the Annual performance Agreement 2018/19 signed on 10th September, 2018 2. No FY 2017/18 appraisal report for Adonyo Peter was seen on file at time of assessment. Last appraisal report seen on file was dated 8th July, 2017. PAT expected an appraisal report dated July, 2018 or thereof. 	<p>0</p>
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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.

Maximum 6 for this performance measure

Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY

- Primary school head teachers o 90 - 100%: score 3

- o 70% and 89%: score 2

- o Below 70%: score 0

There was evidence that head teachers had been appraised for 2017 as shown in the following sampled personal files;

1. Okwany Alfred of Amido P/S was appraised 22nd January, 2018
2. Apenyo Tom of Loro P/S was appraised on 22nd January, 2018
3. Ogwang Francis of Atop P/S was appraised 22nd January, 2018
4. Onyango Santo of Aramita P/S was appraised 26th March, 2018
5. Oron Martin of Aleny p/S was appraised for mid-year 27th July, 2018
6. Wokorach Denis of Alutkot P/S was appraised 17th January, 2018
7. Okullo Bob Nelson of Barmwony P.& School was appraised 17th January, 2018
8. Ogwang Charles of Apala "B" P/S was appraised 27th July, 2018
9. Odong Sam of Amadi P/S 2nd July, 2018
10. Adupa Paul Ogwal of Zambia P/S was inspected on 1st July, 2018

All sampled head teachers were appraised for the year 2017.

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>There was evidence that the LG Education Department communicated guidelines, policies and circulars issued by the national level. For instance;</p> <ol style="list-style-type: none"> 1. Circular no.ADM/48/315/01 dated 24th October, 2018 about guidelines on school charges circular was communicated to all head teachers of secondary and primary schools on letter dated 27th October, 2017 by the LG 2. Circular on Enforcement of Closure of Illegal Schools was communicated to all proprietors and head teachers of private schools on letter dated 29th March, 2018 3. Circular of phasing out of implementation of USE program in private schools was communicated to all head teachers of schools on letter dated 23rd January, 2018 4. Circular no: ADM/237/235/02 and no.8/2017 dated 9th May, 2018 on Adherence to school calendar was communicated to all schools on letter dated 12th May, 2018. 	<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>There was a meeting with primary school heads to explain, among others guidelines, policies and circulars. For instance;</p> <ol style="list-style-type: none"> 1. Meeting with proprietors of private schools to discuss inspection reports over issues of licensing and registration of private schools held at Anyeke Primary School on 27th February, 2017. Issues discussed include; separate latrines for boys and girls, washrooms in schools, health of teachers and learners, rubbish pits at schools, e.t.c <p>However, there was no evidence at time of assessment that the DEO office held meetings with head teachers in FY 2017/18.</p>	<p>0</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: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>There was an inspection report prepared and submitted to DES dated 15th May, 2018. It was for inspections carried out April, 2018. Only 8 primary schools were inspected out of 109. No evidence that any of the 23 licensed private schools were inspected during the period in question. The report pointed out the following; credibility of SMCs in inspected schools, delegation of responsibilities, poor interpretation of policies, amongst others. No inspection reports were specifically for regular inspection.</p> <p>Inspection reports seen were majorly dated 12th April, 2017 and the inspection was solely for purpose of licensing private schools. Schools visited had one or two sets of inspection reports. For example; Wigweng Primary School had an inspection report for 26th February, 2017, which was outside the period of assessment. Obot P/S had on file statistical data sheets for inspection report, while Anyeke P/S had a data capture inspection form dated 23rd July, 2018.</p> <p>To calibrated the inspection percentage:</p> <p>There were 109 government schools 23 licensed private schools.</p> <p>From the sampled schools, 3 had inspection reports while 3 did not have. Thus; $3/5 \times 100 = 60\%$.</p>	<p>3</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was evidence that that the department had discussed school inspection reports and used them to make recommendations for corrective actions for FY 2017/2018. For example, minutes were on file for a meeting held 19th October, 2019 and issues discussed under MIN4/10/2017 included; that teachers attendance had improved, pupils absenteeism was on the higher side, exercises for pupils not regularly marked, e.t.c.</p> <p>Recommendations under MIN 5/10/2017 included; head teachers and SMC to ensure regular support supervision and monitoring of school programs, Members, SMCs and Head teachers to ensure quality, relevance and use of the approved curriculum by teachers, amongst others.</p> <p>Only one set of minutes was seen on file, hence the discussion was no regular.</p>	<p>4</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>Inspection reports were submitted and acknowledged by the Directorate of Inspection on the following dates;</p> <p>1. Term 1- 2017/2018 submitted and acknowledged on 30th May, 2018</p> <p>No evidence of submission of inspection reports for the rest of the terms. For FY 2017/18</p>	<p>0</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>No evidence seen at time of 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>School lists data submitted 4th January, 2018 through PBS for 109 Primary Schools in the LG. In absence of EMIS, PAT found submission by PBS to be sufficient.</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>Enrolment data submitted through PBS for 116,403 pupils on 4th January, 2018</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>Committee meeting held on 28th September, 2017 and under Min.05/2017 discussed the following;</p> <ol style="list-style-type: none"> 1. The district to speed up with the process of recruitment of teachers in schools, revision of education department budget to be done to include procurement of staff foe DEO, Sports Officer and Accountant, there should be urgent rehabilitation of boreholes in schools, revise budget to accommodate PLE activities, e.t.c <p>Presentation by Hon.Chairperson Education, Health and Community Based Services-held on 17th August, 2018 to discuss summary of education and sports sector annual report 2017/18 and planned activities for FY 2018/19</p> <p>Meeting held 11th and 20th April, 2018 under Min.05/04/2018 discussed the following issues;</p> <ol style="list-style-type: none"> 1. Discussion of Sectoral budget at shs.17,037,984,000 2. Appreciated district for construction of facilities in Aboke Seed Secondary School. <p>Meeting held 11th December, 2017 discussed the following under Min.05:</p> <ol style="list-style-type: none"> 1. Attendance of teachers is very poor 2. Head teachers staying outside Loro Army P/S with no staff house. Suggested DEO should identify the schools without staff houses and should be given priority when considering schools for construction of staff houses when funds are available. 3. Hon. Female PWD wanted to clarify on why special needs education officer was not submitted to CAO for recruitment 	<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 Committee responsible for education presented issues for approval to council as per the motion moved by Hon. Acio Rose to approve recommendations from the education sector on 11th December, 2017 under Min.05.</p>	<p>2</p>

<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>All schools had functional SMCs and were submitting reports to the DEO office for. For instance;</p> <ol style="list-style-type: none"> 1. Anyeke P/S held SMC meetings as follows; 11th June, 2018 was for term II and discussed presentation of 4th quarter UPE budget amongst others under Min06/2018. In attendance were 10 members. On 23rd February, 2018 discussed presentation of 3rd quarter UPE budget amongst others, under Min06/2018. On 29th September, 2017, meeting discussed amongst others- annual budget, a new matron to be recruited, e.t.c under minutes 5&6/9/2017 2. Waigaba P/S held SMC meeting on dates indicated; 12th July, 2018 to discuss school finances, registration of pupils collection of PTA money, amongst others under minutes 4(b)(c). In attendance were 9 members. Meeting held 2nd March, 2018 resolved to among others to- take pupils to education tour, grow beans in first season of rain, fencing of school garden, e.t.c all under minute 3(b). On 12th October, 2017 SMC met and resolved; inviting stakeholder to address issue of threats towards school management about early marriages, drawing monitoring programme- e.t.c, all under Minutes a/2017 and b/2017 respectively. On 10th July, 2017 SMC met to approve budget for term II, 2017 amongst others under min.4b/07/2017. In attendance were 13 members. 3. Wigweng P/S SMC met as follows; 28th August, 2018 to discuss among others- renovation of school library, continuous assessment for pupils, completion of staff houses, all under Min6/2018. Joint PTA/SMC meeting on 1st May, 2018 to discuss among others, construction of pit latrine and approval of term 11 budget. Other dates of SMC meetings were; 1st March, 2018. 4. Obot P/S held meetings as follows; 12th June, 2018, 15th February, 2018, 1st March, 2018, 21st November, 2017, 19th September, 2017, 23rd October, 2017 <p>The meetings above discussed among others;</p> <ul style="list-style-type: none"> - Work plan 2018/19 - Budget approval - UPE purchases - Setting up sub-committee for school inspection <p>Acaba Primary school was not visited to verify SMC minutes because of bad road and time constraints.</p>
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<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 schools receiving non-wage recurrent grants for Q1 2018/19 had been publicized on notice board of education department. Other quarters had been pinned inside the walk ways of the education department. Dates of publication were not indicated.</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, 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>Procurement Inputs for the sector had been forwarded to the CAO for onward submission to Procurement Unit on 23rd April, 2018. Some of the procurement requisitions captured included;</p> <ol style="list-style-type: none"> Construction of twin staff house at Alibi P/S, Aleka sub-County at shs.110,000,000. No page number was indicated. Supply of 20 3-seater desks to Kuluopuk P/S at shs.3,500,000 Construction of drainable 5 stance latrines at Apwoncero P/S at shs.22,732,000 Construction of 5 blocks of single staff houses with solar panels, water harvesting gutters and 2 stance VIP latrines each with washrooms at Aboke SS at shs.400,000,000 Procurement of 20 desktop computers and 1 printer for Aboke seed SS at shs.30,000,000 <p>The following were noted;</p> <p>Procurement submission letter is dated 23rd April, 2018 but the Procurement requisitions forms are dated 20th August, 2018. Procurement inputs were captured in the AWP 2018/19 which had no page numbers.</p>	<p>4</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 to the effect that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: This was verified from the following sampled payment vouchers:</p> <p>Voucher No 3/1 dated 29th January,2018, Payee Ambrose Construction Company Ltd Box 19 Kamdini Oyam 0772578306 Amount UGX 136,083,609 Purpose 2nd Payment for Construction work at Abok seed Secondary School</p> <ul style="list-style-type: none"> • Claim for payment made on 16th January,2018 • DEO endorsed the claim on 25th January, 2018. • Certificate issued on 25th January,2018 • Payment effected on 29th January, 2018. <p>Payment effected promptly within a period of 13 days.</p> <p>Voucher 1/1 dated 24th June, 2018 Amount 19,125,315 Payee Olel Magezi Lira Hard ware B0x 225 Lira Purpose Construction of 5stance line Pit latrine at Bario Primary School.</p> <ul style="list-style-type: none"> • Claim for Payment made on 17th January,2018 • Certificate of work done issued on 23rd January, 2018. • Claim endorsed by the DEO on 24th January, 2018. • Payment effected on 24th January, 2018. <p>Payment effected promptly within a period of 17days</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>Annual performance report including Q4 report was submitted to the District Planner 11th July, 2017</p> <p>Q3 was prepared but not submitted. PAT did not see quarter 2 and 1 reports</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>There was no documentary evidence to the effect that the Education sector had provided information to the Internal Audit on the implementation of all audit findings for FY2016/2017</p>	<p>0</p>
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Social and environmental safeguards

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>Minutes of meeting between the DEO and Schools to disseminate gender guidelines to teachers on how they can guide/counsel girls to manage reproductive health and life skills held at Anyeke primary school on 5th May, 2018 were seen on file.</p> <p>Guidelines issued included;</p> <ol style="list-style-type: none"> 1. National Sexuality Education Framework 2018; 2. Creating a gender responsive learning environment. A handbook for mainstreaming gender in education 3. Adolescent sexual and reproductive health- a job aide by ministry of Health <p>However, there was no attendance list about who attended. No report was produced about the said activity. Documentation provided is insufficient to attract a score.</p>	<p>0</p>
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<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>No supporting evidence on disseminated guidelines seen by PAT at time of assessment</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>School Management Committees had been appointed and met the 30% guidelines on gender composition as follows;</p> <ol style="list-style-type: none"> Loro P/S had 12 members with two females members (Hellen Okello and Grace Ogwang) appointed July 2016. Awelobutoryo P/S had 12 members with three female (Gertrude Odongo, Betty Odoki and Florence Odongo) members appointed 31st July, 2016 Acaba P/S had 12 SMC members with two female (Simpo Oming and Susan Ogwal) members appointed 31st July, 2016 Anyeke P/S had 12 members with 2 female members all appointed 31st July, 2016 Waigaba P/S had 12 members with 3 female members all appointed 31st July, 2016 	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>There was no evidence that guidelines on environmental management were disseminated and complied with were not seen at time of assessment.</p>	<p>0</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • 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>Freshly prepared environment and screening forms for the construction of Aboke Seed Sec. School were presented to PAT. It was recommended that tree were to be planted and the farmland initially open was to be occupied by houses. However, only one project had been screened at time of assessment.</p>	<p>0</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>No evidence was seen at time of assessment</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>PHC wage allocation for the district for FY 2018/2019 2,319,463,759/</p> <p>PHC wage for the 263 health workers in post for FY 208/2019 was 2,247,877,332/</p> <p>%wage provision (posts filled for primary health care workers with a wage bill provision for current financial year) =97% resulting into a score of 8.</p> <p>There was a surplus of 3% of the wage budget this Financial Year amounting to 71,585,427.</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>Recruitment plan for health workers was submitted by DHO to CAO (submission letter not referenced) on 15th July 2018 and was received on the 16th July 2018. Vacant positions for primary health care workers in the recruitment plan were 5 health assistants, 1 account assistant, 4 enrolled midwives, 4 enrolled nurses, 20 porters, 18 askaris and 1 driver. This summed up to 69 posts.</p> <p>Whereas the total vacant posts to fill a health staffing norm of 309 staff was 46, a plan to recruit 69 staff was arrived at by considering a total of 23 health workers who are due to retire this financial year.</p> <p>This revelation partly explained why the health department planned to recruit 69 staff whose annual wage amounts to 395,877,456, yet the wage bill ceiling for this financial year only has a surplus of 71,285,427</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>Oyam DLG had a total of 46 health facilities. 26 were public ,4 were PNFP, 16 were PFPs. Of the 26 public, 1 is UPDF (Alpha Battalion HC II) and 2 are prisons (Loro Prison HC II and Anyeke Prison HC II)</p> <p>PT reviewed all files for the public health facility in charges and all were appraised.</p> <p>PT sampled 5 facilities and appraisal details for the in charges during are indicated below:</p> <ul style="list-style-type: none"> • In-charge Anyeke HC IV Dr Moses Nassimu was appraised on 30th July 2018. Appraiser’s comment “He is a very committed and hardworking staff” • In-charge Agurude HC III, , Omeri Patrick Boniface was appraised on 7th September 2018. Appraiser’s comment “Please work on the weak areas” • In-charge Ngai HCIII, Okori William was appraised on 1st August 2018. Appraiser’s comment “satisfactory comments, please maintain” • In-charge Loro HC II Akwero Anna, appraised on 18th August 2018. Appraiser’s comment “keep the commitment’ • In-charge Atipe HC II, Awor Vella, was appraised on 24th July 2018. Appraiser’s comment “Maintain the good work you are doing” 	
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>The LG allocated health workers in line with lists submitted with the budget for FY 2018/2019 in PBS system.</p> <p>Oyam district health department had a staffing norm of 309 staff. Out of these, 263 (85%) were in post.</p> <p>The District health staff list was seen both at DHO, s office and during health facility visits.</p> <p>The staff list indicated the units/facilities, the number of employees deployed in each unit, and the names and cadres of the employees. The deployment against approved positions was as follows:</p> <p>Oyam DHO's Office 10 out of 11 posts were filled, Anyeke HC IV is staffed with 59 health workers versus a norm of 48.</p>	4

HCIIIs 101 out of 190, HCIIIs 78 out of /153

The PAT sampled the following facilities:

- Anyeke HC IV, 58 staff were deployed out of an expected staffing norm of 48(121%)

This HC IV has a norm of 4 midwives but because of the heavy workload, 3 more midwives were deployed to make a total of 7 midwives Other cadres were deployed to cater for the workload at the health center hence a staffing level beyond the expected

- Loro HC II 9 staff were deployed out of the 9 required staffing norm (100%) Three midwives deployed due to high numbers of mothers seeking for MCH services

- Atipe HC II: 7 were deployed out of the 9 required staffing norm, 2 Midwives

- Ngai HCIII: 18 health workers were deployed out of the 19 required staffing norm.

- Agulurude HC III: 20 out the required 19 staff were deployed

At each facility, the staff list matched with the deployment list at DHO's office as well as that in the PBS system.

Oyam DHT had deploy health workers according to the workload in health facilities evidenced by HMIS data in the DHIS2 system. For example, in financial 2017/2018, Loro HC II had 856 antenatal care attendances and 601 deliveries yet Ngai HC III had 850 antenatal care attendees and 473 deliveries

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>At the District Health Office, the assessment team identified the following guidelines that had been received from the Ministry of health during financial year 2017/2018:</p> <ol style="list-style-type: none"> National technical guidelines for integrated disease surveillance and response, 2012 Introduction of Rota virus vaccine into routine immunization, 2018 Uganda clinical guidelines 2016 Childhood cancer information booklet <p>Health facility in charges or their representatives had signed for the guidelines evidenced by the distribution lists at DHO's office (photo taken)</p> <p>The assessment team visited 5 sample health facilities to verify whether the above guidelines were available at the facilities.</p> <p>Each of the visited facilities had the above guidelines</p>	<p>3</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<ul style="list-style-type: none"> DHMT monthly and quarterly review meetings' report and Quarterly DHT/HSD supervision reports did not show evidence that guidelines from Ministry of health were explained to health facility in charges. There was no evidence at the visited health facilities that issued guidelines were discussed at any fora 	<p>0</p>

The LG Health Department has effectively provided support supervision to district health services

Maximum 6 points for this performance measure

Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3

There were 1 HC IV (Anyeke) and one PNFP hospital (Aber) in Oyam district.

Support supervision reports Anyeke HC IV ad Aber Hospital for the four quarters of financial year 2017/2018 were seen with clear action points on gaps identified during the support supervision.

Support supervision reports were submitted on the following dates.

Quarter 1: Support supervision conducted on 20th-29th September 2017 and report submitted and received by CAO on 2nd October 2017. One of the gaps identified was immunization outreaches schedules were not followed and the facility Incharge was tasked to ensure that outreaches are conducted according to schedule

Quarter2: Support supervision conducted 11th-20th December 2017 and report submitted and received by CAO on 17th Jan 2018. One of the gaps identified that the IC Anyeke was tasked to supervise lower level facilities under the HSD.

Quarter3: Support supervision conducted between 5th-15th March 2018 and report submitted and received by CAO on 29h March 2018. The Incharge of Anyeke HC IV was tasked to supervise the construction of the radiology unit which was at ring beam level

Quarter4: Support supervision conducted 2nd-3rd July 2018 and report submitted and received by CAO on 108h July 2018. The supervisors recommended that Incharge Anyeke IV should display the list of health workers on the health facility noticeboard.

Therefore, all the two health centers were supervised on a quarterly basis by the DHT

<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>Quarterly HSD integrated support supervision reports were not available for review during the assessment. DHO reported they were at the HSD headquarters but still could not be traced at the HSD headquarters (Anyeke HC IV)</p> <p>However, the assessment team sampled the following health facilities</p> <ul style="list-style-type: none"> • Atipe HC II • Agulurude HC III • Loro HC II • Alao HC II <p>The team reviewed the support supervision book for evidence of integrated support supervision in each quarter of financial year 2017/2018.</p> <ul style="list-style-type: none"> • There was evidence that Atipe HC II , Agulurude HC III and Alao HC II had been supervised at least once in each of the quarters. However, Loro HC II had been supervised in Q1, Q3, and Q4 but not in Q2 <p>Therefore, out of the 16 supervision visits required for the 4 health facilities, (4 visits per health facility), the HSD had conducted 15. This gives a percentage of 93.7% hence a score of 2</p>	<p>2</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>During the 1st quarter integrated support supervision which was conducted between 20th-29th September 2017, the DHT found out that the OPD block of Acokara was dilapidated with cracked ceiling. The recommendations made to renovate the OPD.</p> <p>On 14th December 2017, the DHMT conducted a performance review meeting during which the sub county authorities agreed to take up the renovation of the OPD Block (Minute:4 Discussion of supervision findings).</p>	<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

Maximum 10 points for this performance measure

- Evidence that the recommendations are followed
- up and specific activities undertaken for correction: score 6

On 14th December 2017, the DHMT conducted a performance review meeting during which the sub county authorities agreed to take up the renovation of the OPD Block at Acokora HC II. (Minute:4 Discussion of supervision findings).

A joint inspection report of the FHT and transparency international, which was conducted on 30th August 2018 reported that the OPD renovation was ongoing hence there was evidence that recommendations were followed up and specific activities undertaken.

The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH

Maximum 10 for this performance measure

- Evidence that the LG has submitted accurate/consistent data regarding:

- o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10

health facilities that benefited from PHC funding. Of These, 26 were public and 4 were PNFP.

The August HMIS reporting details for 2017/2018 were obtained from the database at Ministry of Health which receives HMIS records `from each Health Facility in the country electronically, every month.

The HMIS Reports for the 4 quarters of FY 2017/2018 showed that the List of Health Units provided by the DHO's Office tallied with those from the HMIS Reports at the Ministry of Health. The reports were sent to MOH electronically

All facilities benefitting from PHC (30) were reported in DHIS2 on time.

For health facilities that were sampled, submission of HMIS August 2018 reports was as follows:

- Anyeke HC IV submitted on 14th September 2018
- Agurulude HC III submitted on 13th September 2018
- Loro HC II submitted on 13th September 2018
- Atipe HC II submitted on 14th September 2018
- Olao HC II submitted on 13th September 2018

<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>Three Social Services committee reports were presented and all had health related issues discussed. During quarter 1, the committee sat on 28th September 2017 and under minute 5/9/17, discussed key successes that had enabled the district to perform well in the District league table (From 22nd to 6th position)</p> <ul style="list-style-type: none"> During quarter 2, the committee sat on 11th December 2017 and discussed concerns arising from the community regarding the poor quality of malaria testing kits which were not showing malaria parasites. This was discussed under minute 6/12/17t During quarter 3, the committee sat on 20th April 2018 and under minute 5/4/18, the health budget worth 4,550,384,261/was approved. <p>Although there was no 4th quarter meeting, there is evidence that LG committee responsible for health met and discussed service delivery issues.</p>	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>On 5th October 2017, under minute 6/10/17 (Presentation of committee reports) by the chair health committee, the council approved the health budget which included upgrading of Otwal HC II to III. Was approved.</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 following facilities held HUMC meetings and discussed operational issues at health facilities as well as discussing health facility budget related issues as indicated below:</p> <ul style="list-style-type: none"> • Anyeke HC IV sat in Q3 and Q4, Agulurude HC III sat in Q3 and Q4, Alao HC II sat once in Q4 2018, Loro HC II sat all quarters and Atipe HC II sat Q1, Q2 and Q3. <p>According to the Uganda guidelines on health unit management committees issued by the department of quality assurance, Ministry of health (2003) HUMC are supposed to sit quarterly</p> <p>In total, 16 meetings were conducted out of the required 20 in all the sampled facilities (80%).</p> <p>The explanation for noncompliance was due to expiration of the term of office of HUMC members. The CAO in his unreferenced letter dated 20th August 2017 requested sub county chairpersons to fast track the re-establishment</p>	<p>4</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>A list of PHC recurrent non-wage beneficiaries was displayed at the district health notice-board, signed and stamped by DHO on 20th 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 was submitted by DHO to PDU on 2nd April 2018, before the recommended deadline of 30th April.</p> <p>The planned projects include:</p> <ol style="list-style-type: none"> Construction of a general ward at Abela HC II Construction of a 5 stance pit latrine at Abela HC II 	<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 procurement request form for FY 2017/18 was submitted LATE, on 7th December 2017.</p> <p>The procurement request form for health department for the FY 2018/19 was signed by DHO on 23rd July 2018, CFO ON 13th August 2018</p>	<p>0</p>
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>There was documentary evidence that DHO (as per contract) certified and recommended suppliers timely for payment: This was verified from the following Sampled Vouchers.</p> <p>Voucher 37/06/2018, dated 29th June 2018 Amount UGX 69,309,257</p> <p>Payee Roovaco (u) Ltd Box 301 Lira Purpose Construction of Radiology Unit at Anyeke HC1V.</p> <ul style="list-style-type: none"> Claim for Payment made on 18th June, 2018 Claim endorsed by the DHO on 27th June, 2018. 	<p>4</p>

- Certificate of work done issued by District Engineer on 26th June,2018

- Certificate endorsed by DHO on 27th June 2018

- Payment effected on 29th June,2018..

Payment was effected promptly within a period of 11 days.

Voucher No5/06/2018 dated 25th June,2018, Amount UGX92,820,000 Payee Crown Health Care (U) Ltd Box 28347 Plot 118-120 Seven Street Industrial Area. Purpose Supply of Radiology Equipment at Anyeke HC 1V.

- Claim for Payment made on 21st May, 2018.

- Claim endorsed by DHO on 22nd May, 2018.

- Payment effected on 5th June, 2018.

Payment was effected promptly within a period of 2weeks.

- Construction of a radiology unit at Anyeke HC IV. Request for payment submitted on 6th June 2018, certificate prepared on 11th June 2018 and payment worth 48,261,528/ made on 12th June 2018.

Therefore, the LG Health department had certified and initiated payment for suppliers on time

The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit

Maximum 4 for this performance measure

- 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

Oyam district Health department submitted the annual performance report FY 2017/2018 on 9th July 2018 evidenced by a hard copy of the annual performance report, submitted by DHO 9th July 2018, received and stamped by the district planner on the same day.

Submission of quarterly reports to Planner during FY 2017/2018 was as follows (Hard copies of quarterly reports):

- 1st Qtr submitted on 11th August 2017. This could not have been correct because 1st quarter ends 30th September. Evidence not valid.
- 2nd Qtr submitted on 11th December 2017, 2018 which was also an early submission before end of the quarter.
- 3rd Qtr submitted on 16th April, 2018 which was on time
- 4th Qtr submitted on 20th July, 2018.

The above submissions could not be regarded as authentic because

1. Quarter 1 and 2 had submissions earlier than the end of the quarters.

2. Quarter 4 was submitted by the DHO to planner on 20th July 2018 after the annual performance report had been submitted by the same authority to planner on 9th July 2018.

Therefore, no score could be awarded.

<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 were only 2 audit queries in health department during Financial Year 2017/2018. All the two queries were respondednt to appropriately1.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 <p>% women: score 2</p>	<p>Not all the following sampled health facilities had the required 30% and above of female composition on HUMC:</p> <p>Anyeke HC IV 2 out 9=22%</p> <p>Agulurude HC III 2 out of 7 =29%</p> <p>Loro HC II 2 out of 5 =40%</p> <p>Atipe HC II 3 out of 5 =60%</p> <p>Alao HC II 1 out of 7 =14%</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 12th February 2018, the DHO communicated to CAO through writing informing him that the DHO's office has issued out guidelines to health facilities, among including medical waste management and sanitation guidelines among others. The letter was received by CAO on the same day of 12th February 2018 and indicated that these guidelines had been issued to health facility in charges on 6th February 2018.</p> <p>The assessment team sampled five (5) facilities to verify whether those guidelines, policies and circulars were in place.</p> <p>Out of the 5 facilities, (Nayeke HC IV, Atipe HC II, Loro HC II, aAlao HC II, Agulurude HC III), sanitation guidelines (Public health act 2000) were found at Agulurude HC III Loro HC II and Atipe HCs.</p> <p>The distribution list at DHO's office indicated that all those who picked the guidelines had done so on the same day (6th February 2018).</p> <p>However, the assessment team could not verify the authenticity of the letter to CAO and distribution list of the guidelines Moreover, 2 out 5 health facilities sampled did not have the guidelines</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>A screening form for construction of radiology unit at Anyeke HC IV was filled and signed by the health inspector, and stamped by DHO on 4th April 2018. However, there was no screening report summarizing the environmental concerns and mitigation measures.</p> <p>From the certificate of works issued by the district engineer On 11th June 2018, it was reflected that the project construction works started on 6th, March 2018. The requirement that projects are screened before approval for construction was not met since the screening was dated 4th April 2016 almost a month after the commencement of construction.</p>	<p>0</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>Oyam Health department undertook one capital project in Financial Year 2017/2018. The project was "Construction of X-ray block at Anyeke HC IV.</p> <p>However, there was no documentary evidence that the Environmental officers at the district supervised the construction sites to check whether mitigation plans had been complied with.</p> <p>The final certificate of works had no provision for the environmental officers signature hence there was no evidence that mitigation measures were complied with.</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>On 12th February 2018, the DHO communicated to CAO through writing informing him that the DHO's office has issued out guidelines to health facilities, among including medical waste management and sanitation guidelines among others. The letter was received by CAO on the same day of 12th February 2018 and indicated that these guidelines had been issued to health facility in charges on 6th February 2018.</p> <p>The assessment team sampled five (5) facilities to verify whether those guidelines, policies and circulars were in place.</p> <p>Out of the 5 facilities, (Nayeke HC IV, Atipe HC II, Loro HC II, aAlao HC II, Agulurude HC III), medical waste management guidelines were found at Agulurude HC III Loro HC II</p> <p>The distribution list at DHO's office indicated that all those who picked the guidelines had done so on the same day (6th February 2018).</p> <p>However, the assessment team could not verify the authenticity of the letter to CAO and distribution list of the guidelines Moreover, 3 out of 5 health facilities sampled did not have the guidelines</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>The DWO targeted allocations to sub-counties with safe water coverage below the district average of 70%. There was one sub county which was below average and 4 sub counties were targeted in FY:2018/19 giving more than 100% allocation hence the score of 10 points.</p> <p>The targeted sub counties were;</p> <ul style="list-style-type: none"> • Minakulu sub County with a coverage of 64% • Aber sub county with a coverage of 70%. • Myene sub county with a coverage of 53%. • Oyam T/C with a coverage of 48%. • Acaba sub county with a coverage of 69%. • Kamdini sub county with a coverage of 46%. <p>The planned development budget for the water sector for FY: 2018/19 was Ugx. 544,906,129 from the approved work plan and budget 2018/19 page 67.</p> <p>The planned development budget for the water sector for FY: 2018/19 was Ugx.494,810,000 from the approved work plan and budget 2018/19 page 19.</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>	<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 	<p>There was evidence that the district Water department implemented all the budgeted water projects in all the targeted sub-counties with safe water coverage below the District average and they included giving 100% implementation rate hence the score of 15 points;</p> <p>The implementation was carried out in the following sub counties;</p>	15

<p>Maximum 15 points for this performance measure</p>	<p>targeted S/Cs:</p> <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>In Minakulu sub county, Baromogo and Teyao boreholes wwere each constructed at a cost of Ugx. 22,937,000</p> <p>In Myene sub county Coorom borehole was constructed at a cost Ugx. 22,937,000</p> <p>In Kamdini sub county Tetoichi borehole was constructed at a cost of Ugx. 22,937,000</p> <p>In Aber sub county Corner Atapara was constructed at a cost of Ugx. 22,937,000</p> <p>In Loro sub county Punuodugo and Acanpii boreholes were each constructed at a cost of Ugx. 22,937,000</p> <p>In Acaba sub county Opam "A" was constructed at a cost of Ugx. 22,937,000</p> <p>In Ngai sub county Ariek p/s borehole was constructed at a cost of Ugx. 22,937,000</p> <p>In Abok sub county Bardyang and Anyimpetyeiye boreholes were each constructed at a cost of Ugx. 22,937,000</p> <p>In Otwal sub county Omele p/s borehole was constructed at a cost of Ugx. 22,937,000</p> <p>In Aleka sub county Wanglobo borehole was constructed at a cost of Ugx. 22,937,000</p> <p>In Iceme sub county Otwonalot and Teowak borehole was constructed at a cost of Ugx. 22,937,000</p> <p>In Oyam T/C Adit boreholes were constructed each at a cost of Ugx. 22,937,000.</p>
<p>Monitoring and Supervision</p>		

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>There was evidence that the district Water department monitored each of WSS facilities according to the inspection/quarterly progress reports availed to APT as follows;</p> <ul style="list-style-type: none"> o The quarter 1-report dated 2nd October,2017, the sources monitored included; Baromogol BH, Teyao BH, Coorom BH,Tetochi BH, Twocanikweri BH, Acanpii BH, Apam "A" BH. o Quarter 2-report on 8th December, 2017: The sources visited included the handing over of all water source sites to the different contractors. <p>The quarter 3-report dated 14th February,2018: the sources monitored included;Baromogo, Teyao, Coorom, Tetochi,Twocanikweri, Punuodugo , Acannpii, Opam 'A",Ariek ,Anyim peko tye iye ,Bardang ,Baromele , Wanglobo ,Arec ,Teowalk and Adit.</p> <p>The quarter 4-report dated 6th June, 2018, the report indicated that the water department monitored spring sources and they included; Construction of spring wells in the sub counties of Iceme, Aleka, Otwal, Ngai, Abok and Minakulu.</p> <p>According to these monitoring reports, the department monitored 16 out of 16 of all the borehole installations giving the department 100% of WSS facilities monitored by the department.</p>	
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<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 LG had submitted consistent data reports to the Permanent Secretary Ministry of Water and Environment on the following dates;</p> <ul style="list-style-type: none"> • Quarter 1 data submitted on: 20th October, 2017, • Quarter 2 data submitted on: 22nd January, 2018, • Quarter 3 data on submitted on 27th April, 2018 and • Quarter 4 data submitted on 7th August, 2018 	5
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>Water facilities which were found to be consistent in both sector MIS reports and PBS were;</p> <ul style="list-style-type: none"> • Baromogo in Adel parish, Teyao in Atek parish • Coorom in myene parish, • Tetochi in Kamdini parish, • Twocanikweri in Akaka parish, • Punuodugu in Opelere parish, • Acapii in Acapii parish, • Opam in Ogwangapur parish, Ariek p/s in Cut parish, • Ayimpekotywe in Hubara parish, • Ariek p/s in Acapii parish, Opam in Ogwangapur parish, • Bardyany in Ajerijeri parish 	5
Procurement and contract management			

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>There was evidence that the sector submitted input for the district procurement plan to PDU that covered all investment items in the approved Sector annual work plan and budget on 5th June,2017 for example item number 1 the subject of procurement was "drilling and installation of 10 boreholes" using the open domestic method of bidding the source of funding being PAF amounting to Ugx.210,476,910.</p> <p>However, the submission was made on 5th June,2018 instead of 30/4/2018.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>There was evidence that the contract manager prepared a contract management plan and conducted monthly site visits as follows;</p> <ol style="list-style-type: none"> 18th September,2017 28th April,2018 22nd June,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 revealed adherence to the stipulated designs and the facilities were functional to the required objective that is supply of water to the community and hygiene requirement besides the technical requirement example;</p> <ul style="list-style-type: none"> Deep borehole in Bardyyang village in Abok sub county, Deep borehole in Baromogo village in Minakulu sub county, Deep borehole in Acanpii village in Loro sub county 	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>There was no evidence of any Contractors' hand over report availed to PAT at the time of the assessment.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If 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> <p>? The project completion report for the construction of a 5-stance lined latrine at Alibi market Aleka sub county and protection of 8 spring wells by Ngai one Investment Ltd was made on 18th April,2018 and a completion certificate issued on 18th April,2018 by the District engineer</p> <p>? The project completion report/measurement sheet for the construction of 16 boreholes Bosgrace Drilling Co. Ltd was made on 14th May,2018 and an interim completion certificate 2 issued on 27thJune,2018 by the District engineer and a certificate of practical completion was issued on 15th June,2018.</p>	<p>2</p>

The district Water department has certified and initiated payment for works and supplies on time

Maximum 3 for this performance measure

- Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points

There was documentary evidence to the effect that the DWOs timely (as per contract) certified and recommended suppliers for payment: This was evidenced from the following Sampled Payment Vouchers

Voucher No25/6/2018 dated

29th June,2018, amounting Ugx.2,721,312 Payee Ngai one Investment Ltd Box 20012 Kampala, Purpose 5% Retention for Construction of 5stance Pit latrine at Aleka main Market and protection of 8springs.

- Claim for payment made on 25th June,2018
- Certificate of work done issued on 27th June,2018
- DWO endorsed the Claim for payment on 27th June,2018
- Payment effected on 29TH June,2018
- Payment effected promptly within a period of 4 days.

Voucher No 21/6/2018 dated

29th June,2018, amounting Ugx.5,022,973 Payee Omarari Farm Company Ltd Box 474 Lira Plot 12 Bala Road 0772667714 Purpose Payment for protection of One Spring well at Acandonoi,Minakuli Sub county

- Claim for Payment made on 27th June,2018.
- Certificate issued by the District Engineer on 27th June, 2018
- Certificate endorsed by DWO on 27th June,2018
- Payment effected on 29th June, 2018.

Payment effected promptly within a period of 2 days.

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The water department submitted the annual performance report including all the four quarterly reports for the previous FY 2017/2018 as follows;</p> <p>Quarter 1 report was submitted on; 12th October,2017 under reference No. CR/158/02</p> <p>Quarter 2 report was submitted on 12th January,2018 under reference No. CR/158/02</p> <p>Quarter 3 report was submitted on 20th April,2018 under reference No. CR/158/02</p> <p>Quarter 4 report was submitted on 16th July,2018 under reference No. CR/158/02</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>Sector department did not present audit report for FY 2017/18 and therefore PAT was unable to ascertain the number of queries that were raised or if they were there at all.</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>The Council committee responsible for water held meetings on 6th June, 2017 and the main issue discussed was;</p> <ul style="list-style-type: none"> The status of the water spring protection by Ngai one Investment Ltd and the rehabilitated boreholes by Ms Bosgrace drilling Co. Ltd under minute 05a/06/2018. <p>The Council committee meeting held on 14th April,2018 discussed issues on;</p> <ul style="list-style-type: none"> Under minute No. 04b/04/2018 the draft budget estimate Ugx. 661,706,000. Under minute No. 05a/04/2018 discussed issues on the sector achievements in terms of reporting. 	<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 13th July,2018 on budget estimate FY:2018/19 under minute No. 7c/7/2018.</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 for example;</p> <ul style="list-style-type: none"> Quarter 3 releases was displayed dated 30th January for FY:2017/18 Quarter 4 releases was displayed and dated 8th May,2018 for FY:2017/18 Quarter 1 releases was displayed and dated 17th August,2018 for FY:2018/19 	<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/sampled water sources (Boreholes) were clearly labelled;</p> <ul style="list-style-type: none"> At the village source of Atapara constructed by East Africa BH Ltd FY:2017/18 funded by PAF and completed on 30th May, 2018 with a DWD No. 70155 Tetochi water source was constructed by East Africa BH Ltd FY:2017/18 funded by PAF FY:2017/18 completed on 3rd January, 2018 Abok seed school water source funded by MWE FY:2017/18 completed on 2nd Sepeter,2018. 	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>There was evidence to the effect that the LG publicized information on tender awards on 20th August, 2018 on the subject of the best evaluated bidder and the following information was found;</p> <p>Bid awarded to East Africa Ltd under open domestic for siting, drilling and installation of 4 boreholes at a contract price of Ugx.81,467,200 with reference No. Lira531/wrks/18-19/00001.</p>	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was no evidence that communities applied for water/public sanitation facilities as per the sector critical requirements current FY 2018/2019</p>	<p>0</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they 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 no evidence that the Water and Sanitation Committees were functional evidenced by none fencing of the borehole area, no payment vouchers towards capital contribution was availed to the PAT during the assessment.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>There was no evidence availed to PAT that environmental screening for all projects and EIAs was conducted for WSS projects during the time of the assessment.</p>	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>There was no evidence that there had been follow up support provided in case of unacceptable environmental concerns.</p>	<p>0</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>There was no evidence that the water sector construction and supervision contracts had clause on environmental protection like the project of Construction of drainable latrine by M/S Ambrose Construction Co.Ltd under reference No. Oyam572/wrks/TDG/2017-18/Lot 00007 had no clause on environmental projection.</p>	<p>0</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>There was no evidence to gender equity in the membership of the WSC.</p> <p>During the process of assessment 4 committee files were sampled and reviewed and only one committee file was found compliant and the three were non-compliant the details of the four files were as follows;</p> <ul style="list-style-type: none"> Lai source had 5 women and 4 men Otwomalop village source had 2 women and 7 men Ocal village spring had 2 women and 7 men Teochir village had 4 women and 5 men. 	<p>0</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>There was evidence that Public sanitation facilities had adequate access and separate stances for men, women and PWDs. For example, at Aboke Seed Secondary School the constructed 5-stance drainable latrine was clearly labeled.</p>	<p>3</p>