



## Local Government Performance Assessment

Tororo District

(Vote Code: 554)

<b>Assessment</b>	<b>Scores</b>
Accountability Requirements	50%
Crosscutting Performance Measures	44%
Educational Performance Measures	50%
Health Performance Measures	60%
Water Performance Measures	63%

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"> <li>• 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"> <li>o If LG submitted before or by due date, then state 'compliant'</li> <li>o If LG had not submitted or submitted later than the due date, state 'non-compliant'</li> </ul> </li> <li>• From the Uganda budget website: <a href="http://www.budget.go.ug">www.budget.go.ug</a>, check and compare recorded date therein with date of LG submission to confirm.</li> </ul>	<ul style="list-style-type: none"> <li>• LG submitted to MoFPED Annual Performance contract for the FY 2018/19 on the 23rd/07/2018.</li> </ul>	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"> <li>• From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> <li>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.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• LG submitted to MoFPED Budget that included Procurement Plan for the FY 2018/19 on the 23rd/07/ 2018.</li> </ul>	<p>Yes</p>
<p>Reporting: submission of annual and quarterly budget performance reports</p>			
<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> <li>• If LG submitted report to MoFPED in time, then it is compliant</li> <li>• If LG submitted late or did not submit, then it is not compliant</li> </ul>	<ul style="list-style-type: none"> <li>• LG submitted to MoFPED the Annual Performance Report for FY 2017/18 on the 8th/08/2018, which was past the due date of 31st/07/2018.</li> </ul>	<p>No</p>

<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> <li>• 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).</li> <li>• If LG submitted late or did not submit at all, then it is not compliant.</li> </ul>	<ul style="list-style-type: none"> <li>• Though the LG submitted to MoFPED the Budget Performance Reports for all four Quarters FY 2017/18, Quarter 4/Annual Performance Report was submitted on 8th/08/2018, which was past the due date of 31st/07/2018. The others were submitted on the following dates:</li> </ul> <p>Quarter I report: 10th/01/2018</p> <p>Quarter II report: 13th/02/2018</p> <p>Quarter III report: 2nd/05/2018.</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> <li>• If LG submitted a 'Response' (and provide details), then it is compliant</li> <li>• If LG did not submit a 'response', then it is non-compliant</li> <li>• If there is a response for all – LG is compliant</li> <li>• If there are partial or not all issues responded to – LG is not compliant.</li> </ul>	<ul style="list-style-type: none"> <li>• The LG had a late submission of information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General's findings for the previous financial year 2017/2018 on 8th June, 2018. The mandatory deadline for submission was 30th April 2018 (PFMAS 11'2g). Reference is made to the submission letter dated 6/6/2018, ref: CR/106/5, addressed to PS/ST MOFPED, acknowledged by the Directorate of Internal Audit on 8/6/2018, titled "Responses to Audit Recommendations made in the FY 2016/2017". Therefore, the LG was not compliant as far as submission deadline was concerned.,</li> </ul>	<p>No</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<ul style="list-style-type: none"> <li>• The audit opinion of LG Financial Statement was not adverse or disclaimer.</li> </ul>	<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"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 1.</li> </ul>	<ul style="list-style-type: none"> <li>• Physical Planning Committee (PPC) was constituted under CAO's letter dated 20th/03/2013 – DEO, DAO, District Environment Officer, Roads Engineer, Physical Planner, Staff Surveyor, DCDO, Water Officer, DHO, Physical Planner in private practice, TCs Malaba and Nagongorera. Building plan register was in place.</li> <li>• PPC had held meetings on 18th/07/2018, 13th/2/2018, 7th/09/2017, and 16th/7/2017 to consider building plans. Though some building plans had been considered within 30 days of submission e.g. for Eaton Towers (submitted on 30th/06/2017 and approved on 16/07/2017) most others had been considered beyond 30 days from dated of submission e.g.: <ul style="list-style-type: none"> <li>- Sky Beam Africa submitted on 25/05/2017 and was approved on 16th/07/2017</li> <li>- Joyous Nursery &amp; Primary School submitted on 6th/10/2017 and was approved on 13th/02/2018</li> <li>- Entec Electrical Co submitted on 9th/11/2017 and was deferred on 13th/02/2018</li> <li>- Kipanyor Treasure PS submitted on 31/12/2017 approved 13th/02/2018</li> </ul> </li> <li>• LG had not approved building plans for own infrastructure projects contained in AWP FY 2018/19.</li> </ul>	<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"> <li>• Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.</li> </ul>	<ul style="list-style-type: none"> <li>• LG had not submitted minutes of the Physical Planning Committee to MoLHUD.</li> </ul>	<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"> <li>• All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0</li> </ul>	<ul style="list-style-type: none"> <li>• LG did have Physical Development Plan (PDP) therefore though building plans had been approved their consistency with PDP could not be assessed.</li> </ul>	<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"> <li>• Action area plan prepared for the previous FY: score 1 or else 0</li> </ul>	<ul style="list-style-type: none"> <li>• LG had not prepared any Action Area plans.</li> <li>• Detailed and structure plans had been prepared for Malaba and Nagongora TCs but had expired.</li> </ul>	0
<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"> <li>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</li> </ul>	<p>The report of the Budget conference held on 14th/11/2017 set forth the following priorities that were also contained in the AWP FY 2018/19:</p> <ul style="list-style-type: none"> <li>• Administration block; renovation of Production block</li> <li>• Latrine construction in Nagongera Mukwana, Pambaya, Panoah, Pakoi, Bumanda, Papol, Poyameri, Nyagoke, Amori, Mulanda, Namwanga, Rubongi, Orago, Amurwo, Kajarau, Kalait, Amoni, Soni Ogwang, Gwaragwara, TICAF, Odakai, Nagongera Girls and St.Jude P.Ss</li> <li>• Completion of construction of maternity block at Mulanda HC IV</li> <li>• Fish fingerlings, 100 tsetse fly treated traps; Bee hives</li> <li>• Borehole drilling; Borehole rehabilitation; extension of piped WSS to Mukuju-Akadot, Rubongi-Nyakesi; extension of piped WSS to Kirewa-Katajula, Nagongera –buleri; extension of piped WSS to Pajero trading centre, Paragang, Sopsop-Nabwire</li> <li>• Maintenance of district roads, community access roads, roads in the 2 TCs of Malaba and Nagongera.</li> <li>• UWEP and YLP projects</li> <li>• NUSAF3 projects</li> </ul>	2



<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"> <li>• 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.</li> </ul>	<p>All the following capital investments in the AWP FY 2018/19 were derived from the DDP 2015/16-2019/20 :</p> <ul style="list-style-type: none"> <li>• Construction of Administration block at Molo SC; Renovation of Production office block (pg. 26 AWP, pg. 81 DDP)</li> <li>• 3 staff supported on career development courses (pg.27 AWP, pg. 80 DDP)</li> <li>• Establishment of 1 acre cassava mother garden per parish; Installation of rice agro-processing spare parts; Procurement of bucket kit irrigation systems, honey harvesting protective gear, tsetse fly traps and improved bee hives (pg.45 AWP, pg.86 DDP)</li> <li>• Construction of 2 semi-detached Health staff houses at Sopsop HC III; Completion of Maternity at Mulanda HC IV; Upgrading of Sopsop HC II to HC III; Completion of male ward in Tororo hospital (pg.51-55 AWP, pg. 91-93 DDP)</li> <li>• Classroom construction/rehabilitation; Latrine construction and rehabilitation (pg.63 AWP, pg.95-96 DDP)</li> <li>• 628km of district roads maintained; 152km of community access roads maintained; 99.5km of urban roads maintained (pg.70 AWP, pg. 99 DDP)</li> <li>• Completion of latrines in 3 RGCs; Borehole drilling and rehabilitation;</li> </ul> <p>Construction of piped WSS; Construction of a dam (pg.74-76 AWP, pg. 87, 99, 101 DDP)</p> <ul style="list-style-type: none"> <li>• Planting of 10 Ha of trees; Restoration of 4 river banks and planting of tree (pg.78, 80 AWP, pg. 105-106 DDP)</li> </ul>	
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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"> <li>• Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2.</li> </ul>	<ul style="list-style-type: none"> <li>• Profiles had been developed for the projects to be implemented during FY 2018/19, however they lacked environmental and social mitigation measure. There was also need to state the technical description more appropriately especially for infrastructure projects. Moreover though TPC of 25th/04/2018 was to have discussed the profiles under Min. 4 there was no mention and discussion of profiles.</li> </ul>	<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"> <li>• 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.</li> </ul>	<p>Though Annual Statistical Abstract dated June 2018 had been prepared and had some gender disaggregated data e.g. HIV and AIDS indicators (pg.12) and number of school going age children (pg. 43), and though TPC meeting of 6th/03/2018 under Min. 5 considered the Abstract it was not evident that it had been applied to support decision making and resource allocation. For instance though abstract presented statistics on available infrastructure in schools (pg.45) the analysis was at district level and thus did not present LLG and school-specific variations to determine the most needy schools.</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"> <li>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</li> </ul>	<p>Though most infrastructure projects implemented in FY 2017/18 were drawn from the AWP and budget approved by the LG in Council meeting of 19th/05/2017 some were not. Those that were not drawn from the AWP were implemented with supplementary funding from Global Partnership for Education and included:</p> <ul style="list-style-type: none"> <li>Pit latrine construction in Iyolwa, Petta and Mulanda primary schools</li> <li>Construction education facilities in: <ul style="list-style-type: none"> <li>Kachinga PS -7 classrooms, 1 Administration block, 2 5-stance and 1 2-stance latrines and 1 rain water harvesting tank</li> <li>Korobudi PS- 5 classrooms, 1 Administration block, 2 5-stance and 1 2-stance latrines and 1 rain water harvesting tank</li> </ul> </li> </ul> <p>Though the supplementary budget towards Education sector investments above, worth 1,321,135,716= from Global Partnership for Education, was recommended by Health and Education Committee in Committee meeting of 30th/08/2017 under Min.04/H&amp;EC/30/08/2017 for Council approval it had not been considered because Council did not sit in the FY 2017/18.</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"> <li>Evidence that the investment projects implemented in the previous FY were completed as per work plan by end of FY. <ul style="list-style-type: none"> <li>o 100%: score 4</li> <li>o 80-99%: score 2</li> <li>o Below 80%: 0</li> </ul> </li> </ul>	<p>87% (60 out of 69) of the investment projects implemented in the FY 2017/18 were completed as per work plan. Projects completed included:</p> <ul style="list-style-type: none"> <li>(3 projects) Procurement of land for Parima market; Construction of perimeter wall fence around district H/Q; 2-stance latrine at Teachers resource centre spent 138,934,000 against budget of 181,464,000= (Q4/Annual report pg.40, AWP pg.32)</li> <li>Stocked 180 out of 300 fish ponds spent 14,500,000= against budget of 19,000,000= (Q4/Annual report pg.56, AWP pg.44)</li> <li>720 out of 720 tsetse fly traps procured, treated and deployed spent 23,010,000= against budget of 25,510,000= (Q4/Annual report pg.57, AWP pg.44-45)</li> <li>Abattoir construction, Nagongera TC spent 20,732,000= against budget of 24,563,000= (Q4/Annual report pg.59-60, AWP pg.46)</li> <li>(3 projects) Completion of Maternity at Kisoko HC III; Construction of Maternity at Mulanda HC IV-phased; Completion of OPD at Mudodo HC II spent 265,023,000= against budget of 281,582,000= (Q4/Annual report pg.68-69,</li> </ul>	<p>2</p>

AWP pg.56)

- (3 projects) Construction of male ward in Tororo hospital (phased); Renovation of sewerage system in Tororo hospital; 4-stance latrine constructed at Chawolo HC II; and 2-stance constructed at Paya HC III spent 525,319,000= against budget of 500,000,000= (Q4/Annual report pg.69, AWP pg.56)
  - (10 projects) Construction of classroom blocks in Totokidwe, Pobwok, Walaweji, Kidoko, St Jude annex, Malaba, Bere, Kachinga and Korobudi PS; Rehabilitation of 2 classroom block at Segere PS; spent 601,123,000= against budget of 411,832,000= (Q4/Annual report pg.73-74/Education report 2017/18, AWP pg.69)
  - (15 projects) Construction of latrines in Iyolwa, Petta, Mulanda, Namwaya, Atapara, Mpungwe, St. Agnes Mella, Pamadolo, Kainja, Rugot, Osukuru, Tororo Prison, Mbula Machar, Yonah Okoth Memorial and Bere PSs spent 325,162,000= against budget of 303,146,000= (Q4/Annual report pg.74, AWP pg.69)
  - Emptying of toilets in Primary schools spent 13,699,999= against budget of 13,699,999= (Q4/Annual report pg. 79/Voucher no. 18378760)
  - Maintenance of 65km of urban paved roads spent 233,142,000= against budget of 182,511,000= (Q4/Annual report pg. , AWP pg. )
  - Manual maintenance of 628km, periodic maintenance of 9km and mechanised maintenance of 34km, Installation of 50 culverts spent 740,736,000= against budget of 524,361,000= (Q4/Annual report pg.82, AWP pg.76-77)
  - (4 projects) Protection of 4 new springs spent 25,000,000= against budget of 25,000,000= (Q4/Annual report pg.87, AWP pg.81)
  - Extension of piped WSS to Ochiengen, Rutengo, Rukuli, Lwala HC, Magola, Akadot, Paya spent 483,539,000= against budget of 484,927,000= (Q4/Annual report pg.88, AWP pg. 82)
  - (3 projects) Constructed 3 latrines in RGCs (Q4/Annual report 86)
  - 12 boreholes drilled (Q4/Annual report pg
- Incomplete projects by end of FY 2017/18:
- Rehabilitation of OPD at Katajula HC II (Q4/Annual report pg.68-69, AWP pg.56)
  - Renovation of sewerage system in Tororo hospital (Q4/Annual report pg.69, AWP pg.56)
  - (3 projects) Construction 3 of 6 latrines in RGCs

(Q4/Annual report pg.86-87, AWP pg.81)

- 1 out of 13 boreholes were not drilled spent (Q4/Annual report pg.87, AWP pg.81-82)

Not implemented but planned for FY 2017/18:

- Furniture supply St Jude Malaba Annex and Bere (Q4/Annual report pg.74, AWP pg.69)
- Maintenance of 89km of community access roads (Q4/Annual report pg. 81, AWP pg.73-74)
- Rehabilitation of 15km of roads (Q4/Annual report pg. 82, AWP pg. 77-78)

Special consideration (not included in analysis) because funds had been disbursed late by OPM and MoGLSD:

- (74 projects) NUSAF3 projects spent 1,757,480,000= against budget of 2,459,916,000= (Q4/Annual report pg.103/NUSAF3 report, AWP pg.98) Funds received on 15th/01/2018 and transferred to community accounts after training of project management committees as evidenced by bank statement from dated .
- 49 YLP projects supported spent 530,244,000= against budget of 789,133,000= (Q4/Annual report pg.101-102, AWP pg.96) Funds received on 16th/05/2018 and 25th/06/2018 as evidenced by bank statement from Stanbic bank dated 4th/10/2018.

The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

• Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2

Based on the following sample of projects whose total expenditure was 1,927,502,999= against a total budget of 1,760,796,999=, representing +9.5% variance, the LG had spent within the approved budget:

- Procurement of land for Parima market; Construction of perimeter wall fence around district H/Q; 2-stance latrine at Teachers resource centre spent 138,934,000 against budget of 181,464,000= (Q4/Annual report pg.40, AWP pg.32)
- Stocked 180 out of 300 fish ponds spent 14,500,000= against budget of 19,000,000= (Q4/Annual report pg.56, AWP pg.44)
- 720 out of 720 tsetse fly traps procured, treated and deployed spent 23,010,000= against budget of 25,510,000= (Q4/Annual report pg.57, AWP pg.44-45)
- Abattoir construction, Nagongera TC spent 20,732,000= against budget of 24,563,000= (Q4/Annual report pg.59-60, AWP pg.46)
- Completion of Maternity at Kisoko HC III; Construction of Maternity at Mulanda HC IV-phased; Rehabilitation of OPD at Katajula HC II; Completion of OPD at Mudodo HC II spent 265,023,000= against budget of 281,582,000= (Q4/Annual report pg.68-69, AWP pg.56)
- Construction of male ward in Tororo hospital (phased); Renovation of sewerage system in Tororo Hospital; 4-stance latrine constructed at Chawolo HC II and 2-stance constructed at Paya HC III spent 525,319,000= against budget of 500,000,000= (Q4/Annual report pg.69, AWP pg.56)
- Construction of classroom blocks in Totokidwe, Pobwok, Walaweji, Kidoko, St Jude annex, Malaba and Bere PS; Rehabilitation of 2 classroom block at Segere PS; spent 601,123,000= against budget of 411,832,000= (Q4/Annual report pg.73-74, AWP pg.69)
- Construction of latrines in Iyolwa, Petta, Mulanda, Namwaya, Atapara, Mpungwe, St. Agnes Mella, Pamadolo, Kainja, Mwello, Rugot, Osukuru, Tororo Prison, Mbula Machar, Yonah Okoth Memorial and Bere PSs spent 325,162,000= against budget of 303,146,000= (Q4/Annual report pg.74, AWP pg.69)
- Emptying of toilets spent 13,699,999= against budget of 13,699,999= (Q4/Annual report pg. 79/Voucher no. 18378760)

<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>Evidence that the LG has budgeted and spent at least 80% of the O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	<p>Though Q4/Annual performance report indicated that the LG implemented the following O&amp;M projects the LG had not conducted systematic review of assets and infrastructure that required maintenance:</p> <ul style="list-style-type: none"> <li>Emptying of toilets in Primary schools spent 13,699,999= (Q4/Annual report pg. 79/Voucher no. 18378760)</li> <li>Renovation of Classrooms in Segere P.S. spent 28,740,000= (Q4/Annual report pg.54 )</li> </ul> <p>The Board of Survey report 2016/17 dated 11th/08/2017 concentrated on furniture and office equipment with hardly any assessment of LG infrastructure, thus lacked recommendations on O&amp;M of infrastructure.</p> <p>The Annual Final Accounts FY 2017/18 captured a much lower expenditure of only 2,500,000= under Health.</p>	<p>0</p>
<p>Human Resource Management</p>			
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>There are (8) departments as per the old approved and adopted structure for Tororo DLG. 28.5% (2 out of 7) positions of HoDs are substantively filled. The DHO and CFO were appointed under DSC Min.6/2006 and Min.6/2006 respectively. Five positions are not yet filled substantively including DEO, DPO, DE, DCDO, and DNRO. All staff in acting capacity were formally assigned duties by the CAO</p>	<p>0</p>
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	<p>100% (All the 7) HoDs (substantive and administratively assigned duties) had been appraised during FY 2017/18. The annual performance reports for the DHO, Ag.DEO, Ag.DPO, Ag.DE, Ag.DCDO, Ag.DNRO and CFO were on file, duly filled and signed by CAO. The appraisal of top managers was done in accordance with the MoPS guidelines.</p>	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of staff submitted for recruitment have been considered: score 2</li> </ul>	<p>In FY2017/18, a total of (122) posts were submitted to DSC for filling by the CAO as per the submission list for declaration of vacancies dated 24/11/17. However, none (0%) of submitted posts had been considered by the DSC. Both external and internal adverts were made (DSC External advert No.1/2017 and Internal Advert No.3/2017) but recruitment is still pending at DSC due to non-functionality of the commission. The term of office for 2 members of the DSC expired on 31/7/17 (C/person) and 8/8/17 (member) respectively. However, 1/3 remaining members of DSC decided to stay away from commission work hence stalling the recruitment exercise due to lack of quorum. Refer to letter to PS, MoPS by CAO dated 23/2/18 entitled:"Paralysis of DSC operations"; and "Stagnation of Commission Work" to CAO by a Member of DSC.</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"> <li>• Evidence that 100 % of positions submitted for confirmation have been considered: score 1</li> </ul>	<p>21% (15 out of 71) confirmation files had been considered by DSC in FY 2017/18. The CAO submitted (71) files for confirmation to DSC as per the submission letters dated between August 2017 to April 2018.</p> <p>Confirmation of staff had been done as per the extracted minutes of 165th , 166th and 167th DSC meetings held in the months of August and October 2017 under the following minutes: 143/2017, 165-166/2017 and 179-183/2017 respectively.</p> <p>#56 confirmation files are still pending due to non-functionality of the DSC</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"> <li>Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<p>In FY 2017/18, 87.5% (7 out of 8) disciplinary cases had been considered by the DSC as per the extracted minutes of 166th and 167th DSC meetings held from October 3rd -6th , and 25th -26th , 2017 under the following DSC minutes:Min.168/2017, 170/2017, and 184-189/2017 respectively.</p> <p>One case of abandonment of duty submitted on 17/4/18 and acknowledged by Sec DSC on 27/4/18 was not considered.</p> <p>The CAO submitted (8) cases of disciplinary action to DSC as per the submission letters dated 21/9/17, 17/7/17, 2/10/17 and 17/4/18 respectively</p>	<p>0</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"> <li>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</li> </ul>	<p>From a list of staff recruited in FY 2017/18, it was found that none (0%) of (3) new staff had accessed the salary payroll within the two months after appointment. For example (3) staff appointed on 1/8/17 had accessed the payroll in February 2018 and the delay was attributed to change IPPS approver. Refer to the Uganda Government Payslip for the period (8) Feb 2018, Vote (554) Tororo District Local Government, IPPS nos.1016410, 1016070, 1016414</p>	<p>0</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"> <li>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</li> </ul>	<p>Only 26% (6 out of 23) LG staff who retired in FY 2017/18 had accessed the pension payroll not later than 2 months after retirement as per the list of retirees who accessed the pension payroll in FY 2017/18 prepared by PHRO. Examples of those who accessed include: IPPS nos. 831105, 459364, 459005, 702998, 599563, etc.</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"> <li>•• 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.</li> <li>• If the increase is from 5% -10 %: score 2.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>The LG had decreased LG own source local revenues from shs 852,867,119 in the FY 2016/2017 to shs 644,552,023 in the FY 2017/2018, down by shs 208,315,096 representing - 24.4% less than the previous year but one (2016/2017). This percentage decrease of -24.4% was below 5% minimum increase recommended by the assessment manual.</p>	0
<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"> <li>• 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.</li> </ul>	<p>The LG local revenue collection ratio was not within the acceptable variance of +/- 10% against the budget as demonstrated below:</p> <p>Total Local Revenue Planned/Budgeted for FY 2017/2018 was Shs1,319,433,012, whereas the total actual local revenue collected was shs 644,552,023, representing 48.9% of local revenue collected against planned for the FY2017/2018.i.e  <math>(644,552,023/1,319,433,012) \times 100\% = 48.9\%</math></p> <p>Total uncollected portion of the budget was shs 674,880,989, representing -51.1% of the budget i.e  <math>(674,880,989/ 1,319,433,012) \times 100 = -51.1\%</math>, which is outside the acceptable variance of +/- 10% recommended for budget realization.</p>	0

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	<p>LG had remitted the mandatory LLG share of local revenues. Local Revenue collections subjected to sharing with LLGs during the previous FY 2017/2018 amounted to Shs 499,943,048 raised from local service tax &amp; property rates, whereas local revenue actually remitted to LLGs was Shs 260,194,738.</p> <p>Examples of remittances to sub-counties, town councils and municipality from the district during the year 2017/2018 were as follows:</p> <ul style="list-style-type: none"> <li>Molo sub-county received property rates of shs 1,704,885</li> <li>MTC received property rates of shs 27,670,000.</li> <li>TMC received property rates of shs 118,069,048.</li> <li>Osukuru sub-county received property rates of shs 63,339,250</li> <li>Mukulu sub-county received property rates of shs 4,698,525.</li> <li>Mulandat sub-county received property rates of shs 732,713.</li> <li>Iyolwa sub-county received property rates of shs 91,000.</li> <li>Rubongi sub-county received property rates of shs 649,512.</li> </ul>	<p>2</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The LG total expenditure on council allowances and emoluments did not exceed the mandatory 20% of OSR collected in the FY 2017/18.</p> <p>Review of the annual financial statement revealed that the total council expenditures on allowances and emoluments (including from all sources) did not exceed the mandatory 20% of the LG own source revenue collected as demonstrated below:</p> <p>Total expenditure on council allowances during FY 2017/2018 was Shs40,817,000, whereas total actual local revenue collected was shs 644,552,023, therefore, the expected expenditure on council allowances and emoluments should have been shs 128,910,405 representing 20% of OSR, instead of shs 40,817,000.</p> <p>The reason for under expenditure was that ,there were few council meetings during the previous FY 2017/2018 due to unresolved political differences still prevailing up to date.</p>	<p>2</p>

Procurement and contract management			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The LG has the position of Senior Procurement Officer substantively filled. However, the LG has no Procurement Officer but has an Assistant Procurement Officer</p> <p>Mangeni Richard, Senior Procurement Officer was appointed as SPO under DSC Minute 102/2008. Letter on this matter is dated 30/7/2008</p> <p>Okware Alex, Assistant Procurement Officer was appointed in this position under Minute No.79/2015(i). Letter on this matter is dated 16th June 2015</p>	0
<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"> <li>Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	<p>TEC met, produced and submitted reports to the Contracts Committee as evidenced by Contracts Committee Meeting minutes. For instance;</p> <p>(a) The Contracts Committee meeting of 29/3/2018 under agenda item- Award of Contracts- Min 179/DCC/2018 discussed the TEC report of 21/2/2018 and awarded M/S Reliable Family Co.LTD the contract to construct a 3 stance lined pit latrine at Buyemba P/S at a bid price of 9,536,230/=</p> <p>(b) The Contracts Committee meeting of 19/4/2018 under agenda item- Award of Contracts- Min 187/DCC/2018 discussed the TEC report of 28/3/2018 and awarded M/S Jopa (U) LTD the contract for the completion of the construction of Naggongera T/C abattoir at a bid price of 24,097,706/=</p> <p>(c) The Contracts Committee meeting of 6/10/2017, under agenda item- Award of Contracts- Min 131/DCC/2017 discussed the TEC report of 2nd August 2017 and awarded the construction of 13 deep bore holes to M/S KLR (U) LTD at a bid price of 212,938,080/=</p>	1

<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"> <li>• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>The Contracts Committee considered recommendations of TEC. For instance;</p> <p>(a) The Contracts Committee of 16/11/2017 under agenda item- Award of Contracts- Min 148/DCC/2017 awarded M/S Buyela Building Contractors LTD the contract to construct a Perimeter wall around the District Administration Head Quarters at a bid price of 100,464,216/= which was a deviation from what TEC had recommended</p> <p>For this procurement, the TEC that sat on 27th July 2017 had recommended M/S Buyela Building Contractors LTD at a bid price of 263,498,543/= but the Contracts Committee negotiated the price down to 100,464,216/= and planned to phase the project. The decision by the Contracts Committee on this negotiation is dated 6/11/2017</p> <p>(b) The Contracts Committee of 16/11/2017 under agenda item- Award of Contracts- Min 148/DCC/2017 awarded M/S Mamelih Investments LTD the construction of a male ward at Tororo Hospital at a bid price of 512,233,530/= which was a deviation from what TEC had recommended</p> <p>For this recommendation, the TEC that sat on 19/10/2017 had recommended a bid price of 603,976,224/=. However, Contracts Committee negotiated the price down to 512,233,530/= and planned to phase the project. The decision by the Contracts Committee on this negotiation is dated 6/11/2017</p> <p>(c) The Contracts Committee meeting of 29/3/2018 under agenda item- Award of Contracts- Min 179/DCC/2018 awarded M/S Reliable Family Co.LTD the contract to construct a 3 stance lined pit latrine at Buyemba P/S at a bid price of 9,536,230/= as recommended by TEC that sat on 21/2/2018</p> <p>(d) The Contracts Committee meeting of 19/4/2018 under agenda item- Award of Contracts- Min 187/DCC/2018 awarded M/S Jopa (U) LTD the contract for the completion of the construction of Naggongera T/C abattoir at a bid price of 24,097,706/= as recommended by TEC that sat on 28/3/2018</p> <p>(e) The Contracts Committee meeting of 6/10/2017, under agenda item- Award of Contracts- Min 131/DCC/2017 awarded the construction of 13 deep bore holes to M/S KLR (U) LTD at a bid price of 212,938,080/= as recommended by TEC that sat on 2/8/2017</p>	
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The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

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

the previous FY:  
score 2

The Procurement Plan for 2018/2019 is in place and endorsed by CAO, Elizabeth Namanda on 11/7/2018. The Plan was received by MOFPED, MOLG and PPDA on 27th July 2018

The Procurement Plan 2018/2019 captures infrastructure projects in the AWP of 2018/2019.

For instance;

(a) the construction of the Administration Block in Molo S/C is estimated at 110,000,000/= in the Procurement Plan and estimated at 148,000,000/= in the AWP

(b) the construction of 20km of water pipeline is estimated at 450,000,000/= in the Procurement Plan and estimated at 436,355,000/= in the AWP

(c) Construction of 10 boreholes is estimated at 210,000,000/= in the Procurement Plan and estimated at 340,000,000/= in the AWP

(d) Classroom constructions/ rehabilitation's are estimated at 1,076,000,000 in the Procurement Plan and estimated at 1,088,000,000/= in the AWP

The LG adhered to the Procurement Plan of the previous FY. At least 60 investments in the AWP of 2017/2018 were procured. For instance, the following are captured in the Contracts Register 2017/2018;

(a) The construction of 13 deep bore holes (TORO 554/WRKS/2017-18/00001)

(b) The construction of the Perimeter Wall around the District Head Quarters (TORO 554/WRKS/2017-18/00032)

(c) The construction of the male ward at Tororo Hospital (TORO 554/WRKS/2017-18/00006)

(d) The completion of the construction of Naggongera T/C abattoir (TORO 554/WRKS/2017-18/00050)

(e) The construction of a 3 stance lined pit latrine at Buyemba P/S (TORO 554/WRKS/2017-18/00042)

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2</li> </ul>	<p>The Procurement Plan 2018/2019 indicates that the LG is due to implement 33 Infrastructure projects as follows; Health-3 Water-4 Education- 15 Works-1 Administration-2, Projects at LLG level-8</p> <p>15 Open Bidding documents were ready for issue on 3rd July 2018. None of the 18 Selective Bidding documents were ready even at the time of assessment. This translates into 45% of bid documents prepared by August 30th</p>	<p>0</p>
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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 Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2

The LG has an updated Contracts Register which captures the items of procurement for 2017/2018 under; No, Proc ref number, Subject of Procurement, Method of Procurement, Contractor, Date of Award, Contract Value, Status, Amount Paid, Retained, Balance

The Contracts Register captures works, supplies and services procured in 2017/2018 for the District and LLGs

The procurement activity files were complete as is required by the key records to check on the procurement file designed by PPDA, April 2008. For instance;

(a) The procurement file for the project on the completion of the construction of Naggongera T/C abattoir; Request for procurement dated 17/10/2017, Approval of procurement method dated 11/11/2017, Published advert/invitation to bid dated 28/11/2017, prequalification documents dated 13/10/2017, records of sale of bidding documents dated 26/3/2018, Copy of solicitation documents dated 13/3/2018, Bid Closing/ Opening dated 26/3/2018, Copies of bids evaluated-3, Evaluation report dated 28/3/2018, Minute 179/DCC/2018 approved best evaluated bidder and Min 187/DCC/2018 awarded the contract, notice of the best evaluated bidder is dated 29/3/2018, date of bid acceptance is dated 19/4/2018 while the acceptance from the contractor is dated 24/4/2018

Contract agreement is dated 19/4/2018, appointment of contract manager is dated 21/5/2018

(b) The procurement file for the construction of The construction of the Perimeter Wall around the District Head Quarters; Request for procurement dated 17/10/2017, Approval of procurement method dated 5/6/2017, Published advert/invitation to bid dated 8/6/2017, records of sale of bidding documents dated 8/6/2017, Copy of solicitation documents dated 8/6/2017, Bid Closing/ Opening dated 13/7/2017, Copies of bids evaluated-2, Evaluation report dated 14/8/2017, Min 126/DCC/2017 approved best evaluated bidder, Min 148/DCC/2017 awarded the contracts/ negotiations, notice of the best evaluated bidder is dated 5/9/2017, date of bid acceptance is dated 16/11/2017 while the acceptance from the contractor is dated 21/11/2017

Contract agreement is dated 8/12/2017, appointment of contract manager is dated 12/2/2018



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.

For the previous FY, the LG adhered with procurement thresholds i.e. for procurements over 50m, the LG used the Open Bidding method and the Selective Bidding Method for procurements below 50m. For instance;

(a) The construction of a 3 stance lined pit latrine at Buyemba P/S -9,536,230/=

The Contracts Committee that sat on 29/1/2018, under Min 165/DCC/2018 approved restrictive bidding/Selective Bidding as the procurement method for the investment

A bid document under Selective Bidding was prepared

(b) The completion of the construction of Naggongera T/C abattoir- 24,097,706/=

The Contracts Committee that sat on 16/11/2017, under Min 149/DCC/2017 approved restrictive bidding/Selective Bidding as the procurement method for the investment

The bid document under Selective Bidding was prepared and issued on 13/3/2018

(c) For the following infrastructure projects; construction of the male ward at Tororo Hospital (512,233,530/=), construction of the Perimeter Wall around the District Headquarters (100,464,216/=) and the construction of 13 deep bore holes (212,938,080/=),

The Contracts Committee that sat on 31/5/2017, under Min 100/DCC/2017 approved Open Bidding as the procurement method for the 3 investments

The bid documents under Open Bidding were prepared and issued on 8/6/2017

An advert for the 3 investments was posted in The Monitor Newspaper of 8th June 2017

<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"> <li>Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates</li> </ul> <p>for all projects based on technical supervision: score 2</p>	<p>The works projects implemented in the previous FY were appropriately certified based on technical supervision. For instance,</p> <p>(a) The completion of the construction of Naggongera T/C abattoir- 24,097,706/=</p> <p>Interim Certificate No.1 worth 21, 519,252/= was issued against the investment and a construction progress report compiled for SOW Civil on 6/6/2018</p> <p>(b) The construction of the male ward at Tororo Hospital- Contract Value- 512,233,530/=</p> <p>4 certificates were issued against the investment, Interim certificate No.1 dated 21/3/2018 was worth 99,880,537/=, Interim certificate No.2 dated 21/4/2018 was worth 42,868,692/=, Interim certificate No.3 dated 31/5/2018, was worth 159,780,980/=, Interim certificate No.4 dated 19/6/2018 was worth 193,482,439/= . An inspection report endorsed by the District Engineer on this project, dated 19th June 2018 was availed at the time of assessment</p> <p>(c) The construction of 13 deep bore holes-212,938,080/=</p> <p>An interim certificate No.1 dated 19/6/2018 and worth 186,003,813/= was issued against the investment. A drilling report by Contract KLR-Uganda LTD dated 24/6/2018 and a supervision report by LHM Grand Water Exploration and Geo mapping Service LTD dated 8th June 2018 were availed at assessment</p>	<p>2</p>
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The LG had not started implementing any works projects at the time of assessment. However projects of 2017/2018 that are either not complete or not commissioned were checked for status of labelling. The sample included;</p> <p>(a) The construction of the male ward at Tororo Hospital</p> <p>(b) Construction of the Perimeter Wall around the District Headquarters</p> <p>(c) Construction of 13 deep bore holes</p> <p>(d) Construction of Maternity block at Mulanda HC IV</p> <p>All projects were labelled but none of these had a contract value</p>	<p>0</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

The LG had made all monthly bank reconciliations and were up-to-date at the time of the assessment including ,

(1) Stanbic bank a/c 9030008598605, Tororo branch , in the names of "Tororo District Youth Lively hood account "was reconciled and approved as at 30/9/2018 , with balances as per cash book and bank statement of shs 47,482,265 and shs 50,659,087 respectively

(2) Stanbic bank a/c 9030008598699 Tororo branch, in the names of" Tororo District Youth Livelyhood project account" was reconciled and approved as at 30/9/2018 , with balances as per cashbook and bank statement of shs 253,354,540 and shs 132,035,747.

(3) Stanbic bank a/c 9030006249336 Tororo branch, in the names of" Tororo District General Fund Account" was reconciled and approved as at 30/9/2018, with balance as per cashbook and Bank statement of shs253,354,540 and shs 132,035,747.

(4) BOU a/c no.005540528000000 in the names of "Tororo District Treasury Single Account" was reconciled and approved as at 30/9/2018 , with balance as per cashbook and Bank statement of shs 2,416,663,136 and shs 301,956,584

<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• If the LG makes timely payment of suppliers during the previous FY</li> <li>– no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>	<p>The LG had made timely payment of suppliers during the FY 2017/18</p> <p>Review of payments together with their supporting documents attached (including contracts), revealed that the LG made timely payments to suppliers.</p> <p>Examples of contracts verified included;</p> <p>(1) Procurement no.Toro554/supls/17 – 18/00126, for supply of toner by Asante Business Centre, contract price shs 1,140,000, date of payment 3/7/2018, payment voucher no,PV-17301356 of shs 1,071,600-net, receipt no 060 dated 2/4/2018 of shs 1,071,600, LPO no 0802327/8 dated 16/3/2018 of shs 1,140,000, GRN no. 128 dated 26/3/2018, qty 3 pcs, D/Note 101 dated 26/3/2018, qty 3pcs, invoice no. 102 dated 26/3/2018 of shs 1,140,000.Duration taken for payment 7 days i.e (26/3/2018 up to 3/7/2018)</p> <p>(2) LPO No.0802472 of City Tyres dated 26/4/2018 of shs 4,105,000,for supply of Tyres for m/v reg. No. LG 0013-108, PV-17528264 dated 11/5/2018 of shs 3,896,271 net,Tax invoice number CTBCR11411 of City Tyres dated 12/5/18 ,of shs 4,105,000, procurement requisition no R65(1) dated 11/4/2018 of shs 4,105,000, D/note no CTBDN156304 dated 12/5/2018, Tyre type: 31x10.5 R15 ATR PIRELLI,qty 4 pcs pcs</p> <p>Duration taken for payment 15 days i.e (26/4/2018 up to 11/5/2018) = 15 days..</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has a substantive Senior Internal Auditor: 1 point.</li> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>The LG had a substantive Senior Internal Auditor as per the DSC. appointment minute ref: 63/2016(i) and appointment letter dated 18/5/2016 ref: CR/156/4 in the names of Amali Jane Owora, being appointment on promotion from senior internal auditor to principal internal auditor, salary scale U2U,</p>	<p>1</p>

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

Maximum 6 points on this performance measure.

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

The LG had produced all quarterly Internal Audit Reports for FY 2017/2018 as indicated below:

- Quarter 1 internal audit report was dated 9/11/2017, submitted and acknowledged by MOFPED on 10/11/2017.

- Quarter 2 internal audit report was dated 7/2/2018 submitted and acknowledged by MOFPED on 5/4/2018..

- Quarter 3 internal audit report was dated 30/4/2018 submitted and acknowledged by MOFPED on 5/7/2018.

- Quarter 4 internal audit report was dated 31/7/2018 submitted and acknowledged by MOFPED on 24/9/2018..

Copies of the report were distributed to the following offices

i) PS MOLG

ii) Internal Auditor General Kampala

iii) District Chairperson

iv) RDC Tororo

v) CAO Tororo

vi) Auditor General Mbale

vii) CFO Tororo

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LG had provided information to the council and LG PAC on the status of implementation of internal audit findings through regular submission of quarterly reports .</p> <p>For every quarterly report submitted, there was a status for the previous quarter.</p> <p>The reports were delivered to the council/LG PAC and acknowledged as indicated below.</p> <ul style="list-style-type: none"> <li>• Quarter 1 internal audit report was submitted to LG Accounting officer, LG-PAC on 10/11/2017 by m/s stella and received by Obonyo and Baluka in the office of the chairperson on behalf of PAC</li> <li>• Quarter 2 internal audit report was submitted to LG Accounting officer, LG-PAC on 14/2/2018 by m/s stella and received by Obonyo and Baluka in the office of the chairperson on behalf of PAC</li> <li>• Quarter 3 internal audit report was submitted to LG Accounting officer, LG-PAC on 21/6/2018 by m/s stella and received by Obonyo and Baluka in the office of the chairperson on behalf of PAC</li> <li>• Quarter 4 internal audit report was submitted to LG Accounting officer, LG-PAC on 14/9/2018 (duly stamped received and signed by the office of the chairperson ,Tororo.</li> </ul>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<p>Though internal audit reports for the previous FY 2017/2018 were submitted in time to LG Accounting Officer and LG PAC, no review was done until end of August 2018, and was still ongoing by the time of the assessment. Reference is made to;</p> <p>(1)- The invitation letter dated 28/8/2018 ref: CR/212/24 ,subject "Invitation For Public Accounts Committee Meetings"</p> <p>(2) The attendance list on the following dates ( minutes were yet to be prepared at the time of the assessment);</p> <ul style="list-style-type: none"> <li>• Quarter 1 was partially reviewed on 13/9/2018, three weeks to the date of this assessment which took place on 4/10/2018</li> <li>• Quarter 2 was partially reviewed (Education Sector Only) on 27/8/2018, 4/9/2018, 5/9/2018, 12/9/2018</li> <li>• Quarters 3 and 4 were still pending review at the time of the assessment</li> </ul>	<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"> <li>• Evidence that the LG maintains an updated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4</li> </ul>	<p>Although the LG maintained the assets register in the correct format recommended in the accounting manual, it was incomplete, in that, the register for land and buildings was not maintained at all.</p> <p>Other items in the register which were selected for verification included:</p> <p>(1)-M/V Double cabin pick-up reg. no LG 0003 – 108, white in colour (selected from register book no 3), cost shs 80,000,000, date of acquisition 6/12/2012, model JMC, engine no. C3037123, chassis no LETEDADIOCP18543, fuel type-Diesel</p> <p>(2)-Rice Mill (register book no 4), cost shs 44,560,000, date of acquisition 6/3/2014, located at production department</p> <p>(3)-M/cycle YAMAHA DT 125, white in colour, reg. no UEC 059Y, cost shs 9,000,000, located at Rubongi s/county, date of purchase 21/2/1014, Tyre size 3/10 x 18R, Capacity 125cc, engine no.3TT 205573, Chassis no.DE02X0082823, fuel type-petrol.</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"> <li>• Unqualified audit opinion: score 4</li> <li>• Qualified: score 2</li> <li>• Adverse/disclaimer: score 0</li> </ul>	<ul style="list-style-type: none"> <li>• The LG Financial Statements 2017/2018 had unqualified opinion.</li> </ul>	<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"> <li>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</li> </ul>	<p>Tororo District Council did not hold any meeting in FY 2017/18 and thus did not discuss monitoring reports, performance assessment results for FY 2017/18 and LG PAC reports. This was attributed to lack of quorum as evidenced by the attendance lists for the dates of 5th/09/2017 and 21st/11/2017 where less than 50% of Councillors (less than 21) had turned up and registered on each day.</p> <p>Though Business Committee of Council in its meeting of 21st/07/2017 had proposed the order paper for the next meeting of Council to include Committee reports, nominees to the District Service Commission and customised staff establishment for Tororo DLG, Council meetings were not held.</p> <p>Some Council meetings had however been held in the current FY 2018/19 e.g. on 3rd/08/2018 to approve the AWP and budget for current FY 2018/19 –Minutes were still in draft form. Prior to that Council had last sat the previous FY 2016/17 on 19th/05/2017.</p>	<p>0</p>
<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 1.</li> </ul>	<ul style="list-style-type: none"> <li>The LG had designated DCAO, Mr. Musisi Joel, to coordinate response to complaints/grievances as evidenced by CAO's letter dated 16th/07/2018.</li> <li>The LG had responded to some complaints e.g. complaint of destruction of pine trees during road construction by a one Etyang Jeremiah, a resident of Kopee zone Kwapa SC dated 18th/07/2018 had been forwarded for investigation to the Sub county chief Kwapa SC in Cao's letter dated 23rd/07/2018.</li> </ul>	<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"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>The LG had not specified, displayed and made publically available a system for recording, investigating and responding to complaints by the public.</li> </ul>	<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"> <li>• The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• Though the LG had displayed the Pensioner schedule on the noticeboard at district H/Q, the payroll for September 2018 had not been published.</li> </ul>	<p>0</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</li> </ul>	<ul style="list-style-type: none"> <li>• LG had not published the Procurement plan FY 2018/19 and awarded contracts. Procurement notice no. 1 FY 2018/19–invitation for national open bidding for pre-qualification of providers, procurement notice no.2 –invitation to bid for supply of land for construction of Seed Secondary School in Malaba TC dated 7th/09/2018 and notice dated 3rd/08/2018 on suspension of (7) providers from participating in public procurement and disposal of public assets proceedings were on display on the notice board at the district H/Q.</li> </ul>	<p>0</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<ul style="list-style-type: none"> <li>• Though the CAO informed TPC meeting of 28th/06/2018 (under Min.2) of the district's performance in the Performance assessment of FY 2017/18, the Scorecard was on display only in the office of CAO and thus not publically available. Additionally the implications had not been discussed and displayed e.g on notice boards or district website(<a href="http://www.tororo.go.ug">www.tororo.go.ug</a>) .</li> </ul>	<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"> <li>Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</li> </ul>	<p>LG had communicated guidelines and circulars to LLGs, for example:</p> <ul style="list-style-type: none"> <li>DDEG guidelines for FY 2018/19 had been communicated by Planning unit to SASs and TCs via e-mail dated 19th/03/2018.</li> <li>DDEG guidelines were explained in TPC meeting of 2nd/05/2018 under Min. 4. Meeting was attended by SASs/TCs of 11 out of 19 LLGs.</li> </ul>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<ul style="list-style-type: none"> <li>LG had conducted discussions with the public, for example community meetings were held to discuss property rates from 8-12th/01/2018 in Kwapa, Mella, Osukuru, Rubongi, Merikit, Mukujju and Molo SCs as evidenced by report dated 22nd/01/2018 prepared by Finance Officer/Revenue, Mr. Wango Frederick K.</li> </ul>	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<p>To support sector departments to mainstream gender into their activities, the Gender focal point/CDO made a presentation at the TPC of January 17th 2018 of guidelines for gender mainstreaming. At the same meeting she issued a handout on Gender as a cross-cutting issue. She also issued to TPC members copies of the Gender Budgeting for HLGs guidelines. Members signed for the handouts and the book</p> <p>She also facilitated at the workshop supported under the Capacity Building Grant held in June 2018. She presented a paper titled; What is Gender Mainstreaming? And how do you do it? The training targeted TPC and Councillors at LLG level</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"> <li>• 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</li> </ul> <p>and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2.</p>	<p>The DCDO/Gender focal person has planned several activities for 2018/2019 to strengthen women's roles and address vulnerability and social inclusion.</p> <p>These include; mainstreaming gender into sectoral plans and budgets at LLG and for CSOs, Implementation of UWEP, Implementation of YLP, Support to Women, Youth, Elderly and PWD Councils, Provision of assistive devices to PWDs, work based inspections, sensitisation on labour laws, provision of probation services among others</p> <p>According to the Financial Statement of the LG for the FY ended 30th June 2018, the approved budget for the Community Based Services Department was 3,842,001,435/= and the actual was 2,560,519,700/=. This translates into 66.6% of the budget implemented</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"> <li>• 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</li> </ul>	<p>At the time of assessment the LG had screening forms for projects undertaken in 2017/2018. For instance,</p> <p>(a) For the construction of the male ward at Tororo Hospital, screening of the project was done on 12/8/2017 and a Site specific Environment and Social Management Plan was developed on 12/8/2017. The estimated cost of mitigation measures was 600,000/=</p> <p>(b) For the construction of the Perimeter Wall around the District Headquarters, screening of the project was done on 17/7/2017 and a Site specific Environment and Social Management Plan was developed on 17/7/2017. The estimated cost of mitigation measures was 500,000/=</p> <p>(c) For the Construction of 13 deep bore holes, screening of the project was done on 11/7/2017 and a Site specific Environment and Social Management Plans were developed for each bore hole from 11th and 17 July 2017. The estimated cost of mitigation measures was ranged from 200,000-800,000/=</p> <p>(d) The completion of the construction of Naggongera T/C abattoir. An EIA for this investment was undertaken in 2016/2017 and is dated 17/5/2017. A Site specific Environment and Social Management Plan was developed by the consultant</p> <p>The Site specific Environment and Social Management Plans were endorsed by both the Environment Officer and the CDO</p>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1</li> </ul>	<p>At the time of assessment, there was no evidence produced to prove that there was deliberate integration of environmental and social management, health and safety issues into the bid documents</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>	<p>In a sample of 5, only one project was implemented on land that did not have any documentation relating to the Districts engagement with the land owners</p> <p>(a) The construction of the male ward at Tororo Hospital ( on Government/ District land)</p> <p>(b) Construction of the Perimeter Wall around the District Headquarters ( on Government/ District land )</p> <p>(c) Construction of 13 deep bore holes ( On private land, agreements with land owners availed at assessment)</p> <p>(d) The completion of the construction of Naggongera T/C abattoir (on Government/ District land)</p> <p>(e) Construction of a 3 stance lined pit latrine at Buyemba P/S (No clarity on the district engagement with school land owners availed at assessment)</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1</li> </ul>	<p>Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO were not produced at the time of assessment</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1</li> </ul>	<p>Evidence of environmental and social clearance on payment certificates not availed at the time of assessment</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1</li> </ul>	<p>The Environmental Officer and CDO compiled a 2017/2018 report (not dated) for investments of Health and Water. The LG has not been compiling monthly reports on environmental / Social mitigation issues</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>According to performance contract 2018/19 and updated list of schools as per July 2018, there are 163 government-aided primary schools in Tororo District. The wage bill provision of 11, 773, 964, 000 indicated that 1864 teachers in all 163 government-aided primary schools have a budget (page 63 of Approved Work Plan, 2018/19). Each of these schools has a head teacher and over 7 teachers are budgeted for in the current FY 2018/19. Lists of staff were availed to verify this information.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>Each of the 163 schools has a head teacher and at least 7 teachers deployed for the current FY 2018/19. This information was confirmed by the staff lists obtained from the DEO, and further, verified during visits to selected schools in the district, namely Osukuru Primary School having 13 teachers, and Osire Community Primary School, with 9 teachers, Oriyoi with 17 teachers, Tororo Army primary school with 17 teachers. Mulanda Primary School, with 10 teachers and Nagongera Girls Primary Schools with 15 teachers. It was also established that: of 163 headteachers, 93 are substantive and 70 others are in acting position.</p>	4

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has filled the structure for primary teachers with a wage bill provision</li> </ul> <ul style="list-style-type: none"> <li>o If 100%: score 6</li> <li>o If 80 - 99%: score 3</li> <li>o If below 80%: score 0</li> </ul>	<p>Tororo District has a total ceiling of 1864 teachers. Of this, 1769(95%) of the structure for teachers with a wage bill provision UGX 11,773,964,890/= has been filled, according to the DEO. This is based on the Local Government approved structure of the previous FY. New structure has not been approved due to political issues in the district council.</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"> <li>• 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</li> </ul>	<p>Currently, the 2 out 3 positions of school inspectors are not filled due to the retirement of two Inspectors of schools, in January and July 2018. The effort to recruit new inspectors of schools have been limited by the non-functionality of the District Service Council.</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"> <li>• Primary Teachers: score 2</li> </ul>	<p>On 24th November, 2017, the Education Officer, Akongo Catherine, in the LG Education submitted 'declaration of vacancies in Education Department' to CAO for appropriate actions under the replacement frame work for financial year 2017/2018. The schedule of vacancies to be filled included:</p> <ul style="list-style-type: none"> <li>- 17 vacancies for head teachers</li> <li>- 6 deputy headteachers ;</li> <li>- 1 senior education assistants;</li> <li>- 31 education assistants.</li> </ul> <p>The action is to be taken in FY 2018/19</p>	<p>2</p>



<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> <li>• School Inspectors: score 2</li> </ul>	<p>On 21st August , 2018 , under ref: CR/501/3, the DEO submitted to CAO, the proposed customization of the structure from education department staff , where the department hopes to fill 1 position of an Inspector of Schools under internal arrangement pending conflict resolution in the district council.</p>	<p>2</p>
<p>Monitoring and Inspection</p>			
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• 100% school inspectors: score 3</li> </ul>	<p>The approved and adopted staff structure for Tororo DLG (old) provides for (3) positions of Inspectors of Schools.</p> <p>50% (1 out 2) filled positions of inspectors of schools had been appraised for FY 2017/18.</p> <p>a) The senior inspector of schools (Mr.Suleigh Okello) was appraised on 23/7/18 by DCAO and the annual performance report was on file.</p> <p>b) The District Inspector of Schools (Mr.Aroda Robison-retired on 11/7/18) had no appraisal report on file.</p>	<p>0</p>

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• Primary school head teachers o 90 - 100%: score 3</li> <li>o 70% and 89%: score 2</li> <li>o Below 70%: score 0</li> </ul>	<p>Tororo DLG has (163) Government aided primary schools. There are (93) substantively appointed head teachers and (70) HTs on assignment.</p> <p>30% (49 out of 163) HTs had been appraised during calendar year 2017 as per the following Sub counties: a) Petta (11) , b) Mukuju (13) c) Nabuyoga (8) , d) Molo (3) , e) Iyolwa (8) , f) Osukuru (6)</p>	<p>0</p>
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The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

Maximum 3 for this performance measure

• 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

The LG Education department had received , discussed or/and communicated to school the following circulars from the national level, notably;

- (1) Release of PLE results 2017 ,
- (2) Closure of illegal private schools
- (3) Revised Tool to Track Teachers Attendance
- (4) National Registration Exercise in Schools
- (5) Focus of schools inspections , FY2017/18
- (6) Introduction to ICHULI Consulting Organization
- (7) Guidelines for registration of 2018 PLE candidate

Particularly, by a letter dated 23rd February 2018, under reference Educ/206/3, the DEO communicated to all headteachers in government aided schools in the district about guidelines for assessing time on task.

There was evidence that the selected schools confirmed that they had received the circulars. For example, Osukuru PS had received circulars: (3) and (5) ; Oriyoi PS had received:(3), (4), (6) and (7); Mulanda PS had received circular (6) ; Nagongera Girls PS had received: (3) and (5) and Mama Junior Primary school(Private ) had received (1) and (4).

In some cases, the head teachers confirmed that information from the office of the DEO reach them through phone call and text messages, especially the urgent ones.

<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"> <li>• 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</li> </ul>	<p>There are indications that the education department held meetings with school head teachers to explain and sensitise them on guidelines and circulars received from the national level, as evidenced by minutes of the meetings held: PLE results 2017 , discussed on 29th – 01- 2018 and Tracking tools for attendance , discussed on 23rd -03-2018.</p> <p>For example, the term I 2018 meeting held in min4:23/3/2018 the department with headteachers discussed tracking teachers' attendance and headteachers' laxity to curb absenteeism of teachers. In the recent meeting of term II 2018, LG education held meeting on 21/06/2018 with headteachers where they noted about low learners' attendance as one of the cause low academic performance.</p>	<p>2</p>
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The LG Education De- partment has effectively inspected all registered primary schools<sup>2</sup>

Maximum 12 for this performance measure

• 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.

According to inspection reports, records of inspections available and evidence from visits in selected schools, the inspection coverage stood at 64%.

Based on the School Inspection report

• In term II – a total of 167 schools (120 out 163 government and 47 out 68 private schools) were inspected. In this inspection coverage stood at 72%.

• In term III – a total of 186 schools (117 out 163 government and 68 out 68 private schools) were inspected. In this inspection coverage stood at 81%.

In term I 2018, – according to records of the School Inspectors total of 209 schools (143 out 163 government and 64 out 68 private schools) were inspected, hence indicating inspection coverage 90%.

The average inspection coverage as per reports at office of DEO =  $(72\% + 80\% + 90\%)/3 = 80.7\%$

However, evidence from sampled schools indicate that the number of School Inspections in FY 2017/18, with a feedback report as follows:

(1) In Mulanda Primary School, 1 out 3 inspections, with feedback report (33%)

(2) Osukuru Primary School, 3 out 3 inspection s, with feedback reports (100%)

(3) Osire Primary School, 0 out 3 inspections (0%)

(4) Nagongera Girls Primary School, 2 out 3 inspections (67%)

(5) Mama Junior Primary School, 1 out 3 inspections (33%).

Some head teachers claim School Inspectors visited, a written feedback report could not be established at the time of assessment.

The average coverage of school inspection in sample schools =  $(33\% + 100\% + 0\% + 67\% + 33\%)/5 = 46.6\%$

Thus , the overall school inspection coverage =  $(80.7\% + 46.6\%)/2 = 64\%$

LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations

Maximum 10 for this performance measure

• 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

There was evidence of follow-ups on inspection reports were made in the last FY 2017/18, and meetings were held that generated further recommendations for corrective action, mainly on illegal private schools and absenteeism of teachers.

(1) In letter ref: Educ/210/9, on 2nd March 2018, the DEO reported to the CAO, the closing of Unlicensed private schools before April 2018.

(2) In the Inspection report of term II 2017, term III 2017 and term I 2018, the recommendation of sanctioning absentee teachers to appear before disciplinary committee at the district repeatedly appeared.

Further, in letter ref/221/4, on 31/1/2018, the DEO reported investigation Road Map on the High failure rate in PLE 2017 in the district, after education departmental meeting on 29th /1/2018.

They recommended that:

(a) transfer of classroom teachers be carried out scientifically,

(b) All the non-Substantively appointed headteachers who registered High failure rates of more than 30% should have their assignment withdrawn

(3) In the District School Report for Q4 FY 2017/18 dated on 12th /7/2018 by the DIS, recommendation 4(page 6) : rationalizing teacher deployment equitably and fairly across UPE schools; noting that critically under staffed schools with less than 8 teachers to be a matter of priority.

(4) In the same report recommendation 8 and 11, emphasized the need for SMC to sensitize parents to provide midday meal to their children at schools.

<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"> <li>• 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</li> </ul>	<p>There was no evidence that DIS submitted School Inspection reports to DES, despite the claim that the retired DIS had Submitted two(2) reports to DES. He was not available for clarification.</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"> <li>• Evidence that the inspection recommendations are followed- up: score 4.</li> </ul>	<p>(1) In letter ref: Educ/210/9, on 2rd March 2018, the DEO reported to the CAO, the closing of unlicensed private schools. Some of the unlicensed schools that were closed include: Joy Nursery Primary School, Tuba Parents Primary School, and His Mercy Primary Schools.</p> <p>(2) On 28th November 2017 and 2nd May 2018, absentee teachers were invited to appear before District Rewards and Sanction Committee. For example, in Osire Community Primary School, there was evidence that the head teacher forwarded names of absentee teachers to the office of DEO.</p> <p>(3) In FY 2018/19, according to staff lists, in the DEO office, there was evidence that all schools have at least 8 teachers.</p> <p>(4) The SMC of Osire Community Primary school has identified lack of feeding pupils in schools as the main challenge in their work plan. It has sensitized parents, so far, some parents are providing 4kg of maize and sh. 2000/= to feed the children at school.</p>	<p>4</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> <li>o List of schools which are consistent with both EMIS reports and PBS: score 5</li> </ul> </li> </ul>	<p>In close examination of EMIS dataset of Tororo LG obtained from the MoES showed that there are records of enrolment 2017 for 163 schools accurate and consistent as per school list of government schools obtained for Education department and information on PBS.</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"> <li>• Enrolment data for all schools which is consistent with EMIS report and PBS: score 5</li> </ul>	<p>Enrollment data recorded in EMIS report obtained from MoES and PBS are not consistent. That is, PBS recorded 139422 pupils in 163 schools compared to EMIS records from MoES with 143,964 pupils, though with small deviations from 143,811 pupils; the records of the office of the DEO.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			



<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• Though the Health and Education committee had held one meeting the entire FY on 30th/08/2017 (minutes had not yet been confirmed/ authenticated), in which some service delivery related issues had been considered the Committee had not discussed LG's performance assessment results for FY 2017/18 and LG PAC reports.</li> </ul> <p>Examples of issues considered included:</p> <ul style="list-style-type: none"> <li>- Discussed Budget performance FY 2016/17 under Min. 04/TDLG/H&amp;EC/30/08/2017 – adopted supplementary budget of 1,321,135,716= for FY 2017/18 for construction of Kachinga and Korobudi PS under Global Partnership for Education for recommendation to Council for approval. They also discussed staffing gap of 137 Primary teachers, registration of children under NIRA where some children were not captured by the deadline, change of workplan without due authorisation e.g. 72m for construction of 5- stance latrine in Bere PS reallocated without due consideration of the Committee and Council to latrine construction in Mulanda, Iyolwa and Petta PS because of support by World Vision to Bere PS, the need to track teacher attendance in schools and concern over delays in accessing newly recruited teachers to payroll.</li> <li>• Another Committee meeting had been scheduled for 14th/03/2018 but was not held.</li> </ul> <p>Committee had considered AWP and budgets for FY 2018/19 in belated meeting of 30th/07/2018 under Min.04/18.</p>	<p>0</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"> <li>• Evidence that the education sector committee has presented issues that require approval to Council: score 2</li> </ul>	<ul style="list-style-type: none"> <li>• The Health and Education committee had not presented issues for Council approval in FY 2017/18 because Council did not sit in the said FY due to lack of quorum.</li> </ul>	<p>0</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"> <li>• 100% schools: score 5</li> <li>• 80 to 99% schools: score 3</li> <li>• Below 80 % schools: score 0</li> </ul>	<p>At the time of assessment, the SMCs were functional. They conducted at least a mandatory meeting per term to discuss budget and resource issues, and there was evidence that some schools were submitting SMC minutes to the office of the DEO. The average rate of submission of SMC minutes was 87% . That is, <math>(3 + 3 + 2 + 3 + 2)/15 = 13</math>. This translates to a percentage of <math>(13/15 * 100) = 87\%</math>.</p> <p>The following randomly sampled schools had submitted copies of SMC minutes of meetings in the office of the DEO in FY 2017.</p> <p>(1) St. Agnes Mella Primary School has submitted 3 out of 3 copies minutes of the meetings held on 20th February 2018, 26th August 2017 and 21st November 2017.</p> <p>(2) Nagongera Girls' Primary School had submitted 3 out of 3 copies of minutes of the meetings held on 16th September 2017, 3rd February 2018, 18th May 2018 .</p> <p>(3) Amor Primary School had submitted 2 out of 3 copies of minutes of the meetings held on 8th December 2017 and 14th July 2017.</p> <p>(4) Tororo Army Primary School had submitted 3 out of 3 copies of minutes of the meetings held on 24th November 2017 , 23rd August 2017 and 2nd May 2018.</p> <p>(5) Kisoko Boys Primary School had submitted 2 out of 3 copies of minutes of the meetings held on 17th October 2017 and 14th July 2017</p> <p>There was evidence the SMC discussed about budget and resources, for example, in Min 4/10/2017 of Kisoko Boys' Primary Schools, Min 7/08/2017 of Tororo Army Primary School and Min 2/8/2017 of St. Agnes Mella Primary School.</p>	<p>3</p>
<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has publicised all schools receiving non- wage recurrent grants</li> </ul> <p>e.g. through posting on public notice boards: score 3</p>	<p>On the public notice board of LG Education, lists of all schools receiving non-wage recurrent grants (UPE) had been displayed for public view.</p>	<p>3</p>

Procurement and contract management			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The Education Department made an input into the procurement plan of the district to PDU in time on 16/4/2018. It included; Construction of 2 Pit Latrines, 6 Classroom constructions and 19 renovations for the period 2018/2019</p>	4
Financial management and reporting			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</li> </ul>	<ul style="list-style-type: none"> <li>The LG Education department timely certified and recommended suppliers for payment as per the contract terms and conditions.</li> </ul> <p>Examples of contracts verified included:</p> <p>(1)-Procurement Ref:Toro 554/wrks/17-18/00011, by M/S Muverex Enterprises Ltd, for construction of 2 classroom block at Kidoko p/school,at a contract price of shs 58,982,418, LPO no. 0802329/30 dated 16/3/2018, PV-17057782 dated 28/6/2018 of shs 30,479,957, receipt no 195 dated 23/3/2018 of shs 30,479,957, supplier's requisition date for payment 12/2/2018.</p> <p>Duration taken for payment (12/2/2018 – 16/3/2018) = 34 days.</p> <p>(2)- Procurement Ref:Toro 554/wrks/17-18/00012, by M/S Atabo (u) Ltd, for construction of 2 classroom block at st. Jude Annex Malaba p/school,at a contract price of shs 49,282,983, LPO no. 0802422/3 dated 20/4/2018, PV-17514607 dated 26/6/2018 of shs 16,845,091, supplier's requisition date for payment 29/3/2018, date of certification for payment by CAO/CFO 11/4/2018</p> <p>Duration taken for payment (29/3/2018 – 11/4/2018) = 12 days.</p>	3

<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<ul style="list-style-type: none"> <li>• The LG did not provide actual dates of submission of Education annual and quarterly performance reports to Planning unit for consolidation because the DEO had notified the Planner of the submission via telephone call rather than through the PBS system, thus validation messages were not available on the PBS system.</li> </ul>	<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"> <li>• 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"> <li>o If sector has no audit query score 4</li> <li>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</li> <li>o If all queries are not responded to score 0</li> </ul> </li> </ul>	<p>The LG education sector had not provided any information to the internal audit on the status of implementation of all audit findings for the year 2017/18 at the time of the assessment. The sector had many audit queries in all the 4 quarters, but none was responded to, and this was unique compared to other sectors of health and water which did respond accordingly. The issue was highlighted during exit meeting and the head of the sector promised to improve on the weakness with immediate effect.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The LG Education Department consulted with the Gender Focal Person on the matter of developing guidelines for Senior Women and Men to support girls and boys in school. However, the LG Education Department did not develop and disseminate clear guidelines in this regard</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"> <li>• 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</li> </ul>	<p>At the time of assessment, there was no evidence produced to indicate that the LG had issued and or explained sanitation guidelines for girls and PWDs in Primary Schools</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the School Management Committee meets the guideline on gender composition: score 1</li> </ul>	<p>All schools had complied to guideline on gender composition in forming SMCs in the schools; that is, at least two(2)of the six(6) members of the foundation are women.</p>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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:</li> </ul>	<p>The Education Department issued guidelines on environmental management to Head Teachers of Government and Private Schools in a circular dated 3/09/2017 endorsed by DEO and copied to the Ag District Chairperson, The RDC, The CAO, The DIS, The District Environment Officer</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>There was no site visit report to the school infrastructure projects produced at the 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"> <li>• The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1</li> </ul>	<p>The LG screened 20 school infrastructure Projects in the period 2017/2018 and developed Environmental and Social Management Plans for each of the projects endorsed by both Environment Officer and DCDO</p>	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> <li>• More than 80% filled: score 8</li> <li>• 60 – 80% - score 4</li> <li>• Less than 60% filled: score 0</li> </ul>	<p>The LG Performance contract 2018/19 FY indicates the PHC wage bill provision of UGX 7,108,958,000 and the wage bill for staff in post is UGX 4,693,402,920 as per the staff list ( before salary enhancement).</p> <p>The LG approved staff structure has 909 positions out of which 533 are filled i.e. 58.6%.</p>	0
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>The DHO submitted input into the recruitment plan covering 3 years (2017/18 – 2019/20) in a letter dated 4/5/2017. However, there was no district recruitment plan obtained at DHO's office as well as Human resource office to establish inclusion of vacancies for health care workers.</p>	0

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	<p>Tororo DLG has a general hospital and (3) HCIVs.</p> <p>100% (All the 4) health facilities in-charges had been appraised during FY 2017/18. The annual performance appraisal reports (2017/18) for the health facility in-charges are indicated below:</p> <p>a) The annual performance report (Dr.Ochar Thomas-appointed under DSC Min.129/2006 as Medical Officer for Tororo General Hospital) was on file, duly filled on 31/7/18 and fully signed by DHO (9/8/18), ACAO and CAO on 14/9/18.</p> <p>b) The annual performance report (Mr.Omollo Stephen-appointed under DSC Min.27/2013 (ii) (a) as Senior Clinical Officer and assigned as in-charge for Nagongera HCIV on 18/2/13) was on file, duly filled on 11/7/18 and fully signed by CAO on 7/9/18.</p> <p>c) The annual performance report (Dr.Onyango Jagire-appointed under DSC Min.67/2016 as Senior Medical Officer and assigned as in-charge for Mukuju HCIV on 10/10/17) was on file, duly filled on 18/7/18 and fully signed by CAO on 23/8/18.</p> <p>d) The annual performance report (Mr.Achia James-appointed under DSC Min.61/2008as Senior Clinical Officer and assigned as in-charge for Mulanda HCIV on 5/2/2016) was on file, duly filled on 9/7/18 and fully signed by CAO on 23/8/18.</p>	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The staff list submitted with the performance contract (PBS) does not match with the actual staff deployed at the health facilities e.g. at Mukuju HCIV, staff on site were 37 while the list on PBS had 33 and of these 10 staff on PBS list were not on site. Similarly, at Mulanda HCIV, out of the 30 staff on the list, 14 staffs on PBS list were not on the list obtained from the facility. At Osukuru HCIII, PBS list has 15 staff yet the list obtained on site had 17 staff of which 3 were not included in the PBS list.</p>	<p>0</p>
<p>Monitoring and Supervision</p>			



<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The DHO disseminated policies and circulars to all in-charges e.g. Introduction of Rotavirus vaccine into routine immunisation dated 20/6/2018, prevention of malaria in pregnancy dated 13/4/2018 and switching from tetanus toxide vaccine to tetanus diphtheria vaccine dated 6/6/2018. The guidelines/circulars were signed for by respective in-charges.</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"> <li>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</li> </ul>	<p>Guidelines/circulars were discussed/explained in two meetings held on 22/2/2018 and 12/6/2018.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>The District has one Hospital (Tororo General Hospital) and three HCIVs. Supervision was done for all quarter as per quarterly supervision reports obtained at DHO's office as follows; Q1 report for 23rd – 27th October 2017, Q2- 8th-11th Jan 2018, Q3- 16th-23rd April 2018 and Q4-15th – 17th July 2018.</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> <li>• If 100% supervised: score 3</li> <li>• 80 - 99% of the health facilities: score 2</li> <li>• 60% - 79% of the health facilities: score 1</li> <li>• Less than 60% of the health facilities: score 0</li> </ul>	<p>One of the five sampled facilities was a lower facility i.e. Osukuru HCIII . Supervision was done for all quarters as per the supervision log book obtained at the facility i.e. Q1-19/7/2017, Q2-21/12/2017, Q3-14/3/2018 and Q4- 29/6/2018. The other sampled facilities were hospital and three HCIVs.</p>	<p>3</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>Supervision reports were discussed in weekly departmental meetings e.g. meetings held on 11/12/2017 (minute 4/12/2017), 26/2/2018 (minute 27/2/2018) and 25/6/2018 (minute 30/6/2018).</p>	<p>4</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the recommendations are followed</li> <li>– up and specific activities undertaken for correction: score 6</li> </ul>	<p>Supervision recommendations were followed up e.g. in Q2 it was recommended to update the vaccine book, display funds, get tally sheets endorsed by local leaders etc. Follow up actions (status) of these were reported on in Q3.</p>	<p>6</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10</li> </ul> </li> </ul>	<p>The list of facilities is consistent with PBS (performance contract).</p> <p>HMIS forms 105,108 and 012 for July 2018 and August 2018 were submitted through DHIS2 online system (100%).</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>Though the Health and Education committee had held one meeting the entire FY on 30th/08/2017 (minutes had not yet been confirmed/ authenticated), in which some service delivery related issues had been considered the Committee had not discussed LG's performance assessment results for FY 2017/18 and LG PAC reports.</li> </ul> <p>Examples of issues considered included:</p> <p>Discussed Budget performance FY 2016/17 under Min. 04/TDLG/H&amp;EC/30/08/2017 -discussed mismanagement of funds under Health system strengthening by some HCs, need to schedule leave for health staff in a manner that allows for continuity of service at HCs, need to recruit more health staff. Meeting also discussed sanctioning of health staff e.g. Health information assistant of Petta HC who had abandoned duty, modality of operation of the voucher project (under maternal and child health) and need for community mobilisation to increase its uptake.</p> <ul style="list-style-type: none"> <li>Another Committee meeting had been scheduled for 14th/03/2018 but was not held.</li> </ul> <p>Committee had considered AWP and budgets for FY 2018/19 in belated meeting of 30th/07/2018 under Min.04/18.</p>	<p>0</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"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	<ul style="list-style-type: none"> <li>The Health and Education committee had not presented issues for Council approval in FY 2017/18 because Council did not sit in the said FY due to lack of quorum.</li> </ul>	<p>0</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"> <li>• If 100% of randomly sampled facilities: score 6</li> <li>• If 80-99 %: score 4</li> <li>• If 70-79: %: score 2</li> <li>• If less than 70%: score 0</li> </ul>	<p>During the FY 2017/18, two (2) out of five (5) facilities sampled had all the four mandatory quarterly meetings i.e. Tororo General Hospital and Osukuru HCIII.</p> <p>The three (3) HCIVs had their HUMCs expired and new ones not yet put in place i.e. 2/5=40%.</p>	<p>0</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The health facilities receiving PHC non-wage 2018/19 were displayed on the notice board though the notice was not dated. Also the drug distribution list was displayed dated 20/8/2018.</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"> <li>• 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</li> </ul>	<p>The Health Department made an input into the procurement plan of the district to PDU in time on 6/4/2018. The District procurement plan covers item from the health department for the period 2018/2019.</p>	<p>2</p>

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.</li> </ul>	<p>The Health Department made an input into the procurement plan of the district to PDU in time on 6/4/2018. The District procurement plan covers item from the health department for the period 2018/2019.</p> <p>The Health Department submitted procurement requests to PDU in 2017/2018 in time as follows;</p> <p>Construction of Maternity Block at Mulanda HCIV on 31/5/2017; Completion of Maternity Block at Kisoko HC III on 31/5/2017,</p> <p>Construction of Male Ward at Tororo Hospital on 31/5/2017. However, others were submitted late i.e. Completion of 2 Stance Lined VIP Latrine at Chawolo HC II on 21/2/2018 and Completion of a 4 Stance Lined VIP Latrine at Paya Health Centre III on 22/2/2018.</p>	<p>0</p>
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<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"> <li>Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.</li> </ul>	<ul style="list-style-type: none"> <li>The DHO certified and recommended suppliers for payment timely .Sample contracts verified to determine terms of payment included: <ul style="list-style-type: none"> <li>(1)-Procurement Ref: Toro 554/wrks/17-18/0005, by M/S Whimsy(u) Ltd, for construction of maternity ward at Mulanda HCIV, at a contract price of shs 136,566,474, LPO no. 08024841 of shs 22,440,849 , PV-18378769 dated 26/6/2018 of shs 22,440,398, receipt no 058 dated 29/6/2018 of shs 21,094,398, supplier's requisition date for payment 18/6/2018, date of certification for payment by CAO/CFO 19/6/2018.</li> <li>Duration taken for payment (18/6/2018 – 19/6/2018) = 1 day.</li> <li>(2)- Procurement Ref: Toro 554/wrks/17-18/0006, by Mass Technologies) Ltd, for completion of the construction of maternity ward at Kisoko HCIII, start date 23/11/2017, completion date planned 20/6/2018, at a contract price of shs 111,291,818, LPO no. 0802953/4 dated 23/6/2018 of shs 46,257,830, PV-18378798 dated 26/6/2018 of shs 43,482,360 net, receipt no. 198 dated 29/6/2018 of shs 43,482,360, supplier's requisition date for payment 18/6/2018, date of certification for payment by CAO/CFO 20/6/2018</li> <li>Duration taken for payment (18/6/2018 – 20/6/2018) = 2 days.</li> </ul> </li> </ul>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the depart- ment submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>	<ul style="list-style-type: none"> <li>The LG did not provide actual dates of submission of Health annual and quarterly performance reports to Planning unit for consolidation because the DHO had notified the Planner of the submission via telephone call rather than through the PBS system, thus validation messages were not available on the PBS system.</li> </ul>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> <li>• If sector has no audit query: Score 4</li> <li>• 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</li> <li>• If all queries are not responded to Score 0</li> </ul>	<p>The LG health sector had provided information to the internal audit on the status of implementation of all audit findings for the year 2017/18, except that the submission letters to the internal audit department were not prepared for the purpose of reference, all responses were directly recorded on the query sheets initiated from the audit department before returning them for review by the internal auditor. For example,</p> <p>action on quarter 4 queries raised by the Internal Auditor during the previous FY 2017/2018 for health sector were as summarized below:</p> <p>The total number of queries raised were 17, out of which 9 were cleared and 8 were pending at the time of the assessment.</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"> <li>• Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30</li> </ul> <p>% women: score 2</p>	<p>At the time of assessment, five facilities were sampled including one hospital, three HCIVs and one HCIII. All the three HCIVs had their HUMCs expired and Tororo General Hospital Board also expired last month. Only Osukuru HCIII had a functioning HUMAC with 2 females out of 7 members i.e. 20% of the facilities met the gender composition.</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"> <li>• Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2.</li> </ul>	<p>One (1) of the five (5) sampled facilities (Mukuju HCIV) did not have the sanitation facilities (pit latrines) clearly labelled for males and females.</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"> <li>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</li> </ul>	<p>The LG screened 5 health projects and developed Environmental and Social Management Plans endorsed by Environment Officer and DCDO. Screening of the projects was done on 14th August 2017 while the plans were developed on 17th August 2017.</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2</li> </ul>	<p>A report on the Health Projects for the FY 2017/2018 was compiled and endorsed by District Environment Officer and DCDO</p>	<p>2</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"> <li>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.</li> </ul>	<p>All five (5) sampled facilities had charts on segregation of medical waste and/or waste bins in different colours for separating medical waste.</p>	<p>4</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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"> <li>o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10</li> <li>o If 80-99%: Score 7</li> <li>o If 60-79: Score 4</li> <li>o If below 60 %: Score 0</li> </ul> </li> </ul>	<p>Tororo LG safe water coverage stands at 64.9%, it has seventeen sub counties. Two sub counties of Iyolwa and Magola are above district average.</p> <p>Most Sub counties below district average were catered for in FY 2018/19 budget, i.e. Mulanda, Kisoko, Petta, Paya, Sop sop, Kirewa, Nagongera, Nabuyoga, Rubongi, Mukuju, Kwapa, Mella and Molo, Merikit and Osukuru.</p> <p>DWO total budget for rural water supply FY 2018/19 was UGX.561,355,000</p> <p>DWO in FY 2018/19 budget allocation to sub counties below district average was UGX. 410,355,000, which translates to 73.1%.</p>	4
<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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"> <li>o If 100 % of the water projects are implemented in the targeted S/Cs:                   <ul style="list-style-type: none"> <li>Score 15</li> <li>o If 80-99%: Score 10</li> <li>o If 60-79: Score 5</li> <li>o If below 60 %: Score 0</li> </ul> </li> </ul> </li> </ul>	<p>DWO implemented water project sub counties with safe water coverage below district average. i.e. Mulanda, Kisoko, Petta, Paya, Sop sop, Kirewa, Nagongera, Nabuyoga, Rubongi, Mukuju, Kwapa, Mella, Molo, Merikit and Osukuru.</p> <p>DWO had planned to drill 13 boreholes, drilled 13, 100%</p> <p>Had planned to rehabilitate 20 boreholes, 100% rehabilitated.</p> <p>Had planned to construct 3 VIP toilets, 100% constructed.</p> <p>Planned to protect 4, 100% done.</p>	15

Monitoring and Supervision

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> <li>• If more than 95% of the WSS facilities monitored: score 15</li> <li>• 80% - 95% of the WSS facilities - monitored: score 10</li> <li>• 70 - 79%: score 7</li> <li>• 60% - 69% monitored: score 5</li> <li>• 50% - 59%: score 3</li> <li>• Less than 50% of WSS facilities monitored: score 0</li> </ul>	<p>As par the AWP 2017/18, DWO monitored and supervised all water and sanitation facilities.</p> <p>DWO supervised 715 water sources out of 715 which translates to 100% as par the file,</p>	<p>15</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the district has submitted accurate/consistent data for the current FY: Score 5</li> <li>• List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>As par the MIS /TSU data update Tororo LG stands at 62% yet at the DWO data, it's at 64.9%.</p>	<p>0</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>There is consistence in borehole drilling, both data sources quote 13 in number.</p> <p>Inconsistency has been identified in these areas below;</p> <p>DWO has 27 boreholes rehabilitated, MIS / TSU has 20 boreholes.</p> <p>MIS data update has 1 latrine, PBS has three VIP latrines.</p> <p>MIS/TSU data update has Tororo LG with a total of 1136 water sources; DWO has a total of 715 water sources.</p>	<p>0</p>
<p>Procurement and contract management</p>			
<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>As par AWP 2017/18, DWO submitted procurement plan on 6/4/2017.</p> <p>Deadline was 30th April 2017.</p>	<p>4</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The District Chief Administrative Officer appointed the contracts manager on 23rd November 2017.</p> <p>The contract management plan was on file</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	<p>On file, Sanitation and water facilities were constructed as par the designs and BOQs, e.g. the construction of VIPs in RGCs dated 24/5/2017 by Agolla general enterprises.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If contractor handed over all completed WSS facilities: score 2</li> </ul>	<p>No information was availed by assessment time.</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"> <li>If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	<p>No information was availed for this part of assessment.</p>	<p>0</p>

<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<ul style="list-style-type: none"> <li>The DWOs certified and recommended suppliers for payment timely .Sample contracts verified to determine terms of payment included the following: <ul style="list-style-type: none"> <li>(i)-Procurement no .Toro 554/wrks/17-18/00003 for construction of pipeline in Namwaya catholic church area, Palasi area, Lwala HC area, Pajwenda ps area, Magala area and Okwira –rukul area, contracted by LHM Ground Water Exploration and Geo-mapping Services Ltd, start date December 2018, completion date June 2018, contract price shs 210, 596,960-vat excl, pv-18378761 dated 26/6/2018 of shs 182,823,890-net, LPO 0802924 dated 20/6/2018 of shs 194,493,500, receipt no.54 dated 29/6/2018 of shs 182,823,890, date of requisition for payment by contractor 18/5/2018, date of certification for payment by CAO/CFO 13/6/2018.</li> </ul> </li> <li>Duration of payment taken ( 18/5/2018 – 13/6/2018) = 25 days</li> </ul>	<p>3</p>
<p>Financial management and reporting</p>			
<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Plan- ning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>The LG did not provide actual dates of submission of Water annual and quarterly performance reports to Planning unit for consolidation because the DWO had notified the Planner of the submission via telephone call rather than through the PBS system, thus validation messages were not available on the PBS system.</li> </ul>	<p>0</p>

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> <li>o If sector has no audit query score 5</li> <li>o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3</li> <li>If queries are not responded to score 0</li> </ul>	<p>The water sector had provided information to the internal audit on the status of implementation of all audit findings for the year 2017/18, except that the submission letters to the internal audit department were not prepared, all responses were directly recorded on the query sheets obtained from the audit department before returning them for review by the internal auditor.</p> <p>For example,</p> <p>action on quarter 4 queries raised by the Internal Auditor during the previous FY 2017/2018 for water sector were as summarised below:</p> <p>The total number of queries raised were 14 and all were responded to by the sector before being all cleared.</p>	<p>3</p>
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Governance, oversight, transparency and accountability

<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"> <li>• 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</li> </ul>	<p>Though Works Committee had held one meeting only in the FY 2017/18 on the 31st/08/2017 (minutes had not yet been confirmed/authenticated), the meeting considered only issues in the roads sector and did not discuss any water-related matters. Furthermore the Committee did not discuss performance assessment results for FY 2017/18, LG PAC reports and submissions from the DWSCC.</p> <p>Issues discussed included:</p> <ul style="list-style-type: none"> <li>• Supplementary budget FY 2017/18 under Min.07/TDLGC/31 additional funds totalling 165,123,082= received under Uganda Road Fund, for mechanical imprest for the DLG, Malaba TC and Nagongera TC – for maintenance of vehicles and plant, procurement of tyres and minor repairs was considered and recommended for Council approval.</li> </ul> <p>Another Committee had been scheduled for 13th/03/2018 but was not held.</p>	<p>0</p>
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<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	<ul style="list-style-type: none"> <li>The Works committee had not presented issues for Council approval in FY 2017/18 because Council did not sit in the said FY due to lack of quorum.</li> </ul>	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<p>The AWP, Budget and water development grant releases and expenditures were not displayed on the district notice board as per the PPDA act.</p>	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	<p>All WSS projects were labeled indicating name of project, date of construction, contractor and source of funding.</p>	<p>2</p>



<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	<p>Information was not displayed on the district notice board for all the projects by water department.</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"> <li>If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	<p>Three application forms were filed from kisoko village dated 20/11/2017,</p> <p>Mwomba cell village dated 3/6/2017 with a receipt serial no. 0313560 of UGX.200.000.</p>	<p>1</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&amp;M funds, ii( carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&amp;E plan for the previous FY: score 2</li> </ul> <p>Note: One of parameters above is sufficient for the score.</p>	<p>Four water supply facilities visited were all fenced and one Mwombe village collected O&amp;M of UGX. 26000.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>All three projects were screened, for borehole drilling was done, dated 11/7/2017, ESSF for piped water was done dated 11/7/2017 and for the VIP latrines was done on the same day of 11/7/2017.</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"> <li>Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	<p>Mitigation measures for all projects; i.e. borehole drilling, construction of three VIP toilets were recommended with environment and social mitigation certificates, dated 20/6/2018.</p>	<p>1</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	<p>All construction and supervision contracts have clause on environmental protection, reference; Toro554/wrks/2017-18/00002, Toro554/wrks/20-18/00001.</p>	<p>1</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>In the sampled water sources morwa village, peta S/C ratio of women to men was 3:3, sesame central 3:3.</p>	<p>3</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	<p>One sampled 2 stance VIP latrine in Kisoko S/C had adequate access and separate stances for men and men.</p>	<p>3</p>