



## Local Government Performance Assessment

Zombo District

(Vote Code: 587)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	64%
Educational Performance Measures	49%
Health Performance Measures	73%
Water Performance Measures	83%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMA 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>	<p>Zombo District Local Government submitted a Final Annual Performance Contract of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on 27th July 2018, as observed from the submission letter reference CR/156/9/1 which was within the prescribed deadline/timeline of 1st August 2018.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			

<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> <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>	<p>The District Local Government submitted a Budget and work plan without a procurement plan of FY 2018/2019 to the Permanent Secretary of Ministry of Finance Planning and Economic Development on 27th July 2018, as observed from the submission letter reference CR/156/9/1 which was within the prescribed deadline/timeline of 1st August 2018.</p>	<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>	<p>The District submitted an Annual Performance Report for the FY 2017/2018 on 28th August, 2018 later than the prescribed deadline/time line of 31st July of 2018.</p>	<p>No</p>

<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> <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>	<p>The District Local Government submitted all its quarterly budget performance reports for all the four quarters to the Permanent Secretary Ministry of Finance Planning and Economic Development (MoFPED). Despite the submission of all the quarterly performance report, the 4th Quarter was submitted past the end of Financial Year 2017/2018 (July 31st 2018) on 28th August 2018. The submission dates for all the quarterly performance were as follows; -</p> <p>1st Quarter on (13th February 2018)</p> <p>2nd Quarter on (02 March 2018)</p> <p>3rd Quarter on (31st May 2018)</p> <p>4th Quarter (28th August 2018)</p>	<p>No</p>
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<p>Audit</p>			
<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in 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'</li> </ul>	<p>The Senior Internal Auditor of Zombo District Local Government submitted to the PS/ST through the Internal Auditor General MoFPED a report on the status of implementation of Internal Audit General findings covering all the four quarters in FY 2016/2017 vide letter dated 10th April, 2018 which had no reference. The Senior Internal Auditor had raised 25 queries during the year but at the time of providing information to the PS/ST, only 12 queries had been responded to and cleared leaving 13 queries as still unresolved at the time of the assessment. The report submitted by the District Senior Internal Auditor was acknowledged at the Internal Auditor General's office in the MoFPED on 16th April, 2018 by date -</p>	<p>No</p>

	<p>response', then it is non-compliant</p> <ul style="list-style-type: none"> <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>	<p>stamping.</p> <p>Some of the un resolved queries by the Senior Internal Auditor included among others:</p> <p>(i) Lack of land titles for the land owned by the district including the area currently occupied by the district headquarters. The land had not been valued by the Government Valuer and such information was not captured in the Assets Register. The query appeared on page 5 of the Quarter 1 report for FY 2016/2017.</p> <p>(ii) Missing payment vouchers in respect of various payments totalling shs 7,983,366 as indicated on page 12 of the report. (Quarter 4 report in FY 2016/2017).</p> <p>(iii) Un reconciled expenditure amounting to shs 10, 567,000, between the cash book and the bank statements as per page 12 of the report. (Quarter 4 report in FY 2016/2017).</p> <p>(iv) Failure to engrave the district property/assets page 3 of the report; (Quarter 1 report in FY 2016/2017).</p> <p>On the other hand, the CAO of Zombo DLG provided information to the PS/ST on the status of implementation regarding the findings in the four queries of the Auditor General vide his letter dated 25th March, 2018 under reference CR/D/151/1 which was acknowledged by the MOFPED on 16th April, 2018 by date - stamping. All the four queries were responded to, followed up and cleared by the time of the assessment.</p>	
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Zombo DLG obtained Unqualified Audit Opinion for FY 2017/2018.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 1.</li> </ul>	<p>The District Local Government had a Physical Planning Committee, that was dully constituted as per Section 9 of the Physical Planning Act 2010 which stipulates the composition of the District Physical Planning Committee to include:</p> <ul style="list-style-type: none"> <li>- CAO who shall be the chairperson, District Physical Planner who shall be secretary, District Surveyor, District Roads Engineer, District Education officer, District Agricultural officer, District Water Engineer, District Community Development Officer, District Medical officer, District Environment Officer, District Natural Resource Officer, Physical Planner in Private Practice , Clerks of all urban and town councils in the district.</li> </ul> <p>A copy of the letter of appointment of Zombo District Physical Planning Committee date 23rd February 2016 was available.</p> <p>There was also evidence that the District Physical Planning Committee (DPPC) had held meetings to approve development application and land registration application as seen from minutes;</p> <p>a) On 10th November 2017, the DPPC held a meeting in CAO's Board Room. One of the issues on the agenda was consideration of approval of development application under minute 18 /DPPC/11/7. In the discussion members agreed that there was need to embark on functionality of Lower Local Government Physical Planning Committees to be established and to perform their roles at least every week on page 5 of the minutes. In addition there was also discussion, review and approval of Physical Planning of Zeu-lorr and Prospective Rural-Growth Centres in District under minute 19/DPPC/11/17 on page 5 of which by consensus the request and other growth centres were approved.</p> <p>b) Another meeting was held on 30th December 2017 by the DPPC in CAO's board room. One of the key issues was presentation /Screening and approval of Plan for ATC Tower Erection in Kango sub-county under minute 5/Dec/2017 on page 3 of which members recommended for approval upon the following condition;-</p> <ul style="list-style-type: none"> <li>- The developer to adhere to the plan requirements for implementation</li> <li>- The developer to pay annual operation license of UGX 1,000,000 to Kango sub-county Local Government</li> <li>- Maintain the installed sign post showing direction at the site</li> </ul>	<p>1</p>

		<ul style="list-style-type: none"> <li>- Open access road to the site for ease of access</li> <li>- Ensure all the environmental concerns are adhered to and mitigated</li> </ul> <p>c) Another meeting was held on 23rd March 2018 by the DPPC in CAO's board room. One of the key issues was approval of development permission of FAL Oil Uganda ltd of which the plan was recommended for approval based on the following conditions among others</p> <ul style="list-style-type: none"> <li>- The developer was to adhere to the plan requirement</li> <li>- The developer to maintain water tank storage</li> <li>- Developer to maintain the recommendation of NEMA Certificate</li> <li>- To operate within 30*31.048 meters land size of the development etc.</li> </ul> <p>d) Another meeting was held on 31st May 2018 by the DPPC in CAO's board room. One of the key issues was approval of development permission of Eaton Towers in War sub- county under minute 5May/2018 of which the plan was recommended for approval on page 3. In addition there was also approval of land registration in Warr sub-county under minute 6/May/2018 on page 6</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>	<p>There was no evidence that Zombo DLG had submitted any set of minutes of Physical Planning Committee to the Ministry Of Land Housing and Urban Development. As noted from the AG. District Physical Planner he said it was an oversight despite the DPPC having sat for the four Quarters.</p>	<p>0</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0</li> </ul>	<p>The District Local Government did not have an approved Physical Development Plan thus none of the infrastructure investments was approved as per the plan. At the time of the assessment there was no effort being undertaken in the pursuit of preparing a District Physical Development Plan.</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• Action area plan prepared for the previous FY: score 1 or else 0</li> </ul>	<p>The District had made efforts to prepare action area plans for Warr Trading centre and Zeu-lorr growth centre which were still in draft form and under display.</p>	<p>0</p>



<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</li> </ul>	<p>The District Local Government held a budget conference on 3rd November 2017 in the District Council Hall in preparation for the fiscal year 2018/2019. There was evidence that priorities in the Annual Work Plan for FY 2018/2019 were based on the outcomes of the budget conference as indicated in the different sectors such as health, education and water;</p> <p>a) Under the health sector there was planned construction of Doctor's House in Warr HC III, Construction of a Theatre Block at Warr HCIII and Construction District Health Office on page 3 of the Budget Conference report. While in the Annual Work Plan for FY 2018/2019 on page 69 there was planned construction of theatre block at Warr HCIII and on page 72 construction of District Health Office Block</p> <p>b) Under the education sector there was planned completion and renovation of dilapidated classroom, completion of inspector's house at Nyapea Sub county Headquarters, and renovation of staff houses on page 4 of the budget conference report while in the Annual Work Plan on page 76 (completion of inspector house at Nyapea house, headquarter and renovation of Ukemu Staff Houses, rehabilitation of Nyapea Boys P/S</p> <p>c) Under the water sector in the budget conference page 4 there was planned construction of boreholes for communities in Akaa Sub county and Paidha sub-county which were worst hit by lack of water amongst others, Operationalize water borne toilets at the district headquarters and construction of additional pit while in the Annual Work Plan on page 97 there was planned 1-4 stance VIP construction at the District Headquarters</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <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>The approved Annual Work Plan for FY2018/2019 dated 27th July 2018 was derived from the District Development Plan II 2015/2016 to 2019/2020 in consideration of the following cases for instance;</p> <p>a) Under the health sector in the summary of sectoral programmes/projects in the DDP-II on page 223 there was planned upgrade of HCIII to HCIV while in the Annual Work Plan for FY 2018/2019 on page 69 there was planned construction of theatre block at Warr HCIII (which was planned to be upgrade in preparation of HCIV)</p> <p>b) Under the education sector in the summary of sectoral programmes/projects in the DDP-II on page 226 there was planned improvement of infrastructure and facilities in schools (teachers house, latrines 3 seater desks) while in the Annual Work Plan on page 76 there was planned (completion of inspector house at Nyapea house, headquarter and renovation of Ukemu Staff Houses, rehabilitation of Nyapea Boys P/S</p> <p>c) Under the water sector in the summary of sectoral programed/projects in the DDP-II from page 232, 234 there was planned construction of 5 stance VIP latrine, drilling and construction of boreholes while in Annual Work Plan there was planned 1-4 stance VIP construction at the District Headquarters on page 97</p>	<p>1</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <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>	<p>There was no evidence of records of the Technical Planning Committee (TPC) minutes which discussed the project profiles, despite the fact that the project profiles in the District Local Government Development Plan -II were stated as per the Local Government Development Planning guidelines 2014, on page 63, Appendix 3.</p>	<p>0</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> <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>The District did not have an Annual statistical abstract at the time of the assessment. The reason as presented by the District Planner was that he had not yet constituted the team to undertake the compilation of the annual statistical abstract despite the availability of capacity and technical support provided by UBOS.</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>There was evidence that all of the infrastructure projects implemented in FY 2017/2018 were derived from the annual work plan and budget approved by Zombo District Local Government for instance;</p> <p>a) Under the health sector in the Annual Work Plan for FY 2017/2018 there was planned construction of the health office block on page 32 with funding from DDEG, Construction of theatre and doctor's house in Warr HCIII on page 32 with funding from transitional Adhoc Development while in the Annual Performance Report the projects were indicated on page 61.</p> <p>b) Under the education sector in the Annual Work Plan on page 34 there was planned completion/ renovation of classroom blocks and inspectors staff house at Nyapea Sub county headquarters (Ajei) and at Nyapea boys P/S with source of funding from School Facility Grant (SFG) while in the Annual Performance Report the projects were indicated on page 65.</p> <p>c) Under water there was planned borehole drilling and rehabilitation on page 47 from the Integrated Annual Work Plan with funds from Rural Water Development Grant while in the Annual Performance Report the projects were indicated on page 78.</p>	
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<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.</li> <li>o 100%: score 4</li> <li>o 80-99%: score 2</li> <li>o Below 80%: 0</li> </ul>	<p>There was evidence that investment projects implemented in the previous FY 2017/2018 were completed as per work plan by end of FY 30th June, 2018 as indicated below; -</p> <p>a) Under the health sector in the Annual Work Plan for FY 2017/2018 there was planned construction of Construction of theatre in Warr HCIII and payment of retention at a total budget of UGX 500,000,000 on page 32 with funding from Primary Health Care Development. The certificate of practical completion of construction of theatre block at Warr HCII was issued on 27th June 2018 by the District Engineer Zombo and CAO at total sum of UGX 470,000,079 to Gudul Investment ltd.</p> <p>b) Under the education sector in the Annual Work Plan on page 34 there was planned completion/ renovation of classroom blocks and inspectors staff house at Nyapea Sub county headquarters (Ajei) and at Nyapea boys P/S at a total budget of UGX 185,000,058 with source of funding from School Facility Grant (SFG) and DWSSCG. The certificate of practical completion of inspectors house was issued on 6th April 2018 by the District Engineer Zombo and CAO at total sum of UGX 51,075,247 to Link Investment ltd and another one issued for renovation of 6 classroom blocks at Nyapea Boys on 24th June 2018 by the District Engineer Zombo and CAO at total sum of UGX 126,999,305 to Mamelih Investment ltd</p> <p>c) Under water there was planned borehole drilling and rehabilitation at a total, budget of UGX 201,095,935 on page 47 from Rural Water Development Grant. The certificate of practical completion of borehole drilling of 9 hand pumps and 1 production well was issued on 28th June 2018 by the District Engineer Zombo and CAO at total sum of UGX 203,632,600 to Icon Projects Uganda ltd.</p>
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<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 all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	<p>The District Local Government had all its investment projects in the FY 2017/2018 completed within approved budget in the range of 15% maximum and 15% minus threshold for instance;</p> <p>a) Under the health sector in the Annual Work Plan for FY 2017/2018 there was planned construction of Construction of theatre in Warr HCIII and payment of retention at a total budget of UGX 500,000,000 on page 32 while the expenditure was at a total sum of UGX 470,000,079 which was within a threshold of 15% maximum and minus of the original budget.</p> <p>b) Under the education sector in the Annual Work Plan on page 34 there was planned completion/ renovation of classroom blocks and inspectors staff house at Nyapea Sub county headquarters (Ajei) and at Nyapea boys P/S at a total budget of UGX 185,000,058 while the expenditure was at total sum of UGX 178,074,552 which was at 96.3% A percentage which was within the 15 % minus threshold</p> <p>c) Under water there was planned borehole drilling and rehabilitation at a total, budget of UGX 201,095,935 on page 47 while the expenditure was at a total sum of UGX 203,632,600 to Icon Projects Uganda ltd which was at 101.3% A percentage which was within the 15 % maximum threshold.</p>	<p>2</p>
<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>The District Local Government had planned for activities under Operation and Maintenance and one of the activities as observed in the Annual Work Plan was under the education sector on page 34 for which there was planned completion/ renovation of classroom blocks at Nyapea boys P/S at a total sum of UGX 168,240,000 and expenditure at 195,727,000 which was at 116% above the 80%.</p>	<p>2</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>Only one (1) post of Chief Finance Officer out of the eleven (11) Heads of Departments had been substantively filled.</p> <p>It was reported that several adverts had been passed but the LG failed to attract suitable candidates eight years since its inception in 2010. For instance, a copy of the advert that appeared in the New Vision newspaper of Monday February 20th 2017 advertised for DEO, PHRO, District Internal Auditor, District Planner and District Community Development Officer. Again on Monday January 22nd 2018, the DSC advertised the position of DEO but still failed to attract suitable candidates.</p> <p>The DLG was exploring other sourcing techniques such as head hunt for the post of DEO and the DHO for which some applications had been received.</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>All HOD's including those in acting positions had been appraised. This was confirmed by reviewing each individual file. The list includes;</p> <ol style="list-style-type: none"> <li>1. Ocaki Samuel, the Ag. DCDO who was appraised on 20/7/2018</li> <li>2. Ocola Alfred, the SHRO who was appraised on 3/8/2018</li> <li>3. Ongiera Sam Ajoga, the Ag. DHO who was appraised on 8/8/2018</li> <li>4. Ngageno Isaac Odoki, the Ag. District Engineer who was appraised on 1/7/2018</li> <li>5. Kissa Leza Reagan, the Senior Internal Auditor who was appraised on 30/8/2018</li> <li>6. Kalonzo Pimundu Emmy, the Ag. CFO was appraised on 30/7/2018</li> <li>7. Kumakech Walter Onegiu, the Ag. Head of Production and Marketing was appraised on 15/8/2018</li> <li>8. Ocunga Alex, the Ag. DEO was appraised on 15/7/2018</li> <li>9. Openjuru Godwin, the Ag. District Planner was appraised on June 12 2018</li> <li>10. Akaka JB Onega, the Ag. Deputy CAO was appraised on 30/7/2018</li> </ol>	<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>Several positions were submitted for recruitment and evidence shows that all were considered. The Submissions were for;</p> <ol style="list-style-type: none"> <li>1. Senior Assistant Secretary on ref: CR/D/163/5 on April 16th 2018</li> <li>2. Two Community Development Officers on ref: CR/D/167 dated April 7th 2017</li> <li>3. Principal HRO and HRO on ref: CR/156/3 dated April 16th 2018</li> <li>4. One Town Clerk on ref: CR/D/167 dated February 26th 2018</li> <li>5. Two Accounts Assistants on ref: CR/D/167 dated June 29th 2017</li> <li>6. One Assistant Engineering Officer on ref: CR/156/7 dated February 12th 2018</li> <li>7. Forty Education Assistants on ref: CR/D/167 dated January 11th 2018</li> <li>8. Two Askaris, one Assistant Records Officer, One DEO and one District Planner on ref: CR/D/167 dated January 5th 2017</li> <li>9. These were considered during the extracted minute of the 5th meeting of Zombo DSC that was held on June 7th 2018 on ref: CR/D/156/12 dated June 13th 2018.</li> </ol> <p>However due to limitation of the wage bill there was a request for a trade off as per letter ref: CR/164/8 dated January 11th 2018 to have the positions of DCDO and Assistant Records Officer be replaced by the positions of Principal HRO and Senior HRO that had not been earlier considered and this request was considered on ref: ARC 6/293/06 dated March 19th 2018.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of positions submitted for confirmation have been considered: score 1</li> </ul>	<p>All staff submitted for confirmation were considered.</p> <p>The DLG sent a list on ref: CR/D/167 dated February 20th 2017 that included Fifty Nine (59) Health Workers, Two Hundred Thirty Nine (239) Education Officers, Ten (10) Town Council staff and Twenty Two (22) traditional civil Servants.</p> <p>The consideration of these staff was contained in a minute extract of the 4th meeting of Zombo DSC that was held from December 18th to 20th 2017 on ref: CR/D/156/12 dated February 9th 2018</p>	<p>1</p>



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

Maximum 4 points on this Performance Measure.

• Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1

There was no evidence that staff submitted for disciplinary action had been considered because Zombo DSC had a number of challenges that prevented it from sitting. It was reported that one of the members died and they had not yet replaced this person. Secondly, the late release of funds also does not allow them to sit as frequently.

However, DLG Administration submitted Nine (9) cases to the DSC for consideration. These were;

Jalbyei Robert Okech, a Sub County chief who was accused on misuse of funds amounting to Five Million Five Hundred Thousand Shillings only (5,500,000) under ref: CR/D/213/24 dated November 17th 2017. He was summoned by the District Rewards and Sanction Committee for interrogation as per letter ref: CR/D/167 dated August 18th 2017 for a meeting on August 24th 2018. He was apologetic and promised to change. His file was submitted to DSC on ref: CR/152/1 dated Feb. 1st 2018 for action with recommendation that he be reinstated in service with immediate effect but with serious caution.

Onur David Canpara, an Education Assistant was accused of absenteeism and insubordination. His action was found to be in total breach of the code of conduct of a Public Officer. The file was submitted for disciplinary action as per letter ref: CR/152/1 dated February 1st 2018.

Cannywthyo Patrick, an Education Assistant abandoned his duty of Deputy Head Teacher in 2015. Three letters were written to him to no avail. He was summoned by the District Reward and Sanctions committee but failed to appear. He however continued to draw monthly salary for six months without teaching. This case was submitted to the DSC on ref: CR/152/1 dated 1st February 2018 for action.

Kissa Leza Reagan, The Senior Internal Auditor was accused of alleged extortion against tenderers. He was accused of engaging in business that tantamount to conflict of interest. He was implicated of extortion vide letter ref: ARU/01/15/2017. The file was submitted to the DSC for disciplinary action as per letter ref: CR/214/1 dated July 25th 2018.

Andurah Godfred, an Education Assistant absconded from duty since 2014 but continued to draw salary from the payroll for 4 years. His file was forwarded to the DSC for action on ref: CR/152/1 dated Feb 1st 2018 with recommendation that he refunds salary withdrawn as a condition for re-instatement.

Cwinyaai Lawrence, a Senior Accounts Assistant was on July 3rd 2017 interdicted from service on ground of alleged fraudulent withdrawal of up to three million Shillings from the Sub-county general account. This was discussed in the District Reward and Sanction committee on August 24th 2017, which recommended that the case be reviewed by the Auditor General and the Officer was warned of the practice of hoarding public resources for long. The case was submitted

		<p>to the DSC as per letter ref: CR/D/157/3 dated February 26th 2018 for further action.</p> <p>Onyuthi Tartizio, a Grade II Teacher abandoned duty for nine months yet continued to draw salary. The Committee summoned him for interrogation and he confirmed the offence. His file was submitted to the DSC on ref: CR/152/1 dated February 26th 2018 for action.</p> <p>Uryem Henry a Head Teacher too abandoned his duties in 2015 but continued drawing salary till April 2016. He was summoned for hearing by the District Rewards and Sanctions Committee on Ref: CR/D/167 dated August 24th 2018. The file was submitted to the DSC for action under letter ref: CR/152/1 dated February 26th 2018 with a recommendation that the Officer returns the money received as a condition for re-instatement.</p> <p>Apenjonga Angala Rocks Paschal, a Senior Assistant Secretary was involved in a financial scandal that constituted serious offences that contravene the public finance management Act 2015 and LG financial accounting regulations 2007. He was accordingly interdicted on July 3rd 2017 after special audit revealed fraudulent withdrawal of funds from the DDEG account amounting to Fifty Three Million Uganda Shillings (53,000,000) between the months of February and March 2017.</p> <p>He was summoned by the District Rewards &amp; Sanction committee and admitted to having diverted and misused DDEG funds approved for capital investment contrary to DDEG guidelines. The committee tasked him to start refunding the money and so far Fifteen Million Shillings (15,000,000) had been refunded. The Officer was handed over to the DSC as per letter ref: CR/D/157/3 dated February 26th 2018 for further action.</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>Not all staff recruited during the FY 2017/2018 had not accessed the payroll within two months after their appointment.</p> <p>Sixty Eight (68) Teachers, Seven (7) Community Development Officers and Three (3) Accounts Assistants were recruited during the FY 2017/2018.</p> <p>However not all Teachers had accessed the payroll. Of the 68, fifty one (51) were new entrants who were not yet in the IPPS and therefore could not be paid. The HRO was working on adding them into the system, which had taken time because he had to travel to MoPS in Kampala to do it.</p>	<p>0</p>

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

Maximum 5 points on this Performance Measure.

- Evidence that 100% of the staff that retired during the previous

FY have accessed the pension payroll not later than two months after retirement: score 2

Staff that retired during the FY 2017/2018 had not accessed the pension payroll within two months after retirement. Five staff retired but accessed the payroll much later. These included;

Ayerango Florence, a Nursing Assistant whose last date of appointment was January 25th 2018. Her file was submitted on January 5th 2018 and she accessed pension in the month of September 2018

Kwiocwiny Betty, a Waitress retired effective January 1st 2018 and her file was submitted to MoPS

On January 5th 2018. She has not yet accessed the pension payroll

Jick Paul, an Askari retired on July 27th 2017. The file was submitted on January 5th 2018. He accessed pension payroll in the month of August 2018

Okwairwoth Joseph, a Nursing Assistant retired on April 15th 2018. His file was submitted on March 1st 2018. However payment has not yet been done but approval for payment done.

Onegiu Samuel Baker, a Senior Accounts Assistant retired on February 8th 2018. His file was submitted to MoPS on June 1st 2018. He has not yet accessed the pension payroll due to a query that was raised on his salary that needed to be raised to U3 Step 6

Lastly was Othuma Alex, an Education Assistant who retired effective January 8th 2018 and file was submitted on 31/01/2018. He however accessed pension payroll in the month of July 2018

Revenue Mobilization

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</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>Zombo DLG collected shs 160,590,986 as OSR during FY 2016/2017 as reflected on page 22 of the audited financial statements for FY 2016/2017. Analysis of local revenue collections appeared on page 22 of the audited accounts. There was no sale of any assets of Council during FY 2016/2017.</p> <p>In FY 2017/2018, the district realised shs 180,235,534 as OSR collections as indicated on page 29 of the FY 2017/2018 financial statements. Analysis of local revenue collections appeared on page 29 of the financial statements. The Council had no sales of any of its assets in FY 2017/2018.</p> <p>Increment in OSR computation:  <math>19,644,548 / 160,590,986 \times 100 = 12\%</math></p> <p>The relatively good performance in respect of revenue collection was due to sensitisation of tax payers.</p>	4
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <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 budgeted local revenue for the district for FY 2017/2018 was Shs 262,651,000 as reflected on page 29 of the approved budget.</p> <p>The total local revenue collected during FY 2017/2018 amounted to Shs 180,235,534 as per page number 29 of the draft financial statements for FY 2017/2018 reflecting 69% realisation. There was a variation of 31 %.</p> <p>Low revenue collection was attributed to:</p> <ul style="list-style-type: none"> <li>(i) General poverty prevailing among residents of the district;</li> <li>(ii) Lack of vigorous and continuous mentoring and sensitization of potential tax payers;</li> <li>(ii) Weakness in the budgeting process especially at LLGs levels (submitting un realistic budgets).</li> </ul>	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>Zombo DLG comprised 11 sub counties and 2 Town Councils to which the 65% share of local revenues was remitted during FY 2017/2018. This was done in compliance with approved formulae as provided in section 85 and 5th Schedule in the Local Government Act CAP 243.</p> <p>Examples: (i) Remittance to Warr Sub county of shs 3,462,739 against voucher number 1693 dated 17th January, 2018 being 65% local revenue share accrued from the Local Service Tax. Warr Sub county issued receipt number 6066 dated 7th February, 2018 for acknowledgement.</p> <p>(ii) Remittance to Paidha Town Council of shs 7,370,000 against voucher number 1700 dated 17th January, 2018 as 65% local revenue share accrued from the Local Service Tax. Paidha TC issued receipt number 1995 dated 19th January, 2018 for acknowledgement.</p> <p>(iii) Transfer to Kango Sub county of shs 1,989,000 on voucher number 1696 as 65% local revenue share accrued from the Local Service Tax. Kango Sub county issued receipt number 57616 dated 8th February, 2018 for acknowledgement.</p> <p>(iv) Remittance to Jangokoro Sub county of shs 2,160,616 on voucher number 1693 dated 17th January, 2018 as 65% local revenue share accrued from the Local Service Tax. The Sub county issued receipt number 54809 dated 8th February, 2018 for acknowledgement.</p> <p>In total, the district transferred shs 22,329,021 to the 11 Sub counties and 2 Town Councils as 65% share of local revenue to LLGs during FY 2017/2018.</p>	<p>2</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <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 district spent shs 29,597,000 on Council allowances and emoluments during FY 2017/2018.</p> <p>Local revenue realised during FY 2016/2017 amounted to shs 160,590,986 as reflected on page 22 of the FY 2016/2017 Council's audited accounts. Computation:</p> $29,597,000/160,590,986 \times 100 = 18.4\%$ <p>Payment of allowances and emoluments up to 18% was within the 20% limit.</p>	<p>2</p>
<p>Procurement and contract management</p>			

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <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 DLG had only the position of Senior Procurement Officer substantively filled. Nyamungu Jesca was formerly a Procurement Officer. She was promoted to Senior Procurement Officer on ref: CR/ZD/156/3 on February 19th 2018 under minute no. DSC/ZB/79/2017 leaving the position of Procurement Officer vacant.</p> <p>The DLG had included the position of Procurement Officer in the recruitment plan of 2018/19 ref: CR/156/1 dated September 24th 2018 that was submitted to MOFPED on September 27th 2018.</p>	<p>0</p>
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	<p>The LG's PDU produced and submitted reports to the Evaluation Committee as evidenced by the sampled projects below;</p> <ol style="list-style-type: none"> <li>Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, opened on 21st July, 2017, under the Production Department, funded by DDEG and submitted on 7th November, 2017,</li> <li>Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042, opened on 17th August, 2017, under the Education Department, funded by SFG and submitted on 7th November 2017,</li> <li>Completion of Inspectors House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041, opened 17th August, 2017, under the Education Department, funded by DDEG and submitted on 7th November, 2017,</li> <li>Borehole drilling at Golaju community in Golaju village, Lewe West, community in Lewe village, Arikpa, Primary School in Arkpa Central, Laimo, community in Laimo village, Obayo, community in Obayo village, Bindu community in Bindu village, Anyola community in Anyola village, Gamba Primary School in Kollas village,</li> </ol> <p>Ref.ZOMB/587/wrks/2017-18/00002, opened on 13th August, 2017, under Water Department, funded by DWSCG and submitted on 3rd January, 2018 and</p> <ol style="list-style-type: none"> <li>Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027, opened on 28th August, 2017, under the Health Department, funded by PHC Development Fund and submitted 7th November, 2017.</li> </ol>	<p>1</p>

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <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 LG Contracts Committee considered EC recommendations as evidenced by;</p> <p>i. Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, considered on 7th November, 2017, the recommendation was that, the project was awarded to Sagitarius Engineering Ltd of P.O. Box. 1129 Kampala, at a bid price of UGX. 36,115,080, MIN: 018/07/11/2017-18/CC, Agenda No. (5),</p> <p>ii. Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042, considered on 7th November, 2017, the recommendation was that, the project was awarded to Mamelih Investments Ltd, of P.O. Box. 80 Lira at a bid price of UGX. 126,999,305, MIN: 018/07/11/2017-18/CC, Agenda No. (5),</p> <p>iii. Completion of Inspectors House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041, considered on 7th November, 2017, the recommendation was that, the project was awarded to Link Investments Ltd of P.O. Box. 735 Tororo, at a bid price of UGX. 51,075,347, MIN: 018/07/11/2017-18/CC, Agenda No. (5),</p> <p>iv. Borehole drilling at Golaju community in Golaju village, Lewe West, community in Lewe village, Arikpa, Primary School in Arkpa Central, Laimo, community in Laimo village, Obayo, community in Obayo village, Bindu community in Bindu village, Anyola community in Anyola village and Gamba Primary School in Kollas village Ref. ZOMB/587/wrks/2017-18/00002, considered on 3rd January, 2018, the recommendation was that, the project was awarded to ICON Projects of P.O. Box. 21559 Kampala, at a bid price of UGX. 203,632,600, MIN: 043/03/01/2017-18/CC, Agenda No. (4), and</p> <p>v. Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027, considered on 7th November, 2017, the recommendation was that, the project was awarded to Gudul Enterprises Ltd. of P.O. Box. 40 Lira, at a bid price of UGX. 470,000,079, MIN: 018/07/11/2017-18/CC, Agenda No. (5),</p>
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<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The LG Procurement Plan for FY 2018/2019 covered all infrastructure projects in the approved work plan for the FY 2018/2019 as evidenced by a copy of the consolidated annual procurement work plan for FY 2018/2019 approved by the Accounting Officer, dated 6th August, 2018. The work plan had projects like;</p> <ol style="list-style-type: none"> <li>i. Completion of Office Block at Warr Sub County Ref. ZOMB/587/wrks/2018-19/00001,</li> <li>ii. Completion of a District Health Office, Ref. ZOMB/587/wrks/2018-19/00003,</li> <li>iii. Completion of Children Reception Centre in Paidah Town Council, Ref. ZOMB/587/wrks/2018-19/00007,</li> <li>iv. Renovation of Oturgang Boys Primary School, Ref. ZOMB/587/wrks/2018-19/00010,</li> <li>v. Construction of a market shed at Zeu Sub County, Ref. ZOMB/587/wrks/2018-19/00085.</li> </ol> <p>The LG had also prepared a consolidated procurement and disposal annual work plan for FY 2017/2018 with a budget as per copy of the budget dated 13th April, 2018, submitted to the Accounting Officer, for endorsement, dated 27th July, 2017. The work plan had implemented projects such as;</p> <ol style="list-style-type: none"> <li>i. Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028,</li> <li>ii. Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042,</li> <li>iii. Completion of Inspectors House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041,</li> <li>iv. Borehole drilling at Golaju community in Golaju village, Lewe West, community in Lewe village, Arikpa, Primary School in Arkpa Central, Laimo, community in Laimo village, Obayo, community in Obayo village, Bindu community in Bindu village, Anyola community in Anyola village, Gamba Primary School in Kolas village, Ref. ZOMB/587/wrks/2017-18/00002, and</li> <li>v. Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027.</li> </ol>
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<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>For the FY 2018/2019 the LG had prepared 100% of all investments/ infrastructure by 30th August 2018, which was above the 80% threshold of the prepared documents for all infrastructure investment. The LG had 18 projects in the consolidated work plan of which 7 projects for health and education departments were to be procured from the centre, leaving the LG with 11 projects to handle. So all the 11 projects had been initiated by the user departments and all the 11 projects had completed bid documents but had not started yet. The reason for delayed commencement was that the LG was still going through the mandatory procurement period of 90 days.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	<p>In the previous FY 2017/2018 the District had updated the Contracts Register as evidenced by the number of entries (38) for the FY 2017/2018. The District Council also had completed procurement files for all procurements for the same FY. For example a sampled file for one project for construction of a Theatre at Warr Health Centre III, Ref. ZOMB/587/wrks/2017-18/00027, was examined and the file had all the key documentation required as indicated below; The file had requisition form filled, dated 28th August, 2017, of UGX. 475,000,0000, Record of adverts which was made in the New Vision newspaper, dated 7th September, 2017, Issues of bid document, Ref. LGPP form 6 R47 (3), dated 5th October, 2017 also filled, Receipt of bid, dated 20th October, 2017, Ref. LGPP form 11 and Opening of bids, dated 20th October, 2017, Ref. LGPP form 10 R71 (12), had been filled and were on file. Also Evaluation and Contracts Committee minutes dated 3rd November, 2017 and 7th November, 2017 respectively were on file, Award and acceptance letters, dated 23rd November, and 6th December, 2017 respectively were on file, Clearance by the Solicitor General dated 8th December, 2017 and Contract document signed on 17th January, 2018, were all on file, making the procurement activity file of the sampled project complete.</p>	<p>2</p>

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.

The LG had adhered to procurement threshold as per the sampled files of the following projects;

i. Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, at UGX. 37,000,000 – Selective Bidding,

ii. Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042, at UGX. 127,365,659 – Open Domestic Bidding,

iii. Completion of Inspectors House at Ajei, Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041, at UGX. 51,385,346 – Open Domestic Bidding,

iv. Borehole drilling at Golaju village, Lewe West, village, Arikpa, Primary School in Arkpa Central, Laimo, village, Obayo village, Bindu village, Anyola village, Gamba Primary School in Kolas village

Ref. ZOMB/587/wrks/2017-18/00002, at UGX. 210,296,600 – Open Domestic Bidding, and

v. Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027, at UGX. 475,000,000 – Open Domestic Bidding.

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <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>All Works projects implemented in the FY 2017/2018 were appropriately certified with interim and/or completion certificates as indicated in the sampled projects below;</p> <ol style="list-style-type: none"> <li>Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, two interim certificates were on file dated 12th January, 2018 and 13th March, 2018,</li> <li>Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042, one interim certificate dated 2nd April, 2018 and a final certificated dated 24th June, 2018 were on file,</li> <li>Completion of Inspector’s House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041, two interim certificates dated 13th March, 2018 and 6th April, 2018 and a final certificate date 28th June, 2018 were on file,</li> <li>Borehole drilling at Golaju village, Lewe West village, Arikpa, Primary School in Arkpa Central, Laimo village, Obayo village, Bindu village, Anyola village, Gamba Primary School in Kollas village</li> </ol> <p>Ref. ZOMB/587/wrks/2017-18/00002, one interim certificate dated 20th June, 2018 and final certificate dated 20th June, 2018 were on file, and</p> <ol style="list-style-type: none"> <li>Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027, two interim certificates dated 26th February, 2018 and 25th April, 2018 plus a final certificate dated 27th June, 2018 were also on file.</li> </ol> <p>The assessor noted that under the fourth sampled project, the interim and final certificates were all issued on the same date which was a bit unusual.</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>There was no evidence of site boards for all the infrastructure projects for the FY 2018/2019 because the procurement process was not yet completed and therefore there were no projects yet implemented. The assessment team sampled projects in the previous financial year and the situation was the same as above. However, it was noted by the Senior Procurement Officer that it was quite difficult for them to have started the implementation of projects for FY 2018/2019 when the first quarter funds had just been received.</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

Zombo DLG maintained 16 bank accounts at the Centenary bank, Paidha branch and Stanbic bank Nebbi branch. The LG did not maintain a TSA account with Bank of Uganda because it had not computerised its financial management system. At the time of assessment, all the accounts were manually reconciled on a monthly basis up to 31st August, 2018. Verification of the bank reconciliation statements revealed that all the statements were appropriately authenticated by the relevant LG officials.

Installation of the IFMIS computerised system was in progress at the time of the assessment because the MOFPED experts had made partial delivery of the equipment as was evidenced by delivery note number DN2018/1707–Sybyl/Computer Point-for customer 00118ZOMBO DLG on LPO number SO/18/09/063 dated 17th September, 2018.

Examples on reconciliations: (i) Account number 9030005822849 with Stanbic bank Nebbi branch for the Health sector account. The reconciled balance on 31st August, 2018 was shs 7,101,722;

(ii) As for the Education sector account, the reconciled balance on 31st July, 2018 was shs (37,093) debit, for account number 9030005822857 with Stanbic bank, Nebbi branch;

(iii) The District UWEP Project account on 30th June 2018, had a reconciled balance of shs 150,006,500 for account number 6712100026 with Centenary bank Paidha branch;

(iv) The YLP Revolving Recovery Fund account number 671210000 with the Centenary bank, Paidha branch had a reconciled balance of shs 49,714,130 on 31st December, 2017.

The LG made timely payment of suppliers during the previous FY

Maximum 2 points on this performance measure

- If the LG makes timely payment of suppliers during the previous FY
  - no overdue bills (e.g. procurement bills) of over 2 months: score 2.

A review of payment vouchers, copy contractors' contracts and the district payment claim register revealed that there were timely payments of contractors/suppliers during FY 2017/2018. The sampled payments in selected sectors indicated compliance resulting in no overdue bills beyond two months.

For Example: (i) In the Water department, a payment request was done on 7th January, 2018. Certification and approval of the payment was done on 17th January, 2018. Payment against voucher number 3996 was done on 17th January, 2018. Payment was effected to M/s Sagitarius Engineering Ltd for shs 18,319,736 for construction of a market shade at Abakamel in Kango Sub county. This was an average of 10 days. Receipt number 064 dated 19th January, 2018 was issued by M/s Sagitarius Engineering Ltd.

(ii) M/s Leku G.L. Yesu Nuti Construction and Engineering Works Ltd was paid shs 3,709,696 on 31st January, 2018 as retention on construction of water bone public toilet at the district head quarters. The initial request for payment was done on 4th January, 2018; certification and approval was done on 23rd January, 2018. This was an average of 27 days. The contractor issued receipt number 00221 dated 5th February, 2018.

(iii) In the Health sector, a payment request was done on 23rd April, 2018 whereas certification was done on 30th April, 2018 and actual payment effected to M/s Gudul Enterprises Ltd for shs 117,749,781 against voucher number 4898 dated 30th April, 2018 in respect of construction of a theatre at Warr Health Centre III in Warr Sub county. This was an average of 7 days. The contractor issued receipt number 0169 dated 27th April, 2018.

(iv) At the Education sector, payment was effected to M/s Mamelih Investment Ltd for shs 41,456,730 on voucher number 8228 dated 29th June, 2018. The payment was in respect of renovation of a 6 class room block at Nyapea Boys' Primary School in Nyapea Sub county. The request for payment had been presented on 11th June, 2018 whereas certification and approval was done on 29th June, 2018. This was an average of 18 days. The contractor issued receipt number 0139 dated 30th June, 2018.

A payment register was in addition verified and confirmation realised that there were no pending bills for settlement by the district beyond two months.

<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 district had in place a Senior Internal Auditor by the names of Mr Kissa Leza Reagan. The Zombo DLG CAO's letter dated 1st December, 2012 referenced CR/156/6 transferred Mr Kissa from Nebbi DLG to Zombo DLG as a Senior Internal Auditor. The CAO acted on a directive from the Zombo DSC based on minute DSC Min.24/DSC/ZB/48/2012. The Department was manned by two LG officials. Copies of the letter of transfer were circulated to: OAG, PS MOPS, PS MOLG, Secretary, Zombo DSC.</p>	
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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.

Zombo DLG had in place a functional Internal Audit Department in place during FY 2017/18 as was evidenced by the four internal audit reports that were timely produced on quarterly basis.

Quarterly reports produced in FY 2017/2018 were as follows:

Quarter 01: Date of report: 30/10/2017

Quarter 02: Date of report: 31/1/2018

Quarter 03: Date of report: 28/4/2018

Quarter 04: Date of report: 30/7/2018

All the above reports were referenced CR/251/001 and were accordingly acknowledged through as follows:

Quarter One: on 1/11/2017 by IAG;

Quarter Two: on 8/2/2018 by IAG;

Quarter Three: on 12/6/2018 by IAG;

Quarter Four: on 20/8/2018 by IAG.

Submissions of reports were done to the Speaker of the District who also acknowledged receipt of the same on the respective dates they were produced. The reports were copied to:

- i) Internal Auditor General;
- ii) RDC;
- iii) OAG;
- iv) Chairperson, LG PAC;
- v) Chairperson of Finance, Planning and Administration Committee;
- vi) CAO;
- vii) HoF.

It was noted that all the internal audit reports were produced on schedule as required by the Local Government Act CAP 243.

<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>Although the quarterly internal audit reports were timely produced during FY 2017/2018, scanty information was provided by the LG on the status of implementation of internal audit findings for the FY 2017/2018. For example, records indicate that Council held its meetings on the following dates:</p> <p>19th October, 2017; 19th December, 2017, 29th March, 2018; 13th April, 2018 and 30th May, 2018.</p> <p>Review of all the minutes of Council revealed that there was no evidence through recorded minutes that the Council discussed the quarterly internal audit reports for FY 2017/2018 as provided by the law.</p>	<p>0</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <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>The quarterly internal audit reports were timely produced and accordingly circulated to various offices in accordance with the established laws. Some of the internal audit reports were reviewed by the LG PAC in meetings held as late as those on 7th and 8th September, 2018 as reflected in Min.16/IAR/2018/9 and Min.12/IAR/2018/9 respectively. In the above meetings, the LG PAC discussed reports that were relating to FY 2016/2017. As a result, bulks of the queries raised by the Internal Auditor during FY 2017/2018 were accumulating pending their review by the statutory body.</p> <p>For example, in the meeting of the LG PAC held on 5th April, 2018, the LG PAC discussed the OAG's report for Zombo DLG for FY 2016/2017 as per minute reference 5/EOR/2018/4.</p> <p>In the subsequent meeting of the LG PAC that was held on 6th April, 2018, the LG PAC discussed: (i) the OAG's report for Paidha Town Council for FY 2016/2017 as captured under minute reference Min.8/EAR/2018/4; (ii) the OAG's report for Zombo Town Council for FY 2016/2017 as captured under minute reference Min.9/EAR/2018/4.</p>	<p>1</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 up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4</li> </ul>	<p>Zombo DLG maintained manual Assets Registers which were regularly updated. For example, (i) A grader UG 1912W – motor grader – works Komatsu make –Japan; engine number 117322, chassis number 028VHA -001776. Updating of the register took place on 3rd September, 2017. (ii) Motor cycle, Yamaha AG 100 –LG0022 -111 for the Planning Unit. It had engine number 3HA – 1590981, chassis 3HA -159547 and was donated to the District by UNICEF. The register was updated on 9th July, 2018. However, the value of the motor cycle was not indicated in the register. (iii) Desk top computer for the Community Based Services department which was registered on 9th January, 2017 valued at shs 2,000,000. No further details of the computer were recorded in the register.</p> <p>Based on the fact that the Assets Register was not computerised, in some instances, limited information like values, location, description etc was captured regarding the category of each asset.</p> <p>The LG has made progress to have its financial management activities computerised including the Assets Register. (Installation of the IFMIS computerised system was in progress at the time of the assessment because the MOFPED experts had made partial delivery of the equipment as was evidenced by delivery note number DN2018/1707).</p>	4
<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>	<p>Zombo DLG obtained Unqualified Audit Opinion for FY 2017/2018.</p>	4
<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</li> </ul>	<p>There was evidence that Zombo District Council met and discussed service delivery issues in the Financial year 2017/2018. In total the District Council held five meeting among which included:</p> <p>The 1st Zombo District Council in the Financial year 2017/ 2018 was held on 19th October 2017 at the District Headquarters in Brig.Peter Karim Hall and the following issues were discussed;</p> <ul style="list-style-type: none"> <li>- Motion for approval of urban centres to elevated to town</li> </ul>	2

reports for last FY:  
score 2

boards under minute 05/COU/2018. In the discussion Hon councillors noted that population figures of the proposed urban growth centres were missing and urged the secretariat to include the figures before the submission to Ministry of Local Government. The proposed urban growth centres were approved i.e. (Padea, Akwanji, Zeu, Warr and Alangi) on page 4

- Presentation of standing committee reports and recommendation for Quarters 4 of FY 2016/2017 for council discussion and approval under minute 06/COU/2017/2018. Under the social service committee report presentation, members urged CAO to prevail over the contractor of Araa P/S on page 5

The 2nd Zombo District Council in the Financial year 2017/2018 was held on 19th December 2017 at the District Headquarters in Brig.Peter Karim Hall and the following issues were discussed;

- Presentation and approval of committee reports for (production, marketing and natural resource committee, finance planning and administration committee, social service committee) under minute 14/COU/2017/2018 from page 4 to 7. Under the social service committee Hon council representing Jangokoro Sub County noted rampant transfer of teachers without replacement in the district and added that such an anomaly affected negatively education service delivery.

The 3rd Zombo District Council in the Financial year 2017/2018 was held on 29th March 2018 at the District Headquarters in Brig.Peter Karim Hall and the following issues were discussed;

- Laying of Zombo District Revenue Enhancement plan for 2017-2022 under minute 21/COU/2018 from page 4 and 5. The plan was forwarded to relevant committee for further scrutiny.

- Presentation and approval of committee report (finance, planning and administration committee, social services, production marketing and natural resource committee from page 6 to 8 under minute 23/COU/2017/2018. Under the social service committee the following were resolved after report presentation (all teachers transferred to be transported to their new station , priority to be given to female teachers during recruitment while female teachers were to be decongested in some schools like Agiermach P/S and Town Council Schools on page 7

The 4th Zombo District Council in the Financial year 2017/2018 was held on 13th April 2018 at the District community hall and the following issues were discussed;

- Motion for laying revenue and expenditure (Work Plan) for

		<p>FY 2018/2019 under minute 30/COU/2018/4. Secretary for finance planning and administration moved a motion for laying of revenue and expenditure estimates as follows ( Total Intended Revenue UGX 24,049,551,431, Local Revenue UGX 262,651,000, Central Government transfers UGX 19,007,840,431, UGX Donor funds UGX 1,876,100,000, transfers from other Government units 2,896,960,088 and the total was UGX 24,049,551,519) on page 5</p> <p>- Motion for laying of HIV/AIDs work policy for Zombo District Local Government under minute 31/COU/2018/4 on page 6</p> <p>The 5th Zombo District Council in the Financial year 2017/2018 was held on 30th May 2018 at the District community hall and the following issues were discussed;</p> <p>- Presentation, discussion and approval of revenue estimates and expenditure for FY 2018/2019 under minute 44/COU/2017/18/5 on page 3</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 feedback (grievance /complaints) and responded to feedback and complaints: score 1.</li> </ul>	<p>There was no evidence of records of appointment of a person designated to handle complaints and grievances.</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>• 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>	<p>There was no evidence of records of systems of recording, investigating and responding to grievances displayed and publically available at the time of assessment.</p>	<p>0</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> <li>• The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</li> </ul>	<p>Zombo District had not published payroll and pensioner schedules on the noticeboard during the time of the assessment. As noted from the Senior Human Resource (Mr. Alfred Ocola) he acknowledged the payment registers for September were not yet out because of the systems failure (IPPS) however for August 2018 was out but not displayed on the notice board and could not easily be traced from the registry.</p>	<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>	<p>The District had published the awarded contract and amount as observed in the file records, mostly under Open Domestic Bidding. The date of display was 8th November 2017 and removal was on 20th November 2017 for all the projects in the batch;</p> <p>a) One of the project was renovation of a 6 classroom block at Nyapea Boys P/S under procurement reference Zomb/587/wrks/2017-18/00042 of which the contract was awarded to Mamelih Investment ltd at a contract price UGX 126,999,305</p> <p>b) Another project was deep borehole drilling under procurement reference Zomb/587/wrks/2017-18/00002 of which the contract was awarded to Redys Borehole Technical Services at a contract price UGX 195,256,960</p> <p>c) Another project was completion of inspector's house at Ajei under procurement reference Zomb/587/wrks/2017-18/00041 of which the contract was awarded to Link Investment Ltd at a contract price UGX 51,075,247</p> <p>d) Another project was construction of a district health office under procurement reference Zomb/587/wrks/2017-18/00026 of which the contract was awarded to Link Investment Ltd at a contract price UGX 157,463,271</p> <p>e) Another project was construction of a theatre at Warr HCIII under procurement reference Zomb/587/wrks/2017-18/00027 of which the contract was awarded to Gudul Enterprise Ltd at a contract price UGX 470,000,079</p>	<p>1</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <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>	<p>There was evidence that the District had published the Local Government Annual Performance Assessment results for FY 2016/2017 on the planning notice board at the time of assessment dated 13th August 2018</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <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>There was no evidence of records of presentation and dissemination of National Policies, guidelines and circulars. As observed the reason was because of poor records management.</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>Zombo District had conducted radio talk shows as one medium of providing feedback to the public and status of projects being implemented as evidenced below;-</p> <p>The District Health Officer held a radio talk show on 29th June 2018 on Paidha Fm. The major topic was introduction of Rota Virus Vaccine into routine immunization. The key message was that parents /care takers should take their children less than 1 year to nay nearby health facility offering immunization services to be immunised against rotavirus. There was evidence of payment voucher number 5351 dated 18th June 2018, talk show CD dated 16th June 2018 among others</p>	<p>1</p>
<p>Social and environmental safeguards</p>			

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <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>The LG Gender Focal Person (GFP) Ms. Pimer Colleens, the Senior Probation and Welfare Officer, had supported the Human Resource Department and Head teachers in the schools within the LG in mainstreaming gender into their activities as evidenced by a report on gender audit conducted in LLG in Zombo District with an aim of assessing the extent to which gender had been mainstreamed into current programs, organization structure, internal practices and procedures. Also the report included guidance given by the GFP to LLGs on how to effectively achieve results in gender mainstreaming, gender equality and women empowerment as per the report dated 21st May, 2018.</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 and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2.</li> </ul>	<p>The GFP had planned activities for the FY 2018/2019 to strengthen women roles as evidenced by planned activities under community based service consolidated department annual work plan and budget for FY 2018/2019, page 3 and 5. Among the planned activities included; gender mainstreaming in the departments and LLGs.</p> <p>In the previous FY 2017/2018, the GFP had planned for UGX. 4,000,000 to carry out two activities which included; i. Gender planning, auditing and budgeting, under Voucher No. 4579, at UGX. 1,470,000, ii. Organizing Women's day celebrations, Voucher No. 6014, at UGX. 1,500,000. All were totalling to UGX. 2,970,000 (74.25%) which was below the minimum requirement of 90%.</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 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>LG had carried out screening activities on some 34 projects and activities in the FY 2017/208 appropriately as per some of the report seen, dated 12th March, 2018 (under water), 12th January, 2018 (under DDEG) and 1st March, 2018 (under Education). Some of the screened projects included;</p> <p>i. Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, form seen but it was not dated and endorsed by the Environment Officer,</p> <p>ii. Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042, form seen but it was not dated and endorsed by the Environment Officer,</p> <p>iii. Completion of Inspectors House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041, form seen but it was not dated and endorsed by the Environment Officer,</p> <p>iv. Borehole drilling at Golaju village, lewe village, Arikpa, Primary School in Arkpa Central, Laimo village, Obayo village, Bindu village, Anyola village, Gamba Primary School in Kolas village</p> <p>Ref. ZOMB/587/wrks/2017-18/00002, form seen but it was not dated and endorsed by the Environment Officer,</p> <p>v. Construction of a medical theatre at Warr Health Center III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027, this project was not screened. The reason given by the officer was that he was not facilitated to do so. The LG did not have ESMPs for the sampled projects in FY 2017/2018 endorsed by the District Environmental Officer. Also the activities were not planned and budgeted for as required due to lack of evidence.</p>
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LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

• Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1

The LG had integrated environmental and social management plans in some of the contract bid documents as evidenced by a sample of projects below;

i. Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, no evidence of ESMP integrated in the bidding documents,

ii. Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042, dated 5th October, 2017, BoQ item No. 7 (7.1 and 7.2), at UGX. 4,500,000, page 266. The environmental and social issues contained therein included; Access ramps and access steps.

iii. Completion of Inspectors House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041, dated 28th September, 2017, BOQ Item Number was not provided for there was no evidence of ESMP in the bid document,

iv. Borehole drilling at Golaju village, Lewe West village, Arikpa, Primary School in Arkpa Central, Laimo village, Obayo, village, Bindu village, Anyola village and Gamba Primary School in Kollas village Ref. ZOMB/587/wrks/2017-18/00002, dated 5th October, 2017, BoQ Item No's. 2.2 & 2.23, at UGX. 2,100,000, not paged. The environmental and social issues contained therein included; supply and install inert backfill, treatment of failed sources, site clearance,

v. Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027, dated 30th August 2017, BoQ Element 11. (11.03 & 11.04) at UGX. 800,000 page 389. The environmental and social issues contained therein included; plant grass and nature it for one month, plant and nature ornamental trees and shrubs.

However the assessor noted that the integrated environment mitigation issues lacked content and technical analysis of the issues as raised in the ESMPs. The reason given by the Senior procurement officer was that there was delayed submission of ESMPs by the Environment Officer for integration, so what they did was to integrate generic mitigation measures for purposes of complying with the requirements.

The Environment Officer on the other hand claimed that he was not facilitated to prepare and submit the ESMPs on time to allow smooth procurement process to occur. He confirmed that the mitigation elements included in some of the contract bidding documents lacked technical content and relevance to some of the BoQs where they were inserted. This in away indicated lack of coordination between the relevant departments involved in project execution.



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

Maximum 6 points on this performance measure

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

The LG had evidence for some but not all land ownership on which projects implemented in FY 2017/2018 were located, for example;

i. Construction of a market shed at Abakamel market at Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, an agreement between Mr. Candia Justino Oluba Robert and Mr. Anguyo Paul all of Pacen Village Anyola Parish Atyaka Sub County and Atyaka Sub County LG, dated 17th December, 2017 was on file,

ii. Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042, no evidence of land ownership was seen for this project,

iii. Completion of Inspectors House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041, no evidence of land ownership was seen for this project,

iv. Borehole drilling at Golaju village, Lewe village, Arikpa, Primary School in Arkpa Central, Laimo village, Obayo, village, Bindu village, Anyola village, Gamba Primary School in Kollas village Ref. ZOMB/587/wrks/2017-18/00002, agreements between Obayo village Warr Sub County, dated 22nd January, 2018 was on file, an agreement between Arikpa village and Athuma Sub County, dated 18th August, 2017 was on file, agreement between Kollas village and Alangi Sub County were Gamba Primary School was located was on file, dated 8th February, 2018, However agreements for communities like Anyola , Bindu, Laimo, Lewe West and Golaju where boreholes were drilled lacked evidence of land ownership,

v. Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027, a freehold Land Title, Ref. NDLB/942, Plot No. 5 and 6, Block 5, Sheet Number 19/4/13/SE/4, I/S No. F/02/0203, in the names of Zombo District Local Government dated 22nd September, 2011, covering an area of 5.16Ha. was on file.

<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>The District LG did not have environmental and social mitigation certification form completed and signed by the Environment Officer for the following sampled projects;</p> <p>i. Construction of a market shed at Abakamel market Atyak Sub County, Ref. ZOMB/587/wrks/2017-18/00028, ii. Renovation of a six Classroom Block at Nyapea Boys Primary School in Nyapea Sub County, Ref. ZOMB587/wrks/2017-18/00042,</p> <p>iii. Completion of Inspectors House at Ajei Nyapea Sub County, Ref. ZOMB/587/wrks/2017-18/00041,</p> <p>iv. Borehole drilling at Golaju village, Lewe West, village, Arikpa, Primary School in Arkpa Central, Laimo, village, Obayo, village, Bindu village, Anyola village, Gamba Primary School in Kollas village Ref. ZOMB/587/wrks/2017-18/00002,</p> <p>v. Construction of a Medical Theatre at Warr Health Centre III in Warr Sub County, Ref. ZOMB/587/wrks/2017-18/00027. The reason for not doing the work was attributed to lack of facilitation by Environmental Officer to undertake the above exercise.</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>There was evidence that the contracts payment certificated included prior environmental and social clearance for only one project out of the five sampled project.</p> <p>i. Borehole drilling at Golaju village, Lewe village, Arikpa, Primary School in Arkpa Central, Laimo village, Obayo, village, Bindu village, Anyola village, Gamba Primary School in Kollas village, Ref. ZOMB/587/wrks/2017-18/00002, dated 29th June 2018 was on file. For the other four sampled projects there was no evidence seen. The reason for lack of certificates was due to limited involvement of the concerned officer in project execution.</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,</li> <li>b) deviations observed with pictures, c) corrective actions taken. Score: 1</li> </ul>	<p>There was no evidence that Environmental Officer and CDO produced monthly reports which included a) completed checklists, b) deviations observed with pictures and c) corrective actions taken for the five sampled projects. The assessor noted lack of seriousness on the side of the officers in executing their mandate but also limited facilitation of their planned activities was sighted as a major cause.</p>	<p>0</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education department 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>The LG Education Department had a final approved work plan for FY 2018/19 with a wage bill of UGX.5,998,915,436 for 1,011 teachers (i.e. 47 substantive H/Teachers, 45 care takers, and the rest being teachers) as per the Education Department Final Approved work plan for FY 2018/19, page 1.</p> <p>The DEO further stated that the teachers who were physically on the payroll were 984 inclusive of H/Teachers, leaving a gap of 255 teachers</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>The LG had 92 government schools which had 47 substantive H/Teachers, 45 care taker H/Teachers, 24 substantively appointed deputy H/Teachers, and teachers (giving a total of 1,011 head teachers plus teachers) ) as per the Education Department Final Approved work plan for FY 2018/19, page 1.</p> <p>The DEO further explained that the number of substantive head teachers was less than the number of schools because the wage bill couldn't allow for more H/Teachers and teachers to be appointed. The teachers physically on the payroll were 984 inclusive of H/Teachers, leaving a gap of 255 teachers</p> <p>The following schools were sampled and visited by the assessor:</p> <p>Oturgang Girls P/s in Paidah Town County with Substantive H/Teacher and 24 teachers</p> <p>Oturgang Boys P/s in Paidah Town County with a substantive H/Teacher and 23 teachers</p> <p>Mvugu Upper P/S in Paidah Town Council with 1 substantive H/Teacher and 21 teachers</p> <p>Mvugu Lower P/S in Paidah Town Council with 1 substantive H/Teacher and 16 teachers</p> <p>Nyapea Boys P/S in Nyapea Sub County with 1 substantive H/Teacher and 12 teachers</p>	<p>0</p>
<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 <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> </li> </ul>	<p>The Local government had not filled the structure for primary teachers with a wage bill provision as required.</p> <p>The DEO further explained that the teachers physically on the payroll were 984 inclusive of H/Teachers and yet the wage bill allowed for only 1011, leaving a gap of 255 teachers</p>	<p>0</p>

<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <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>The staff structure had a provision of three positions but only two were filled as evidenced below;</p> <ol style="list-style-type: none"> <li>1. One Senior Inspector of Schools Mr. Alex Ocunga was available but the file containing his appointment letter couldn't be traced</li> <li>2. Two Inspector of Schools of whom only one was available as per the appointment letter under the names of; Mr. Jalar Silvio, dated 1st July, 2016, Ref. CR/D/167, Minute No. DSC/ZB/64/2016(1)</li> </ol>	<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>The LG Education Department had submitted a recruitment plan for FY 2018/19 to the CAO on 21st September, 2018 for 76 Senior Education Assistants, 255 Education Assistants.</p>	<p>2</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> <li>• School Inspectors: score 2</li> </ul>	<p>The LG Education Department had submitted a recruitment plan for FY 2018/19 to the CAO on 21st September, 2018 for 1 School Inspector of Schools.</p>	<p>2</p>
<p>Monitoring and Inspection</p>			

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• 100% school inspectors: score 3</li> </ul>	<p>There was evidence that the school Inspectors were appraised during the previous FY 2017/2018. Jalar Silvio Fred, the Inspector of Schools was appraised on 10/7 2018.</p> <p>Mr. Ocunga Alex, the Senior Inspector of Schools who was also the acting DEO was appraised on 15/7/2018.</p>	<p>3</p>
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <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>There was evidence that all Head Teachers were appraised during the FY 2017/2018. A sample of 10 files out of a list of 45 Head Teachers was done to confirm the report. The files included;</p> <ol style="list-style-type: none"> <li>1. Masendi Unegin from Ogusi P/S was appraised on 15/3/2018</li> <li>2. Okellowange Denis from Pei P/S was appraised on 6/2/2018</li> <li>3. Nyingwa Stephen from Thonga P/S was appraised on 2/2/2018</li> <li>4. Kissa Emmanuel Onogi from Patek Paduk P/S was appraised on 31/12/2017</li> <li>5. Oye Nyboth Dorothy from Okeyo P/S was appraised on 15/2/2018</li> <li>6. Okumu Gilbert from Zombo Upper P/S was appraised on 15/12/2017</li> <li>7. Edrungi Alfred from Awusonzi P/S was appraised on 13/01/2018</li> <li>8. Aliango Antonia from Canoi P/S was appraised on 8/02/2018</li> <li>9. Odeya Aloysius from Ndrinyi P/S was appraised on 15/12/2017</li> <li>10. Bicala Yovita from Nyapea Girls P/S was appraised on 31/12/2017.</li> </ol>	<p>3</p>

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

Three out of the five sampled schools (Oturgang Girls P/S, Oturgang Boys P/S and Mvugu Upper P/S) had evidence that the Education Department Office had communicated guidelines, policies and circulars issued at the national level in the previous FY but two schools out of the five sampled (Mvugu Lower P/S and Nyapea Boys P/S) had no evidence as illustrated below;

1. Oturgang Girls P/S in Paidah Town County had evidence of MoES Guidelines on School Feeding and Nutrition interventions in UPE and UPPET Institutions, 2018.

2. Oturgang Boys P/S in Paidah Town County had evidence of a circular from the Uganda Bureau of Statistics to the Head Teacher on the Uganda Panel Survey 2018/19, dated 25th /2/2018, Ref. UBOS/40/43/1. A circular from the Office of the Chairperson Paidah Town Council to the H/Teacher inviting them to attend a holders review meeting on PLE results (2017) at Paidha Town Council, dated 7th February, 2018. Circular from the Internal Audit Department to the H/Teacher inviting them for financial management training, dated 2nd March, 2018. Circular from Paidha Town Council on contribution to STIR Roll Out workshop for teachers, dated, 10/2/2018. Circular from Zombo District Primary Schools Head teachers Association to head teachers on Pre-mock results 2018, dated 7th May, 2018. Circular from the CAO to the H/Teacher on submission of names of senior Education Assistants, dated 14th October, 2017, Ref. CR/167/2.

3. Mvugu Upper P/S in Paidah Town Council had evidence of a circulars from; UBOS to the H/Teacher on the Uganda National Panel Survey 2018/19, dated 26/6/2018, Ref. UBOS 40/43/1. Circular from Ministry of Public Service to the Education Department on the dressing code for non-uniformed officers in public service, dated 17th October, 2017, Ref ADM/346/01. Circular from the CAO to the H/Teacher on Urgent Submission of lists of teachers on probation, dated 6th October, 2017, Ref. CR/305/1.

However for schools like;

4. Mvugu Lower P/S in Paidah Town Council and Nyapea Boys P/S in Nyapea Sub County had no evidence that the Education Department Office had communicated guidelines, policies and circulars issued at the national level in the previous FY.



<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 was no evidence that the LG Education Department held meetings with Primary School teachers and among others sensitized then on guidelines, policies and circulars both at the centre and in the 5 schools the assessor sampled and visited.</p>	<p>0</p>
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<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:</li> <li>o 100% - score 12</li> <li>o 90 to 99% - score 10</li> <li>o 80 to 89% - score 8</li> <li>o 70 to 79% - score 6</li> <li>o 60 to 69% - score 3</li> <li>o 50 to 59 % score 1</li> <li>o Below 50% score 0.</li> </ul>	<p>Five schools were sampled by the assessor to ascertain whether each school had been inspected at least once and had feedback inspection report. Findings indicated that all the 5 sampled schools had been inspected at least once per term, however non of them had evidence of inspection feedback reports and yet it was required that each of the samples had to have both evidence of inspection and feedback reports. This means that the samples schools had a half of the inspection required which represents 50% of the score as indicated below;</p> <p>Oturgang Girls P/s in Paidah Town County with inspection was done on 22/3/2018 and 13/6/2018 by Mr Jalar Silvio but no feedback reports</p> <p>Oturgang Boys P/s in Paidah Town County inspection was done on by 2/3/2018 by Mr. Ocunga Alex and on 13/6/2018 by Mr. Jalar Silvio but no feedback reports</p> <p>Mvugu Upper P/S in Paidah Town Council inspected on 20/9/2017 by Mr. Olaki John and on 20/6/2017 by Mr. Jalar Silviobut no feedback reports</p> <p>Mvugu Lower P/S in Paidah Town Council inspected on 20/9/2017 by Mr. Oloki John Smith but no feedback reports</p> <p>Nyapea Boys P/S in Nyapea Sub County inspected on 19/9/2017 by Mr. Oloki John Smith and on 14th/6/2018 by Mr. Jalar Silvio Fred but no feedback reports. Further still, from DEO's office the assessor obtained evidence of inspection in all schools as indicated below by the quarterly reports;</p> <p>1st &amp; 2nd Quarter school inspection report done in Term 111, 2017 submitted to DES Kampala office on 14 January, 2018.</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Kampala office on 28/5/2018 with no stamp.</p> <p>4th Quarter school inspection report was done in Term 11 2018 submitted to DES Kampala office on 8th/6/2018.</p>	
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>There was no evidence that school inspection reports were discussed and used to make recommendations for corrective actions at both the centre and the schools the assessor sampled and visited.</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 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 evidence that the Education Department had submitted school inspection reports for Q 1 &amp; 2, 3 &amp; 4 to the DES Kampala Office and an acknowledgement letter showing date of submission as indicated below;</p> <p>1st &amp; 2nd Quarter school inspection report done in Term 111, 2017 submitted to DES Kampala office on 14 January, 2018.</p> <p>3rd Quarter school inspection report for FY 2017/2018 was done in Term 1 2018 submitted to DES Kampala office on 28/5/2018 with no stamp.</p> <p>4th Quarter school inspection report was done in Term 11 2018 submitted to DES Kampala office on 8th/6/2018.</p>	<p>2</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the inspection recommendations are followed- up: score 4.</li> </ul>	<p>There was no evidence in the five schools visited that inspection recommendations were followed up.</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>A list of schools which was consistent with EMIS report and PBS was available and it showed 92 schools as per the letter from the CAO to the Permanent Secretary MoES on Submission of the enrolment for UPE and USE Schools for FY 2018/2019, dated 12th January, 2018.</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>The LG had submitted accurate/ consistent enrolment data for all schools which was consistent with EMIS report and PBS which was 66,417 pupils as per the letter from the CAO to the Permanent Secretary MoES on Submission of the enrolment for UPE and USE Schools for FY 2018/2019, dated 12th January, 2018.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>There was evidence that education sector committee under social service committee met during FY 2017/18 and discussed issues among others related to service delivery which included; -</p> <p>One meeting was held on 1st March 2018 at clerk to council's office and among issues discussed were presentation, discussion and adoption of the second quarters physical and financial performance report for FY2017/2018; Under the education sector, the District Inspector of School presented the sector report to the committee among which he noted that the planned rehabilitation of 6 Classroom block at Nyapea Sub county was done, the completion of inspectors house at Ajei - Nyapea Sub county under minute 11/GEC/2018/2 was yet to be completed from page 3-4, he/she noted that the department had submitted recruitment plan for 51 Grade III teachers, 152 members of the SMCs were inducted on their roles and their responsibilities among others.</p>	2
<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>	<p>There was evidence of service delivery related issues that were recommended to council for approval following the discussion of committee held on 1st March 2018 under minute 11/GEC/2018/2, it recommended the following to council</p> <ul style="list-style-type: none"> <li>- All care taking head teacher should be substantively appointed if funds permit</li> <li>- Un-trained SMCs should be trained and funds allocated /sourced for by the district for effective management of school</li> <li>- Social service committee members must be facilitated to carry out monitoring in all the schools in the 13 Lower Local Government to improve on performance in schools and check on absenteeism among others.</li> </ul>	2
<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:</li> </ul>	<p>There was evidence that Primary Schools in Zombo District had functional School Management Committees and established, held regular meetings, discussed budget and resource issues and submission of reports to District Education as follows;</p> <p>As noted the District had 92 Government Primary school as observed from the EMIS data forms for 2018 for Zombo District. Out of 92 from government Primary Schools in Zombo District Five (5) were sampled i.e. Pakadha P/S, Paidha Demonstration School P/S, Nyapea Boys P/S, Pei P/S and Oturgang P/S.</p>	5

score 5

• 80 to 99%  
schools: score 3

• Below 80 %  
schools: score 0

Pakadha P/S School Management Committee held a meeting on 2nd August 2018 and issues discussed among others were; - development plan for FY 2018/2019 under minute 5/2018 of which members identified projects for the FY2018/2019 such as (improvement of academic performance, repair of classroom apron, teachers houses and latrines, construction of 5 stance latrine for girls among others).

Pakadha P/S School Management Committee held another meeting on 26th September 2017 and issues discussed among others were; - review of the performance of the development plan for 2017 under minute 5/2017 of which members noted that most of the plans for 2017 had not been implemented. Another issue under the review was that the former education tour committee of the school had declined to account for the last year's tour (2017). In addition, under the agenda minute 6/2017 there was an account of the school finances, the chairperson highlighted the planned expenditure for the UPE grant as follows 1st Term at UGX 2,979,768, 2nd Term at UGX 2,703,887 3rd Term at UGX 3,245, 463.

Pakadha P/S School Management Committee held another meeting on 21st December 2017 and issues discussed among others were; - presentation of the annual work plan and budget for discussion and approval under minute 6/2017. In summary the head teacher highlighted the following (construction of ramps for P3 and P4 classrooms, construction of 4 classrooms with an office block attached, planting live fences and some tree shades among others). The head teacher also noted that the source of funds to implement the project was from UPE, Parent's Contributions, sales of coffee and trees, local government, NGOs and donation)

Paidha Demonstration P/S School Management Committee held a meeting on 3rd May 2018 and issues discussed among others were; - presentation and discussion of reports (head teacher, works committee, academic committee, disciplinary committee and finance committee). In the head teacher's presentation among the issues noted was staff had reduced from 16 to 14 due to transfer of teachers of which members resolved that lobbying should be done to replace teachers transferred.

Paidha Demonstration P/S School Management Committee held another meeting on 27th November 2017 and issues discussed among others were; - approval of work plan and budget estimates for 2018 under minute 06/March/2017 which was based on the priority needs of the school. Member resolved that the total expenditure be included in the budget estimate, coding of the expenditure be done, staff houses be planned for in future among others)

Paidha Demonstration P/S School Management Committee held another meeting on 28th July 2017 and issues discussed among others were; - head teacher's report under minute 04/02/2017. Members resolved the following after the head teachers report on decline in academics that committee should visit the school following duty rota, class days be intensified, reading culture be promoted among learners both at home and school among others)

Nyapea Boys P/S School Management Committee held a meeting on 18th April 2018 and issues discussed among others were; - evaluation of development plan 2017 and way forward under minute AG.5/4/2018. In the highlights, chairperson noted that they had planned for tree plantings which had not yet been done, they bought 2 text books one in Science and IRE, renovation of the old classroom block, repair of water tank among others.

Nyapea Boys P/S School Management Committee held another meeting on 17th October 2017 and issues discussed among others were; - evaluation of strategy to improve performance under minute 5(a)/2017 of which the head teacher highlighted the following ( close monitoring of schools, meetings, guidance and counselling, motivation of teachers, P7 to be brought on board) among others. Member solved that there should be a duty rota for the monitoring committee for effecting monitoring under minute 5(b)/2017

Nyapea Boys P/S School Management Committee held another meeting on 30th August 2017 and issues discussed among others were; - presentation of the school annual budget analysis and approval under minute 4(a)/2017. The budget school annual budget was presented by the head teacher covering the areas of UPE, PTA examination, P7 registration, Foundation body among others of which a committee member seconded the budget approval and it was approved.

Pei P/S School Management Committee held a meeting on 4th June 2018 and issues discussed among others were; - Parental Support to children's learning under minute 4/06/2018. The head teacher requested parents to buy 5 exercise books, and pencils for the pupils and also ensuring that pupils go to schools was key.

Pei P/S School Management Committee held another meeting on 19th February 2018 and issues discussed among others were; - building houses for teacher under minute 4/02/2018. A plan to make building blocks was to be made for building teachers quarters. The planned strategy was each village would contribute in bricklaying in an identified place within the school area

Pei P/S School Management Committee held another meeting on 15th September 2017 and issues discussed among others were; - school attendance by pupil under

		<p>minute 4C/09/2018. The head teacher reported to the committee that the third term had opened with less than 100 children, which as not good. The resolution was that PTA to sensitize parents to be more engaged in supporting their children to go to school.</p> <p>Oturganga Boys P/S School Management Committee held a meeting on 18th April 2018 and issues discussed among others were; - report presentation from the head teacher under minute 2 (b) 2018 of which she mentioned activities that had been work on during the term painting of classroom block which costed UGX 911,000, Renovation UGX 440,000 among others. She also noted that the school had received three (3) new teachers, and on academic she noted that P7 class had sat for 5 exams and the 6th was yet to be started, among others</p> <p>Oturganga Boys P/S School Management Committee held a meeting on 3rd March 2018 and issues discussed among others were; -presentation of the budget, analysis and approval; under minute 4/2018 as presented by the head teacher the following were allocation to different votes for instance under scholastic materials was allocated 35% (UGX 1,575,000), management was allocated 15% (UGX 675,000), co-curricular was allocated 20% (UGX 900,000), contingency was allocated 20% (UGX 900,000) and administration was allocated 10% (UGX 450,000)</p> <p>Oturganga Boys P/S School Management Committee held a meeting on 16th November 2017 and issues discussed among others were; - report presentation from the head teacher under minute 5 (a) 2017. In her report she mentioned that the school had opened with 1432 pupils and about 142 pupils had dropped out in the course of the year. Members resolved that more parents should be encouraged to support their children to go to school.</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>There was no evidence that the LG had publicized and displayed list of all schools receiving non-wage recurrent grants during FY2017/18 as per the District Notice Board.</p> <p>However the DEO said that they only had one copy and that it wasn't publicized which was dated 15th July, 2018.</p>	<p>0</p>
<p>Procurement and contract management</p>			



<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</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>There was evidence that the LG Education Department had submitted procurement requests, complete with all technical requirements to PDU that cover all items in the approved Sector annual work plan and budget for FY 2018/19, dated 10 April 2018 which was past the required date of submission.</p> <p>The items included;</p> <p>Construction of 6 classrooms i.e Roofing and plastering works of Oturgang Boys P/S</p> <p>Construction of 5 stance VIP Latrine in Alala P/S</p> <p>Construction of 5 stance VIP latrine at Mvugu Upper P/S</p> <p>Plastering and roofing the classes at Nyapea Boys P/S</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>	<p>The LG Education departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: (i) A payment request was done on 12th March, 2018 whereas certification and approval was done on 15th March, 2018. Actual payment to M/s Link Investments Ltd for shs 35,583,068 against voucher number 6246 dated 16th March, 2018 was effected on 16th March, 2018. This was an average of 4 days. The payment was in respect of construction of Inspectors' house (DIS) at Ajei in Nyapea Sub county.</p> <p>(ii) M/s Bosan Investments Uganda Ltd was paid shs 6,723,404 on voucher number 3387 of 12th April, 2018. Payment was in respect of retention for construction of a 2 class room block and an office and store at Mathurumbe NFE – Zombo Town Council. The request for payment had been submitted on 20th March, 2018 and certification done on 12th April, 2018. This was an average of 3 weeks.</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>	<p>The Education department did submit their annual performance reports on 12th July 2018 which was within Mid-July of 2018 to the District Planner for consolidation. This was evident from a copy of submission of 4th Quarter FY2017/2018 report for consolidation to the district planner into the district performance report.</p>	<p>4</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>In FY 2017/2018, the Internal Auditor raised two queries per page 9 of quarter 2 audit report for FY 2017/2018 and all of them had not been cleared at the time of the assessment. One of the queries raised involved unaccounted for funds amounting to shs 12,445,873.</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>There was no evidence that the Education Department consulted with the Gender Focal Person and disseminated the following guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills.</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>There was no evidence that the Education Department in collaboration with Gender Department issued and explained guidelines on how to manage sanitation for girls and PWDs.</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>There was evidence at the schools sampled and visited that the School Management Committees met the guidelines on gender composition as evidenced in the schools the assessor sampled below;</p> <p>Oturgang Girls P/s in Paidah Town County with 13 members of whom 5 were female</p> <p>Oturgang Boys P/s in Paidah Town County with 12 members of whom 2 were female</p> <p>Mvugu Upper P/S in Paidah Town Council with 13 members of whom 4 were female</p> <p>Mvugu Lower P/S in Paidah Town Council with 13 members of whom 3 were female</p> <p>Nyapea Boys P/S in Nyapea Sub County with 13 members of whom 2 were female</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <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 in collaboration with Environment Department issued guidelines on environmental management as follows:</p> <p>Letter from the District Education officer to the CAO on submission of list of schools that received Tree Seedlings in FY 2017/2018, dated 10th May,2018 and 10 primary schools which included Mitapila, Agiermach, Zale, Luku, Kango, Alube, Omua, Ezoo, Nyang and Odoria Primary Schools that had planted the tree seedlings.</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 evidence that the school infrastructure projects were screened before approval for construction as evidenced in the project below;</p> <p>Restoration of classroom block in Nyapea Boys P/S which had no date to show when screening was done. However the form was incomplete because the section on recommendations hadn't been filled</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>There was no evidence that the environmental Officer and Community Development officer visited the sites to check that the mitigation plans were complied with. The report that was availed to the assessment team only had the signature of the environmental officer.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> <li>• More than 80% filled: score 8</li> <li>• 60 – 80% - score 4</li> <li>• Less than 60% filled: score 0</li> </ul>	<p>There were 186 positions filled out of 287 positions approved making 65% positions filled.</p> <p>19 of the District Health staff were seconded to Holy Family Hospital, Nyapea, a PNFP</p>	4
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>According to a Circular from the PS Ministry of Public Service dated 29th June 2018, Ref. PMD/80/80/01, Section 3.2, no new recruitment had been allocated funds in the financial year 2018/2019, except for replacement within the available wage bill.</p> <p>However according to the 2018/2019 Zombo District Health Department Recruitment Plan, 73 replacement positions had been declared by DHO under submission to CAO of 21st August 2018 (and stamped by CAO's Office on 23rd August 2018).</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	<p>There was evidence that all the thirteen (13) Health facility In-charges were appraised. Ten files were reviewed to confirm this. The files included;</p> <ol style="list-style-type: none"> <li>1. Lada James Ojok of Kango HC III appraised on July 9th 2018</li> <li>2. Okello Ronald Ngagendo from Zeu HC III appraised on July 9th 2018</li> <li>3. Genwoth Rocky from Otheko HC II was appraised on June 18th 2018</li> <li>4. Awuzu Simon from Amwonyo HC II was appraised on June 29th 2018</li> <li>5. Omyer Teopista from Zeu HC III (Now on Study) was appraised on June 29th 2018</li> <li>6. Ocungirwoth Denis from Ayaka HC II was appraised on June 21st 2018</li> <li>7. Acirocan Christine from Jangokoro HC III was appraised on 31/7/2018</li> <li>8. Ojaku Raymond from Pakada HC III was appraised on June 6th 2018</li> <li>9. Nitho Francis from Paidha HC III was appraised on June 26th 2018</li> <li>10. Matua Victor from Atyak HC II was appraised on July 3rd 2018</li> </ol>	<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>Total number of employees deployed in District Health Service was 186 according to the staff list which indicated the units/facilities, the number of employees deployed in each unit, and the names and cadres of the employees. The deployment against approved positions is as follows:</p> <p>DHO's Office 3 out of 11, HCIIIs 134 out of 154, HCIIIs 30 out of 72, Nyapea Hospital 19 (seconded)</p>	<p>4</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 documents below and many others from Ministry of Health were seen at DHOS Office:</p> <ol style="list-style-type: none"> <li>Ebola Posters (August 2018) – were seen in Health Facilities</li> <li>Guidelines to Local Government Planning Process- Health Sector Supplement</li> <li>Uganda Clinical Guideline 2016.</li> </ol> <p>Most importantly Zombo DHO’s Office kept a record of all materials received and distributed. The recipient Health Facility representatives signed for the copies received.</p> <p>At the sampled Health Facilities, Nyapea Hospital, Paidha HCIII, Zeu HCIII, Warr HCIII and Atyenda HCII, a range of materials were seen. The Uganda Clinical Guidelines 2016 and the Health Care Waste Segregation Algorithm Chart were consistently found.</p>	3
<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>There were Quarterly Integrated Performance Review Meetings at DHO’s Office where Health Facility in charges met with DHT members. Minutes were seen for</p> <p>quarter 1 dated 31st Oct 2017</p> <p>quarter 2 dated 14th Dec 2017</p> <p>quarter 3 dated 26th Mar 2018</p> <p>quarter 4 dated 03rd July 2018</p>	3
<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>DHT Support supervision reports were seen for every Quarter in financial year 2017/2018 as follows:</p> <p>quarter 1 Report dated 24th Jul 2017</p> <p>Quarter 2 Report dated 14th Dec 2017</p> <p>quarter 3 Report dated 05th Apr 2018</p> <p>quarter 4 Report dated 18th Jun 2018</p>	3



<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>Nyapea Hospital used to serve the function of Health Sub-District Office for Okoro HSD. That arrangement was not functional in 2017/2018. So, there was no evidence that the HSD carried out Support Supervision to LLHUs.</p>	<p>0</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> <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>Minutes were seen for Quarterly Performance Review Meetings:</p> <p>quarter 1 dated 31st Oct 2017</p> <p>quarter 2 dated 14th Dec 2017</p> <p>quarter 3 dated 26th Mar 2018</p> <p>quarter 4 dated 03rd July 2018</p> <p>The minutes had Action Points for follow-up.</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>There was evidence of systematic corrective action based on recommendations from the Support Supervision Reports.</p> <p>For that purpose there were follow-up DHT Meetings on 12th Mar 2018, 12th Apr 2018 and 26th Jun 2018. For example the 26th June 2018 DHT Meeting deliberated almost exclusively on Staff Training and Staff Deployment.</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>From records obtained from the Ministry of Health, all Public and Govt funded PNFP Health Facilities, which appeared in MOH approved list of funded HFs, in 2017/2018, provided data to the National HMIS Database consistently (100%) every month.</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>	<p>There was evidence that health sector committee under the social service committee met during FY 2017/18 and discussed issues among others related to service delivery which included; -</p> <p>One meeting was held on 1st March 2018 in clerk to council's office and among issues discussed were presentation, discussion and adoption of the 2nd quarter physical and financial performance report for FY2017/2018. The District Health Officer (DHO) presented the sector report to members highlighting the following issues (the Health Department had held one (01) District orphans and vulnerable meeting, Conducted District Health Team integrated support supervision in eight (8) health facilities, 2 radio talk shows on MCH and Cholera among other). One of the reaction from a Hon Councilor from Jangokoro Sub county noted why funds to Padea HCII had been discontinued by Central Government and yet Padea had been proposed to be uplifted to Town Board and HCIII status under minute 11/GEC/2018/2 on page 5</p>	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>There was evidence that health sector under Social Services Committee presented issues to the Council that required approval and among the recommendations made were; The Committee recommended to council following the meeting that was held on 1st March 2018 under minute 11/GEC/2018/2 from page 5 to 6 as follows:</p> <ul style="list-style-type: none"> <li>- Since the District comprises of two constituencies i.e. Ora and Okoro, there was need for 2nd Health Sub-district in Ora constituency.</li> <li>- Upgrading of HCIII in sub-counties that did not have Health Centre III's</li> <li>- Follow up on taking over of Pakadha HCIII and Padea HCII from community ownership to Government</li> <li>- Upgrading of Warr HCIII to HCIV among other</li> </ul>	<p>2</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p>	<p>Minutes show Hospital Board and Health Unit Management Committee Meetings in FY 2017/2018 were held as follows:</p>
<p>Maximum 6 points</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>Nyapea Hospital Board</p> <p>Quarter 1 23rd Sep 2017 and 25th Sep 2017</p> <p>Quarter 2 Not seen</p> <p>Quarter 3 Not seen</p> <p>Quarter 4 Not seen</p> <p>Paidha HCIII –</p> <p>Quarter 1 02nd Sep 2017</p> <p>Quarter 2 15th Mar 2018</p> <p>Quarter 3 24th May 2018</p> <p>Quarter 4 27th Jun 2018</p> <p>Warr HCIII</p> <p>Quarter 1 22nd Dec 2017</p> <p>Quarter 2 4th Jan 2018</p> <p>Quarter 3 7th Apr 2018</p> <p>Quarter 4 27th Apr 201</p> <p>Zeu HCIII</p> <p>Quarter 1 12th Oct 2017</p> <p>Quarter 2 10th Jan 2018</p> <p>Quarter 3 13th Apr 2018</p> <p>Quarter 4 11th Jul 2018</p> <p>Atyenda HCII</p> <p>Quarter 1 6th Dec 2017</p> <p>Quarter 2 11th Apr 2018</p> <p>Quarter 3 31st May 2018</p> <p>Quarter 4 None</p>
		<p>Aggregate is 1+4+4+4+3=16 quarterly meetings out of 20 possible quarterly meetings, making 80%</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 list of Health Facilities that received PHC Funds for 4 quarters of financial year FY 2017/2018 was still displayed at the DHO's Notice Board.</p> <p>Total amount of PHC Non-wage recurrent funds provided to Zombo District for FY 2017/2018 was UGX 344,580,070/=.</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>Procurement Plan for financial year 2018/2019 was submitted on 26th April 2018, as per letter from DHO to District Procurement Officer Ref HEA/105, received and stamped the same date 26th April 2018. The Health Department Procurement Plan was then consolidated into the Zombo District Procurement Plan 2018/2019.</p> <p>The Health Department Procurement Plan component totaled UGX 623,188,182/=</p> <p>The Health Department submission was within the stipulated deadline of 30th April 2018.</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>Various Procurement Requisitions on LG Form 1 R 65 (1) were submitted to Procurement Officer and CAO on 17th August 2018.</p>	<p>2</p>

<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.</li> </ul>	<p>The LG Health department timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: (i) Payment to Gudul Enterprises Ltd for shs 214,823,865 on voucher number 8317 dated 29th June, 2018 in respect of construction a theatre at Warr Health Centre III in Warr Sub county. The initial request was done on 11th June, 2018 and certification on 28th June, 2018. This was an average of 18 days. Receipt number 0184 of 30th June, 2018 for shs 214,823,865 was issued by the contractor.</p> <p>(ii) A request for payment was presented on 23rd June, 2017; certification was done on 6th September, 2017 and actual payment effected on 7th September, 2017 to M/s Link Investments Ltd on voucher number 4585 dated 6th September, 2017 for shs 28,891,628 in respect of completion of maternity block at Kango Health Centre III in Kango Sub county. Receipt number 1004 of 16th September, 2017 was issued by the contractor.</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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 4</li> </ul>	<p>The Health department did submit their sector performance reports on 19th September 2018 which was past Mid-July of 2018 to the District Planner for consolidation. This was evident from a copy of submission of 4th Quarter FY2017/2018 progress report for consolidation to the district planner into the district performance report.</p>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> <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 Internal Auditor raised 6 queries in respect of the LG Health Department for FY 2017/2018. Out of the 4 queries, 2 were followed up, responded to and cleared. The remaining 2 queries were yet to be cleared. One of the unresolved queries involved unaccounted for funds totalling shs 55,736,500 which was raised in quarter 2 in FY 2017/2018.</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 % women: score 2</li> </ul>	<p>11 out of 41 Hospital Board/HUMC members from the 5 sampled Health Facilities were female. This was an aggregate of 29.2% members as female/women, below the 30% threshold, as follows:</p> <p>Nyapea Hospital (3 out of 11); Paidha HCIII (3 out of 9); Warr HCIII (2 out of 9); Zeu HCIII (2 out of 7); and Atyenda HCII (2 out of 5)</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>Guidelines on Sanitation were not seen at any of the sampled Health Facilities. The sampled facilities were: Nyapea Hospital, Paidha HCIII, Warr HCIII, Zeu HCIII, and Atyenda HCII.</p> <p>Gender separation of toilets was observed at 4 of the 5 sampled Health Facilities. At Nyapea Hospital, Paidha HCIII, and Atyenda HCII gender separation was clearly marked.</p> <p>Sanitation posters were seen only at Warr HCIII and Nyapea Hospital.</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 District Environment Officer did not carry out appropriate screening of health infrastructural projects for environmental and social risks. The reason given was that the Officer was not facilitated to do so.</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>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>The District Environment Officer and the District Community Development Officer did not participate in the monitoring or certification of health infrastructural projects for environmental and social safeguards. The reason given was that they were not facilitated to do so.</p>	<p>0</p>



<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <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>Health Care Waste Management Guidelines were not seen at any of the 5 sampled Health Facilities of Nyapea Hospital, Paidha HCIII, Warr HCIII, Zeu HCIII and Atyenda HCII, implying they did not get copies through DHO's Office. Only Nyapea Hospital Laboratory had Standard Operating Procedures (SOPs) on Laboratory Hazardous Waste Management. All the 5 sampled Health Facilities practiced use of colour coded waste bins. The HCWM Algorithm Charts were seen at all 5 sampled Health Facilities.</p> <p>However guidelines on construction of facilities for medical waste disposal were not seen.</p>	<p>0</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> <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>There was evidence that sub counties with safe water coverage below the district average were targeted in the 2018/2019.</p> <p>At the time of preparation of the annual work plan, the safe water coverage for the district was 85%. There were four sub-counties, whose safe water coverage was below that of the district, and these were; Akaa at 79%, Alangi at 59, Athuma at 69% and Zeu at 84%.</p> <p>The district allocated UGX 297,926,000 to the rural water supply development. Of this, UGX 177,407,951 was earmarked for construction of 7 new boreholes, UGX 25,977,600 for the rehabilitation of 6 existing ones and UGX 52,497,954 for the design of 3 gravity flow. All the 7 new boreholes, 4 of the rehabilitated ones and 2 of the gravity flow schemes were to be located in the above four sub counties.</p> <p>This amounted to a budgetary allocation of UGX 229,724,987 for the four sub counties representing 77% of the development expenditure which was in the range of 60-79% hence a score of 4.</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.</li> <li>o If 100 % of the water projects are implemented in the targeted S/Cs:</li> </ul> <p>Score 15</p> <ul style="list-style-type: none"> <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>	<p>There was evidence that the Local Government Water department implemented all budgeted water projects in the targeted sub counties in 2017/2018.</p> <p>At the time of preparation of the annual work plan for 2017/2018, the safe water coverage of the district was 84%. There were four sub counties whose safe water coverage was below that for the district and these were; Akaa at 79%, Alangi at 59%, Athuma at 69%, and Zeu at 76%.</p> <p>A total of 9 new boreholes and 1 production well were planned for in 2017/2018. 6 of the new boreholes were located in the above four sub counties.</p> <p>All the budgeted water projects, including the ones in the targeted sub counties, were implemented, indicating 100% completion.</p>	<p>15</p>
<p>Monitoring and Supervision</p>			
<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> <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>There was evidence that the District Water department supervised and monitored all the water supply facilities;</p> <p>i) On record were quarterly monitoring reports submitted by the different sub counties in the district. For the sub counties of Paidha and Warr submitted their quarter one water reports on 10th and 11th October 2017 respectively.</p> <p>ii) On 30th and 31st July 2018, reports were submitted on the status of the 9 boreholes and 1 production well under construction.</p> <p>iii) There was also a comprehensive assessment report for all existing water facilities conducted throughout 2017/2018</p> <p>This gave the indication that at least 95% of the water facilities were monitored.</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>Quarterly reports for the financial year 2017/2018 were submitted to the Ministry as follows;</p> <ul style="list-style-type: none"> <li>• Quarter one report was submitted on 12th October 2017</li> <li>• Quarter two report on 8th February 2018</li> <li>• Quarter three report on 30th April 2018</li> <li>• Quarter four &amp; annual report on 03rd August 2018</li> </ul> <p>In the financial year 2017/2018, the district water department planned and constructed 9 new boreholes and 1 production well.</p> <p>The information submitted to the ministry was accurate and consistent.</p>	5
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>The facilities that were consistent on both the sector MIS reports and AWP were;</p> <ul style="list-style-type: none"> <li>• Akunukuma community borehole in Ayaka sub county (DWD 69355)</li> <li>• Araa primary school borehole in Akaa sub county (DWD 69354)</li> <li>• Golaju community borehole in Akaa sub county (DWD 69356)</li> <li>• Gamba primary school borehole in Alangi sub county (DWD 69360)</li> <li>• Obayo community borehole in Atyak sub county (DWD 69352)</li> <li>• Anyola community borehole in Paidha sub county (DWD 69359)</li> <li>• Obayo community borehole in Warr sub county (DWD 69353)</li> <li>• Dei community borehole in Zeu sub county (DWD 69358)</li> <li>• Lewe west community borehole in Zeu sub county (DWD 69357)</li> </ul>	5
Procurement and contract management			

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>The sector submitted input for the district procurement plan to the PDU on 23rd April 2018. Among the projects submitted were;</p> <ul style="list-style-type: none"> <li>i) Deep borehole drilling and construction estimated at UGX 156,827,951 for 7 of them.</li> <li>ii) Design of piped water systems (GFS) estimated at UGX 52,497,954 for 3 of them</li> <li>iii) Borehole rehabilitation estimated at UGX 25,977,600 for 6 of them</li> </ul>	<p>4</p>
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The district has appointed Contract Manager and has effectively managed the WSS contracts

Maximum 8 points for this performance measure

- 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

The Contract Manager for the projects in the water department was appointed on 20th February 2018 and in place were contract management plans for the said projects.

In these plans were requirements that the contractors submitted work programs showing the general methods, arrangements, order and timing for all the activities of the works within 14 working days upon delivery of the letter of acceptance. There were also requirements that the contractors adhered to certain time lines which included starting works within 7 days and completing them within 4 months from the starting date.

In the bids submitted by Icon Projects Ltd was a program of work whose duration was within the 4 months limit. The contractor started works on 27th February 2018 and ended on 28th June 2018, which was within the four months limit.

Also in the specifications was requirement that the contractor did soil sampling and profiling, did water sampling and quality testing, and kept daily logs of all the activities on site.

In the hand over report submitted by Aquatech Enterprises Ltd, there were detailed logs for soil strata by depth, water yield tests, and reports for physio-chemical tests done on the various water sources.

<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>The assesement team visited a sample of five water supply and sanitation projects constructed in 2017/2018. These were:</p> <ul style="list-style-type: none"> <li>a) Obayo community borehole in Atyak sub county (DWD 69352)</li> <li>b) Lewe west community borehole in Zeu sub county (DWD 69357)</li> <li>c) Golaju community borehole in Akaa sub county (DWD 69356)</li> <li>d) Nyarka community borehole in Akaa sub county (DWD 69354)</li> <li>e) Akunukuma community borehole in Akaa sub county (DWD 69355)</li> </ul> <p>All the above projects were found to have been executed in accordance to the designs and specification.</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>There was evidence that contractors handed over completed water supply and sanitation projects. Hand over reports for the two contracts under the Water and Sanitation Department in 2017/2018 were as follows;</p> <ul style="list-style-type: none"> <li>i) On 24th July 2018, Icon Projects Ltd submitted and hand over report for the drilling and construction of 9 boreholes and 1 production well.</li> <li>ii) On 8th August 2018, Aquatech Enterprises (U) Ltd submitted a hand over report for the siting, drilling and construction supervision of the 9 boreholes and 1 production well above.</li> </ul>	<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 DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	<p>There was evidence that the District Water Officer certified all completed Water supply and Sanitation projects. Two completion certificates were issued in 2017/2018 as follows;</p> <p>i) On 28th June 2018, a certificate of practical completion was issued to Icon Projects (U) Ltd for borehole drilling and construction of the 9 boreholes and 1 production well.</p> <p>ii) On 30th July 2018, a certificate of practical completion was issued to Aquatech enterprises (U) Ltd for siting and drilling supervision of the 9 boreholes and 1 production well.</p>	<p>2</p>
<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<p>The LG Water departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Example: (i) M/s Icon Projects Ltd was paid shs 198,776,355 on voucher number 8220 of 29th June, 2018 for drilling 9 hand pumps in the district located in 9 Sub counties. The request for payment was initially presented on 25th June, 2018, certification/approval and payment effected on 29th June, 2018. Payment was done within an average of 4 days.</p> <p>(ii) Payment was effected to M/s Aquetech Enterprises Ltd for shs 29,506,450 on voucher number 8294 of 29th June, 2018 in respect of sitting and drilling 9 boreholes in the district. Payment request was done on 20th June, 2018 and certification on 29th June, 2018. Payment was done within an average of 9 days.</p>	<p>3</p>
<p>Financial management and reporting</p>			



<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <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>	<p>The Water department did submit their annual performance reports on 10th July 2018 which was within Mid-July of 2018 to the District Planner for consolidation. This was evident from a copy of submission of 4th Quarter FY2017/2018 progress report for consolidation to the district planner into the district performance report</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <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>If sector has no audit query score 5</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 3</li> </ul> </li> <li>If queries are not responded to score 0</li> </ul>	<p>The Internal Auditor raised 2 queries in respect of the LG Water Department in quarter 2 in FY 2017/2018 which had not been responded to by the time of the assessment. One of the queries involved unaccounted for funds for shs 21,965,023.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <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>There was evidence that water sector committee under finance, planning, administration and technical service committee met and discussed service delivery issues including supervision reports, performance as follows; -</p> <p>A meeting was held on 12th December 2017 at Zombo District Headquarters in the Office of the Vice Chairperson in which departmental heads presented their report to the sector committee. Under water the report was presented by the Acting District Water Officer(ADWO) of he highlighted gaps and none functionality of water user committee as being the key challenge facing water sector under minute 17/DEC/FIN/2017/2018 page 4 of 6</p>	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	<p>There was evidence that the water sector committee recommended issues for approval to council and among the recommendation from the discussion were;</p> <p>- That for all ineffective water user committee all were to be replaced in the discussion held on 12th December 2017 under minute 17/DEC/FIN/2017/2018 page 4 of 6.</p> <p>- Another recommendation made by the committee members was on 19th December 2017 was with regard to submission of 1st Quarter committee report for council discussion and approval. Among which under the water sector highlights of planned activities and status of their implementation was made on page 3 to 6. One of the planned activities was training of water user committee of which two (2) trainings had been conducted and the activity was still ongoing.</p>	<p>3</p>

The district Water department has shared information widely to the public to enhance transparency

Maximum 6 points for this performance measure

- 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.

The Annual Work Plan for the District Water and Sanitation department for 2018/2019 was clearly displayed on the Notice board, duly signed and stamped on 6th August 2018. Among the allocations on the work plan were;

- Stakeholder coordination estimated at UGX 7,575,000.
- Monitoring and supervision estimated at UGX 5,803,000
- Water supply facilities (Hardware) estimated at UGX 241,899,550

Also on display were details of conditional grant releases for the first, second, third and fourth quarters of 2017/2018. For example the third quarter release, which was signed and stamped on 12th February 2018, had the following allocations;

- Conditional recurrent non-wage of UGX 8,600,208
- Conditional development of UGX 123,500,964
- Transitional development of UGX 4,537,928

<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 the five projects visited were clearly engraved indicating the names of the projects, dates of construction, contractor names and sources of funding. Among the engravings sampled were;</p> <p>i) Obayo community borehole in Atyak sub county;</p> <p>Village: Obayo S/C: Atyak DWD: 69352 Funded by: DWSCG Contractor: Icon Projects Ltd Date: 09th November 2017</p> <p>ii) Lewe west community borehole in Zeu sub county;</p> <p>Village: Lewe west S/C: Zeu DWD: 69357 Funded by: DWSCG Contractor: Icon Projects Ltd Date: 04th August 2018</p>	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <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>At the time of the assessment, the procurement process for 2018/2019 was still ongoing and so information relating to best evaluated bidders was not yet available.</p> <p>However, for 2017/2018, two best evaluated bidder notices were circulated under the department of Water and Sanitation as follows;</p> <p>i) Between 12th and 19th December 2017, a best evaluated bidder notice for borehole siting and drilling supervision, under procurement number Zomb/587/srvs/17-18/00004, was displayed. The award went to Aquatech Enterprises (U) Ltd for a contract sum of UGX 26,921,700.</p> <p>ii) Between 3rd and 12th January 2018, a best evaluated bidder notice for deep borehole drilling, under procurement number Zomb/587/wrks/17-18/00002, was displayed. The award went to Icon Projects Ltd for a contract sum of UGX 203,632,600.</p>	<p>2</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <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>There was evidence that communities applied for public water and sanitation facilities for 2018/2019.</p> <p>Two applications were seen as follows;</p> <p>i) On 2nd May 2018, the community of Acoro in Akaa sub county applied for a borehole for the financial year 2018/2018</p> <p>ii) On 18th August 2018, the community of Arukpa Central in Athuma sub county applied for a borehole for the financial year 2018/2019</p> <p>All the community applications were accompanied with minutes of community meetings and attendance.</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 have 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>There was evidence that the communities were committed towards proper operation and maintenance of their water facilities.</p> <p>Five water supply facilities were assessed as follows; Obayo community borehole in Atyak sub county, Lewe west community borehole in Zeu sub county, Golaju community borehole in Akaa sub county, Nyarka community borehole in Akaa sub county and Akunukuma community borehole in Akaa sub county.</p> <p>The following people were interviewed; Aweko Numungu Fred (secretary for Obayo), Abisagi Awachago (chairperson for Lewe west), Abitimonedi Jetha (chairperson for Golaju), Tekakwo Walter (Caretaker for Nyarka) and Orom Angelo (Care Taker for Akunukuma). All the five interviewed community members revealed that their committees conducted monthly meetings and collected monthly contributions.</p> <p>The assessors also observed that all the facilities had properly installed fences with the exception of Nyarka.</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>There was evidence of environmental screening for four out of the 9 boreholes implemented in 2017/2018. Screening forms of two facilities were sampled for assessment and these were Lewe west community borehole and Obayo community borehole.</p> <p>Since there were no environmental monitoring reports for the said projects, it was difficult to know if all the proposed mitigation measures proposed were adhered to. However, to the sake of tree and grass planting, there was no evidence on site that this was done.</p>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <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>There was no evidence of follow up on negative environmental and social concerns raised during environmental screening. The Environmental Officer attributed this to low funding given to their department.</p>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	<p>In the specifications for the drilling and construction of the boreholes, there was a clause on environment. This clause required that the contractor to extra care in the handling of and storage of all drilling fluids, oils, greases and any fuels on site. It also required that the contractor disposed of any such materials in a manner which would not cause environmental degradation.</p> <p>There was also another clause that required that the contractor handed over a clean site.</p> <p>All these requirements were properly adhered to by the contractor.</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>Of the five water user committees assessed; Obayo had 4 women out of the 9 members, Lewe west had 3 out of 7 members, Golaju had 5 out of 9, Nyarka had 3 out of 9 and Akunukuma had 5 out of 9.</p> <p>The average percentage of women on all the user committees assessed was 46%, which was less than the minimum recommendation of 50%.</p>	<p>0</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	<p>Two sanitation facilities constructed in 2017/2018 were visited and assessed. These were;</p> <p>i) The sanitation facility at Warr Health Center III.</p> <p>ii) The sanitation facility at Alangi Sub County offices.</p> <p>Both sanitation facilities had separate stances for males and females, and there were access ramps for people with disabilities.</p>	<p>3</p>