



## Local Government Performance Assessment

Namutumba District

(Vote Code: 574)

Assessment	Scores
Accountability Requirements	100%
Crosscutting Performance Measures	67%
Educational Performance Measures	68%
Health Performance Measures	73%
Water Performance Measures	91%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> <li>• From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and:               <ul style="list-style-type: none"> <li>o If LG submitted before or by due date, then state 'compliant'</li> <li>o If LG had not submitted or submitted later than the due date, state 'non-compliant'</li> </ul> </li> <li>• From the Uganda budget website: <a href="http://www.budget.go.ug">www.budget.go.ug</a>, check and compare recorded date therein with date of LG submission to confirm.</li> </ul>	<p>The Performance Contract was submitted on 15th July, 2019 which was within the MoFPED adjusted date of 31st August, 2019.</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>Namutumba LG submitted the approved Budget Estimates that included a Procurement Plan for the FY 2019/20 on 15th July, 2019 thus being outside the stipulated timeline of 30th June, 2019 as per the PFMA Act, 2015 but within the MoFPED adjusted time of 31st August.</p>	Yes
Reporting: submission of annual and quarterly budget performance reports			
<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> <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 annual performance report for FY 2018/19 was submitted on 13th July, 2019 as per the LG Budget Preparation Guidelines. The submission date was within the adjusted timeline of 31st August, 2019.</p>	Yes

<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 quarter 4 budget performance reports were submitted within deadline of 31st August, 2019 as per PFMA, 2015 as shown in the table below;</p> <p>Quarter 01 was submitted on 23rd November, 2018 by PBS</p> <p>Quarter 02 was submitted on 31st January, 2019 by PBS</p> <p>Quarter 03 was submitted on 31st May, 2019 by PBS</p> <p>Quarter 04 was submitted on 29th July, 2019 by PBS</p>	<p>Yes</p>
<p>Audit</p>			
<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> <li>• If LG submitted a 'Response' (and provide details), then it is compliant</li> <li>• If LG did not submit a 'response', then it is non-compliant</li> <li>• If there is a response for all – LG is compliant</li> <li>• If there are partial or not all issues responded to – LG is not compliant.</li> </ul>	<p>The LG had provided information to the PS/ST on the status of implementation of Internal Auditor General's findings for the previous financial year 2017/2018 on 30th April, 2019</p> <p>(A) Internal Auditor General FY 2017/2018</p> <p>A total number of 4 queries were raised. None of the queries were responded to.</p> <p>The LG had provided information to the PS/ST on the status of implementation of Auditor General's findings for the previous financial year 2017/2018 on 29th March, 2019h</p> <p>(B) Office of the Auditor General FY 2017/2018</p> <p>Total number of queries raised were 22. none were responded.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The Auditor General's Opinion for the financial statements of the LG for the year ended 30th June, 2019 was unqualified.</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 LG did not have a fully constituted Physical Planning Committee as per the Physical Planning Act 2010, Part III (9). The District had 11 out of 13 members of PPC. The District Surveyor and Physical Planner in Private Practice were missing</p> <p>There was no evidence of appointment letters. According to the Physical Planner, all the appointment letters were given to the members and no copy was available in the personal files. The Physical Planning Committee was composed of the following;</p> <ol style="list-style-type: none"> <li>1. Wamburu S Emmanuel designated as Deputy CAO (Chairperson)</li> <li>2. Samanya Paul designated as Physical Planner (Secretary)</li> <li>3. Ikaaba Dauda designated as District Senior Environment Officer (Member)</li> <li>4. Isiko Mohamed designated as District Education Officer</li> <li>5. Kiskeye David designated as District Agricultural Officer (Member)</li> <li>6. Babita Harriet designated as Acting District Engineer (Member)</li> <li>7. Dr. Kirya James designated as District Health Officer (Member)</li> <li>8. Babalanda Kalif designated as Acting District Community Development Officer (Member)</li> <li>9. Hadad Kabakubya designated as Town Clerk Namutumba Town Council (Member)</li> <li>10. Mwesigwa Julius designated as Town Clerk Bugobi Town Council (Member)</li> <li>11. Kagwa Abey designated as District Water Officer (Member)</li> </ol> <p>The existing Committee sat during the FY 2018/2019. The sampled minutes indicated that the PPC met as below;</p> <p>Date of meeting: 20th March, 2019</p> <p>Matters discussed: Presentation of building plan for New Hope High School, discussed under Minute no. 4/2/NDPPC/20/3/2019</p> <p>Namutumba District also had a plan submission register book which was opened on 6th July, 2015</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>Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.</li> </ul>	<p>The LG submitted 4 sets of minutes of Physical Planning Committee to the MoLHUD.</p> <table border="1"> <thead> <tr> <th>No</th> <th>Date of the Meeting</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>27th July,2018</td> <td>5th April,2018</td> </tr> <tr> <td>2</td> <td>11th October, 2018</td> <td>5th April,2018</td> </tr> <tr> <td>3</td> <td>20th March,2019</td> <td>21st October,2019</td> </tr> <tr> <td>4</td> <td>22nd May,2019</td> <td>21st October,2019</td> </tr> </tbody> </table>	No	Date of the Meeting	Date of Submission	1	27th July,2018	5th April,2018	2	11th October, 2018	5th April,2018	3	20th March,2019	21st October,2019	4	22nd May,2019	21st October,2019	1
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<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0</li> </ul>	<p>The LG did not have a Physical Development Plan for the AT to measure this indicator.</p>	0															
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>Action area plan prepared for the previous FY: score 1 or else 0</li> </ul>	<p>The LG had Action Area Plans for the previous FY 2018/19. The plans were prepared by Spatial Data Limited on 18th March,2019 and approved on 11th June, 2019 under MIN No.96/COU/11/06/2019</p>	1															

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</li> </ul>	<p>There was evidence that the priorities in AWP for the FY 2019/2020 were based on the outcomes of budget conference.</p> <p>The priorities were discussed in the Budget Conference held on 13th November, 2018 and were found on page 1-5 of the Budget Conference report.</p> <p>Five prioritized investment activities were sampled and were shown in both AWP and DDP as presented below;</p> <ul style="list-style-type: none"> <li>• Supply of School desks to Kisewozi P/S, Nabitula P/S, Kikalu P/S and Nawansako P/S (Page 82 of AWP and Page 90 of DDP)</li> <li>• Construction of a 5 Stance Lined pit latrine at Budaba P/S (Page 82 of AWP)</li> <li>• Construction of a 4 Stance Pit Latrine at the District Headquarters (82 of the AWP)</li> <li>• Re-roofing of a classroom block at Buwidi P/S (Page 48 of AWP)</li> <li>• Renovation of a Female Ward, construction of a main gate and Security Shelter (Page 42 of AWP)</li> </ul>	2
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1.</li> </ul>	<p>The capital investments in the AWP for the FY 2019/20 were derived from the approved five-year development plan.</p> <p>For example;</p> <ul style="list-style-type: none"> <li>• Construction of a 2-classroom block at Huuda P/S in Bulange Sub-County (Page 52 of AWP and Page 110 of DDP)</li> <li>• Construction of a 5-Stance pit latrine at Kizuba P/S in Namutumba Sub-County (Page 52 of the AWP and Page 110 of the DDP)</li> <li>• Construction of a 5 Stance Pit latrine at Kigalama P/S in Namutumba Sub-County (Page 52 of AWP and Page 110 of the DDP)</li> <li>• Renovation of NamutumbaHC111 (Page 49 of AWP and Page 128 of the DDP)</li> <li>• Fencing of Nsinze HCIV (Page 49 of AWP and Page 128 of the DDP)</li> </ul>	1

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <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 evidence that the project profiles had been developed and discussed by the TPC. For example, TPC meeting held on 16th January, 2019 under Minute 5/DTPC/16/01/2019 discussed investments in the AWP as per LG Planning guidelines.</p> <p>A sample of a project profile for FY 2018/2019:</p> <p>Department: Education</p> <p>Sector: Primary</p> <p>Code: NDLG-05-321-321431-001</p> <p>Title of project: Construction of 9 The Committee was functional during the FY 2018/2019. The sampled minutes indicated that the PPC met as below;</p> <p>Date of meeting: 20th March, 2019</p> <p>Matters discussed: Presentation of building plan for New Hope High School, discussed under Minute no. 4/2/NDPPC/20/3/2019</p> <p>5 stance lined pit latrines at: Buwalira P/S, Namalowe P/S, Namuwondo P/S, Namutumba P/S, Katengereire P/S, Bulimba P/S, Kiranga P/S, Kirongo P/S, Nakazinga P/S</p> <p>Implementing Agency: Namutumba District Local Government</p> <p>Location Nangonde, Namutumba, Magada, Nabweyo, Kibaalelvukula and Bulange Sub Counties respectively</p> <p>Total planned expenditure: 198,000,000</p> <p>Funds secured: 198,000,000</p> <p>Funding gap: NIL</p> <p>Recurrent expenditure: NIL</p> <p>Start date: July 2019</p> <p>Completion date: December 2020</p> <p>Project objectives: To provide a safe means of disposal for excreta at the unit.</p> <p>Targeted Beneficiaries: All staffs and clients at the units.</p> <p>Project Background and justification: The existing pit latrine at the unit is filled up, causing bad smells to be emitted.</p> <p>Technical description: Tendering will be done by the district; the contractor according the specifications in the BOQ will do pit digging, foundation structure and superstructure construction and finishing. Supervision will be done by the DHO, District Engineer and the council. The District Engineer will do certification.</p>	2
<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>Namutumba LG compiled an Annual Statistical Abstract, with gender-disaggregated data. The Abstract was presented to the TPC for discussion during its meeting held on 29th April, 2018 under Minute number 05/DTPC/29/04/2019 where it was used to support budget allocation and decision-making.</p>	1

<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>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:</p> <p>A sample of 4 Infrastructure projects implemented by the LG in the previous FY 2018/2019, indicated that they were derived from the Annual Work Plan and Budget approved by the LG Council under Minute 91/COU/28/05/2019</p> <p>Construction of a 2 classroom block at Mpumiro P/S was on page 13 of the</p> <p>Renovation of Namutumba HCIII was on page 109 of the AWP</p> <p>Construction of a deep well at Budebiro village in Kibaale Sub-County page 3</p> <p>Construction of a deep well at Kimenyulo village in Ivukula Sub-County page 3</p>	2
<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. <ul style="list-style-type: none"> <li>100%: score 4</li> <li>80-99%: score 2</li> <li>Below 80%: 0</li> </ul> </li> </ul>	<p>There was evidence that investment projects implemented in the FY 2018/19 were completed as per the work plan. For instance;</p> <ul style="list-style-type: none"> <li>Construction of a 2-classroom block at Mpumiro P/S was completed as per work plan</li> <li>Construction of a 2-classroom block at Huuda P/S was completed as per work plan</li> <li>Fencing of Nsinze HCIV was completed as per work plan</li> <li>Construction of a deep well at Kimenyulo village was completed as per work plan</li> </ul> <p>Percentage of completed projects was calculated by dividing completed (4) by total projects sampled (4) projects multiplied by 100 and this was 100% projects completed as per the work plan.</p>	4
<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>There was evidence that all investment projects in FY 2018/19 were completed within the approved budget as indicated below;</p> <p>Implemented /Completed projects Budget Actual Expenditure as at 30th June 2019</p> <p>Construction of a 2-classroom block at Mpumiro P/S budgeted at UGX 65,000,000 and the actual expenditure was UGX 58,196,999 as per Voucher Nos. 08/1/19, 04/2/19 and 04/3/19</p> <p>Construction of a 2 class room block at Huuda P/S budgeted at UGX 65,000,000 and actual of UGX 58,102,571 per attached payment vouchers Nos. 05/4/19 and 12/12/19</p> <p>Renovation of Namutumba HCIII budgeted at UGX 12,182,109 against actual of UGX 10,984,546 per the voucher No. 25/4/19</p> <p>Fencing of Nsinze HC IV budgeted at UGX 20,400,017 and actual of UGX 20,907,890.</p> <p>Total budget was UGX162,582,126 against expenditure of UGX 148,192,006</p> <p><math>148,192,006/162,582,126*100 = 91\%</math></p> <p>This was 9% less which was within the range of + or – 15%</p>	2



<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 LG budgeted and spent atleast 80% of O&amp;M budget for infrastructure in the previous FY as presented below;</p> <ul style="list-style-type: none"> <li>• Renovation of Namutumba HCIII budgeted at UGX 12,282,109 against the actual expenditure of UGX 10,984,546 per voucher No. 24.05/19</li> <li>• Re-roofing of a classroom block at Kategere P/S budgeted at UGX 25m against the expenditure of UGX 22,528,729 per voucher No. 08/04/19</li> <li>• Renovation of the Latrine at the District Headquarters at UGX 490,000 against a budget of UGX 3,900,000</li> <li>• Replacement of padlocks for Works office at UGX 168,000 against budget of UGX 800,000</li> </ul> <p>Percentage = <math>34,171,275/41,882,109 * 100\% = 81.5\%</math> approximately 82%</p> <p>Therefore, 82% exceeds the 80% threshold</p> <p>Budget for O&amp;M in FY 2018/2019</p> <p>Actual expenditure on O&amp;M during the FY was of Shs. 41,882,109</p> <p>Representing approximately 82 % of the O&amp;M budget for previous FY 2018/19 of the Budget</p>	
Human Resource Management			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>Namutumba DLG had a staff structure that was approved by Namutumba District Council and endorsed by CAO on 22nd December 2016 under Min. No.17/COU/12/216. The total number of Heads of Department was 9 of which 6 were substantively filled and 3 were not.</p> <p>The LG did not meet the requirement of substantively filling all departments because of these 9 departments only 6 had substantive staff: Administration, Finance and planning, Planning, Works, Education, CBO,Natural Resources, Trade, industry and Local Economic Development, Production and Health Services, 6 were substantively filled while 3 were not; the substantively filled positions were:</p> <ul style="list-style-type: none"> <li>• Finance and planning, was filled by Basalirwa George.The DSC in their meeting held on 26th Feb 2008 under Min. 10/DSC/2008, directed that Basalirwa George be offered accelerated promotion as Chief Finance Officer in the service of Namutumba DLG;</li> <li>• Planning was filled by Naanbye Henry. The DSC in their meeting held on 17th Aug 2011 under Min. No. KLR/DSC/09/2011(iii) directed that Naabye Henry be offered Appointment as Principal Planner. This position was re-designated to District Planner under Min No. 18/DSC/2008 as per CAO's letter to the Secretary District Service Commission dated 11 October 2019;</li> <li>• Education, was filled by Isiko Muhammed. The DSC in their 18th meeting held on 8th January, 2019 under NTB/DSC/139/18/12/2018(a)(1) directed that Isiko Mohammed be Appointment on accelerated promotion as District Education Officer.</li> <li>• Trade Industry and Local Economic Development, was filled by Waako Stephen. The DSC in their 15th meeting held on 23rd March, 2018 under Min. NTB/DSC/104/22/03/2018 (b) directed that Waako Stephen be offered the Appointment on promotion on Transfer as Principal Commercial Officer;</li> <li>• Production, was filled by Musita Augustus. The DSC, in their 18th meeting held on 18th December, 2018 directed that Musita Augustus be offered Appointment on Accelerated Promotion to District Production Officer in the service of Namutumba DLG. The appointment was promoting him from Principal Fisheries Officer, the post he was appointed to on 23-January, 2017 under Min. NTB/DSC/24/20/01/2017(i);</li> <li>• Health Services, was filled by Dr.Kiryra James.The DSC, in their 201st meeting held on 11th May 2012 directed that Dr.Kiiryra James (Senior Medical Officer) be offered Appointment on Promotion as District Health Officer in the service of DLG;</li> </ul> <p>The following departments had their HoD sassigned by the CAO in accordance with the Standing Orders (E-C) 8 (b) in acting capacity;</p> <ul style="list-style-type: none"> <li>• Works, was filled by Babita Harriet. The DSC in their 26th meeting held on 13thSeptember 2019 under Min DSC/196/13/09/2019(a)(1) directed that Babita Harriet's Appointment as Acting District Engineer be renewed. This was an appointment on promotion on attainment of higher qualification to Senior Assistant Engineering Officer (Roads);</li> <li>• CBO, was filled by Babalanda Khalif-Al-Hadad. The DSC in their 26th meeting held on 13thSeptember 2019 under Min DSC/197/13/09/2019(c) (3) directed that Babalanda Khalif-Al-Hadad be Appointment as Acting District Community Development Officer;</li> <li>• Natural Resources, was filled by Ikaba Dauda. The DSC in their 18th meeting held on 18th Dec 2018 directed that Ikaaba Dauda be offered the Appointment as Acting District Natural Resources Officer. The appointment was subject to review every 6 months until either he reverts to the substantive appointment as Senior Environment Officer confirmed on 1-Jul-2012 under Min. KLR/DSC/038/2012(iv)3 or confirmed as substantive in this position.</li> </ul>
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<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>The LG did not meet the condition of appraising 100% of the HoDs because out of 9 HoDs, only 5 were appraised.</p> <p>The following HoDs were appraised by the CAO as follows;</p> <ul style="list-style-type: none"> <li>• Basalirwa George was appraised on 30th July, 2019 with comment: “He is a hard-working officer”</li> <li>• Naabye Henry was appraised on 12thNovember, 2019 with comment: “Naabye is a hard-working officer who is output oriented. He is an asset to the district”</li> <li>• Babita Harriet was appraised on 24th July 2019 with comment: Eng. Babita is a dedicated, responsible and output oriented officer. She has achieved most of her targets.</li> <li>• Waako Stephen was appraised on 27th August, 2019 with comment: “Appraiser: he is reliable, loyal and focused. Fit for further promotion in service. Responsible officer: A good report”.</li> <li>• Dr.Kiiry James was appraised on 5thAugust 2019 with comment: “A committed officer.”</li> </ul>	<p>0</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of staff submitted for recruitment have been considered: score 2</li> </ul>	<p>The LG made submissions for recruitment and delivered to District Service Commission:</p> <p>in the 20th sitting dated 8thFebruary, 2019 under Min NTB/DSC/159/08/02/2019 contained 1 position;</p> <p>in the 21st sitting dated 25thFebruary – 1st March 2019, under Min NTB/DSC/170/01/03/20190 contained 20 positions;</p> <p>in the 21st sitting dated 17thMay 2019, under Min NTB/DSC/171/01/03/2019 R contained 47 positions;</p> <p>in the 23rd sitting dated 17thMay 2019, under Min NTB/DSC/171/01/03/2019 R contained 206 positions;</p> <p>There was therefore sufficient evidence that the DSC considered all the 61 positions submitted for recruitment.</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>The LG met the condition of considering 100% of the staff submitted for confirmation as follows:</p> <ol style="list-style-type: none"> <li>1. In their 17th sitting dated 12-Sep-2018, the District Service Commission under Min NTB/DSC/122/12/09/2019 confirmed 19 staff that were submitted.</li> <li>2. In their 20th sitting dated 08-Feb-2019, the District Service Commission under Min NTB/DSC/160/08/02/2019confirmed 14 staff that were submitted.</li> <li>3. In their 21st sitting dated 25-Feb to 1st Mar-2019, the District Service Commission under Min NTB/DSC/173/01/03/2019confirmed 9 staff that were submitted.</li> <li>4. In their 22nd sitting dated 29-Apr-2019, the District Service Commission under Min NTB/DSC/175/29/04/2019confirmed 1 staff that were submitted. All the 43 staff submitted were confirmed.</li> </ol>	<p>1</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<p>The LG met the condition of considering 100% of staff submitted for disciplinary action. 5 disciplinary cases were handled:</p> <p>On 18th December 2018: The Rewards and Sanctions Committee in their 18th sitting handled four disciplinary cases of abandonment of duty under Min NTB/DSC/144/18/12/2018 as follows:</p> <p>(i) Health 1: Dr. Serunjogi Brian was invited for fair hearing on 14th September, 2018 Ref. CR/222 but neither came nor communicated. He was declared as having absconded from duty and therefore wilfully resigned. Hence his services were terminated.</p> <p>(ii) Education 3: Kasujja Jonah (III/2012/693) and IsikoKhalifan (III/2000/575) both Education Assistants were regarded as having resigned from duty and their services terminated. Jagenda Muzamiru (III/2010/2759 also Education Assistant was invited to the rewards and sanctions committee for fair hearing and regarded as having absconded from duty and resigned.</p> <p>On 8th February 2019: the Rewards and Sanctions Committee in their 20th sitting handled one disciplinary case of abandonment of duty under Min NTB/DSC/164/08/02/2019 as follows:</p> <p>(i) Natural Resources 1: Wankya Emmanuel was invited on 23rd October 2018 to resume duty but opted to resign on 1st November 2018. His appointment was subsequently terminated and was deleted from the payroll.</p>	1
<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>No evidence was availed to the PAT during assessment.</p>	0
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2</li> </ul>	<p>The LG did not meet the condition because none of all the six retired staff accessed the pension payroll not later than two months after retirement. These were:</p> <ol style="list-style-type: none"> <li>MukunguBasoga George (Education Assistant retired on 29th June, 2018) has not accessed the pension payroll.</li> <li>Kunya Stephen Willies (Education Assistant retired on 14th December, 2018) has not accessed the pension payroll.</li> <li>Bamulumbye John Besweri (Education Assistant retired on 6th August, 2018) has not accessed the pension payroll.</li> <li>KigaigaZakalia (Education Assistant retired on 1st July, 2018) has not accessed the pension payroll.</li> <li>IllumatNalumuDoola (Education Assistant retired on 2nd February, 2018) has not accessed the pension payroll.</li> <li>Kakuma Fredrick (Education Assistant retired on 1st July, 2018) has not accessed the pension payroll.</li> </ol>	0
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>Total of OSR for FY 2017/2018 Shs 95,785,025 (Page 54 of Audited Final Accounts FY 2017/2018)</p> <p>Total of OSR for FY 2018/2019 Shs 95,943,119 (Page 52 of Draft Final Accounts FY 2018/2019)</p> <p>Shs 95,943,119 minus Shs 95,785,025 =</p> <p>Increase in Local revenue was Shs 158,094</p> <p>Percentage increase = <math>\frac{158,094}{95,785,025} \times 100</math></p> <p>Percentage increase in Local revenue collection was 0.16. %</p> <p>There was a percentage increase of 0.16% which was less than 5% resulting into a score of zero as Stipulated in the Local Government Performance Assessment Manual June, 2018.</p>	0
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0.</li> </ul>	<p>Total Local Revenue Planned/Budgeted (Original not Revised Budget) for FY 2018/2019 Shs 89,700,000 (Page 2 of the Original Approved Budget FY 2018/2019).</p> <p>Total Local Revenue collected during FY 2018/2019 Shs 95,943,119 (Page 52 of Draft Final Accounts FY 2018/2019)</p> <p>Budget Realization = <math>\frac{95,943,119}{89,700,000} \times 100</math></p> <p>Performance 106%</p> <p>There was a Surplus of 6% which was within the requirement of 10% as outlined in the Performance Assessment Manual 2018</p>	2
<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>Local Revenue collections subjected to sharing with LLGs Shs 49,131,250 Page 52 of Draft Final Accounts FY 2018/2019</p> <p>Amount of local revenue remitted to LLGs was Shs 31,935,313 as per the following verified payment vouchers.</p> <p>Percentage of Local revenue remitted to LLGs = <math>\frac{31,935,313}{49,131,250} \times 100 = 65\%</math></p> <p>Shs 49,131,250</p> <p>The LG remitted the mandatory 65% of Local revenue to LLGs as stipulated under Section 85 (4) of Local Governments ACT CAP 243</p>	2

<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>Total expenditure on council allowances and emoluments during FY 2018/2019 was Shs19,108,000 (Page 51 of Draft Final Accounts FY 2018/2019 Plus 25 Vouchers that were verified by PAT to confirm the figure.</p> <p>Percentage of Council expenditures in relation to Local revenue that was Collected in Previous FY but one FY2017/2018 was:</p> <p>19,108,000 x100=19.94%</p> <p>95,785,025 (FY2017/2018)</p> <p>Percentage of Council expenditure on allowances was 19.94% that was not higher than 20% of Local revenue collected in Previous FY 2017/2018</p> <p>The LG complied with regulation 4 to the First Schedule of Local Governments Act CAP 243</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 LG had two positions of Procurement Officer, according to staff structure approved by Namutumba district Council on 22nd December, 2016 under Min.17/cou/12/2016.</p> <p>The two approved positions were a Senior Procurement Officer and a Procurement Officer and they were filled as follows;</p> <ul style="list-style-type: none"> <li>KisanafuYusuf was substantively appointed Senior Procurement Officer on transfer within service, on letter vide ref: CR/Per/160 10th April, 2014 under Min.NTB/DSC/157/19/3/2014(1)(i) dated 10th April, 2014.</li> <li>Teefe Susan was substantively appointed Procurement Officer on probation vide letter Ref; CR/160 and dated 12th March, 2019 by the direction of DSC under Min.NTB/DSC/170/01/03/2019(ii) c 1</li> </ul>	<p>2</p>

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

Maximum 4 points on this performance measure.

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

Reports of the Evaluation Committees (EC) were submitted to the Contracts Committee (CC) during FY 2018/2019 as indicated below:

- Re-roofing of 2 classrooms at Kategere P/S under SFG funding (Proc. Ref: Namu574/WRKS/18-19/00018) was submitted to the CC on 6th December, 2018 recommending M/S Munhanha Construction Company Ltd to be awarded the contract as the best evaluated bidder at a contract sum of UGX 24,984,612 inclusive of all taxes.
- The EC report dated 5th December, 2018 for the construction of a 2-stance lined pit latrine at Nangonde HCII with PHC funding (Proc. Ref: Namu574/WRKS/18-19/00020) was submitted to the CC on 6th December, 2019 recommending M/S Munhanha Construction Company Ltd to be awarded the contract as the best evaluated bidder at a contract sum of UGX 9,988,948 inclusive of all taxes.
- The EC report dated 30th October, 2018 for consultancy services for preparation of Physical Development Plans for Nangonde and Bulange trading centres under DDEG funding (Proc. Ref: Namu574/SRVCS/18-19/00008) was submitted to the CC on 2nd November, 2018 recommending M/S Spartial data Ltd to be awarded the contract as the best evaluated bidder at a contract sum of UGX 44,910,800 inclusive of all taxes.
- The EC report dated 7th March, 2019 for completion of district administration block, phase II under UCG funding (Proc. Ref: Namu574/WRKS/18-19/00064) was submitted to the CC on 26th March, 2019 and recommended negotiations with M/S PAB Contractors as the best evaluated bidder as her quoted bid price of UGX 138,108,970 was above the entity's budget of UGX 100,000,000. The negotiation Committee together with the bidder M/S PAB Contractors Ltd sitting on 26th March, 2019 agreed that payments for the procurement, shall be made in phases for two financials, i.e. Ugx 100,000,000/= was to be paid in FY 2018/19 while Ugx 38,108,970/- to be paid in FY 2019/20

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>The Contracts Committee considered recommendations of the EC and provided justifications for any deviations from those recommendations. For instance;</p> <ul style="list-style-type: none"> <li>• For re-roofing of 2 classrooms at Kategere P/S under SFG funding (Proc. Ref: Namu574/WRKS/18-19/00018), CC sitting on 6th December, 2018 upheld the recommendation of EC and approved the award of the contract to M/S Munhanha Construction Company Ltd under 27/NDCC/6/12/2018-19 (iv) without deviations.</li> <li>• For the construction of a 2-stance lined pit latrine at Nangonde HCII with PHC funding (Proc. Ref: Namu574/WRKS/18-19/00020), CC sitting on 6th December, 2018 under minute 27/NDCC/6/12/2018-19 (ix) upheld the recommendation of the EC and approved, without deviation, the award of the contract to M/S Munhanha construction Company Ltd at a contract sum of UGX 9,988,948 inclusive of all taxes.</li> <li>• For the consultancy services for preparation of Physical Development Plans for Nangonde and Bulange trading centres under DDEG funding (Proc. Ref: Namu574/SRVCS/18-19/00008), the CC sitting on 2nd November, 2018 under minute 21/NDCC/2/11/2018-19(iv) upheld the recommendation of EC and approved, without deviation the award of the contract to M/S Spartial data Ltd at a contract sum of UGX 44,910,800.</li> <li>• For completion of district administration block, phase II under UCG funding (Proc. Ref: Namu574/WRKS/18-19/00064), the CC sitting on 11th April, 2019 under minute 51/NDCC/12/2018-19 upheld the recommendations of the EC and the negotiation committee and approved the award of the contract to M/S Spartial Data Ltd at a contract sum of UGX 138,108.970</li> </ul>
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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 PDP for the FY 2019/2020 covered all infrastructure projects in the approved PBS version of the annual work plan and budget for FY 2019/20. For Instance;</p> <ul style="list-style-type: none"> <li>• Supply of computer and photocopiers consumables with DDEG funding at a contract sum of UGX 12,080,000 under open domestic bidding appeared on page 1 of the PDP and on page 48 of the AWP FY 2019/20</li> <li>• Supply of 72 three-seater desks to Kisowezi and Nabitula with DDEG funding at a contract sum of UGX 10,080,000 under selective bidding appeared on page 2 of the PDP and on page 31 of the AWP FY 2019/20</li> <li>• Roofing of 4-classroom block at Buwidi P/S with SFG funding at a contract sum of UGX 44,000,000 under selective bidding appeared on page 6 of the PDP and on page 30 of the AWP FY 2019/20</li> <li>• Supply of 30 three-seater desks to Mazuba and Kasuleta primary schools with DDEG funding at a contract sum of UGX 4,320,000 under selective bidding appeared on page 31 of the PDP and on page 31 of the AWP FY 2019/20</li> <li>• Sitting, casting and installation of 19 deep wells in Namutumba with DWSCG &amp; DDEG funding at UGX 372,600,000 was appearing on page 7 of the PDP and pages 44-46 of the AWP</li> <li>• Renovation of female ward at Nabisoigi HCIII with PHC funds under selective bidding at UGX 18,989,449 was appearing on page 7 of the PDP and page 23 of the AWP</li> </ul> <p>The LG procurements made in FY 2018/19 adhered to the PDP. For instance;</p> <ul style="list-style-type: none"> <li>• Supply of 30 three-seater desks to Mazuba and Kasuleta primary schools with DDEG funding at a contract sum of UGX 4,320,000 under selective bidding appeared on page 3 of the PDP</li> <li>• Construction of a 3-stance lined pit latrine at Nawampandu RGC with DWSCG at a contract sum of UGX 13,106,000 under selective bidding appeared on 5 of the PDP</li> <li>• Completion of district administration block phase II with UCG funding at UGX 100,000,000 under open domestic bidding was on page 8 of the PDP</li> <li>• Preparation of Physical Development Plans for Nangonde and Bulange trading centres with DDEG funding under open domestic bidding at UGX 45,000,000 was on page 13 of the PDP</li> <li>• Construction of a 2-stance line pit latrine at Nangonde HCII with PHC funding at UGX 10,000,000 appeared on page 7 of the PDP</li> </ul>	
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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>By 30th August, 2018, the PDU had prepared at least 80% of the bid for all infrastructure projects under Procurement Notice No. 1:2019/20 for prequalification of service providers and framework contracts for FY 2019/20 published in Daily Monitor Newspaper of 11th July, 2019 and Procurement Notice No.2: 2019/20 for open domestic bidding published in the New Vision newspaper on 26th September, 2019. Under Open domestic bidding, 1 investment project was advertised and the bid document was prepared as follows;</p> <ul style="list-style-type: none"> <li>• Namu574/wrks/19-20/00011: Sitting, drilling, casting and installation of 19 deep wells with bid security of UGX 5,000,000</li> </ul> <p>Other bid documents prepared included;</p> <ul style="list-style-type: none"> <li>• Construction of a 5-stance lined pit latrines at Katendengereire P/S, Proc: Ref: No.Namu574/wrks/19-20/00006. Bid prepared 23rd August, 2019</li> <li>• Re-roofing of four classrooms at Buwidi P/S proc:ref: No. Namu574/wrks/19-20/00001 prepared 23rd August, 2019</li> <li>• Construction of a 5-stance lined pit latrines, proc:ref: namu574/wrks/19-20/00002 prepared 23rd August, 2019</li> </ul>	2
<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>The LG had an updated contract register with complete procurement activity files for all the procurement in the FY 2018/19. Some of the completed procurement activity files included:</p> <ul style="list-style-type: none"> <li>• Sitting, drilling and installation of 10 deep wells lot 1 undertaken by M/S KLR (U) Ltd at UGX 220,000,000 was completed.</li> <li>• Construction of a 5-stance lined pit latrine at Kikalu P/S by M/S Prospa Engineering Services Ltd had remarks “Works executed at UGX 21,994,256.</li> <li>• Construction of a 2-classroom block and a 5-stance lined pit latrine at Matyama P/S by M/S Athousand Marbles Ltd at UGX99,542,663 indicated contract will be completed by closure of the calendar year 2019.</li> </ul> <p>The register had the following; procurement ref: no., subject of procurement, source of funding, method of procurement, date of award, estimated cost in UGX, contract value in UGX, Amount paid and status.</p>	2

<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 adhered with procurement thresholds (sample 5 projects): score 2.</li> </ul>	<p>All the procurements undertaken during the FY under review complied with Regulation 33(3) of the LGs (Public Procurement and Disposal of Public Assets) Regulations 2006 Thresholds for procurement of Works (1a and 1b), thresholds for procurement of supplies and services (2a and 2b), micro procurement (3) and community purchase (4). The LG used two procurement methods; Open Domestic and Restrictive/Selective bidding. For Instance;</p> <ul style="list-style-type: none"> <li>Preparation of Physical Development Plans for Nangonde and Bulange trading centres (Proc Ref: Namu574/Srvcs/19-19/00008at UGX 45,000,000 with DDEG funding was tendered under domestic bidding method and was advertised in New Vision newspaper on 25th September, 2018.</li> <li>Completion of district administration block phase II (Proc Ref: Namu754/wrks/19-19/00064 at a contract sum of UGX 100,000,000 under UCG funding was open domestic bidding method and was advertised on 24th January, 2019 in the Monitor Newspaper</li> <li>Upgrade of kagulu HCII to HCIII under UGIFTP for results (proc: Ref:MoH/Wrks/2018-19/0001-11/Namu574/Wrks/18-19/00024 at UGX 474,529,862 was tendered under open domestic bidding and was advertised in the new Vision newspaper of 20th September, 2018</li> <li>Construction of two 2-classroom blocks at Bukonte P/S at a sum of UGX153,065,326 under Emergency construction by MoES was tendered under open domestic bidding at was advertised in the New Vision newspaper on 24th January, 2019</li> <li>Construction of a 2-stance lined pit latrine at Nangonde HCII at UGX 10,000,000 under PHC funding was by selective bidding and was advertised in Monitor newspaper on 12th November, 2018</li> <li>Re-roofing of 2-classrooms at Kategere P/S at UGX 25,000,000 under SFG funding was by selective bidding method and was advertised in New Vision newspaper on 20th December, 2018</li> </ul>	2
<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 for all projects based on technical supervision: score 2</li> </ul>	<p>There was evidence that works projects implemented in the previous FY 2018/19 were issued interim including completion certificates based on technical supervision. For instance;</p> <ul style="list-style-type: none"> <li>For the construction of a 2-classroom block at Mpumiro P/S at UGX 64,585,320, form 8 certificate of works was issued by the district Engineer on 5th February, 2019</li> <li>Construction of 2-classroom block at Huda Islamic P/S, interim completion report issued on 26th march, 2019 was seen</li> <li>For drilling, casting and installation of 9 deep wells lot 02, interim certificate dated 5th January, 2019, payment certificate signed by district engineer dated 21st January, 2019 was also on file</li> <li>Fencing of Nsinze HCIV, works completion certificate was completed and signed by district engineer on 5th April, 2019</li> </ul>	2
<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>Works projects in FY 2019/20 were not clearly labelled as per the requirements. For instance, the phased construction of the district administration block was visited and there was no label on the construction site.</p>	0
Financial management			

<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	<p>There was documentary evidence by way of bank reconciliation statements embedded in the manual cash books that the LG carried out monthly bank reconciliations up to end of FY 2018/2019 as at 30th June 2019 but there were not reconciled up to 30th September, 2019 as indicated below;</p> <ul style="list-style-type: none"> <li>• Works A/C No. 95060200000 608 at Bank of Baroda Iganga Branch was reconciled up to 30th June, 2019 but there was no evidence of being reconciled up to 30th September, 2019</li> <li>• Health A/C No. 95060200000 617 at Bank of Baroda Iganga Branch</li> <li>• Production and Marketing A/C No. 95060200000 613 at Bank of Baroda Iganga Branch</li> <li>• Natural Resources A/C No. 95060200000 613 at Bank of Baroda Iganga Branch</li> <li>• Statutory Bodies A/C No. 95060200000 616 at Bank of Baroda Iganga Branch</li> </ul> <p>The LG was put on IFMS in FY2019/2020 as from 1st July, 2019. Bank reconciliation had not been carried out to 30th September, 2019</p>	<p>0</p>
<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>	<p>The LG made timely payment of suppliers during the previous FY 2018/2019) as per the following Sampled payment Vouchers.</p> <p>Voucher no.23/05/19 dated 22nd May, 2019 of Shs.2,500,000to Kajooke General Enterprises for the supply of Fuel for DHO's Office operation.Contract Calloff Order under framework Contract for supply of Fuel dated 2nd May,2019authorized by the CAO on 2nd May 2019. Requisition for payment made by the supplier on 28th August, 2019. DHO recommended payment by endorsing the requisition for Payment on 28th May, 2019. Payment effected within a period of one day.</p> <p>Voucher no. 35/6/2019 dated 28th June, 2019 of Shs 1,520, 000 toKajoke General Enterprise Ltd for supply of Fuel for Monitoring Projects by DHO'S Office Contract Call off Order dated 24th June, 2019 under a Frame Work Contract for Supply of Fuel.Authorized by the CAO on 24th June 2019. Requisition for payment was made by the Supplier on 27th June, 2019. DHO recommended for payment by signing therequisition for payment by the Supplier on 28th June 2019. Payment effected within one day that is on 28th June 2019.</p> <p>Voucher No. 05/4/2019 dated 10th April 2019 of shs. 15,919,355 to Namunhanha Construction Company for the construction of a 2 Classroom Block at Hunda Islamic Primary School Contract 10th August, 2018. Certification DEO Certified on 15th April 2019 District Engineer Certified on 15th April 2019.Request for payment made on 27th April, 2019. DEO endorsed the Request for Payment on 4th April 2019 Payment effected within a period of 6days. On 10th April 2019</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has a substantive Senior Internal Auditor: 1 point.</li> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>There was documentary evidence by way of appointment Letter dated 5th March 2008 Ref CR/Per/156 that the LG had a Substantive Principal Internal Auditor by the names of Moses Ziraba.</p> <p>NamutumbaDistrict Service Commission appointed Moses Ziraba as Principal Internal Auditor under Minute Number Min 15/DSC/2008</p>	<p>1</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</p>	<p>Quarterly Internal Audit Reports for FY 2018/2019:</p> <table border="1"> <thead> <tr> <th data-bbox="647 152 826 185">Quarter</th> <th data-bbox="826 152 1114 185">Date of report</th> <th data-bbox="1114 152 1433 185">Reference</th> </tr> </thead> <tbody> <tr> <td data-bbox="647 208 826 241">Quarter 1</td> <td data-bbox="826 208 1114 241">12th Oct 2018</td> <td data-bbox="1114 208 1433 241">Unreferenced</td> </tr> <tr> <td data-bbox="647 264 826 297">Quarter 2</td> <td data-bbox="826 264 1114 297">18th Jan 2019</td> <td data-bbox="1114 264 1433 297">Unreferenced</td> </tr> <tr> <td data-bbox="647 320 826 353">Quarter 3</td> <td data-bbox="826 320 1114 353">26th April 2019</td> <td data-bbox="1114 320 1433 353">Unreferenced</td> </tr> <tr> <td data-bbox="647 376 826 409">Quarter 4</td> <td data-bbox="826 376 1114 409">30th July 2019</td> <td data-bbox="1114 376 1433 409">Unreferenced</td> </tr> </tbody> </table>	Quarter	Date of report	Reference	Quarter 1	12th Oct 2018	Unreferenced	Quarter 2	18th Jan 2019	Unreferenced	Quarter 3	26th April 2019	Unreferenced	Quarter 4	30th July 2019	Unreferenced	<p>2</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.

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.

There was no documentary evidence that the LG had provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous FY 2018/2019

Nature and total number of queries raised were 14. Only 1 query was by the time of assessment, thus 13 queries pending

The following were the Queries

Quarter one

Education Sector

- Misappropriation of Shs 4,200,000 Under Uganda Multi Sectoral Food Security Nutrition Programme

Production Department

- Un Accounted for Funds Shs 11,576,750 under Uganda Multi=sectora Food Security Nutrition Program

Administration department

- Shs 2100,000 meant for Sign Posts was Misappropriated

Unaccounted for Funds

- Nsinze Subcounty Shs 41,972,321
- Mgada Sub county Shs 8,398,320
- Namutumba Sub county Shs 12,787,000

Quarter Two

Administration

- Non-Disposal of District Assets as recommended by Board of Survey Report,
- Insecurity of District Assets due to mom Existence of designated Parking Yard and lack of Fencing of Office premises

Quarter Three

Administration department - Sub counties

- Irregular procurement of Construction Materials worth Shs 65,916,400
- Misappropriation of Funds Shs 10,510,000

Quarter Four

Works

- Lack of implementation Plan for all Capital Development Projects.

Community Development Office

- Irregular payments Shs 2,050,000
- Un Accounted for Funds Shs 29,965,400

<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>There was documentary evidence by way of delivery books evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC.</p> <p>However, the LGPAC had only reviewed the 1st Quarterly Internal Audit report FY 2018/2019 leaving out a backlog of three internal audit reports. The Quality of LGPAC report dated 28th February 2019 ref CR/252 was not good in content and PAT could not make sense out of it. The functional gap was highlighted during the Exit meeting. PAT recommended that members of Namutumba LGPAC including its Secretary should be mentored and Coached on the roles of LGPAC in accordance with Section 88 and 89 of Local Governments ACT CAP 243</p> <table border="1" data-bbox="651 517 1428 763"> <thead> <tr> <th>Quarter</th> <th>Date of submission</th> <th>Reference for report review</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>12th Oct 2018</td> <td>Unreferenced</td> </tr> <tr> <td>Quarter 2</td> <td>18th Jan 2019</td> <td>Unreferenced</td> </tr> <tr> <td>Quarter 3</td> <td>26th April 2019</td> <td>Unreferenced</td> </tr> <tr> <td>Quarter 4</td> <td>30th July 2019</td> <td>Unreferenced</td> </tr> </tbody> </table>	Quarter	Date of submission	Reference for report review	Quarter 1	12th Oct 2018	Unreferenced	Quarter 2	18th Jan 2019	Unreferenced	Quarter 3	26th April 2019	Unreferenced	Quarter 4	30th July 2019	Unreferenced	<p>0</p>
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<p>The LG maintains a detailed and updated assets register 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>There were 2 out of 3 Assets Registers that were maintained by the LG conformed to the prescribed Formats outlined on pages 167 to 168 of the Local Governments Financial and Accounting Manual 2007.</p> <p>The following were the two said Assets Registers that in conformity with prescribed Formats and were also updated.</p> <ul style="list-style-type: none"> <li>Assets Register for Land and Buildings.</li> <li>Assets Register for Motor Vehicles and Heavy Plants</li> </ul> <p>For instance, ISUZU DMAX Motor Vehicle Model 2018 Registration Number UG2873E had been recorded on 23th May 2018 in the Assets Register for Motor Vehicles and Heavy Plants on Folio 1</p> <p>Similarly, anew Administration whose value was Shs 667,379,925 had been recorded on Page 12 of The Assets Register for Lands and Buildings</p> <p>The third Assets Register that was General in nature did not Conform to the prescribed Format outlined on Page 167 of the Local Governments Financial and Accounting Manual 2007. The LG was still using a Manual System of maintaining Assets Registers.</p> <p>PAT mentored and Coached the Staff interacted with on the dynamics of compiling Assets Register General in nature by including all the computers tables, chairs related Furniture using the Prescribed Format outlined on Page 167 of Local Governments Financial and Accounting Manual 2007.</p>	<p>0</p>															

<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> <li>• Unqualified audit opinion: score 4</li> <li>• Qualified: score 2</li> <li>• Adverse/disclaimer: score 0</li> </ul>	<p>The LG obtained unqualified audit opinion for FY 2018/2019</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2</li> </ul>	<p>The LG Council met and discussed service delivery related issues as provided in the minutes below:</p> <p>Quarter 1: Council did not provide evidence of any meeting held in Quarter 1  Quarter 2: Meeting held on 30th October,2018 discussed under Minute no 78/COU/30/10/2018 the following issues: Population increase, upgrade of Kagulu HCII to HCIII  Quarter 3: Meeting held on 29th March,2018 and discussed under Minute no 88/COU/29/03/2019 the following: Laying down of the budget  Quarter 4: Meeting held on 28th May,2019 and discussed under Minute no 91/COU/28/05/2019 the following: Approval of Supplementary budget, Agricultural Cluster Development Project and partial completion of the Administration block</p>	<p>2</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• Evidence that LG has designated a person to coordinate response to feed-back (grievance/complaints) and responded to feedback and complaints: score 1.</li> </ul>	<p>The LG had designated Kiire Noah (District Communications Officer) to coordinate response to feed-back (grievance /complaints) and respond to feedback and complaints. He was appointed by the CAO on 2nd July, 2018 under reference number: CR/156</p> <p>He was charged with the responsibility of receiving complaints relating to; contract management, delayed payments, complaints against Staff, management of transfer of funds among others.</p>	<p>1</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <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>The LG had a specified system for recording, investigating and responding to grievances, which was displayed at LG offices notice board.</p>	<p>1</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>The LG had displayed the Payroll and Pensioner Schedule on public notice board for the month of October, 2019. The AT Sampled details of two employees as presented below:</p> <p>Name: Nakaziba Mary</p> <p>Serial Number: 1691</p> <p>IPPS:1005314</p> <p>Supplier Number: 645705</p> <p>Amount paid: 523,644</p> <p>Name:NaigagaJanat</p> <p>Serial Number: 1344</p> <p>IPPS:1005368</p> <p>Supplier Number: 645705</p> <p>Amount paid:443,766</p> <p>The pensioners schedule was also on display on the notice board. There were 92 pensioners and two were sampled as seen below:</p> <p>Name:MawulireYusif</p> <p>Serial Number: 1</p> <p>IPPS:877676</p> <p>Supplier Number: 187805</p> <p>Amount paid:111,679</p> <p>Name:KiryaSemeiMuirani</p> <p>Serial Number:46</p> <p>IPPS:907474</p> <p>Supplier Number:193764</p> <p>Amount paid: 361,945</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</li> </ul>	<p>The LG displayed and published the procurement plan, awarded contracts and amounts for the FY 2018/2019. For example;</p> <p>Procurement reference: Namu574/Wrks/ 2018-19/00001</p> <p>Subject of procurement: Sitting, Drilling, Casting and Installation of 10 Deep wells (lot1) Total Contract Price: UGX 188,604,828/=</p> <p>Procurement method: Open domestic bidding</p> <p>Bid invitation date: 10th September, 2018</p> <p>Bid closing date:21st September 2018</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>The previous performance results were displayed on the public notice board in front of the district administration block.</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>The district communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY during the expanded TPC meeting held on 23rd September,2019 at the District Service Commission Board room, the following documents were shared; DDEG Guidelines, Budget Call Circular and Public Procurement Policy, 2019.This event was recorded under Minute no: 2/DTPC/23/09/2019</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 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>There was evidence that the LG conducted discussions with the public to provide feed-back on status of the implementation of activities. For instance, the District</p> <p>The District conducted a radio talk show on 4thJanuary, 2019 where the Resident District Commissioner (Hajji Saleh Kumbuga), was hosted on NBS 89.4fm Radio to talk about the underwater sector.</p> <p>The AT was also able to obtain a printed copy of the Studio photo of the RDC while in the Radio Station Studio while talking on the microphone</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>There was evidence that the LG gender focal person and DCDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. A copy of minutes of dissemination of gender mainstreaming to HODs/TPC was availed bythe Gender focal person. The sensitization was held on 20/6/2018 and from the minutes it was observed that he emphasized to the participants to ensure gender equality in their planning and programming. He hinted that men too are entitled to a 7 days paternity leave although many men do not apply for it.</p> <p>A report on gender mainstreaming for quarter 1 was availed to AT, in which it was reported that sensitizations had been done for Senior Woman Teachers in schools of Wampa, Namakoko and other Primary Schools to make Pads for girls from local materials. This was implemented on 16th November, 2019.</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>In the FY 2019/2020, two activities were planned to strengthen women's roles and address vulnerability and social inclusions.</p> <p>The two activities are documented on page 74 of the Namutumba LG Approved work plans of 2019/2020 as;</p> <ul style="list-style-type: none"> <li>Community mobilization on GBV prevention and response</li> <li>Coordination meetings with stakeholders.</li> </ul> <p>The previous FYs Budgets for gender activities/vulnerability/social inclusion was a total of UGX 4,000,000.</p> <p>Vouchers with requisitions for funds to implement gender activities were availed for viewing.</p> <ul style="list-style-type: none"> <li>Voucher No. 19/5/19, dated 27/5/2019, Payee Kweita Phillip M, the gender focal point person, a total of UGX 1,000,000 from chq. 620455 was drawn for the purpose of Hygiene and Sanitation and HIV sensitizations in 10 primary schools.</li> <li>Voucher no. 13/12/19, dated 30/11/2018, Payee BabalandaKhalif, the Ag. DCDO on chq. 62327 worth UGX 1,000,000 for the purpose of social safeguards-hygiene and sanitation and HIV sensitization in 8 Primary schools from 8 sub counties.</li> <li>Voucher No. 06/10/11, dated 22/10/2018, Payee Kweita Phillip M the GFPP worth UGX 670,0000 for the purpose of social safeguards-sensitization on hygiene and sanitation.</li> <li>Voucher no. 36/6/2019, dated 28/6/2019, chq. 620468, worth UGX 1,000,000 for the purpose of supply of fuel for gender mainstreaming activities and allowances.</li> </ul> <p>Thus, a total of UGX 3,670,000 of the budget of 4,000,000 making 91.7% implemented of the previous FY</p>	<p>2</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <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>Screening forms for construction of a 5-stance lined pit latrine at Kigalama P/S, Namu574/wrks/18-19/00019 were seen dated 31st October, 2018 and Environmental Mitigation measures budgeted for at UGX 50,000.</p> <p>Screening reports for the sitting, Drilling, Casting and Installation of 9 deep wells Lot 2 were available for viewing. They were part of the screening forms for 20 boreholes in different sub counties in Namutumba DLG. The report recommended the vegetation to be cleared for 5*3 cm to be replaced by planting new vegetation around the borehole sites. The ESMP was budgeted at UGX 1,620,000 for the 9 boreholes.</p> <p>The construction of a 2-classroom block at Huuda Islamic P/S had screening done by the District Environment Officer on 30th October, 2018. No major environmental effects were reported by EO and DCDO. The mitigation was budgeted at a cost of UGX 950,000</p> <p>There were screening forms for the construction of a class room block at Mpumiro P/S with mitigation measures cost at UGX 180,000.</p> <p>However, there was no screening for the completion of Fencing of Nsize HC IV, Namu574/wrks/18-19/00025 and the Renovation of Namutumba HC III, Namu574/wrks/18-19/00026.</p>	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<p>• Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1</p>	<p>There was evidence that the LG integrates environmental and social management and health and safety plans in most of the contract bid documents of projects sampled for this score.</p> <p>The construction of a 5-stance lined pit latrine at Kigalama P/S bid document integrated ESMP in the BOQ on page 3 of 4 and cost UGX 50,000.</p> <p>Sitting, Drilling, Casting and Installation of 9 deep wells Lot 2 integrated ESMP under item 2.2 of the BOQ costing UGX 1,620,000. This project was implemented by Maa Technologies (U) Ltd.</p> <p>Similarly, environmental integration was covered in the bid document for the construction of a 2 class room block at Huuda Islamic P/S as Environmental mitigation under element number 12 on page 15/15 cost UGX 150,000.</p> <p>Just as stated in (i) above, the drilling of 9 deep wells lot 2 and completion of fencing of Namutumba HCIII bid documents did not have ESMP integrated.</p>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<p>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</p>	<p>There was no evidence that all projects were implemented on land where the LG had proof of ownership except for the Drilling of 9 boreholes. For this project, copies of MoU were signed between Namutumba DLG and the owners of land where the boreholes were located. For example, the land owner of Budeberovillage, NawangisaParish, Kibaale S/C offered land for a community bore hole. The MoU was also endorsed by the NoKBayansi Michael, and the chairperson LCI of Budebero village, Baligeya and a member of the water user committee, Sande Christopher. MoUs of all the other boreholes were available with the Physical planner.</p> <p>However, all the other projects did not have proof of ownership of land by Namutumba LG. The Physical planner said they have not proof of ownership of land or agreements with land owners where the LG implemented projects.</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>	<p>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1</p>	<p>Certification forms for not all sampled completed projects were provided for viewing.</p> <p>There was a certification form for construction of a 5-stance pit latrine at Kigalama P/S dated 31/10/2018 signed by the EO and DCDO, Samanya Paul and BabalandaKhalif respectively.</p> <p>The certification for drilling of 9 boreholes dated 20/1/2019was seen. The EO recommended clearing of debris from the sites and at least 10 trees planted around the site.</p> <p>While there was certification forms for the construction of a 2 classroom block at Huuda P/S dated 30th October, 2018 recommending construction to be restricted to the dry season to reduce erosion and silting and planting 7 trees and grass, the completion of Fencing of Nsize HC IV and the Renovation of Namutumba HC III did not have certification forms completed by the EO and DCDO.</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 no evidence that the contract payment certificates included prior environmental and social clearance. The EO officer stated that this was a new standard they were not aware of. A copy of payment certificate indicated that there is no provision for the EO and DCDO to sign as clearance of environmental and social mitigations. The EO resolved to bench mark with other LGs to implement this standard.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1</li> </ul>	<p>There were no monthly reports compiled and signed by the EO and CDO that included;</p> <ul style="list-style-type: none"> <li>• Completed checklists</li> <li>• Deviations observed with pictures</li> <li>• Corrective actions taken were seen.</li> </ul> <p>The EO resolved to bench mark with other LGs to implement this standard.</p>	<p>0</p>

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 department had budgeted for 109 head teachers and minimum of 7 teachers per school for FY 2019/20. The budget was UGX 7,863,652,000 as indicated on page 25 of the approved budget estimates for FY 2019/20.</p>	4
<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 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>From the staff lists reviewed, the education department had deployed a head teacher and a minimum of 7 teachers per school for the current FY 2019/20. For instance;</p> <ul style="list-style-type: none"> <li>Kalekawe Nathan GT/2016/129 was deployed to Kavule P/S together with 8 teachers</li> <li>Ngobi Charles GT/2015/123 was deployed to Nkono P/S as head teacher together with 9 teachers.</li> <li>Perekete Edward V/2004/860 was deployed to Buyange P/S as headteacher together with 15 teachers</li> <li>Wanume Yusuf III/2007/1773 was deployed to Nawandyo P/S together with 11 teachers</li> <li>Nabongo Andrew GT/2005/5827 was deployed to Nabinyonyi P/S together with 11 teachers</li> <li>Nagaya Yusuf GT/2003/380 was deployed to Namutumba Modern Primary School together with 26 teachers</li> <li>Buyunza Livingstone was deployed to Nsaale P/S as headteacher together with 10 teachers</li> <li>Kalinaki Abubaker BUG/P/4136xx was deployed to Dhakaba Memorial P/S as headteacher together with 7 teachers</li> <li>Singa Nuhu IGA/P/41722xx was deployed to Buwooya P/S as headteacher together with 16 teachers</li> <li>Mikisa Rehema was deployed to Buwabe P/S as headteacher together with 7 teachers.</li> </ul>	4
<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> <li>If 100%: score 6</li> <li>If 80 - 99%: score 3</li> <li>If below 80%: score 0</li> </ul> </li> </ul>	<p>The LG had 1247 primary school teachers on payroll for FY 2019/20, according to a manual count from the staff lists. The projected wage bill for teachers in position was UGX 7,858,840,512 against the budgeted of UGX 7,863,652,000. The ceiling for primary school teacher was 1537.</p> <p>To calculate the wage bill consumption</p> $\frac{7,858,840,512}{7,863,652,000} \times 100 = 99.9\%$ <p>Wage bill consumption was approximately 100%</p>	6

<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <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 LG had two positions of Inspector of Schools in the staff structure- the Senior Inspector and Inspector of Schools. At the time of assessment, only the position of Inspector of Schools was substantively filled by Kalisengawa Fred appointed on transfer of service to Senior Inspector of Schools on 15th January, 2013 by direction of DSC under Min.No. NTB/DSC/41/2012(d)</p> <p>There was no evidence Inspector of Schools position was substantively filled.</p>	0
<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 education department submitted a recruitment plan to HRM on 2nd April, 2019. The plan contained 1 position of an Inspector of Schools and 300 positions for Education Assistants</p>	2
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> <li>• School Inspectors: score 2</li> </ul>	<p>The education department submitted a recruitment plan to HRM on 2nd April, 2019. The contained 1 position of an Inspector of Schools and 300 positions for Education Assistants</p>	2
Monitoring and Inspection			
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• 100% school inspectors: score 3</li> </ul>	<p>The Senior Inspector of Schools was appraised on 30th July, 2019- with comment of being result oriented officer. The department did not have an Inspector of Schools.</p>	3

<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 <ul style="list-style-type: none"> <li>o 90 - 100%: score 3</li> <li>o 70% and 89%: score 2</li> <li>o Below 70%: score 0</li> </ul> </li> </ul>	<p>There was evidence all head teachers were appraised for the calendar year 2018. For instance;</p> <ul style="list-style-type: none"> <li>• Wandera Richard Bagagaof Budwaraprimary school had a performance agreement for on file and a performance report. He was appraised by SAS on 15th January, 2019</li> <li>• Kisiisa Sarah of KiguluP/S was appraised by the responsible Senior Assistant Secretary on 8th January, 2019</li> <li>• LugeniAggrey of NamutumbaP/S was appraised 10th January, 2019.</li> <li>• Mukabire John of Nkono P/S was appraised 11th January, 2019.</li> <li>• Wampande Charles of NabikabalaP/S was appraised 31st December, 2018</li> <li>• Tingu Patrick of Kasaale P/S was appraised 31st December, 2018</li> <li>• Kutolawo Betty Grace of Kalamira P/S was appraised 25th January, 2019</li> <li>• Kafuko Betty of Busoona P/S was appraised by the responsible SAS on 7th January, 2019</li> </ul> <p>All headteachers were appraised in calendar year 2018</p>	<p>3</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The department communicated guidelines, policies and circulars as received from the national level- in the FY 2018/19. For instance;</p> <ul style="list-style-type: none"> <li>• Meeting with head teachers under on 15th February, 2019 under Min.04/01/2019 disseminated the budgeting and implementation guidelines for primary schools and secondary schools.</li> </ul>	<p>1</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <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>The Education department held meetings with head teachers for primary schools and explained as well as sensitized them on the guidelines, policies and circulars as issued from the national level. For instance;</p> <ul style="list-style-type: none"> <li>• Meeting held 15th February, 2019 under Min 04/01/2019 the DEO disseminated budgeting and implementation guideline. The guidelines were about implementation of capitation grants in UPE, USE and UPOLET. Meeting was attended by 71 head teachers</li> <li>• Meeting held 30th June, 2019 under Min 04/04/2019 disseminated monitoring of learning achievements guidelines for EGRA. Meeting was attended by 97 head teachers.</li> <li>• Meeting held on 14th September, 2018 under Min 06/06/2018 disseminated menstrual hygiene management in primary schools. A registration roaster indicating a total of 90 teachers in attendance was on file.</li> <li>• Meeting held 4th December, 2018 under Min 04/08/2018 reiterated that head teachers to always be presented at school on day of term opening and also desist from early closure or opening of school term.</li> </ul>	<p>2</p>



<p>The LG Education Department has effectively inspected all registered primary schools<sup>2</sup></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: <ul style="list-style-type: none"> <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> </li> </ul>	<p>From the sampled schools, inspection of schools were carried out as follows;</p> <ul style="list-style-type: none"> <li>• Namutumba P/S was inspected on 23rd October, 2018, 28th February, 2019, 1st March, 2019 and 7th June, 2019. This was at least one inspection per term. <math>3/3 \times 100 = 100\%</math></li> <li>• St AlphealBukonte P/S was inspected on; 1st October, 2018, 3rd May, 2019 which translates to <math>2/3 \times 100 = 67\%</math></li> <li>• Grace Nursery and Primary School was inspected on 17th September, 2018 and 6th March, 2019 trnslating to <math>2/3 \times 100 = 67\%</math></li> </ul> <p>Calibrated % of inspection was <math>\frac{100+67+67}{3} = 78\%</math></p>	6
<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>Minutes for the department meetings were not availed to the assessor</p>	0
<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>The school inspection reports were submitted to Directory of Education Standards Agency in Mbale as follows;</p> <ul style="list-style-type: none"> <li>• Inspection report for Term I, 2019 was submitted and acknowledged by DES on 18th April, 2019</li> <li>• Inspection report for term III, 2018 was submitted to Des on 15th November, 2018</li> <li>• Inspection report for term II, 2019 was submitted 19th July, 2019</li> </ul>	2
<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>No evidence of following up inspection recommendations by the sector.</p>	0

<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>The LG submitted a list of 109 schools on 15th July, 2019 that was consistent in both EMIS and PBS</p>	<p>5</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> <li>• Enrolment data for all schools which is consistent with EMIS report and PBS: score 5</li> </ul>	<p>The LG submitted enrolment data of 61,444 pupils in PBS 15th July, 2019 and it was consistent with EMIS report.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible 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>The Council Committee responsible for education met and discussed service delivery issues, including but not limited to;</p> <ul style="list-style-type: none"> <li>• Meeting held 20th May, 2019 under MIN:03/EDUCATION/20/05/2019 had the presentation of the work plan and budget for FY 2019/20. Under MIN:04/EDUCATION/20/05/2019, committee resolved to forward the workplan to Council for consideration and approval.</li> <li>• Meeting held on 5th February, 2019 under Min:04/Educ/5/2019 discussed the recruitment plan for FY 2019/20. Under Min.04 plan was approved and forwarded to Council for consideration.</li> </ul>	<p>2</p>
<p>The LG committee responsible 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>The Committee responsible for education sector presented to Council sector implementation plan for approval. For instance;</p> <ul style="list-style-type: none"> <li>• Meeting held 30th October, 2018 under Min.78/Council/30/10/2018 received workplan for education and approved the allocation of shs.723m for construction of the seed secondary school.</li> <li>• Meeting on 19th December, 2018, no evidence for presentation of education sector issues to Council for approval.</li> <li>• Other sets of minutes were not availed to AT during assessment.</li> </ul>	<p>2</p>

<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> <li>• 100% schools: score 5</li> <li>• 80 to 99% schools: score 3</li> <li>• Below 80 % schools: score 0</li> </ul>	<p>All primary schools had functional SMCs and they held meetings to discuss education related issues including submission of reports to DEO. For instance;</p> <ul style="list-style-type: none"> <li>• For Bubutya P/S, meetings were held on 28th September, 2018 did elect office bearers under Minute No.5. Meeting on 13th February, 2019 under minute 6, discussed academic strategies for the subsequent term</li> <li>• Nalende P/S held meetings on 22nd February, 2019 where the headteacher presented the accountability for term 1 under Min 5/1/2019. As well as term II expenditure total to UGX 477,000. Meeting on 7th November, 2018 discussed completion of class structure constructed at school, under minute 4/1/2018.</li> <li>• At Busini P/S, SMC meetings were conducted on 14th June, 2019 under Min.11/2019 presented budget for term II, meeting for 14th February, 2019 discussed budget for term I under Min.IV. All the 13 SMC members were present with 3 females inclusive. On 14th October, 2018 under min.III/4/2018 presented and approved the budget for term III.</li> <li>• For Kagulu P/S, SMC meeting on 2nd June, 2019 under MIN.6/TermII/2019 discussed release of UPE grant releases of UGX 1,760,000. In meeting of 9th February, 2019 under MIN.V, annual budget was presented and approved. Meeting on 28th September, 2018 under Min.IV/2018 approved SMC members. Out of the 13 members, 3 were females.</li> </ul> <p>SMC minutes were submitted to the DEO office at varying dates that were not indicated. The fact that AT was availed SMC minutes by DEO indicate they were submitted by the respective schools.</p>	<p>5</p>
<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	<p>Schools receiving non-wage recurrent grants were publicized on the department notice board. Schools were from Buwazira P/S that received UGX 4,246,000 in quarter 1 of 2019/20 and Alpheal P/S that received UGX 2,858,000 in the same period.</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4</li> </ul>	<p>The department prepared and submitted procurement inputs to the PDU and the plan covered all investment items in the annual work plan. The Plan was submitted 26th April, 2019. Investment projects contained in plan included;</p> <ul style="list-style-type: none"> <li>• Construction of a 5-stance lined pit latrine at Kirongo P/S at UGX 22,000,000</li> <li>• Roofing of 4 classrooms at Buwidi P/S at UGX 11,000,000</li> </ul>	<p>4</p>
<p>Financial management and reporting</p>			

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</p>	<p>There was documentary evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment as per the following Sampled payment Vouchers</p> <p>Vr 05/4/2019 dated 10th April 2019 of shs. 15,919,355 to Namunhanha Construction Company Ltd for construction of a 2 Classroom Block at Hunda Islamic Primary School. Contract 10th August, 2018. District Engineer Certified on 15th April 2019. Request for Payment made on 27th April 2019 DEO endorsed the Request for Payment on 4th April 2019 Payment effected promptly within a period of 6days on 10th April, 2019.</p> <p>Voucher No. 13/6/2019 dated 28th June, 2019 of Shs 8,734,110 to Zamka and Construction Company Ltd for construction of 2 Stance lined Pit latrine at Mpumiro Primary School. Contract Dated 31st May, 2019 at contract Sum of UGX 9,686,325</p> <p>District Engineer Certified work done on 25th June 2019. Request for Payment made on 28th June 2019 DEO recommended for payment by signing on the request for payment on 28th June, 2019. Payment effected within the same day on 28th June 2019</p>	<p>3</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>No evidence of submission of performance reports by the department was availed to AT during assessment</p>	<p>0</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>There was documentary evidence by way of LGPAC report dated 28th February 2019 Ref CR/252 that the Sector had provided information to the Internal Auditor on the Status of implementation of the audit findings for FY2018/2019:</p> <p>Total number and nature of queries raised were 1 and it was responded to.</p> <p>Quarter one</p> <ul style="list-style-type: none"> <li>• The Query was in relation to Misappropriation of UGX 4,200,000 for construction of Energy Saving Stoves for some selected Primary Schools under the project called Uganda Multi-Sectoral Food Security and Nutrition Project UMFSNP)</li> </ul>	<p>2</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>AT was not availed evidence at the time of assessment that the education department in collaboration with gender focal person disseminated guidelines on how Senior Women/Senior Men teachers should provide hygiene and sanitation guidance to girls and boys in primary schools.</p>	0
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2</li> </ul>	<p>AT was not availed evidence at time of assessment that the education department in collaboration with gender department issued guidelines on how to manage sanitation for girls and PWDs in primary school.</p>	0
<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>The School Management Committee met guidelines on gender composition per guidelines. For instance;</p> <ol style="list-style-type: none"> <li>Kisega P/S SMC had 13 members together with 2 female members;</li> <li>Buwaga P/S had 13 members and only one female on the SMC;</li> <li>Namutumba P/S has 13 SMC members with 5 females</li> <li>St. Alphael P/S had 13 members with 4 females SMC members</li> </ol>	1
<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 AT was availed the guidelines for environment education in schools: a local strategy for environmental education in Namutumba. However, there was no evidence that the guidelines were issued to schools by the time of assessment.</p>	0
<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 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>Infrastructure projects were screened before approval for construction using a checklist for screening of projects. For instance;</p> <ul style="list-style-type: none"> <li>For the construction of a 2-classroom block at Mpumiro primary school, an environmental screening was carried out and a report dated 30thOctober, 2018 was authored and submitted to the CAO. Mitigation plans were included and planned at UGX 300,000.</li> <li>The construction of a 2-classroom block at Huuda Islamic P/S, screening forms were completed and mitigation plans budgeted at shs.300,000 were included.</li> <li>Construction of Pit lined latrine at Kigalama P/S had screening forms completed and dated 31st October, 2018 with inclusion of mitigation plans budgeted at shs.200,000</li> </ul>	1

LG Education department has ensured that guide- lines on environmental management are disseminated and complied with

Maximum 3 points for this performance measure

• The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1

There was no evidence that the Environmental officer together with the CDO visited sites to check whether the mitigation plans were complied with.

0

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>According to the IPF for the district PHC wage allocation for current FY 2019/2020, the approved budget for conditional grant (wage) for PHC workers was UGX 1,968,821,000</p> <p>The actual wage bill as per wage bill analysis for the PHC workers in post for FY 2019/2020 was UGX 1,844,018,496 leaving the department with a wage surplus of UGX 124,802,504</p> <p><math>\frac{1,844,018,496}{1,968,821,000} \times 100 = 93.7\%</math></p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re-quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>The DLG health department had approved 307 positions for PHC workers while those in post were 181 and those vacant were 126, representing a staffing level of 60%.</p> <p>Recruitment plan to cover the staffing gap was submitted by DHO on 3rd September, 2018 to the CAO.</p> <p>The district health department targeted to recruit 13 health workers. They had targeted to recruit 1 Anaesthetic Officer, 1 SCO, 2 COs, 4 Enrolled Nurses, 2 E/Ms, 1 Laboratory Technician, 1 Lab Assistant and 1 Driver</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>All the 5 sampled files for health facility in-charges were appraised for financial year 2018/2019. This gives 100%.</p> <p>The in-charges appraised were as indicated below:</p> <ol style="list-style-type: none"> <li>1. Isabirye Robert, Medical Officer I/C Nsinze HC IV, File No: CR/D/10194. Appraised on 5th August, 2019 by the DHO. Comment on file was “he has improved the management of HC IV”. Signed the CAO on 12th August, 2019.</li> <li>2. Ndhaye Richard, Senior Clinical Officer I/C Namutumba H/C IV, File No: CR/D/10047. Appraised on 16th July, 2019 by the Town Clerk. Comment on file was “to assist him get training in planning and budgeting as to be a training gap”. Signed by the PAS on 29th July, 2019.</li> <li>3. Kateme Harriet, Senior Clinical Officer I/C Nabisoigi H/C III, File No: CR/D/10044. Appraised on 30th June, 2019. The comment on the file was “she has proved seniority in her work” counter signed by the DHO on 28th July, 2019.</li> <li>4. BingiMbabazi Joyce, Enrolled Nurse I/C Kaiti H/C II. File No: CR/D/10092. Appraised on 17th July, 2019 by the SMCO, Namutumba HC III. The comment on the file was “she is a hard-working C.O. Counter signed by the SNO on 17th July, 2019.</li> <li>5. Neumbe Catherine, Nursing Assistant I/C, Bukonte HCII. File No: CR/D/10059. Appraised on 16th July, 2019 by the Kiwanuka Abdallah, C.O Nsinze HC IV. The comment on file was ‘very hard-working staff’. Counter signed by Senior Health Educator on 22nd July, 2019.</li> </ol>	8

<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4</li> </ul>	<p>The LG allocated health workers in line with lists submitted with the budget for FY 2019/2020 in PBS system.</p> <p>Namutumba DLG had 1 HC IV, 5 HC IIIs and 16 HC IIs (Total of 22 government health facilities). The health department had a staffing norm of 307 staff of which 181 were in post with a gap of 126 health workers indicating 58.7% staffing level. We reviewed approved staff list and compared it with the actual numbers of health workers at the health facilities</p> <p>The PAT sampled the following facilities:</p> <ul style="list-style-type: none"> <li>Nsinze HC IV: 34 health workers were deployed out of the 48-staffing norm.</li> <li>Namutumba HC III: 12 health workers were deployed out of the 19 required staffing norm.</li> <li>Kaiti HC II: .... health workers were deployed out of the 9 required staffing norm.</li> </ul> <p>At each facility, the staff list matched with the deployment list at DHO's office.</p> <p>Staff who had been transferred to and from other health facilities and those who were on leave at the time of assessment were accounted for.</p>	4
Monitoring and Supervision			
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <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>There was no evidence that the DHO communicated all the policies, guidelines and circulars.</p> <p>The DHO received Sector Grant and Budget Guidelines for Local Governments, 2019/2020 on 28th October, 2019 (by email) from Dr. Sarah Byakika (Commissioner Health Services, Planning, Financing and Policy). They were not yet disseminated at the time of assessment.</p> <p>Other guidelines/policies and circulars circulated in the last financial year 2018/2019 were also not available at DHO's office at the time of assessment. For instance, the National Sanitation and Hygiene Guidelines, 2017 and a circular (dated 30th May, 2019) on Notification of Birth and Death occurring in Health Facilities (from Dr. Diana Atwine, P.S MoH) were not available in all the 4 sampled health facilities.</p> <p>The following guidelines were at the DHO's office:</p> <ul style="list-style-type: none"> <li>Introduction of Rotavirus Vaccine into Routine Immunization. Training field guide for operational level health workers, MoH, 2018.</li> <li>National HIV Testing services Policy and Implementation Guidelines, MoH Uganda, 4th ed. 2016.</li> <li>Essential Medicines and Supplies List for Uganda, 2016.</li> </ul> <p>The visited health facilities were;</p> <ol style="list-style-type: none"> <li>Nsinze HC IV</li> <li>Namutumba HC III</li> <li>Bukonte HC II</li> <li>Kaiti HC II</li> </ol> <p>During the field visits in the health facilities, PAT established that some guidelines/policies and circulars available at DHO's office were not available in the sampled health facilities e.g Approaches on health care waste management: Health care workers guide, second edition 2013.</p>	0



<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 was no evidence that the DHO held meetings with health facility in-charges to explain the guidelines, policies, circulars issued by the national level</p>	<p>0</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>The District had only 1 HC IV (Nsinze HC).</p> <p>The PAT obtained evidence to the effect that the DHT had conducted all the required 4 quarterly integrated technical support supervision visits to Nsinze HC IV (At least one per quarter). The DHO's office provided 4 quarterly supervision reports as below.</p> <p>Quarter1 2018/19: Conducted from 17th to 21st September, 2018. Report compiled by Mwesigwa Charles (SNO). The issues were summarized as follows: implementation of nutritional services, outreach services and documentation, implementation of service delivery standards and policies, availability of drugs and supplies. 10 health facilities were visited (including Nsinze HC IV) by a 5-member team headed by the DHO (DR. Kiirya James).</p> <p>Quarter 2 2018/19: Conducted from 19th to 23rd November, 2018. Report compiled by Balisanyuka Ronald (DHE). The issues were summarized as follows: Facility to conduct community linkage meetings regularly, to integrate growth monitoring and nutrition assessment in immunization outreaches, to have a client flow chart at health facilities. 9 health facilities were visited (including Nsinze HC IV) by a 6- member team headed by the DHO (DR. Kiirya James).</p> <p>Quarter3 2018/19: Conducted from 18th to 26th February, 2019. Report compiled by Mwesigwa Charles (SNO). The key findings were summarized as follows: lack of respect for duty rosters, non-functional biometric machines and delayed support supervision of lower level health units. 8 health facilities were visited (including Nsinze HC IV) by a 5- member team headed by the DHO (DR. Kiirya James).</p> <p>Quarter3 2018/19: Conducted from 10th to 14th June, 2019. Report compiled by Mwesigwa Charles (SNO). The key issues were summarized as follows: lack of respect for duty rosters, non-functional biometric machines and delayed support supervision of lower level health units. 8 health facilities were visited (including Nsinze HC IV) by a 5- member team headed by the DHO (DR. Kiirya James).</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> <li>• If 100% supervised: score 3</li> <li>• 80 - 99% of the health facilities: score 2</li> <li>• 60% - 79% of the health facilities: score 1</li> <li>• Less than 60% of the health facilities: score 0</li> </ul>	<p>Evidence that DHT has ensured that HSD had supervised lower level health facilities within the previous FY was derived from the quarterly support supervision reports by the HSD I/C to the DHO and the MOH facility support supervision books at the health units.</p> <p>3 health facilities were sampled for field visits. These were:</p> <ol style="list-style-type: none"> <li>1 Namutumba HC III</li> <li>2 Bukonte HC II</li> <li>3 Kaiti HC II</li> </ol> <p>PAT established that technical support supervision visits had been conducted by the HSD as indicated below:</p> <ul style="list-style-type: none"> <li>• Namutumba HCIII was not supervised in FY 2018/19</li> <li>• Bukonte HCII was supervised once on 5th November, 2018</li> <li>• Kaiti HC II supervised on 15th October, 2018, 9th March, 2019 and 17th June, 2019. Was not supervised in quarter 1 of FY 2018/19</li> </ul> <p>Out of the 12 expected supervision visits to 3 sampled health facilities, the HSD conducted only 4, hence 40%</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>AT reviewed minutes of the DHT quarterly meetings to ascertain whether all the 4 quarterly support supervision reports were discussed to make recommendations.</p> <p>All the 4 quarterly reports were discussed to make recommendations for correction as follows:</p> <p>Quarter 1: On 9th September, 2018, in the District council Hall, the DHO convened for performance planning and 1st quarter 2018/20219 review (Minute 5). For example, there was a recommendation that in-charges should start conducting meetings at their health facilities, including HUMC and community linkage meeting.</p> <p>Quarter 2: On 2nd January, 2019, a performance review meeting was convened in the District Council Hall by the DHO to present and discuss the support supervision report for the 2nd quarter 2018/2019 (minutes 4 and 5). For example, a recommendation was made for Bukonte HC III (PNFP) to order ant-TB drugs from NMS through Nsinze HC IV since they were not having these drugs.</p> <p>Quarter 3: On 3rd April, 2019, a performance review meeting was held to present 3rd quarter support supervision report for 2018/19. For example, there was a recommendation that the time sheets should be filled by health staff and submitted to the DHO.</p> <p>Quarter 2: On 12th August, 2019, a performance review meeting was convened in the District Council Hall by the DHO and the 4th quarter support supervision report was discussed. For example, a recommendation was made that the DHO should take action on the issue of lack of blood transfusion services in Nsinze HC IV.</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 up and specific activities undertaken for correction: score 6</li> </ul>	<p>In quarter 4 support supervision, lack of blood transfusion in Nsinze HC IV was identified. The recommendation was made for DHO to take action on the matter. This was followed up with a letter with an attached hospital blood bank inspection checklist from the CAO to the Director Uganda Blood Transfusion Services (dated 6th October, 2019) requesting for accreditation to offer blood transfusion services at Nsinze HC IV, Namutumba district. Cc to DHO, I/C Nsinze HC IV among others.</p>	6
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10</li> </ul> </li> </ul>	<p>The DLG had 29 health facilities that benefited from PHC. Of the 29 health facilities, 7 were PNFPs.</p> <p>The July, 2018 HMIS reports were submitted between; 3rd -10th August, 2018. Reports were entered into DHIS2 system for health reporting. All facilities (29) benefiting from PHC reported HMIS data into DHIS2 and the list of health facilities that reported was consistent with the list of facilities in the PBS system for Namutumba district.</p>	10
Governance, oversight, transparency and accountability			
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <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>The committee sat on 12th December, 2018 in the Board Room (MIN02/Hel/12/12/2018: Presentation and discussion of 1st quarter performance report)., inadequate staffing in health some health facilities, lack of blood transfusion services, orientation of HUMC members among other issues, were discussed.</p> <p>On 5th February, 2019, the committee sat to discuss health matters. Under MIN02/Hel/5/2/2019: Presentation and discussion of health work plan for FY 2019/2020 and under MIN0/Hel/5/2/2019: Presentation and discussion of health report for quarter 2 FY 2019/2020. The DHO presented ongoing health projects, health performance indicators, opportunities and challenges in for the health department.</p> <p>During quarter 4, the committee sat on 17th May, 2019 to present and discuss quarter 3 performance report (MIN:02/HEALTH/17/05/2019). Status of capital projects and health services were presented. The work plan for FY 2019/2020 was also presented and discussed (MIN:03/HEALTH/17/05/2019).</p> <p>Therefore, there was evidence that LG committee responsible for health met and discussed service delivery issues.</p>	2

<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>On 30th October, 2018, under council Min. 78/Council/30/10/2018 resolved and passed the changes in the health work plan. The changes were on construction of Kagulu HC III, completion of fencing at Nsinze HC IV, renovation of Namutumba HC III and construction of a pit latrine at Nangonde HC II.</p> <p>During the district council meeting sitting on 28th May 2019 in the Council Hall under council minute number 92/COU/28/5/2019, the district budget for FY 2019/2020 (health budget inclusive) was approved.</p> <p>Therefore, the health sector committee had presented issues that require approval to Council.</p>	2
<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> <li>If 100% of randomly sampled facilities: score 6</li> <li>If 80-99 %: score 4</li> <li>If 70-79 %: score 2</li> <li>If less than 70%: score 0</li> </ul>	<p>The PAT reviewed HUMC minutes to establish whether the 4 mandatory meetings were held to discuss the budget and resources issues.</p> <p>The PAT visited 3 sampled health facilities and established that HUMC's sat as indicated below:</p> <ul style="list-style-type: none"> <li>Nsinze HC IV: HUMC sat only once, in quarter 3.</li> </ul> <p>Q1: No evidence Q2: No evidence Q3: 7th January, 2019 Q4: No evidence</p> <ul style="list-style-type: none"> <li>Namutumba HC III: HUMC sat only once, in quarter 4.</li> </ul> <p>Q1: No evidence Q2: No evidence Q3: No evidence Q4: 22nd April, 2019</p> <ul style="list-style-type: none"> <li>Bukonte HC II: HUMC sat only in 2 quarters.</li> </ul> <p>Q1: No evidence Q2: 3rd December, 2019 Q3: No evidence Q4: 21st June, 2019</p> <p>In the 4 health facilities, 16 (4x4) meetings were expected. However, only 4 were conducted translating into 25%.</p>	0
<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>A list of all PHC recurrent non-wage beneficiaries (both public = 22 and PNFPs = 7) was displayed at the DLG notice-board on 5th October, 2019.</p> <p>The list indicated, among other things, the supplier number, name of the health facility and the IPF allocation for 1st quarter FY 2019/2020 totaling to 52,989,000 for the 29 health facilities.</p>	4
Procurement and contract management			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2</li> </ul>	<p>The procurement plan for health department for financial year 2019/2020 was prepared and approved on 20th May, 2019. It was submitted to PDU and received by KisamafuYusufu (SPO) on 21st May, 2019.</p> <p>This was beyond the recommended deadline of 30th April.</p>	2
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.</li> </ul>	<p>The LG did not provide evidence that the health department submitted a procurement request (PP form 1) to PDU.</p>	0
<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>There was documentary evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: as per the following sampled payment Vouchers</p> <p>Voucher No. 05/04/19 dated 9th April 2019 of shs. 9,066,843 to Munhanhanha Construction Company Ltd for purpose of construction of a 2 Stance lined Pit latrine at Nagonde HCII. Contract dated 12th February 2019 was in place.</p> <p>Certification: DHO signed the Certificate for work done on 4th April 2019 District Engineer Signed on the Certificate on 4th April 2019. Request for payment was made by the Contractor on 2nd April 2019. DHO recommended for payment on 2nd April 2019. Payment effected within a period of 7days on 8th April 2018</p> <p>Voucher No. 3/04/2019 dated 9th April 2019 for Shs.18,026,02 to Namunhanha Construction Company Ltd. For completion of Fencing at Nsinze Health Centre 1V Contract dated 12th February 2019 was in place. Certification done by the District Engineer on 5th April 2019 DHO. Requisition for payment made by the Contractor on 5th April 2019. DHO recommended for payment by signing on the requisition for payment on 9th April 2019. Payment effected within a period of 4 days that is on 9th April, 2019.</p> <p>Voucher No. 23/05/19 dated 22nd, May 2019 of UGX 2,500,000 to Kajooke General Enterprises for supply of Fuel for DH Office operation. Contract Call off Order under framework Contract for supply of Fuel dated 2nd May 2019. Authorized by the CAO on 2nd May 2019. Requisition for payment made by the Supplier on 28th August 2019. DHO recommended for payment on 28th May 2019. Payment effected within a period of one day.</p>	4
Financial management and reporting			

<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 department submitted the annual performance report for the previous FY 2018/2019 on 17th August, 2019 to the Planner for consolidation.</p> <p>This was late submission beyond the deadline of mid-July.</p> <p>Submission of quarterly reports to Planner during FY 2018/2019:</p> <table border="1" data-bbox="721 315 1433 674"> <thead> <tr> <th>Quarter</th> <th>Date of submission</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>4th October, 2018</td> <td>Reports received by the Planner</td> </tr> <tr> <td>Quarter 2</td> <td>30th January, 2019</td> <td>Reports received by the Planner</td> </tr> <tr> <td>Quarter 3</td> <td>14th May, 2019</td> <td>Reports received by the Planner</td> </tr> <tr> <td>Quarter 4</td> <td>17th August, 2019</td> <td>Reports received by the Planner</td> </tr> </tbody> </table>	Quarter	Date of submission	Reference	Quarter 1	4th October, 2018	Reports received by the Planner	Quarter 2	30th January, 2019	Reports received by the Planner	Quarter 3	14th May, 2019	Reports received by the Planner	Quarter 4	17th August, 2019	Reports received by the Planner	0
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<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>Scrutiny of Quarterly Internal Audit reports FY2018/2019 revealed that the Health Sector had no Audit Query</p>	4															
Social and environmental safeguards																		
<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>From the 4 sampled health facilities 3 had the required 30% (and above) of gender composition on HUMC.</p> <p>Nsinze HC IV had 10%.</p> <p>Gender composition was as follows.</p> <p>Nsinze HC IV: 1/10 = 10%</p> <p>Namutumba HC III: 4/7 = 57%</p> <p>Bukonte HC II: 3/5 = 60%</p> <p>Kaiti HC II: 2/5 = 40%</p>	0															

<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>There was no evidence that the LG had issued guidelines on how to manage sanitation in the facilities.</p> <p>Some of the visited health facilities like Kaiti HC II and Bukonte HC II did not have labeled latrines for each gender.</p>	2
<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>There was evidence that health facility projects were screened before approval for construction during financial year 2018/2019.</p> <p>For example:</p> <p>There was an environmental and social management plan for upgrade of Kagulu HC II to HC III project (written on 20th January, 2019) by the SEO and the DCDO. On the report, there was a checklist for screening dated 18th November, 2018 and signed by the SEO and DCDO.</p> <p>There was also a screening form dated 30th October, 2018 for renovation of Namuwondo HC III, in Namutumba sub-county. The screening was done by SEO and DCDO.</p> <p>There was a project for fencing Nsinze HC IV but there were no funds provided for screening this project. The SEO's view was that the screening budget could have been erroneously omitted.</p>	2
<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 check whether the mitigation plans are complied with: Score 2</li> </ul>	<p>There was evidence that projects under health were visited to check for the implementation of environmental mitigation measures during financial year 2018/2019.</p> <p>For example:</p> <p>Environmental and social safe guards compliance monitoring was done on 4th April, 2019. The report was written to CAO on 5th April, 2019 by the SEO and the DCDO. The team recommended that the contractor should urgently make an effort to address issues raise e.g recruiting women on the work force, marking off excavations at the site to minimize risk of accidents.</p>	2
<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>There were guidelines on medical waste management at the DHO's office e.g Approaches on health care waste management: Health care workers guide, second edition 2013.</p> <p>The PAT visited the following health facilities to establish the presence of waste management guidelines or posters.</p> <p>The facilities visited were: Nsinze HC IV, Namutumba HC III, Bukonte HC II and Kaiti HC II.</p> <p>In all the above health facilities, the above guidelines entitled "Approaches to health care waste management, a health workers' guide second edition 2013" were not available.</p> <p>Kaiti HC II did not have any poster/chart to guide health workers on medical waste segregation.</p>	0

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>Namututuba District safe water average was 66% and only Bulange sub county was below the average safe water coverage with 50% as the rest of the sub counties were above the District safe water average.</p> <p>In the FY 2019/2020, the District planned to construct 4 boreholes in Bulange sub County each at UGX 21,100,000 and the total water sector development Budget was 447,614,131 and this gives the district 100% of the budget allocation.</p>	10
<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY.               <ul style="list-style-type: none"> <li>o If 100 % of the water projects are implemented in the targeted S/Cs: Score 15</li> <li>o If 80-99%: Score 10</li> <li>o If 60-79: Score 5</li> <li>o If below 60 %: Score 0</li> </ul> </li> </ul>	<p>The District safe water average for the previous FY 2018/2019 was 66% and Bulange Sub County was the only sub county below the district safe water average with 50%.</p> <p>According to the 2018/2019 Budget and workplan, the District planned to construct 5 boreholes in the Sub County at Bwayuya village in in Bulange parish, Bubwoli village village in Mpumiro Parish, Bubusavillge, at Wakawaka village in Bugobi and at Kibigo B village in Kibigo Parish</p> <p>According to the annual progress report dated 10th July, 2019 and submitted to the Ministry of Water and environment on 9th August 2019 there was evidence that all the boreholes were constructed as planned giving the district 100% implementation rate. The district sector development budget was UG X 491,281,991.</p>	15
Monitoring and Supervision			



<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> <li>• If more than 95% of the WSS facilities monitored: score 15</li> <li>• 80% - 95% of the WSS facilities monitored: score 10</li> <li>• 70 - 79%: score 7</li> <li>• 60% - 69% monitored: score 5</li> <li>• 50% - 59%: score 3</li> <li>• Less than 50% of WSS facilities monitored: score 0</li> </ul>	<p>There was evidence that the district Water department monitored each of WSS facilities annually for instance,</p> <p>Progress report for rehabilitation of 45 non- functional boreholes for the FY 2017/2018 dated 23rd July 2018.</p> <p>A report about the implementation of a drama show conducted on hygiene and sanitation was organized Namutumba District network service organizations with facilitation from the District water sector held on 22nd October 2018 at Bunangwe village in Nsinze sub county were the community was sensitized about the importance of community contribution as regards operation and maintenance of water facilities and also improving the hygiene conditions in order to live a healthy life.</p> <p>A report about training of the private sector using the water and sanitation conditional grant dated 30th November 2018 and issues of regular servicing of the bore holes were discussed ,proper usage and handling of the water sources and equipment were also presented in the training.</p> <p>A report about the post construction to water and sanitation user committees dated 6th December 2018 in line with their roles and responsibilities like O&amp;M and general sanitation at the water sources to ensure that the wells are protected was seen</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> </ul>	<p>There was evidence that the District submitted consistent data reports on the following dates;</p> <ul style="list-style-type: none"> <li>• Quarter 1 data submitted on: 15th October 2018 to Ministry of water and Environment.</li> <li>• Quarter 2 data submitted on: 1st February 2019 to Ministry of water and Environment.</li> <li>• Quarter 3 data was submitted on 2ndMay 2019 to Ministry of water and Environment.</li> <li>• Quarter 4 data submitted on 9th August 2019 to Ministry of Water and Environment</li> </ul>	<p>5</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>The List of water facilities which were consistent in both sector MIS reports and PBS reports was on water points was available.</p>	<p>5</p>
<p>Procurement and contract management</p>			

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>There was evidence that the sector submitted input for the District procurement plan to PDU on 18th April 2019 and it was received on 23rd April 2019 by the head, Procurement Unit. This was within the required timeline of 30th April and it contained items to be procured by the water department like water quality testing chemicals and procurement of companies to carry out the planned works in the water sector.</p>	<p>4</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2</li> </ul>	<p>There was evidence that the District water department had a contract manager appointed on 25th September 2018 and prepared contract management plans on 12th October 2018 for monitoring each of WSS facilities. For example, in the plan, he was scheduled to supervise siting and drilling of 10 boreholes in different sub counties effective 12th October 2018-10th June 2019 and indeed the supervision report shows that this activity was well executed and supervised on 18th February, 2019.</p> <p>Mr Abey Kagwa was appointed the project manager for supervision of siting, drilling, casting and installation of 9 boreholes in the FY 2018/2019 lot 2 effective 25th October 2018-20th July 2019 and the project was supervised /visited on 19th December 2018 and this was according to the contracts management plan.</p> <p>There was a monthly progress report following expiry of the defect's liability period for drilling, casting and installation of 10 deep boreholes in the FY 2018-2019 Lot 1 starting on 29th October 2018 -10th June 2019 and the project was supervised/visited on 7th June 2019 and this was according to the contract's management plan.</p> <p>The Construction of a 3-stance lined pit latrine at Nawapandu village, Namutumba parish in Namutumba sub county was started in July 2018-June 2019 and it was supervised /visited on</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	<p>The water and sanitation facilities were constructed as per designs according to the BOQs/specifications and sampled ones include,</p> <ul style="list-style-type: none"> <li>• Nakyele village borehole in Namutumbasub county was constructed as per the design and the facility was 30 meters away from the nearest pit latrine and the facility was constructed on 16th January 2019.</li> <li>• Bunangwe village in Namutumba sub county was constructed as per the design in the BOQ and the water source was 30 metres away from the nearest pit latrine and it was constructed on 16th January 2019 by Maa Technologies Uganda Ltd.</li> <li>• Luzinga village borehole in Nabweyo parish in Kagulu sub County was constructed as per the design and the facility is at 30 metres from the nearest pit latrine and it was constructed by KLR Uganda Ltd on 30th January 2019.</li> <li>• The 3-stance lined pitlatrineat Nawampando RGC in Nawampando parish in Namutumba sub county is labelled and no provision for PWDs and not separation of men from women's side.</li> </ul> <p>The facilities were also functional to the required objective that is supply of water to the community and hygiene requirement besides the technical requirement. For example the water was clean, the concrete platform slanting towards the drainage channel to avoid water stagnating on the concrete and the drainage channel directed excess water to the soak pit. The latrine was accessible and had a ramp.</p>	2
<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 the contractors handed over completed WSS facilities to the District water officer for instance,</p> <ul style="list-style-type: none"> <li>• The drilling, casting and installation of 9 deep boreholes was completed on 21st January 2019 under Contract reference no NAMU/574/wks/18-19/ 00002 at UGX 188,604,828 and the project was handed over by the Contractor to the District on 21st January 2019.</li> </ul>	2
<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 appropriately certified all WSS projects and issued payment certificates, prepared and filed completion reports for example there was a completion certificate dated 19th September 2019 for siting,drilling, casting and installation of 10 bore holes under contract reference No NAMU/574/wks/18-19/00001 at UGX 187,274,131 by KLR Projects Ltd and the project completion reports were prepared and filed.</p>	2

<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>There was documentary evidence that the District Water Officer (DWO) timely (as per contract) certified and recommended suppliers for payment: as per the following Sampled Payment Vouchers</p> <p>Voucher No. 18/01/2014 dated 22nd January 2019 of Shs179,174,587 to Maa Technologies (U) Ltd for drilling, casting and installation of 9 deep wells Lot 2. Contract dated 19th day of September 2019. Contract Sum Shs 194,276,970. Certification No1 date signed by DWO on 21st January 2019. Requisition for Payment made by the Contractor on 5th January 2019 Payment effected on 22nd January 2019 within a period of 16 days</p> <p>Voucher No. 21/11/18 dated 31st October, 2018 to Maa Technologies for retention money for Construction of 9 boreholes. Contract dated 19th September, 2017 was in place Contract Sum Shs 194,276,970. Certificate of practical Completion issued by DWO ON 3rd October 2018. Requisition for Payment made by the Contractor on 12th October 2018 DWO recommended for payment by signing the Requisition for payment on 31st October 2018 Payment effected promptly within a period of 3 weeks</p> <p>Voucher 41/11/2018 dated 21st November 2018 of Shs 27,627,175 to KLR (Uganda) Ltd for Siting, Drilling, Casting and Installation of Nine Deep wells under Lot 1. Contract dated 1st day of Sept 2017 Contract sum of Shs 190,532,240. Certification DWO recommended for payment by signing the payment certificate on 9th July 2018. Requisition for payment by the contractor was made on 12th October, 2018. The District Water Officer recommended for payment by endorsing the Requisition for payment on 19th October, 2018. Payment was effected within a period of one Month and 2 days on 21st November 2018.</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 department submitted the annual performance report for the FY 2018/2019 on 23rd July 2019 to the District planner for consolidation and quarterly progressive reports on the following dates;</p> <table border="1" data-bbox="710 1220 1244 1467"> <thead> <tr> <th>Quarter</th> <th>Date of submission</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>Quarter 1</td> <td>12th October 2018</td> <td>PBS</td> </tr> <tr> <td>Quarter 2</td> <td>14th January 2019</td> <td>PBS</td> </tr> <tr> <td>Quarter 3</td> <td>4th April 2019</td> <td>PBS</td> </tr> <tr> <td>Quarter 4</td> <td>23rd July, 2019</td> <td>PBS</td> </tr> </tbody> </table> <p>The water department submitted all the 4 quarterly performance reports for the previous FY 2018/2019 to the Planner for consolidation. However, quarter 4 report was submitted after 15th July, which was beyond the required time frame of submission.</p>	Quarter	Date of submission	Reference	Quarter 1	12th October 2018	PBS	Quarter 2	14th January 2019	PBS	Quarter 3	4th April 2019	PBS	Quarter 4	23rd July, 2019	PBS	<p>0</p>
Quarter	Date of submission	Reference																
Quarter 1	12th October 2018	PBS																
Quarter 2	14th January 2019	PBS																
Quarter 3	4th April 2019	PBS																
Quarter 4	23rd July, 2019	PBS																

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</li> <li>o If sector has no audit query score 5</li> <li>o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3</li> <li>If queries are not responded to score 0</li> </ul>	<p>Scrutiny of Quarterly Internal Audit reports for FY 2018/2019 by PAT revealed that the water sector had no audit Query.</p>	<p>5</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 Works and technical services committee met on 11th December 2018 under Min no. 02/wks/11/12/2018 and discussed the water sector 1st quarter progress report and the committee recommended the change of 1st quarter water sector workplan indicating that Kimenyulo village borehole be shifted to Nawaibete village in Ivukula sub county. Likewise, it was proposed relocate funds previously approved for feasibility study of upgrading hand pump bore hole using mini solar piped water system to construct a borehole at Bugodo village in Ivukula sub county.</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>Namutumba District council meeting on 19th December 2018 under 81/council/19th /12/2018 discussed and approved change of water sector work plan where funds for feasibility study of upgrading hand pump borehole were changed to construction of a borehole at Bugodo village in Ivukula sub county. However, Council under Min no. 82/council/19th/12/2018 rejected the committee recommendation change a borehole from Kimenyulo village to Nawaibete village.</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2.</li> </ul>	<p>There was evidence of display of AWP, budget and the water development grant releases and expenditures on the district procurement notice board as per the PPDA Act and issues discussed at advocacy meeting held on 2nd July 2018 were community contribution by villages which needed bore holes, sanitation improvement at water sources, the role of hand pump mechanics in operation and maintenance strategy as well as display of all water sources with functional water user committees in the district.</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>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>There was evidence that the visited water and sanitation projects were clearly labeled indicating the name of the project, date of construction contractor name and source of funding for example;</p> <ul style="list-style-type: none"> <li>The deep borehole at Nakyele village in Namutumba parish in Namutumba sub county was clearly labeled under DWD 61537 funded by District water and sanitation conditional grant and it was constructed on 16th January 2019.</li> <li>The deep borehole at Bunangwe village in Nangonde sub county was constructed on 11th January by Maa Technologies Uganda Ltd on 16th January 2019.</li> <li>The deep borehole at Luzinga village in Nabweyo parish in Kagulusub county was also clearly labeled and was constructed on 30th January 2019 by KLR Uganda Ltd.</li> <li>The 3 stance lined pit latrine at Nawampondo RGC in Nawampondo parish in Namutumba sub county was labeled.</li> </ul>	2
<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>There was evidence to the effect that the LG publicized information on tender awards of the best evaluated bidder and the following information was found. For example, quarter 2 2018/2019 the water sector allocation was 1,028,281 against a planned allocation of 8,400,000 and this information was clearly displayed on 13th November 2018 on the District Notice board.</p>	2
<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 water/public sanitation facilities as per the sector critical requirements for example,</p> <ul style="list-style-type: none"> <li>an application from Katengere village Kiwanyi parish in Magada sub county dated 8th October ,2019 requesting to construct a borehole in their community .and community contribution of UGX 200,000 was paid to the district via general receipt no, 421 on 30th October 2019.</li> <li>an application requesting for a deep borehole at Budwapa village in Nawangisa parish in Kibale sub county dated 10th December 2018 and Community contribution of 200,000 was paid on 30th January 2019 via general receipt No 2290.</li> <li>an application requesting for a deep borehole for Kkunyu village in Mazuba sub county dated 5th January 2019 and community contribution of UGX 200,000 was paid to the district local revenue collection account on 16th January 2019 via general receipt No 2272.</li> </ul>	1
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&amp;M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&amp;E plan for the previous FY: score 2</li> </ul> <p>Note: One of parameters above is sufficient for the score.</p>	<p>The water and sanitation committees were functional and regularly met for example on 18th December 2018 under min No DCC//18-19/2, they discussed reports about the outstanding performance in 2017/2018 performance and putting emphasis on mainstreaming of crosscutting issues in departmental work plans.</p> <p>Under min DCC/18-19/3 the district water officer presented a report highlighting progress registered in lot 1 and Lot 2 borehole construction. The sampled boreholes were also protected, fenced and functional.</p>	2

Social and environmental safeguards			
<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 that environmental screening forms for all projects were filled and EIAs were conducted for all WSS projects. For example;</p> <p>Drilling of 20 borehole under Lot 1 and LOT 2 in Bulange sub county, the environment and social impact issues noted were extraction of water from underground water aquifer for domestic use using equipment like drilling rig and compressor and it required clearing of vegetation but for a small areas of 5x3m.</p> <p>The proposed mitigations measures were to replace the destroyed vegetation around the site and this report was dated 18th September, 2018 and it was compiled by the District Environment officer.</p>	2
<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>No evidence was availed to the AT for the follow up because the LG claimed there was no un acceptable environmental concerns in the past.</p>	0
<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>There was evidence available in Contract document for construction of 10 bore holes under LOT 1 dated 27th June 2018 under Clause 3.19 which states that the contractor shall clear the site and restore the surrounding environment to its original state.</p>	1
<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>The water department promoted gender equity in WSC composition for example;</p> <p>On Kalitumba borehole, Magada sub county, there are 11 committee members 3 of which were women and the committee chairperson and treasurer were both women.</p> <p>On Budebero borehole in Nawangisa parish in Kibale sub county, the water user committee was comprised of 10 members 4 of which were women and both the vice chairperson and treasurer were both women.</p> <p>On Kasuleta bore hole in Mazuba sub county, the water user committee was comprised of 11 members, 4 of whom were women and both the committee vice Chairperson and Treasurers were Women.</p>	3

<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>The 3-stance lined public pit latrine at Nawampando RGC in Nawampando parish in Namutumba sub county had adequate access and separate stances for men and women but had no provision for PWDs.</p>	<p>0</p>
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