



Local Government Performance Assessment

Namutumba District

(Vote Code: 574)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	62%
Educational Performance Measures	36%
Health Performance Measures	68%
Water Performance Measures	70%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>The LG submitted the PC to MoFPED through PBS system on Friday, July 27, 2018, (ref. budget.go.ug)</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The LG submitted a budget to the MoFPED on Friday, July 27, 2018 included a procurement plan. (ref. www.budget.go.ug)</p>	Yes
Reporting: submission of annual and quarterly budget performance reports			

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>Namutumba DLG submitted the Annual Performance Report for the previous FY on</p> <p>13th/08/2018, (submission was not as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015).</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>LG submitted the quarterly budget performance report for all the four quarters. Through the PBS system of all quarters are as below:</p> <p>Q1 report submitted on 10th /01/2018</p> <p>Q2 report submitted on 09th/02/2018</p> <p>Q3 report submitted on 30th/06/2018</p> <p>Q4 report submitted on 13th/08/2018</p> <p>The LG did not submit all quarters as per PFMA Act, 2015</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The LG submitted a Status of implementation of Internal Auditor General and Auditor General's findings to the PS/ST by 30 April as evidenced below;</p> <p><i>Auditor General's Report</i></p> <p>The Auditor General's report dated 11 Dec 2017 Ref: DLA/282/01/17 raised 4 major issues and all were responded to in a report dated 26 March 2018 received by PS/ST on 28 March 2018 Ref: Cr/Fin/103/1.</p> <p><i>Internal Auditor General's report</i></p> <p>The Internal Auditor explained that he had never received any correspondence from the Internal Auditor General.</p> <p>Basing on the Internal Auditor's quarterly reports, not all findings (2 issues) were responded to in the status of Implementation of Internal Audit findings for 2016/17 which was submitted to the PS on 20 April 2018 dated 09 April 2018.</p>	<p>No</p>
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The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.

The LG had an unqualified audit opinion as per AG's Report.

(Source: Report of the Auditor General to Parliament for FY ended 30 June 2018; Annexure IV; 4.2)

Yes

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>Namutumba district has a functional Physical Planning Committee (PPC) which considers new investments. The Committee consists of 12 members. Letters of appointment of members were available eg a letter dated January 14th, 2016, Ref. CR/Per/156/1; signed by Mr. Ogwang Bernard Chief Administrative Officer (under PPA part III sections 9-10).</p> <p>PPC has a plan registration book to register new investments opened on July 6th, 2015. The PPC sit to consider/approve plans submitted as and when there is business. Minutes for last FY were available on file ie</p> <ul style="list-style-type: none"> - 20th /07/2017 - 18th /10/2017 - 14th/03/2018 - 29th /05/2018 <p>Most of the PPC meetings last FY were addressing administrative and management issues of the physical planning function. Only one meeting of May 29th, 2018 considered building plans. Below are examples of the committee business;</p> <p>PPC sitting on 29th/05/2018 Min.3/1/NDPPC/29/5/2018; consideration of applications for construction of 2 classroom blocks at Busiki P/S (Private)and</p> <p>Min 3/2/NDPPC/29/5/2018- construction of a 2 classroom block at Top Care P/S (private).</p> <p>Busiki P/S- plan submission date 7th/05/2018</p> <p style="padding-left: 40px;">Plan differed on 29th/5/2018</p> <p>Top Care - plan submitted on 28th/02/2018</p> <p style="padding-left: 40px;">Differed on 29th/05/2018</p> <p>In the previous FY, the DPPC received 2 building plans from private sector only. Although the committee sits quarterly it tries to consider applications within the same month of submission (within 30 days).</p>	1

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>The District did not submit any set of minutes to the MoLHUD last FY 2017/18.</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The district has no Physical Plan, thus no infrastructure investments can be consistent with physical development which is not in place. Thus no plans have been approved following the Physical Plan developed by the district. The committee approves and controls physical developments in the sub counties as per Part V, section 40 of the Physical Planning Act 2010 sub section (1, 2, 3)</p>	<p>0</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> Action area plan prepared for the previous FY: score 1 or else 0 	<p>The LG did not prepared Action Area Plan for the previous FY, the LG has no Physical Plan and</p>	<p>0</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>There was evidence that priorities in the AWP for the current FY are based on the outcomes of Budget conferences (BCR). A budget conference for FY 2018/19 was held on November 14th, 2017 at Council hall. Priorities were as below;</p> <p>Education and Sports; page 1 BCR and AWP page 52</p> <ul style="list-style-type: none"> Construction of two classroom blocks in 12 schools (Mpumiro, Katengerreire, Huuda, Mawungwe, Kagulu among others) BCR page 4 and AWP FY 2018/19 page 52 Roofing of 2 classrooms at Kategere P/S, BCR page 4 and AWP FY 2018/19 page 52 Construction of a five stance pit latrine in 5P/S (Kigalama PS, Kizuba, Namutumba, Kikalu, Namalowe P/S BCR page 4, and AWP FY 2018/19 page 52 Supply of 18-3 seater desks in 14 P/S BCR page 4, and AWP FY 2018/19 page52 <p>Health page 3 BCR AWP pg 49</p> <ul style="list-style-type: none"> Construction of Maternity ward at Bulange HCIII, BCR page 4, and AWP FY 2018/19 page 49 Construction of staff house at Bulange HCIII, BCR page 4, and AWP FY 2018/19 page 49 Fencing of Magada HCIII, BCR page 4, and AWP FY 2018/19 page 49 	<p>2</p>

- Construction of 5 stance lined pit latrine at Magada HCIII, BCR page 4, and AWP FY 2018/19 page 49
- Completion of fencing of Nsinze HCIV, BCR page 4, and AWP FY 2018/19 page 49

- Construction of 5 stance pit latrine at Ivukula HCIII, BCR page 4, and AWP FY 2018/19 page 49

Water page BCR 5 and AWP page 65

- Construction of 19 deep wells in 19 villages, BCR page 5 and AWP FY 2018/19 page 65

- Construction of 3 stance lined VIP pit latrine at Nawampandwe RGC, Namutumba S/C BCR page 5 and AWP FY 2018/19 page 65

- Rehabilitation of non-functional water sources BCR page 6 and AWP FY 2018/19 page 65

Works page 6 BCR,

- Mechanised maintenance of roads/swamps (Kibaale, Nawampandu –Ituba- Bulongo, Nawaikona- nakyere, Mazuba-Ivukula among others- 70.9kms BCR page 6 and AWP FY 2018/19 page 60

- Supply and Installation of 102 culverts to district store, BCR page 7 and AWP FY 2018/19 page 59

Production page 3 BCR AWP pg 43

- Construction of water supply stem for agricultural production in Ivukula - Budomero BCR page 3 and AWP FY 2018/19 page 43

- Support to fisheries development in the selected 10 LLGs AWP page 43

- Nutrition project (World Bank) AWP page 45

- Vegetable oil project BCR page 3 and AWP FY 2018/19 page 45

Administration page 3 BCR page 28

- Securing of the Administration Block (baglary) AWP FY 2018/19 page 28-29

Community Based Services page 7 BCR , AWP page 72-73

- Support YLP in the district page 73

- Undertake UWEP and other programs page 72

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

Maximum 5 points on this performance measure.

• 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.

Namutumba LG has a 5 Year Development Plan running 2015/16-2019/2020 approved on 27th/04/2015 under Min. 13/27/04/2015. There was evidence that capital investments in the approved Annual work plan for the current FY are derived from the approved Five-Year Development plan as shown below;

Education and Sports;

- Construction of two classroom blocks in 12 schools (Mpumiro, Katengerreire, Huuda, Mawungwe, Kagulu among others) DDP page 145 AWP FY 2018/19 page 52
- Roofing of 2 classrooms at Kategere P/S, DDP page 145 and AWP FY 2018/19 page 52
- Construction of a five stance pit latrine in 5P/S (Kigalama PS, Kizuba, Namutumba, Kikalu, Namalowe P/S DDP page 145, and AWP FY 2018/19 page 52
- Supply of 18-3 seater desks in 14 P/S DDP page, 145 and AWP FY 2018/19 page 52

Health

- Construction of Maternity ward at Bulange HCIII, DDP page 112 and AWP FY 2018/19 page 49
- Construction of staff house at Bulange HCIII, DDP page 110 and AWP FY 2018/19 page 49
- Fencing of Magada HCIII, DDP page 112 and AWP FY 2018/19 page 49
- Construction of 5 stance lined pit latrine at Magada HCIII, DDP page 113, and AWP FY 2018/19 page 49
- Completion of fencing of Nsinze HCIV, DDP page 114 and AWP FY 2018/19 page 49
- Construction of 5 stance pit latrine at Ivukula HCIII, DDP page 113 and AWP FY 2018/19 page 49

Water

- Construction of 19 deep wells in 19 villages, DDP page 145 and AWP FY 2018/19 page 65
- Construction of 3 stance lined VIP pit latrine at Nawampandwe RGC, Namutumba S/C DDP 145 page 5 and AWP FY 2018/19 page 65
- Rehabilitation of non-functional water sources DDP 145 page 6 and AWP FY 2018/19 page 65

Roads

- Mechanised maintenance of roads/swamps (Kibaale, Nawampandu –Ituba- Bulongo, Nawaikona- Nakyere, Mazuba-Ivukula among others- 70.9kms DDP page 143

		<p>and AWP FY 2018/19 page 60</p> <ul style="list-style-type: none"> • Supply and Installation of 102 culverts to district store, DDP page 143 and AWP FY 2018/19 page 59 <p>Production page AWP pg 43</p> <ul style="list-style-type: none"> • Construction of water supply stem for agricultural production in Ivukula - Budomero DDP page 139 and AWP FY 2018/19 page 43 • Support to fisheries development in the selected 10 LLGs DDP page 140 and AWP page 43 • Nutrition project (World Bank) DDP page 139 AWP FY 2018/19 page 45 • Vegetable oil project DDP page 139 and AWP FY 2018/19 page 45 <p>Administration page 3 BCR page 28</p> <ul style="list-style-type: none"> • Securing of the Administration Block (baglary) DDP page 141 and AWP FY 2018/19 page 28-29 	
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>Namutumba District developed project profiles for FY 2017/18 dated February, 2018; profiles were presented to TPC and discussed in a meeting held on 28th/02/2018. Min.2/DTPC/28/2/2018: Presentation and discussion of project profiles for FY 2018/19. The profiles seen are elaborate, for all projects and follow the format; they include work plan, M&E strategy, M&E plan and EIA and mitigation plan.</p>	<p>2</p>

<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>The LG with support from Uganda Bureau of Statistics compiled a Statistical Abstract FY 2018/19 dated 23/4/2018. It included gender dis aggregated data: male and female, rural and urban population, dis aggregated gender data by Council, district departments and other population segments. The Abstract was presented to TPC meeting on 23/4/2018 under Min: 4/DTPC/23/04/2018.</p>	<p>1</p>
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>From the Annual Budget Performance Report for FY2017/18, all infrastructure projects implemented by Namutumba LG were derived from the AWP and budget approved; examples are captured below:</p> <p>Education (APR page 54)</p> <ul style="list-style-type: none"> Purchase of a double cabin pick up vehicle (shs 182,096,000) AWB page 20 4 stance latrine construction at Nawankofu, Luzinga SDA, Mazuba and Modern Primary Schools at 72,000,000) AWB page 19 <p>Health (APR page 50 -51)</p> <p>Construction of 2- 4 stances lined pit latrine at Ivukula HCIII and Nsinze HCIV, at shs. 36,000,000 AWB page 14</p> <p>Fencing of Nsinze HC IV, at shs. 35,000,000 AWB page 15</p> <p>Water and Sanitation (APR pages 63-64)</p> <ul style="list-style-type: none"> Deep well construction 18 (shs 387,000,000) AWB page 25 - 26 Rehabilitation of 45 boreholes at shs 65,330,000) AWB page 26 Construction of 3 stance lined public latrines in Nawaikona – Busalifu at shs 13,107,000 AWB FY2017/18 page 25 <p>Roads (APR pg 58- 59)</p> <ul style="list-style-type: none"> Community Access Roads maintenance of at shs 62,007,000 AWB page 21 District roads Maintenance at (shs 397,901,000) AWB page 22-23 	<p>2</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. 	<p>From the Annual Budget Performance Report for FY2017/18, all infrastructure projects implemented by Namutumba LG were derived from the AWP and budget approved; examples are captured below:</p>
<p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>Education (APR page 54)</p> <ul style="list-style-type: none"> • Purchase of a Double cabin pick up vehicle (shs 182,096,000). AWB page 20. Completed as per work plan • construction of 4 stance latrines at Nawankofu, Luzinga SDA, Mazuba and Modern Primary Schools at 72,000,000) AWB 19 .Completed as per work plan <p>Health (APR page 50-51)</p> <p>Construction of 2- 4 stances lined pit latrine at Ivukula HCIII and Nsinze HCIV, at shs. 36,000,000 AWB page 14</p> <p>Partial fencing of Nsinze HC IV at 35,000,000 AWB page 15. All completed as per work plan</p> <p>Water and Sanitation (APR pg 63-64)</p> <ul style="list-style-type: none"> • Deep well construction 18 (shs 387,000,000) AWB page 25 - 26 • Rehabilitation of 45 boreholes at shs 65,330,000) AWB page 26 • Construction of 3 stance lined public latrines in Nawaikona – Busalifu at shs 13,107,000 AWB FY2017/18 page 25. All water projects were completed as per work plan

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>From the Annual Budget Performance Report 2017/18 investment projects were implemented and completed within approved budget ; examples below;</p> <p>Education (APR page 57)</p> <ul style="list-style-type: none"> • Purchase of a double cabin pick up vehicle • 4 stance latrine construction at Nawankofu, Luzinga • 4 stance latrine construction at SDA, Mazuba and Modern Primary Schools <p>Total budget shs 236,096,000</p> <p>Actual spent shs 236,095,730</p> <p>Health (APR page 50 -51)</p> <ul style="list-style-type: none"> • Construction of 2- 4 stances lined pit latrine at Ivukula HCIII and Nsinze HCIV, at shs. 36,000,000 • Fencing of Nsinze HC IV, at shs. 35,000,000 <p>Total Budget shs 71,000,000</p> <p>Actual spent shs 72,000,000</p> <p>All the investment projects were completed within the approved budget</p>	<p>2</p>
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>LG budgeted for expenditure on O&M for infrastructure</p> <p>Budget 3,550,000 page 5 of the budget</p> <p>Actual 2.992,000</p> <p>source: schedule 2 trial balance – and</p> <p>Final Accounts FY 2017/18 84.28 %</p>	<p>2</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>The LG has 8 HoDs in its approved structure</p> <p>Of these 3 positions are substantively filled</p> <p>While 5 are not substantively filled,</p> <ol style="list-style-type: none"> Ms. Balita Harriet is in acting position of District Engineer Mr. Isiko Mohammed is acting DEO appointed acting DEO under Min. No. NTB/DSC/113/14/05/2018 dated 22nd May 2018. Mr. Musita Appollo acting District Production and Marketing Officer was appointed under Min. No. NTB/DSC/113/14/05/2018 dated 22nd May 2018 Mr. Samanya Paul acting District Natural Resources Officer was appointed under Min. No. NTB/DSC/198/19/3/2015 dated 15th April 2015 and assigned duties on 19th Oct 2017 as DNRO. Mr. Babalanda Khalif is on an assignment as per letter ref. CR/306 dated 13th June 2018 as District Community Development Officer appointed as Senior Community Development officer under Min. NTB/DSC/92/05/2013(III) dated 19th June 2013 <p>The details of the HoDs positions substantively filled are indicated below:</p> <ol style="list-style-type: none"> Dr. Kirya James DHO appointed on promotion under Min. No. KLR/DSC/038/2012(IV)6 Mr. Basalirwa George Chief Finance Officer was appointed on promotion under Min. No. 10/DSC/2008 dated 2nd Feb 2008. Mr. Wamburu Emmanuel DCAO Head Administration deployed in Namutumba LG on instruction ref. LG/P.10696 dated 15th Sept 2017. <p>HoDs positions were 38% substantively filled</p>	<p>0</p>
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LG has substantively recruited and appraised all Heads of Departments

Maximum 5 points on this Performance Measure.

• Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2

Evidence from personnel files and performance agreements and reports reveal the following.

1. Ms. Balita Harriet was appraised shown by signing performance agreement on 10th Nov 2017 and performance report on 8th August 2018.
2. Mr. Isiko Mohammed acting DEO was appraised shown by signing performance agreement on 02nd August 2017 and performance report on 25th August 2018.
3. Mr. Musita Appollo acting District Production and Marketing Office was appraised shown by signing performance agreement on 10th August 2017 and performance report on 28th August 2018.
4. Mr. Samanya Paul acting District Natural Resources Officer was appraised shown by signing performance agreement on 06th Oct 2017 and performance report on 09th July 2018.
5. Mr. Babalanda Khalif acting District Community Development Officer was appraised shown by signing the performance agreement on 30th July 2017 and performance report on 30th June 2018.
6. Dr. Kirya James DHO was appraised shown by signing performance agreement on 2nd August 2017 and performance report on 25th August 2018.
7. Mr. Basalirwa George Chief Finance Officer was appraised shown by signing performance agreement on 25th July 2017 and performance report on 25th July 2018.
8. Mr. Wamburu Emmanuel DCAO is not appraised here.

Appraisals for HoDs was 100%

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>Evidence from the submissions and DSC minutes reveals the following;</p> <ol style="list-style-type: none"> Submission with ref. CR/156/1 dated 16th August 2017 and ref. CR/159 dated 22nd August 2017 were considered under Min. No. NTB/DSC/57/05/09/2017 Submission with ref. CR/HR/156 dated 26th Sept 2017 for 15 Parish Chiefs was considered under Min. No. NTB/DSC/65/05/10/2017 Submission with ref. CR/HR/156 dated 10th Oct 2017 for agricultural officer, education assistants; enrolled midwife was considered under Min. No. NTB/DSC/81/15/12/2017 Submission with ref. CR/ADMNI/156 dated 04th Dec 2017 was considered under Min. No. NTB/DSC/87/06/02/2018 Submission with ref. CR/156 dated 16th Jan 2018 was considered under the advert of Daily Monitor of 24th Jan 2018 Submission with ref. CR/HR/163 dated 8th May 2018 for grade iii teachers, parish chiefs, education assistants casual labourers was considered under minute no. NTB/DSC/115/14/05/2018 Submission dated 20th July 2017 for 19 labourers was considered under internal advert with ref. PER/156 dated 6th Sept 2017 and Min. No. NTB/DSC/71/24/10/2017 <p>All submissions were considered 100%</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"> Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>Submissions lists for confirmation and DSC minute extracts revealed the following;</p> <ol style="list-style-type: none"> Submission with ref. CR/156 dated 22nd August 2017 for Mr. Okumu Peter, Mr. Wamudanya Waiswa, Mr. Takubyaku Thomas and others was considered under Min. No. NTB/DSC/59/05/09/2017 Submission with ref. CR/154 dated 1st March 2018 for Mwemeke Juliet, Nzala Sarah, Musomba Joseph, Naigaga Doreen, Were Ronald and many others was considered under Min. No. NTB/DSC/95/05/03/2018. <p>All submissions were 100% considered</p>	<p>1</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>Evidence from submission lists dated 25th April 2018, there were two cases of lifting interdiction.</p> <ol style="list-style-type: none"> 1. Mr. Kalisengawa Fred 2. Ms. Kyawo Grace <p>This was considered under Min. No. NTB/DSC/121/14/05/2018 where the interdiction was lifted. This gives 100% consideration.</p>	<p>1</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>Evidence from recruited staff lists, Salary Payroll and Minutes of DSC, it was revealed that 20 people were recruited on replacement basis because of the wage bill. Out of these 20, 1 person called Naiwumbwe Hajjira never accessed salary payroll in two months. She was appointed on 22nd May 2018 but accessed payroll of Sept 2018. Examples of those who accessed in time are;</p> <ol style="list-style-type: none"> 1. Kizire Charles was appointed on 22nd May 2018 and accessed payroll of June 2018 2. Namutya Jamira was appointed on 22nd May 2018 accessed payroll of June 2018 3. Aliza Lydia was appointed on 22nd May 2018 and accessed payroll of June 2018 4. Okumu John was appointed on 22nd May 2018 and accessed payroll of June 2018 5. Mulindi Yasin was appointed on 22nd May 2018 and accessed payroll of June 2018 <p>Accordingly 95% accessed payroll.</p>	<p>0</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There were 12 staff that were retired in the FY 2017/18 and only two people or 17% are the only ones that accessed pensioners payroll. These are;</p> <ol style="list-style-type: none"> 1. Ndizawa Jane who was retired on 20th June 2018 and accessed payroll on 19th July 2018 2. Dabalamu Ally who was retired in May 2018 and accessed pensioners payroll of July 2018 <p>The other 10 did not access payroll in two months. Examples are;</p> <ol style="list-style-type: none"> 1. Waako Mary was retired on 11th Sept 2017 accessed 19th July 2018 after one year. 2. Tighamulala Catherine was retired on 2nd Feb 2018 but never accessed pensioner's payroll. 3. Mugenyi James was retired on 6th Dec 2017 but never accessed pensioner's payroll. 4. Tusubira Elijah was retired on 28th Feb 2018 but never accessed pensioner's payroll. 5. Kaliza David was retired on 14th May 2018 but never accessed pensioners' payroll 	<p>0</p>
<p>Revenue Mobilization</p>			
<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>The LG registered local revenue (OSR) shs 95,785,025 in FY 2017/18 compared to Shs 123,780,271 in FY 2016/17. This indicated a decrease in revenue of Shs 22.6%.</p> <p><i>Source (Audited Final Accounts 2016/17 Ref: DLA/282/01/17 & draft Final Accounts 2017/18 submitted to Auditor General on 31 Aug 2018)</i></p>	<p>0</p>

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Budgeted local revenue for FY 2017/18 was Shs 147,500,000 and the actual revenue collected was Shs 95,785,025. There was a divergence of Shs 51,714,975. Budget realisation was -35% did not fall within +/- 10%.</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>The LG remitted a total of Shs 26,816,875 to LLGs (8 Sub counties and 1 Town Council) out of shs 46,549,400 LST that was collected in the FY 2017/2018.</p> <p>This makes a percentage of 57.6% of Local revenue remitted to LLGs which is below the threshold of 65%.</p> <p><i>Source: (Final Accounts 2017/18;Pg 41 Statement of Revenues collected & Payment vouchers)</i></p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Revenue collected in the FY 2016/17 was Shs 123,780,271 and Council expenses for FY 2017/18 amounted to Shs 24,978,000.</p> <p>Council expenditure compared to Revenue collection was 20% which is the required percentage .</p> <p><i>(Source Trial Balance 2017/18 Pg 62 & final accounts 2016/17)</i></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"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>The DSC 36th meetings held under Min NTB/DCS/152/21/2014 appointed the Senior Procurement Officer (SPO) Mr Yusuf Kisanafu.</p> <p>The position of Procurement Officer was not substantially filled. There was a release letter dated 5th March 2018 signed and stamped by the CAO of Namutumba DLG. The Last Pay Certificate for the PO (Muyinda Christopher Jonathan) was dated 5th March 2018 signed and stamped by the CAO of Namutumba DLG.</p> <p>Procurement Officer (PO) position was vacant/Not substantially filled. The PO (Muyinda Christopher Jonathan) left Namutumba DLG appointed on transfer to become the SPO of Bududa DLG.</p> <p>Bududa DCS under Min BDSC/08/2018(a) ii dated 17th January 2018 appointed the SPO (Muyinda Christopher Jonathan) on transfer from Namutumba DLG.</p>	<p>0</p>
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>Technical Evaluation Committee (TEC) produced and submitted reports to the Contracts Committee (CC). For example;</p> <p>Water Sector:</p> <p>i. TEC report dated 19th July 2017 recommended M/S KLR Uganda Ltd for the Siting, Drilling, Casting & Installation of 9 deep wells under Lot 1 (Proc Ref: NAMU 574/WRKS/17-18/00001) at UGX 190,532,240 with 18% VAT inclusive. Submission to CC using LGPP Form 13 dated 20th July 2017. Approval of evaluation committee report under Min.06/NDCC/21/07/2017-18 (xiii) by CC.</p> <p>ii. TEC report dated 19th July 2017 recommended M/S Maa Technologies Ltd for the Siting, Drilling, Casting & Installation of 9 deep wells under Lot 2 (Proc Ref: NAMU 574/WRKS/17-18/00002) at UGX 194,276,970 with 18% VAT inclusive. Submission to CC using LGPP Form 13 dated 20th July 2017. Approval of evaluation committee report under Min.06/NDCC/21/07/2017-18 (xiv) by CC.</p> <p>iii. TEC report dated 22nd Jan 2018 recommended M/S Namunhanha Construction Company Ltd for the Completion of a 2 Classroom Block at Kalamira P/S at UGX 29,913,797 including all applicable taxes & incidental costs.</p> <p>iv. TEC report dated 22nd January 2017 recommended M/S Prospa Engineering Services Ltd for the Construction of a 4 Stance lined pit latrine at Mazuba P/S (Proc Ref: Namu 574/Wrks/17-18/00005) at UGX 17,983,200 including all applicable taxes & incidental costs.</p>	<p>1</p>

		<p>v. TEC report dated 22nd January 2017 recommended UBK Engineering Ltd for the Construction of a 4 Stance lined pit latrine at Luzinga P/S (Proc Ref: Namu 574/Wrks/17-18/00006) at UGX 17,970,928 including all applicable taxes & incidental costs.</p> <p>vi. TEC report dated 22nd January 2017 recommended M/S Diamond Investments Group Ltd for the Construction of a 4 Stance lined pit latrine at Namutumba Modern P/S (Proc Ref: Namu 574/Wrks/17-18/00008) at UGX 17,763,612 including all applicable taxes & incidental costs</p> <p>vii. TEC report dated 5th March 2018 recommended M/S Batuli Investments Ltd for the Construction of a 3 Stance lined pit latrine at Nawaikona Trading Centre (Proc Ref: Namu 574/Wrks/17-18/00086) at UGX 13,485,984 including all applicable taxes & incidental costs</p> <p>viii. TEC report dated 22nd Jan 2018 recommended M/S Munhanha Construction Co. Ltd for the Construction of a 4 stance lined pit latrine at Nawankofu P/S in Bulange S/C at UGX 17,999,484 including all applicable taxes & incidental costs.</p> <p>ix. TEC report dated 19th July 2017 recommended M/S Magambi Civil Engineers (U) Ltd for the Completion of Fencing of Nsinze HCIV & construction of a 4 stance lined pit latrine at Nsinze HCIV. ESMP was attached at UGX 52,660,000 including all applicable taxes & incidental costs.</p>	
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>Contracts Committee (CC) considered recommendations of the TEC. For example,</p> <ul style="list-style-type: none"> • The CC in its meeting held on 21st July 2017 under minute 06/NDCC/21/07/2017/18 (xiii) upheld the recommendations of TEC and awarded the contract to M/S KLR Uganda Ltd for the Siting, Drilling, Casting & Installation of 9 deep wells under Lot 1 (Proc Ref: NAMU 574/WRKS/17-18/00001) at UGX 190,532,240 with 18% VAT inclusive. • The CC in its meeting held on 24th July 2017 under minute 06/NDCC/21/07/2017/18 (xiv) upheld the recommendations of TEC and awarded the contract to M/S Maa Technologies Ltd for the Siting, Drilling, Casting & Installation of 9 deep wells under Lot 2 (Proc Ref: NAMU 574/WRKS/17-18/00002) at UGX 194,276,970 with 18% VAT inclusive. Submission to CC using LGPP Form 13 dated 20th July 2017. • The CC in its meeting held on 25th Jan 2018 2018 under minute 26/NDCC/25/01/2017/18-(vi) upheld the recommendations of TEC and awarded the contract to M/S Namunhanha Construction Company Ltd for the Completion of a 2 Classroom Block at Kalamira P/S at 	<p>1</p>

UGX 29,913,797 including all applicable taxes & incidental costs.

- The CC in its meeting held on 25th Jan 2018 2018 under minute 26/NDCC/25/01/2017/18-(ii) upheld the recommendations of TEC and awarded the contract to M/S Prospa Engineering Services Ltd for the Construction of a 4 Stance lined pit latrine at Mazuba P/S (Proc Ref: Namu 574/Wrks/17-18/00005) at UGX 17,983,200 including all applicable taxes & incidental costs.

- The CC in its meeting held on 25th Jan 2018 2018 under minute 26/NDCC/25/01/2017/18-(iii) upheld the recommendations of TEC and awarded the contract to UBK Engineering Ltd for the Construction of a 4 Stance lined pit latrine at Luzinga P/S (Proc Ref: Namu 574/Wrks/17-18/00006) at UGX 17,970,928 including all applicable taxes & incidental costs.

- The CC in its meeting held on 25th Jan 2018 2018 under minute 26/NDCC/25/01/2017/18-(v) upheld the recommendations of TEC and awarded the contract to M/S Diamond Investments Group Ltd for the Construction of a 4 Stance lined pit latrine at Namutumba Modern P/S (Proc Ref: Namu 574/Wrks/17-18/00008) at UGX 17,763,612 including all applicable taxes & incidental costs

- The CC in its meeting held on 7th March 2018 2018 under minute 26/NDCC/07/03/2017/18-(ix) upheld the recommendations of TEC and awarded the contract to M/S Batuli Investments Ltd for the Construction of a 3 Stance lined pit latrine at Nawaikona Trading Centre (Proc Ref: Namu 574/Wrks/17-18/00086) at UGX 13,485,984 including all applicable taxes & incidental costs

- The CC in its meeting held on 25th Jan 2018 2018 under minute 26/NDCC/25/01/2017/18-(iv) upheld the recommendations of TEC and awarded the contract to M/S Munhanha Construction Co. Ltd for the Construction of a 4 stance lined pit latrine at Nawankofu P/S in Bulange S/C at UGX 17,999,484 including all applicable taxes & incidental costs.

- The CC in its meeting held on 21st July 2017 under minute 06/NDCC/21/07/2017/18-(xv) upheld the recommendations of TEC and awarded the contract to M/S Magambi Civil Engineers (U) Ltd for the Completion of Fencing of Nsinze HCIV & construction of a 4 stance lined pit latrine at Nsinze HCIV. ESMP was attached at UGX 52,660,090 including all applicable taxes & incidental costs.

The LG has a comprehensive Procurement	• a) Evidence that the procurement and Disposal Plan for the	The approved Consolidated Procurement & Disposal Plan current FY 2018/19 signed by CAO and submitted to PPDA in a letter dated 10th August 2018 and bears a	2
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and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

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

receipt stamp of PPDA dated 13th September 2018 and Accountant General's Office stamped dated 13th April 2018 covered cover all major investments/ infrastructure projects in the current approved AWP/B for FY 2018/19.

For example, the following infrastructure projects listed below were included the current Procurement Plan 2018/19 & AWP 2017/18.

Examples of Projects in Procurement Plan 2018/19 are:

i. Construction of a 5 stance lined pit latrine at Nawalowe P/S (*Proc Ref: Namu 574/Wrks/18-19/00020*).

ii. Construction of a 3 stance lined (Drainable) VIP latrine at Nawampandu Trading Centre (*Proc Ref: Namu 574/Wrks/18-19/00003*).

iii. Construction of a 5 stance lined (Drainable) pit latrine at Kigalama P/S (*Proc Ref: Namu 574/Wrks/18-19/00019*).

iv. Construction of a 5 stance lined (Drainable) pit latrine at Kikalu P/S (*Proc Ref: Namu 574/Wrks/18-19/00021*).

v. Construction of a 5 stance lined (Drainable) pit latrine at Kazuba P/S (*Proc Ref: Namu 574/Wrks/18-19/00022*).

vi. Construction of a 2 classroom Block at Mpumiro P/S (*Proc Ref: Namu 574/Wrks/18-19/00016*).

vii. Hydro Geological Surveying, Drilling, Casting & Installation of 10 deep Boreholes (*Proc Ref: Namu 574/Wrks/18-19/00002*) under Lot 1 estimated at UGX 208,082,308.

viii. Hydro Geological Surveying, Drilling, Casting & Installation of 10 deep Boreholes (*Proc Ref: Namu 574/Wrks/18-19/00003*) under Lot 2 estimated at UGX 188,604,824.

ix. Construction of a 2 classroom Block at Huuda Islamic P/S (*Proc Ref: Namu 574/Wrks/18-19/00017*).

x. Re-roofing of 2 classroom at Kategere P/S (*Proc Ref: Namu 574/Wrks/18-19/00018*).

Examples of Projects in AWP 2017/18 are:

- Output 078180: A total of 13 classroom constructed at an estimated UGX 805,000,000 in Primary Schools was on page 52 of AWP 2017/18.

- Latrine Construction estimated at UGX 112,500,000 was on page 83 of AWP 2017/18.

- Drilling, installation & Casting of deep Boreholes under Lot 1 & Lot 2 under DWSG was in the AWP 2017/18.

In addition, the Namutumba DLG made procurements in FY 2017/18 as per plan (adhered to the procurement

		<p>plan) for FY 2017/18. Procurement plan for FY 2017/18 was signed and stamped by the CAO and submitted to PPDA and bears a receipt stamp of PPDA.</p> <p>The 5 sampled completed projects were included in the procurement plan for FY 2017/18 and the AWP 2017/18.</p> <p>Examples of Projects in AWP 2017/18 are:</p> <ol style="list-style-type: none"> i. Construction of 12 stance lined latrines in 3 Primary Schools was on page 77 of AWP 2017/18. ii. Construction of a public toilet at estimated at UGX 13,107,000 was on page 83 of AWP 2017/18. iii. Boreholes & Rehabilitation under Lot 1 & Lot 2 estimated at a total of UGX 506,007,000 was on page 84 of AWP 2017/18. iv. Completion of fencing of Nsinze HCIV estimated at UGX 51,500,000 was on page 75 of AWP 2017/18. v. Periodic & Routine Maintenance of the district roads under Force on Account. 	
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>In the current Consolidated Procurement & Disposal Plan FY 2018/19 signed by CAO and submitted to PPDA in a letter dated 10th August 2018 and bears a receipt stamp of PPDA dated 13th Sept 2018 and Accountant General's Office stamped dated 13th April 2018, a total of 58 infrastructure projects were included.</p> <p>A total of 15 infrastructure projects bid documents & procurement methods were presented on 28th August 2018 to the contracts committee for approval under Min.09/NDCC/28/08/2018-19. The score was 25.86% which was less than 80% required by the current LGPA manual.</p>	0

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>There was an updated contract register signed by the Head of PDU (Senior Procurement Officer) was updated with complete procurement activity files for all procurements made in FY 2017/18 and FY 2018/19. It had columns indicating the Procurement Reference number, Source of funding, Method of procurement, Provider, Date of Award, Estimated costs (UGX), Contract Value (UGX), Amount Paid, and Status. It updated with supplies, works and projects.</p> <p>For example, a sample of 5 projects listed below were updated in the contracts register;</p> <ol style="list-style-type: none"> Siting, Drilling, Casting & Installation of 9 deep wells under Lot 1 (<i>Proc Ref: NAMU 574/WRKS/17-18/00001</i>). Siting, Drilling, Casting & Installation of 9 deep wells under Lot 2 (<i>Proc Ref: NAMU 574/WRKS/17-18/00002</i>). Construction of a 4 stance pit latrine at Ivukula HC III. Construction Company Ltd for the Completion of a 2 Classroom Block at Kalamira P/S under SFG. Construction of a 4 Stance lined pit latrine at Mazuba P/S (<i>Proc Ref: Namu 574/Wrks/17-18/00005</i>) under SFG. Construction of a 4 Stance lined pit latrine at Luzinga P/S (<i>Proc Ref: Namu 574/Wrks/17-18/00006</i>) under SFG. Construction of a 4 Stance lined pit latrine at Namutumba Modern P/S (<i>Proc Ref: Namu 574/Wrks/17-18/00008</i>) under SFG. Construction of a 3 Stance lined pit latrine at Nawaikona Trading Centre (<i>Proc Ref: Namu 574/Wrks/17-18/00086</i>). Construction of a 4 stance lined pit latrine at Nawankofu P/S in Bulange S/C under DDEG. Completion of Fencing of Nsinze HCIV & construction of a 4 stance lined pit latrine at Nsinze HCIV. Renovation of Namuwondo HCII (<i>Proc Ref: Namu 574/Wrks/2017-18/00075</i>) under DDEG 	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres</p>	<ul style="list-style-type: none"> For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	<p>Namutumba DLG adhered to the procurement thresholds. For example, from the sampled projects below, indicated compliance with the procurement thresholds & method of procurement.</p> <p>Selective Bidding (SB) applied for the following projects.</p> <ul style="list-style-type: none"> Construction Company Ltd for the Completion of a 2 Classroom Block at Kalamira P/S at UGX 29,913,797 including all applicable taxes & incidental costs under 	<p>2</p>

with established thresholds.

Maximum 6 points on this performance measure.

SFG.

- Construction of a 4 Stance lined pit latrine at Mazuba P/S (*Proc Ref: Namu 574/Wrks/17-18/00005*) at UGX 17,983,200 including all applicable taxes & incidental costs under SFG.

- Construction of a 4 Stance lined pit latrine at Luzinga P/S (*Proc Ref: Namu 574/Wrks/17-18/00006*) at UGX 17,970,928 including all applicable taxes & incidental costs.

- Construction of a 4 Stance lined pit latrine at Namutumba Modern P/S (*Proc Ref: Namu 574/Wrks/17-18/00008*) at UGX 17,763,612 including all applicable taxes & incidental costs

- Construction of a 3 Stance lined pit latrine at Nawaikona Trading Centre (*Proc Ref: Namu 574/Wrks/17-18/00086*) at UGX 13,485,984 including all applicable taxes & incidental costs.

- Construction of a 4 stance lined pit latrine at Nawankofu P/S in Bulange S/C at UGX 17,999,484 including all applicable taxes & incidental costs under DDEG.

- Renovation of Namuwondo HCII (*Proc Ref: Namu 574/Wrks/2017-18/00075*) under DDEG.

- Construction of a 4 stance pit latrine at Ivukula HCIII under DDEG.

Open Domestic Bidding (ODB) applied for the following projects;

- Siting, Drilling, Casting & Installation of 9 deep wells under Lot 1 (*Proc Ref: NAMU 574/WRKS/17-18/00001*) at UGX 190,532,240 with 18% VAT inclusive.

- Siting, Drilling, Casting & Installation of 9 deep wells under Lot 2 (*Proc Ref: NAMU 574/WRKS/17-18/00002*) at UGX 194,276,970 with 18% VAT inclusive.

- Completion of Fencing of Nsinze HCIV & construction of a 4 stance lined pit latrine at Nsinze HCIV at UGX 52,660,090 including all applicable taxes & incidental costs.

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>All works projects implemented in the previous FY 2017/18 were appropriately certified. Interim and completion certificates for all the 8 completed projects based on technical supervision were on file within the PDU. For example,</p> <p>For example, the following categories of reports were on file for completed projects based on technical supervision.</p> <ol style="list-style-type: none"> i. Progress/status reports ii. Reports on completion of the infrastructure projects such as the 2 classroom Blocks in various Primary schools, stance lined, deep boreholes Lot 1 & Lot 2 signed by the district Engineer, Assistant Engineering Officer in Education, and District Water officer for water projects. iii. Pump Installation report dated 3rd December 2017 signed by District Water Officer (DWO) & Pump mechanic. iv. Environment & Social certification forms signed by the Environment officer only. v. Audit verification certificate signed by the internal auditor. 	<p>2</p>
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>There was no infrastructure project implemented in the current FY 2018/19. Hence there were no site Boards.</p> <p>NOTE:</p> <p>The contract bid documents/BoQs approved 28th August 2018 did not have site Boards specifications for all infrastructure projects in FY 2018/19 specifying that contract values should be included on sideboards by the contractors.</p>	<p>0</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>The LG maintained a total of 16 Accounts. BRS were done on time as shown by the samples taken;</p> <p>1. NAMUTUMBA DLG GENERAL COLLECTION FUND – DFCU Bank</p> <p>A/c No. 01983501005320</p> <p>July 2017 was reconciled on 11 Aug 2017</p> <p>Oct 2017 reconciliation was done on 14 Nov 2017</p> <p>Jan 2018 reconciliation was done on 08 Feb 2018</p>	<p>4</p>

March 2018 reconciliation was done on 15 April 2018.

Aug 2018 reconciliation was done on 08 Sept 2018

2. NAMUTUMBA DLG ADMINISTRATION A/C- DFCU Bank

A/c No- 01983501004109

July 2017 was reconciled on 13 Aug 2017

Dec 2017 reconciliation was done on 12 Jan 2018

Feb 2018 reconciliation was done on 14 March 2018

June 2018 reconciliation was done on 09 July 2018

Aug 2018 reconciliation was done on 12 Sept 2018

3. NAMUTUMBA DLG EDUCATION A/C- DFCU Bank

A/c No.- 01983501004105

July 2017 reconciliation was done on 10 Aug 2017

April 2018 reconciliation was done on 14 May 2018

June 2018 reconciliation was done on 06 July 2018

Aug 2018 reconciliation was done on 11 Aug 2018

4. NAMUTUMBA DLG HEALTH A/C- DFCU Bank

A/c No.- 01983501004106

July 2017 reconciliation was done on 06 Aug 2017

Nov 2017 reconciliation was done on 15 Dec 2017

March 2018 reconciliation was done on 14 April 2018

June 2018 reconciliation was done on 09 July 2018

5. NAMUTUMBA DLG WORKS A/C- DFCU Bank

A/c No.- 01983501003212

July 2017 reconciliation was done on 10 Aug 2017

Oct 2017 reconciliation was done on 13 Nov 2017

Feb 2018 reconciliation was done on 14 March 2018

June 2018 reconciliation was done on 09 June 2018

Aug 2018 reconciliation was done on 13 Sept 2018

Reconciliation statements were done on time up to the date of the assessment and endorsed by the CFO as required by the Local Government Financial and Accounting Regulations 2007 Part VII Sec 73.

<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>The LG made timely payments to suppliers during FY 2017/2018 as evidenced by the sample below;</p> <p>Sseka Group of Companies Limited (Shs 14,246,001) construction of 5-stance lined pit latrine at Lwatama Primary schools under SFG.</p> <p><i>Payment process,</i> Requisition- 18 June 2018 Certified by DEO- 20 June 2018 Paid -26 June 2018 (Vr No. 12/06/18)</p> <p>MAA Technologies (U) Limited (shs 184,563,122)- drilling, casting and installation of 9 deep wells Lot 2</p> <p><i>Payment process;</i> Requisition- 22 Nov 2017 Certified by DWO- 27 Dec 2017 Paid- 17 Jan 2018 (Vr No. 10/01/18)</p> <p>Kajoke General Enterprises (shs. 2,000,000)- fuel supply for the month of December 2017 (Administration)</p> <p><i>Payment process;</i> Requisition- 06 Jan 2018 Certified by CFO – 08 Feb 2018 Paid- 08 Feb 2018 (Vr No. 33/02/18)</p> <p>Tibiks General Company Limited (shs 9,001,440) – Supply of 72 desks to Kigalama Primary school.</p> <p><i>Payment process;</i> Requisition- 14 June 2018 Certified by DEO – 19 June 2018 Paid- 26 June 2018 (Vr No. 09/06/18)</p> <p>Banaka & Group Enterprises Limited (shs 357,200) – Supply of printer cartridge</p> <p><i>Payment process;</i> Requisition- 07 May 2018 Certified by DHO – 07 May 2018 Paid- 05 June 2018 (Vr No. 02/06/18)</p> <p>The sampled suppliers did not have a clause on payment terms in their contracts. Therefore, a time frame of 2 months after requisition was considered.</p>	<p>2</p>
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<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>In a correspondence dated 6 March 2008 Ref: CR/Per/156 under DSC Minute No. Min 15/DSC/2008. Mr Ziraba Moses was appointed on promotion as the District Internal Auditor. This was signed by the CAO.</p>	<p>1</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p><i>Internal Audit had all the reports for the four quarters.</i></p> <p>Quarter 1 report dated 26 Oct 2017 received by Directorate of Internal Audit on 13 Dec 2017 Quarter 2 report dated 18 Jan 2018 received by Directorate of Internal Audit on 14 Aug 2018 Quarter 3 report dated 27 April 2018 received by Directorate of Internal Audit on 14 Aug 2018 Quarter 4 report dated 29 July 2018 received by Directorate of Internal Audit on 14 Aug 2018</p> <p><i>References to Internal Audit meeting minutes.</i></p> <p>There were no Internal Audit meeting minutes availed for review. Internal Audit department met but no minutes were written as explained by the Internal Auditor.</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>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LG did not provide a status of implementation to the Council and LG PAC of all internal audit findings for FY 2017/18 because PAC did not review all the quarterly reports to provide recommendations for implementation.</p> <p><i>Reference to PAC minutes;</i></p> <p>In a meeting held on 16 March 2018 MIN32/DPAC/3/2018: Cross Examining Invited Officers</p> <p>Unaccounted for funds shs 4,461,244 (Issue in 2017/18 Quarter 1)</p> <p>MIN30/DPAC/3/2018: None presentation of Vote books (Issue in 2017/18 quarter 1)</p> <p>In a meeting held on 25 March 2018 MIN 35/DPAC/3/2018: Cross Examining Invited Officers.</p> <p>Unauthorised Study leave (Issue in 2017/18 1st Quarter)</p> <p>Basing on the PAC minutes availed, by the time of the assessment one Quarterly report (Q1) had been reviewed by PAC. The rest of the 3 quarters had not been reviewed.</p>	<p>0</p>
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<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>All internal Audit reports for FY 2017/2018 were submitted to LG PAC and LG accounting officer BUT PAC reviewed only 1 quarterly report hence no follow up done as elaborated below;</p> <p><i>SUBMISSION TO LGPAC</i></p> <p>Quarter 1- 30 Oct 2017. Quarter 2- 18 Jan 2018 Quarter 3- 27 April 2018 Quarter 4- 30 July 2018</p> <p><i>SUBMISSION TO CAO/ACCOUNTING OFFICER</i></p> <p>Quarter 1- 30 Oct 2017. Quarter 2- 18 Jan 2018 Quarter 3- 27 April 2018 Quarter 4- 30 July 2018</p> <p><i>Reference to PAC minutes;</i></p> <p>In a meeting held on 16 March 2018 MIN32/DPAC/3/2018: Cross Examining Invited Officers</p> <p>Unaccounted for funds shs 4,461,244 (Issue in 2017/18 Quarter 1)</p> <p>MIN30/DPAC/3/2018: None presentation of Vote books (Issue in 2017/18 quarter 1)</p> <p>In a meeting held on 25 March 2018 MIN 35/DPAC/3/2018: Cross Examining Invited Officers.</p> <p>Unauthorised Study leave (Issue in 2017/18 1st Quarter)</p> <p>Basing on the PAC minutes availed, at the time of the assessment only Quarter 1 report had been reviewed. The rest of the 3 quarters had not been reviewed.</p>	<p>0</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The LG assets register is missing details like cost, valuer's details (for land) and valued amounts.</p> <p>The registers for Vehicles, Plant & Machinery were the ones as required by the Accounting Manual. However, the form used to record land and buildings is an incomplete AC 33 (c).</p>	<p>0</p>

<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>The LG had an unqualified audit opinion as per AG's Report.</p> <p><i>(Source: Report of the Auditor General to Parliament for FY ended 30 June 2018; Annexure IV; 4.2)</i></p>	<p>4</p>
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Governance, oversight, transparency and accountability

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>Council sitting on May 23th, 2018: under Min. 68/Council/23/5/2018 Discussion of PAC report for the year ended 30th/06/2016. Key issues in the report</p> <ul style="list-style-type: none"> o Under collection of local revenue o Under staffing of the departments o Lack of land titles for the sub county o Recovered sum of shs 52,800,000 from YLP <p>Under Min. 69/Council/23/5/2018; Presentation and discussion of committee reports ie (social services, works and Finance committees.</p> <ul style="list-style-type: none"> o Social services- Upgrading Namutumba HCII to HCIV o Upgrading Ivukula HCIII to HCIV o Upgrading Nsinze HCIV to a District Hospital <p>Under the same minute, approving the board of Governors for 21 secondary schools</p> <p>Council sitting on May 24th 2018 72/Council /24/5/2018 approval of supplementary budget for global partnership worth shs 1078, 843,562 billion (for 2 P/S Kibenge Memorial and Buwanga)</p> <p>Under Min 73/Council/24/5/2018: budget approval for FY 2018/19</p> <p>Council sitting of May 30th, 2017 under Min. 38/Council/30/5/2017 Approval of budget estimates for FY 2017/18</p>	<p>2</p>
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<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>Namutumba District CAO has appointed a staff Mr Kiire Noah, the District Communications Officer as a Coordinator of Responses/feedback. A letter dated January 24th, 2018, ref. CR/156; Signed by the Mr. Kanyarutokye Moses, the Chief Administrative Officer.</p>	<p>1</p>
<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The LG has no clear system for recording, investigating and responding to grievances. Efforts for operating a complaints registration book and a suggestion box were in their infancy. There was no formally known system how complaints are sorted and forwarded to CAO who could later present them to TPC, Executive or up to Council.</p>	<p>0</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>Namutumba District LG has published information on noticeboards ie, LG staff salary payroll (September 2018), and August. Pensioner invoice (September 2018).</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>From the LG Noticeboard, the PDU has displayed procurement plan, best evaluated bidders, pre-qualification list 2018/2019.</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"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>Namutumba District performance assessment results and implications for FY 2016/17 are published to the citizens; (on the LG budget website by MoFPED). The district disseminated its report dated August 8th, 2018, results were pinned on the notice board. The district planner presented the LGPA 2016/17 results under DTPC Min 03/DTPC/19/07/2018. Namutumbai DLG got 52% overall score and ranked 90th out of 138 LG assessed.</p> <p>The joint Meeting resolved to prepare for mock assessment by August 23rd 2018 in readiness for the National Assessment coming September. Emphasized departmental use of the new Performance Assessment Manual issued (June 2018).</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was evidence that the district has communicated and explained guidelines, circulars and policies issued by the national level to LLGs eg Budget call circular FY 2018/19 was circulated to Senior Assistant Secretaries (SAS) by the planer on September 8th, 2017 TPC meeting.</p> <p>Under TPC Min 03/DTPC/8/9/2017; Dissemination of Guidelines and policies, these included:</p> <ul style="list-style-type: none"> - DDEG Guidelines - Local Government Planning Guidelines from NPA - Key policy issues regarding budgeting FY 2018/19 - Indicative planning figures (Depts. and LLGs) 2018/19 <p>Guidelines were explained and technical staffs were urged to follow disseminated guidelines and policies.</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>LG used Radio programs to provide feedback to citizens on program implementation. A schedule of radio talk show was available with the Communications Officer (the LG had 1 hours contact was held between November 2017 and January 2018 every last Wednesday of the month (7:00-8:00pm). The Radio Station much used is 89.2 Mandela FM in Jinja- Bugembe</p> <p>The LG contracted NBS FM in Jinja to host the LG talk show 1 hour program per day in June 2018 at a cost of shs. 13,748,440 (Receipt No 3297, dated 27/06/2018 of NBS radio was available in finance department.</p>	<p>1</p>

Social and environmental safeguards			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>Gender focal person (GFP) & Senior Community Development Officer (SCDO) provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. For example,</p> <p>i. The Third quarter report 2017/18 dated 12th April 2018 by the DCDO. The CDOs with support from the Food for the Hungry, conducted community dialogue meetings to sensitize the communities on the importance of educating their children and providing the necessary requirements to enable children stay in school. Under water & sanitation, the Gender focal person/CDO also sensitized water user committees (WUCs) to fulfil the critical requirements and selection of water user committees with the help of Kibo staff. Training of WUCs in the Buyange village in Magada S/C and was aimed at enlisting communities' participation, ownership and ensuring sustainability of the project even when the KIBO exits.</p> <p>ii. Annual Report for FY 2017/18 dated 23rd July 2018 under activity VII: Women, Youth, PWD and Elderly), the Counselling & career guidance exercise was carried out in 3 Secondary Schools, aimed at equipping students with behavioural change, skills, life skills, and promotion of strategies against HIV/AIDS.</p>	2
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>The approved Annual Workplan (AWP) for FY 2018/18 indicated that the gender focal point and CDO planned 2 activities for current FY 2018/19 to strengthen women's roles and address vulnerability and social inclusion. Gender mainstreaming. Support to Children & youths, women council meetings.</p> <p>However, out of the total expenditure of UGX 466,177,696 less the wage bill of UGX 91,290,000 in FY 2017/18 for the community based services (CBS), UGX 374,887,696 was spent on gender activities/vulnerability/social inclusion (80.42%).</p> <p>The actual expenditures were extracted from the Report & Financial Statement for Financial Year Ended 30th June 2018 signed and stamped by the CAO and was received and stamped on 31st August 2018 by the Accounts General's Office.</p>	0

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

Maximum 6 points on this performance measure

• Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1

Records on files from a sample of 5 projects below showed that environmental screening was carried out for activities, projects and plans and mitigation measures were planned and budgeted for in Namutumba District LG in FY 2017/18.

i. Screening form dated 20th Feb 2018 signed and stamped by the Ag EO. Construction of a 4 stance lined pit latrine at Nawankofu P/S in Bulange S/C. ESMP was on file indicating Project activity, Environment components affected, Environment concern, Mitigations by the contractor, Mitigations by the LG, mitigation by the community, & mitigation costs.

ii. Screening form dated 22nd February 2018 signed and stamped by the Ag EO for the Construction of a 4 stance pit latrine at Ivukula HCIII. ESMP was attached as well. The concerns were: Erosion & siltation of surface water, pollution of underground water, destruction of vegetation, and occupational health hazards during contraction, debris generated. Mitigation measures was e.g fence off pit to prevent accidents, ensure 4 trees & grass is replanted, restrict construction to dry season to restrict erosion & silting, etc.

iii. Screening form dated 22nd Feb 2018 signed and stamped by the Ag EO for the Completion of Fencing of Nsinze HCIV & construction of a 4 stance lined pit latrine at Nsinze HCIV. ESMP was attached.

iv. Screening form dated 23rd Feb 2018 signed and stamped by the Ag EO for the Completion of 2 Classrooms at Kalamira P/S in Magada S/C. (*Proc Ref: NAMU 574/WRKS/17-18/00009*). ESMP was attached.

v. Screening form dated 19th Feb 2018 signed and stamped by the Ag EO for the Renovation of Namwondo HCII in Namutumba S/C (*Proc Ref: NAMU 574/WRKS/17-18/00075*). ESMP was attached (It is a Sub County Project)

Road Works under Force on Account (F/A):

vi. ESSF Form dated 22nd Feb 2018 signed and stamped by the Ag District Environment Officer. Mechanised maintenance of Kulaba-Buyinda road (4km).

vii. ESSF Form dated 21st Feb 2018 signed and stamped by the Ag District Environment Officer. Mechanised maintenance of Kasuleta-Kalitumba Road (3.6km).

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>A total of 6 sampled bid documents/BoQs for all infrastructure projects listed below had environmental, social, health and safety issues and mitigation measures incorporated and budgeted for:</p> <ol style="list-style-type: none"> Siting, Drilling, Casting & Installation of 9 deep wells under Lot 1 (<i>Proc Ref: NAMU 574/WRKS/17-18/00001</i>). Siting, Drilling, Casting & Installation of 9 deep wells under Lot 2 (<i>Proc Ref: NAMU 574/WRKS/17-18/00002</i>). For example, Bill No.2.1 Sensitization of Hand-pump mechanics (HPM) & WUCs about preventive O&M, HIV/AIDS and gender awareness at UGX 972,000. Bill no. 2.1 Environment Screening of the projects sites by the Environment Officer & District Health Inspector (DHI) at UGX 1,620,000. Completion of a 2 Classroom Block at Kalamira P/S. In the BoQ Item K: Environment mitigation measures: Provide a lumpsum for clearing the site & plant grass & trees as may be instructed. It was estimated at UGX 17,000. Construction of a 4 Stance lined pit latrine at Mazuba P/S (<i>Proc Ref: Namu 574/Wrks/17-18/00005</i>). Under Element (E) Item (F) Environment mitigation measures, for example, provide a lumpsum for clearing the site & plant grass & trees as may be instructed and Estimated at UGX 105,000. Construction of a 4 Stance lined pit latrine at Luzinga P/S (<i>Proc Ref: Namu 574/Wrks/17-18/00006</i>). Under Element (E) Item (F) Environment mitigation measures, for example, provide a lumpsum for clearing the site & plant grass & trees as may be instructed and Estimated at UGX 150,000. Construction of a 4 Stance lined pit latrine at Namutumba Mordern P/S (<i>Proc Ref: Namu 574/Wrks/17-18/00008</i>). Under Element (E) Item (F) Environment mitigation measures, for example, provide a lumpsum for clearing the site & plant grass & trees as may be instructed and Estimated at UGX 485,000. 	
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>Not all projects were implemented on land where the LG has proof of ownership (e.g. a land title, agreement, MoU etc..). For example, there was no evidence on file showing proof for the following projects;</p> <p>i. Construction of a 3 Stance lined pit latrine at Nawaikona Trading Centre (Proc Ref: Namu 574/Wrks/17-18/00086).</p> <p>However, water projects (Boreholes) had land agreements signed between the community members and land owners.</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"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p><u>NOTE:</u></p> <p>The CDO did not certify completed projects and did not endorse certificates of environment & social compliance. The Environment Officer (EO) certified projects alone and stated that <i>“To the best of my knowledge, the mitigation measures as described in this project document and analysis report have been addressed satisfactorily”</i>.</p> <p>The Environmental and Social Mitigation Certification Forms for the following 5 sampled completed infrastructure projects were signed by Environmental Officer only without the CDO.</p> <p>i. Environment & Social Mitigation Certificate Form dated 9th January 2018 signed and stamped by the Environment Officer only. Siting, Drilling, Casting & Installation of 9 deep wells under Lot 1 (<i>Proc Ref: NAMU 574/WRKS/17-18/00001</i>). Cost of the mitigation measures was UGX 27,000,000.</p> <p>ii. Environment & Social Mitigation Certificate Form dated 9th January 2018 signed and stamped by the Environment Officer only. Siting, Drilling, Casting & Installation of 9 deep wells under Lot 2 (<i>Proc Ref: NAMU 574/WRKS/17-18/00002</i>). Approximate values of the environment & social mitigation measures was UGX 405,000.</p> <p>iii. Environment & Social Mitigation Certificate Form dated 7th May 2018 signed and stamped by the Environment Officer only. Construction of a 4 stance lined pit latrine at Nawankofu P/S.</p> <p><u>Road Works:</u></p>	<p>0</p>

iv. Environment Compliance Certificate dated 18th January 2018 signed and stamped by the Ag. District Environment Officer. Routine Mechanised maintained of Namalemba-Isita-Kalitumba road (3km). In Procurement Plan 2017/18 on Page 11 (*Proc Ref: NAMU 574/WRKS/17-18/00069*). The EO certified that “To the best of my knowledge, the mitigation measures as described in this project document and analysis report have been addressed satisfactorily”.

v. Environment Compliance Certificate dated 15th March 2018 signed and stamped by the Ag. District Environment Officer. Routine Mechanised maintained of Magada-Nabikabala road (6.3km). In Procurement Plan 2017/18 on Page 11 (*Proc Ref: NAMU 574/WRKS/17-18/00066*).

vi. Environment Compliance Certificate dated 15th March 2018 signed and stamped by the Ag. District Environment Officer. Routine Mechanised maintained of Nabweyo-Irwaniro road (4km). In Procurement Plan 2017/18 on Page 11 (*Proc Ref: NAMU 574/WRKS/17-18/00067*).

vii. Environment Compliance Certificate dated 15th March 2018 signed and stamped by the Ag. District Environment Officer. Routine Mechanised maintained of Nabikabala-Kalitumba road (2.5km). In Procurement Plan Page 11 (*Proc Ref: NAMU 574/WRKS/17-18/00067*).

viii. Environment Compliance Certificate dated 18th January 2018 signed and stamped by the Ag. District Environment Officer. Routine Mechanised maintained of Mazuba-Mulemba road (3.8km). In the Procurement Plan Page 11 (*Proc Ref: NAMU 574/WRKS/17-18/00070*).

ix. Environment Compliance Certificate dated 15th March 2018 signed and stamped by the Ag. District Environment Officer. Opening & Shaping of Andrew Mufude Road (1.5km). In Procurement Plan Page 11 (*Proc Ref: NAMU 574/WRKS/17-18/00067*).

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was evidence on file that contract payment certificate included prior environmental and social clearance. For example, there were Environment and social certification forms for the following five (5) sampled completed projects signed by the Environment Officer.</p> <ol style="list-style-type: none"> Siting, Drilling, Casting & Installation of 9 deep wells under Lot 1 (<i>Proc Ref: NAMU 574/WRKS/17-18/00001</i>). Siting, Drilling, Casting & Installation of 9 deep wells under Lot 2 (<i>Proc Ref: NAMU 574/WRKS/17-18/00002</i>). Construction of a 3 Stance lined pit latrine at Nawaikona Trading Centre (<i>Proc Ref: Namu 574/Wrks/17-18/00086</i>) dated 12th June 2018. Construction of a 4 stance lined pit latrine at Nawankofu P/S in Bulange S/C under DDEG dated 7th May 2018. Completion of Fencing of Nsinze HCIV & construction of a 4 stance lined pit latrine at Nsinze HCIV dated 20th November 2017. 	
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LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

- Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1

Out of five (5) sampled infrastructure projects, only one (1) project indicated below had the Environmental Officer monthly report, includes; a) completed checklists, b) deviations observed with pictures, c) corrective actions. The project is indicated below with its progress reports dated;

1. Progress Report on Environment & Social Safeguards for the Construction of the 2 Selected School supported by the Global Partnership for Education (25th October 2017-25th Jan 2018) dated 29th January 2018. That is, Buwanga P/S in Bulange S/C and Kibenge Memorial P/S in Nsinze S/C Signed by Samanya Paul (Ag Environment Officer) only but not the CDO. It indicated status of implementation of environment, social, Health & safety mitigation measures e.g First Aid box was on site, all workers were provided with safety gears, debris removed from construction sites, rubbish pits dug, some fruit trees were planted, disposal of waste minimised.

2. Progress Report on Environment & Social Safeguards for the Construction of the 2 Selected School supported by the Global Partnership for Education (Jan-march 2018) dated 10th April 2018. That is, Buwanga P/S in Bulange S/C & Kibenge Memorial P/S in Nsinze S/C. Signed by Samanya Paul (AG. EO) only but not the CDO. It indicated status of implementation of environment, social, Health & safety mitigation measures e.g First Aid box was on site, all workers were provided with safety gears, debris removed from construction sites, rubbish pits dug, some tree planted but dried up due to bad weather.

3. Progress Report on Environment & Social Safeguards for the Construction of the 2 Selected School supported by the Global Partnership for Education (March-June 2018) dated June 2018. That is, Buwanga P/S in Bulange S/C & Kibenge Memorial P/S in Nsinze S/C. Signed by Samanya Paul (AG. EO) only but not the CDO. It indicated status of implementation of environment, social, Health & safety mitigation measures e.g First Aid box was on site, all workers were provided with safety gears, debris removed from construction sites, rubbish pits dug, some tree planted but dried up due to bad weather.

NOTE:

Overall, the gender focal persons/CDO was not involved screening, monitoring & certifying all infrastructure projects in FY 2017/18 except the projects in FY 2018/19. This is an area that the district should improve.

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>LG 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. As presented on PBS, the current FY 2018/2019 LG Namutumba had a budget of UGX 7863, 652,208 for the 109 total number of teachers.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>LG 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. As observed on file, Namutumba LG had a minimum of 8 and maximum of 31 teachers.</p> <p>As the 5 sampled schools, It was observed that same teachers as indicated in the staff lists at the district were actually deployed in the schools. For example: Namutumba P/S had 31 teachers Matyama P/S 16 teachers observed, Kasimizi P/S had 12 teachers, Kaiti P/S teachers were 15 teachers, and Buwambi P/S 12 teachers observed.</p>	4

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>LG submitted a recruitment plan on 15th/01/2018 to the Ministry of public service.</p> <p>The following vacant posts were submitted in the recruitment plan that included:</p> <ul style="list-style-type: none"> • Senior Education Assistants 50 • Education Assistants 300 <p>However due to the fact that there was no wage bill provision recruitment plan wasn't honoured</p>	<p>3</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>LG Education Department substantively filled 1 post of Senior inspector of schools and 1 inspector of schools. As indicated on file, Positions of school inspectors filled included:</p> <p>Kalisengawa Fred was appointed on transfer of service on 15th /01/2013 under DSC under minute number NTB/DSC/41/2012 (d) as senior inspector of schools.</p> <p>Batana Damalie Juliet was appointed on transfer of service on 1st/09/2009 Under DSC under minute number KLR/DSC/758 IV (b)/2009 as inspector of schools.</p>	<p>6</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>As observed on file, LG Education department didn't submit recruitment plan to HRM for the current FY 2018/2019 to fill positions of primary teacher's.</p>	<p>0</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>As presented on file, LG Education department didn't submit recruitment plan to HRM for the current FY 2018/2019 to fill positions of inspectors.</p>	<p>0</p>
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Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>There are 2 school inspectors namely;</p> <ol style="list-style-type: none"> 1. Mr. Balisengawa Fred. He has been on interdiction and he resumed office in June 2018 and therefore could not be appraised for FY 2017/18 because he was not in office. 2. Ms. Batana Damalie was appraised by Kalisengawa Fred on 14th July 2018 <p>This was 100 % appraisal.</p>	<p>3</p>
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<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>Evidence from personnel files and appraisal reports of Head Teachers it was revealed that none of these Head Teachers was appraised. There are 109 schools and each has a head teacher but 0% was appraised. The 14 head teachers sampled had no performance agreements and reports for 2017/18 FY. These are;</p> <ol style="list-style-type: none"> 1. Muwanika Emmanuel Buwindi P/S 2. Kisoma Stephen Buseene P/S 3. Balidani Zephania Nsongwe P/S 4. Kasuubo Mutibwa e. Katengereike P/S 5. Namwebya Lydia Nawaikona P/S 6. Khisa Moses Ighalangire P/S 7. Mukulu Jonathan Fred Budasa P/S 8. Mutasa Geoffrey Bunaibamba P/S 9. Basekanakyo Halima Huuda Islamic P/S 10. Lukungu Stone Ivukula P/S 11. Isiko Edward Buwongo P/S 12. Mudhasi Ronald David Buwongo P/S 13. Mubeezi Samuel Kirerema P/S 14. Mudondo Loy Nalende P/S 	<p>0</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>As presented on file, circulars, guidelines and policies that were communicated included the following:</p> <p>Circular dated 9th/05/2017 Adherence to school calendar from MOES endorsed by R Nsubuga Lyazi for Permanent Secretary, Guidelines dated 24th/10/2017 on school charges from MOES signed by Alex Kakooza for Permanent Secretary.</p> <p>Circular on dated 26th/03/2018 Enforcing Closure of Illegal Schools from MOES signed by signed by Alex Kakooza for permanent secretary.</p> <p>Circular No 3/2017 dated 30th/01/2017 on Provision of Proper Latrine Facilities In Schools.</p> <p>Circular on Wash in Schools.</p> <p>Guidelines on National School Sanitation.</p> <p>As observed in the 5 sampled schools the following circulars, guidelines and policies were received.</p> <p>Namutumba P/S received guidelines on budget</p>	<p>1</p>

implementation for local government for education sector dated 6th/08/2018 from namutumba district local government, Introduction of Ichuli consultation organisation dated 13th/06/2018 from OPM, Guide to the debriefing meeting of the DL 17 at school level time on task dated May 2018 from MOES, Implementation of early grade reading education activities in schools dated 20th/03/2018, circular dated 7th/08/2017 inclusion of national identity card numbers on pay slips, Guidelines dated 1st/07/2017 on payroll, wage bill, pension and gratuity management,

Matyama P/S received circular 1/2018 dated 20th/03/2018 Implementation of Early grade reading from Namutumba District Local Government, circular on dressing code for Non Uniformed officers from Ministry of public service.

Kasimizi P/S received circular dated May 2018 De briefing meeting on verification of DL 17 at school level on teacher presence and time on task, circular dated 17th /04/2018 Uganda national schools performing arts festival syllabus for 2018, guideline dated 20th /03/2018 Guidelines for registration of 2018 PLE candidates, circular dated 6th/02/2018 on information to district education officers CCTS and head teachers of 2,727 schools implementing early grade reading in 29 Districts under GPE on delivery of P3 Primers.

Kaiti P/S had on file the following circulars and guidelines: circular dated 1st /07/2018 Salary structure 2017/2018, circular dated 2nd /10/2017 Salary and institutions calendar circular dated 7th/08/2017 circular on Inclusion of National identity card numbers on pay slips, dated 6th /02/2018 information to district education officers CCTS and head teachers of 2,727 schools implementing early grade reading in 29 Districts under GPE on delivery of P3 Primers, guideline dated 20th/03/2018 Guideline for registration of 2018 candidates and Guideline dated 10th/05/2018 De briefing meeting on verification of DL 17 at school level on teacher presence and time on task.

Buwambi P/S presented the following circulars and guidelines: Guideline dated September 2018 guide to the dissemination of first verification results on teacher presence and time on task from MOES, Circular no 01/2018 dated 6th/ /02/2018 on information to district education officers, CCTS and head teachers of 2,727 schools implementing early grade reading in 29 Districts under GPE on delivery of P3 Primers, guidelines dated 20th/03/2018 on Registration of PLE candidates 2018.

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>LG Education department held meetings with primary school head teachers and among others explained and sensitized on the guidelines, policies, circulars issued by the national level</p> <p>For example:</p> <p>On 28th/06/2018 DEO held a meeting with head teachers and deputy head teachers. It was observed that under minute number 14/03/2018 DEO sensitized head teachers and their deputies about implementation of wash activities in schools and also took them through the guideline book for wash.</p>	<p>2</p>
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<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>As observed on file not all the 109 public and 10 private P/S were inspected per term as indicated below.</p> <p>Quarter one inspected 16 P/S public 11 and private 5 schools.</p> <p>Quarter two inspected 15 P/S public 11 and private 4 schools.</p> <p>Quarter three inspected 40 P/S 34 public and 6 private.</p> <p>Quarter four inspected 53 P/S 43 public and 10 private.</p> <p>As the 5 sampled schools, it was observed on file that schools were inspected once per term and reports produced as observed in the visitors book. For example:</p> <p>Namutumba P/S inspected on the following days 3rd/07/2017, 17th/07/2017, 8th/08/2017, 21st /09/2017, 20th/10/2017, 6th/02/2017, 14th/06/2018.</p> <p>Matyama P/S , 14th/07/2017, 21st/7/2017, 1st/08/2017, 2nd/08/2017, 16th/08/2017, 13th/10/2018, 25th/10/2017, 6th/11/2017, 19th/10/2017, 15th/11/2017, 28th/11/2017, 21st/03/2018, 9th/05/2018, 20th/06/2018,and 21st/06/2018.</p> <p>Kasimizi P/S 7th/07/2017, 10th/07/2017, 7th/ /08/2017, 14th/08/2017, 28th/09/2017, 10th/01/2018, 21st/10/2018, 12th/02/2018, 21st/03/2018, 18th/04/2018, 22nd/06/2018, 28th/06/2018.</p> <p>Kaiti P/S 24th/10/2017, 3rd/11/2017, 6th /11/2017, 23rd /03/2018, 5th /04/2018 19th/04/2018, 31st/05/2018, 28th/06/2018.</p> <p>Buwambi P/S 28th/07/2017, 21st/04/2017, 14th /08/2017, 12th/12/2017, 27th/02/2018, 7th/03/2018, 3rd/04/2018, 16th/04/2018, 18th/06/29018, 20th/06/2018.</p>	<p>0</p>
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<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>Education department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY 2017/2018. For example:</p> <p>Education departmental meeting held on 23rd/ 05/2018 under number 7/05/2018 presented inspection report for term one and resolved for an immediate follow up for Nalende P/S. Teachers that had failed to teach and were always absent were to write explanations.</p> <p>Under staffed schools like Irondo P/S, Kasodo P/S and Mulama P/S, DEO requested CAO ban transfer of teachers and gaps be filled in those schools.</p>	<p>4</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>LG Education department submitted school inspection reports to the Directorate of Education Standards (DES) Mbale regional office on 17th/09/2018 for quarter 1, quarter 2 and quarter 3.</p>	<p>2</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>As observed in the 5 sampled schools only 3 P/S that included Namutumba P/S, Kasimizi P/S, and Buwambe P/S had on file inspection recommendation feedback, as for Kaiti P/S and Matyama P/S were not presented on file. For example:</p> <p>Namutumba P/S Inspection report dated 17th/ 07/2017 indicated the following recommendations.(i) School authority were recommended to obtain furniture for learners (ii) Encouraged teachers to continue with continuous assessments(iii) Large classes were to be streamed.</p> <p>Kasimizi P/S Inspection report dated 21st/03/2018 recommended the following, (i) More classroom needed to reduce big numbers of learners especially, (ii) Continuous monitoring of lesson plans on daily basis.</p> <p>Buwambi P/S inspection feedback dated 27th/03/2018 recommended that, Head teacher and Deputy were to be consistent in supervising the scheming lesson preparation and teaching, Latrines stances were to be increased.</p> <p>However there was no inspection feedback in Kaiti P/S and Matyama P/S.</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>LG submitted through PBS 109 primary schools on 11th/01/2018.</p> <p>How ever there was no evidence to show lists of schools submitted to MOES using EMIS reports for FY 2018/2019 because NIRA has not yet sent feedback.</p>	<p>0</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>LG submitted 60112 pupil enrollment through PBS on 11th/01/2018.</p> <p>How ever there was no evidence enrollment date submitted to MOES using EMIS reports for FY 2018/2019 because NIRA has not yet sent feedback.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			

The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council

Maximum 4 for this performance measure

• 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

Sectoral Committee sitting on 27th/04/2018: Min. 4 social services/April/27/2018: Approval of Education/Health warplanes and budget for FY 2018/19

Social Services Committee sitting on October 17th,2017 Min.2/10/17/2017 Presentation of departmental reports and reactions

- Supervision and monitoring of schools
- Planned activities under SFC facility ie construction of 3 lined pit latrines for Mazuba, Luzinga and Namutumba modern Primary schools
- School Teacher Innovations for results (STIR)
- Nutrition program to put up 100 demonstration gardens (UMSFNP)
- Inconsistencies in the allocation of capitation grant to schools

Sectoral Committee sitting on January 29, 2018 under Min 05/Social Service/29/Jan/2018; Presentation and discussion of education sector work plan FY 2018/19

Recommendations included;

- Intensive supervision of the schools
- Quarterly inspection reports by school inspectors
- Follow up of teachers attendance
- Schools with no pit latrines be offered
- Desks be supplied to schools lacking them
- Sensitization of school management committees on their roles
- Improve sanitation in schools

The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council

Maximum 4 for this performance measure

• Evidence that the education sector committee has presented issues that require approval to Council: score 2

There was evidence that sectoral committee on education presented to Council issues for approval.

Committee sitting on May 23rd , 2018 under Min67/Council/23/5/2018

made recommendations as below:

Recommendation to council included:

- Sensitization of school management committees on their roles
- List of illegal schools be submitted to Cao for closure
- More science teachers be recruited

Committee of Social Services sitting on November 7, 2017 under Min. 03/SSC/17th/OCTOBER/2017 made recommendations which included:

- Joint monitoring of the Education Department and Social Services Committee
- Teachers need refresher courses in order to improve on their skills
- Parents to provide midday meals to their children
- Extension staff to help in giving knowledge and skills about the Nutrition project

Committee sitting on April 27, 2018 under Min 04/SOCIAL SERVICES/27/4/2018; request to Council to approve education sector work plan FY 2018/19

<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>Out of 109 primary schools in Namutumba District only 63 schools submitted SMC reports to the DEO. As indicated in the 5 random sampled SMC school reports submitted to DEOs office, observed the following:</p> <p>Kaiti P/S SMC meeting that was held on 3rd/ 05 /2018 under minute number 06/05/2018 work plan made for term II. Date not specified under minute number Min Vii/2018 budget approved.</p> <p>Kagulu P/S SMC meeting held on 15th/02/2018 under minute number V budget approved.</p> <p>Bukonte P/S meeting held on 10th/03/2018 under minute number 5/1/SMC/2018 budget approved UGX 2,645,000.</p> <p>Namakoko P/S meeting held on 15th/02/2018 under minute number iv/SMC/2018 discussed PLE results of 2017, on 4th/06/2018 under minute number 4/SMC/2018 presented UPE accountability.</p> <p>Busona P/S meeting held on 13th/02/2018 pointed out school having received 1,870,000,</p> <p>23rd/02/2018 under minute number 04/2/2018 budget was read to the members.</p> <p>However it was observed on file that not all primary schools had functional SMC and also out of 109 primary schools only 63 i.e 42% submitted their reports to the DEOS office.</p>	
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<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>LG Education department didn't publicize all the 109 primary schools receiving non-wage recurrent grants through posting on public notice board. Only displayed term III 2018.</p> <p>Not all the 5 sampled schools publicized non-wage recurrent grants for public viewing in the head teacher's office. For example:</p> <p>Namutumba P/S received UGX 4,280,000 for first term, UGX 4,280,000 for second term and UGX 4,293,421 for third term.</p> <p>Matyama P/S received UGX 2,165,195 for Quarter one, received UGX 1,964,374 for quarter two, UGX 2,300,000 for Quarter three.</p> <p>Kasimizi P/S received term one UGX 1,339,800 term two UGX 1,450,000 and term three UGX 1,450,000.</p> <p>Kaiti P/S received term one UGX 1,934,000, term two UGX 1,984,000 and term three UGX 2,670,000.</p> <p>Buwambi P/S not displayed.</p>	<p>0</p>
<p>Procurement and contract management</p>			

The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,

to the Procurement Unit that cover all items in the approved Sector annual work plan and budget

Maximum 4 for this performance measure

• 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

All investment items in the approved Sector annual work plan and budget were submitted on Passed the deadline as the manual requires.

For example:

On 13th/11/2017 submitted completion of two classrooms at Kilamira P/S at a cost of UGX 30,000,000 under Reference number NAMU 574/WKS/17-18/00057 under DEG.

On 13th/11/2017 submitted construction of 4 stance pit latrine at Namutumba Modern P/S at a cost of UGX 18,000,000 under reference number NAMU 574/WRKS/17-18/00008 under SFG

On 11th/04/2017 submitted construction of 5 stance lined pit latrine at Lwatama P/S at a cost of UGX 22,000,000 under reference number NAMU 574/WRKS/17-18/00057 under SFG.

On 23rd/08/2017 submitted construction of 5 stance lined pit latrine at Nawankofu P/S at a cost of UGX 18,000,000 under reference number NAMU 574/WRKS/17-18/00007.

Construction of 4 stance lined pit latrine at Mazuba P/S at a cost of UGX 18,000,000 under reference number NAMU 574/WRKS/17-

18/00005 under SFG.

Construction of a 4 stance lined pit latrine at Luzinga P/S at a cost of UGX 18,000,000 under reference number NAMU 574/WRKS/17-18/00006 under SFG.

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>Based on sample of 4, payment requisitions were certified/recommended by DEO on time as evidenced below;</p> <p>Sseka Group of Companies (NAMU574/WRKS/17-18/00057) - construction of 5-stance lined latrine at Lwatama Primary school. Requisition Amount- Shs 14,246,001 Requisition date- 18 June 2018 DEO Certification date- 20 June 2018</p> <p>Native Investments Limited (NAMU574/WRKS/16-17/000007) – Construction of 5-stance lined pit latrine at Budatu Primary School under SFG. Requisition Amount- Shs 1,734,589 Requisition date- 20 Oct 2017 DEO Certification date- 30 Oct 2017</p> <p>Prosper Engineering Services (NAMU574/WRKS/17-18/00005) –Construction of 4-stance pit latrine at Muzaba Primary School. Requisition Amount- Shs 16,058,998 Requisition date- 04 May 2018 DEO Certification date- 07 May 2018</p> <p>Tibiks General Company Limited (NAMU574/WRKS/17-18/00033) – Supply of 72 desks at Kigalama Primary School Requisition Amount- Shs 9,001,440 Requisition date- 14 June 2018 DEO Certification date- 19 June 2018</p> <p>The sample of suppliers that was taken had contracts but they did not contain a clause about payment terms.</p>	<p>3</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>The department submitted the annual performance report for the previous FY of all quarter.</p> <p>Q1 submitted on 22nd/ 12/2017 Q2 submitted on 15th/02/2018 Q3 submitted on 28th/05/2017 Q4 submitted on 14th/ 08/2018 (submitted late)</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>The sector did not submit a status of implementation of audit findings in the quarterly reports. Education department had queries in Quarter 1 and 4 (e.g unaccounted for UPE funds) but there was no correspondence from the District Education officer to the Internal Auditor, PAC or Accounting officer to respond to the Internal Audit queries.</p>	<p>0</p>
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Social and environmental safeguards

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>There was no evidence presented on file to show that District Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills</p>	<p>0</p>
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<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>There no evidence on file to show that LG Education department in collaboration with gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools.</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>Not all the 5 sampled schools met the guidelines on gender composition i.e. a third of SMC members must be female.</p> <p>For example:</p> <p>Namutumba P/S SMC were 12, 8 males and 4 females.</p> <p>Matyama P/S SMC members were 12, 2 Ladies Men 10.</p> <p>Kasimizi P/S SMC members were 13, 4 females and 9 males.</p> <p>Kaiti P/S SMC members were 12, 10 men and 2 females.</p> <p>Buwambi P/S SMC members were 12, 4 females and 8 males.</p>	<p>0</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>There was no evidence on file to show that LG Education Department in collaboration with Environment Department issued guidelines on environmental management(tree planting, waste management, formation of environmental clubs and environment education</p>	<p>0</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>The following infrastructure projects were screened by the environmental officer using ESSF (Environment and Social Screening Forms) by the environment officer (EO) before construction and ESMP (Environmental Social Management Plan) was on file. That included:</p> <p>Completion of two classrooms at Kalamira P/S under Reference number NAMU 574/WKS/17-18/00057 was screened by the environmental officer on 23rd/2/2018 using ESSF.</p> <p>Construction of 5 stance lined pit latrine at Nawankofu P/S under reference number NAMU 574/WRKS/17-18/00007 was screened by the environmental officer on 20th/2/2018 using ESSF.</p> <p>However not all school infrastructure projects were screened before approval for construction using the checklist for screening.</p>	<p>0</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>The Environmental Officer alone without CDO visited the sites for all school infrastructure projects to check whether the mitigation plans were complied with.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>Summary staff levels for the district were seen and stood at 58%. The wage bill ceiling could not allow recruitment. The support staff is hugely affecting the staffing norms yet the MOH does not put emphasis on their recruitment.</p> <p>The wage IPFs for the Health department for the current financial year was UGX. 1,837,191,804.</p>	0
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>A recruitment work plan for 2018/19 was seen dated 13/09/2017 submitted to the CAO.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>Evidence from personnel files and appraisal reports it shows that appraisal was 100%. The sampled files reveal the following;</p> <ol style="list-style-type: none"> 1. Kyaterekera Paul Senior Clinical Officer in-charge Bulange H/C III was appraised by Dr. Kiirya James on 20th July 2018 2. Kaudha Shanifa Clinical Officer in-charge Ivukula H/C III was appraised by Dr. Kiirya James on 20th July 2018 3. Kamiza Tom Ronald Senior Clinical Officer in-charge Magada H/C III was appraised Kwajja Bumeli SAS on 16th July 2018 4. Dr. Serunjogi Brian Medical Officer in-charge Nsinze H/C IV was appraised by Dr. Kiirya James DHO on 20th August 2018 5. Kateme Harriet Senior Clinical Officer in-charge Nabisoigi H/C III was appraised by Musiba Rogers SAS on 10th July 2018 6. Ndhaye Richard Senior Clinical Officer in-charge Namutumba H/C III was appraised by Kabakubya Samuel SAS on 16th July 2018 7. Biingi Mbabazi Joyce Enrolled Nurse in-charge Kaiti H/C II was appraised by Nadhaye Richard SCO on 13th July 2018 	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>The wage bill for the current FY was seen and the staff list was available. The summary staffing levels were as follows: HCIV- 81%, HCIII- 97% and HCII- 26% (due high support staff).</p> <p>At Magada HCIII, the list of staff was available and in line with staff list obtained at DHOs office.</p> <p>At Namutumba HCIII, the list of staff at the DHOs office was confirmed at the health facility.</p> <p>In Bulange HCIII, the 15 staff members were confirmed at the health center.</p> <p>At Nsinze HCIV, the list of health workers on deployment are in line with the list obtained from the DHO.</p> <p>The staff list at Nabisoigi HCIII was in line with what was available at the DHO's office.</p>	<p>4</p>

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"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>Evidence of communication of circulars, guidelines and policies from the Ministry of Health by the DHO's office to different in-charges were distributed on the 9th/7/2018 and they include:</p> <ul style="list-style-type: none"> A cervical cancer Prostate cancer General cancer Breast Cancer Waste management guidelines <p>Rota virus vaccine introduction was passed on in training with in-charges as seen in the training report- 27th-28th/06/2018.</p> <p>At Magada HCIII, guidelines that were received and seen at the facility included the Uganda clinical guidelines, National testing services policy and implementation guidelines. Most guidelines that had confirmed collection with acknowledgement signatures from districts were not found at Magada HCIII.</p> <p>At Namutumba HCIII, there were no guidelines seen at the facility received in form of communications from the DHO.</p> <p>At Bulange HCIII, evidence of communication from DHO's office seen was a circular on general supply chain guidance on the roll out of consolidated guidelines dated 14/08/2017.</p> <p>No guidelines that were seen at the DHO's office were seen at the Bulange HCIII.</p> <p>At Nsinze HCIV, NO circulars or communication from DHO was provided at the facility. The in-charge went for leave and failed to turn up.</p> <p>At Nabisoigi HCIII, communication circulars, policies and guidelines from the DHO's office were not seen.</p>	<p>3</p>
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<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>Minutes of performance planning and review meetings held on 9th/07/2018 in minute 06 of the meeting.</p> <p>DHT meeting held on 14th/05/2018 in minute 02, the DHO communicated waste management.</p> <p>DHT meeting held 27th/03/2018; minute 02 (DHOs Communication) implementation of child days was communicated and discussed.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>Quarterly technical support supervision reports were available at the DHO's office and they included:</p> <p>I. Integrated support supervision report dated 25-29 June 2018 (4th quarter)</p> <p>II. Integrated support supervision report dated 26 February - 2 March 2018 (3rd quarter)</p> <p>III. Integrated support supervision report dated 8-18 December 2017(2nd quarter)</p> <p>IV. Integrated support supervision report dated 25th- 28th September 2017 (1st quarter)</p> <p>DHT meeting minutes for 20th/12/2017 discussion of support supervision report and way forward (Minute 04)</p> <p>DHT meeting minutes 27/03/2018 minute 04 included review of support supervision report.</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>Namutumba DLG has one HSD and supervision reports to lower level health units were seen and they included:</p> <p>Supervision report medicines for the month of May and June done in 6 sites was submitted on 15/8/2018.</p> <p>Supervision report medicines for the month of May and June done in 6 sites was submitted on 15/8/2018</p> <p>Supervision report medicines for the month of May and June done in 6 sites was submitted on 15/8/2018.</p> <p>Mentorship of ART and Lab ordering from 2nd-13th April 2018</p> <p>Supervision of facilities in essential medicines from 26th February to 9th march 2018</p> <p>Supervision quarterly report for essential medicines- August to October 2017 dated 14th/11/2017.</p> <p>At Magada HCIII, evidence of supervision from the HSD was available for the following dates: 13/7/2018; 23/5/ 2018; 10/5/2018; 29/03/2018; 2/03/2018; 29/11/2017; 17/7/2017.</p> <p>At Namutumba HCIII, HSD supervision was done on 28/2/2018; 9/2/2018; 20/9/2017; 17/7/2017.</p> <p>At Bulange HCIII, HSD supervision was confirmed on: 6/5/2018; 29/11/2017; 06/09/2017; 6/7/2017.</p> <p>At Nabisoigi HCIII, support visits were done on the following dates: 9/5/2018; 11/3/2018; 15/2/2018;6/7/2017.</p>
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<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>The department submitted the annual performance report for the previous FY of all quarter.</p> <p><i>Q1 submitted on 22nd /12/2017</i></p> <p><i>Q2 submitted on 01st /02/2018</i></p> <p><i>Q3 submitted on 26th /05/2018</i></p> <p><i>Q4 submitted on 13th /08/2018 (late submission)</i></p> <p>The HSD reports and DHT meeting minutes that discussed recommendations from the support supervision reports obtained included:</p> <p>I. RecommendationsonMedicine management and accountability from HSD supervision.</p> <p>II. Child health days plus activities for every health facility</p> <p>III. DHT meeting held on 20/4/2018 recommended introduction of biometric machine</p> <p>IV. DHT meeting held 20/12/2017 recommended in-charges to organize regular support supervision to lower level health facilities.</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"> Evidence that the recom- mendations are followed – up and specific activities undertaken for correction: score 6 	<p>Evidence of recommendations followed up activities for corrective action included:</p> <ul style="list-style-type: none"> A letter written to CAO on abandonment of duty by Dr. Brian Serujongi. Letter recommending CAO to appoint an in-charge for Nsinze HCIV. 	<p>6</p>

<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Monthly reporting rates summary report generated from DHIS2 was available in the department.</p> <p>Extract of facilities that receive PHC from July 2017 to June 2018 reporting from HMIS was seen.</p> <p>PBS reports for the 4 quarters were available and printed out from the system.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>Committee sitting on June 29th/2018 under Mi. 5/social services/29/Jun/2018; discussed the following;</p> <ul style="list-style-type: none"> • strengthening supervision of Health Workers on duty across all levels of health centres • Upgrading the existing facilities ie HCIII to HCIVs, • Construction of Kagulu HCII in the next FY 2018/19 • Completion of installation of machine to capture attendance of Health Workers at Nsinze HCIV • Discouraging random study staff leave to Health Workers 	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>Committee sitting on June 29th/2018 under Min. 5/social services/29/Jun/2018</p> <ul style="list-style-type: none"> • Upgrading 5 HCIII into HCIVs • Strict supervision of health workers on daily attendance <p>Committee sitting on 27th/04/2018: Min. 4 social services/April/27/2018: Approval of Education/Health work plans and budget for FY 2018/19</p>	<p>2</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>At Magada HCIII, HUMC was NOT found in place and evidence of meetings was not sufficiently provided.</p> <p>At Namutumba HCIII, HUMC was NOT found in place and evidence of meetings was not sufficiently provided. No HUMC guidelines were found.</p> <p>In Bulange III, evidence of HUMC meetings minutes seen were not sufficient as they were too summarized and without stamp and signature.</p> <p>At Nsinze HCIV (HSD) only one copy of HUMC minutes for the 3rd quarter was available at the facility.</p> <p>At Nabisoigi HCIII, HUMC for the 4 quarters were available BUT were not signed by the chairperson.</p>	<p>0</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>The noticeboard of health department have publicized all facilities receiving PHC grants.</p> <p>At the district website has a list of facilities receiving PHC non-wage recurrent grants.</p> <p>At Magada HCIII, there PHC funds received were not on the noticeboard for the Health facility.</p> <p>At Namutumba HCIII, there PHC funds received were not on the noticeboard for the Health facility.</p> <p>At Bulange HCIII, PHC funds releases were found at the facility.</p> <p>At Nsinze HCIV, there were no PHC funds releases were found on the noticeboard</p> <p>At Nabisoigi HCIII the PHC funds were displayed but they were 2016/17 releases.</p>	<p>4</p>
<p>Procurement and contract management</p>			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>The submission letter to the CAO submitted on 15h /August/2018 which was past the deadline. The delay to submit was due to changes in the investments themselves and the indicative figures from the center which were received late in August 2018.</p>	<p>0</p>
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>No procurement requisition was available from the DHO.</p>	<p>0</p>

<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>Based on sample of 4, payment requisitions were certified/recommended by DHO on time as evidenced below;</p> <p>Kajoke General Enterprises- fuel for Polio immunisation campaign Requisition Amount- Shs 4,672,250 Requisition date- 13 Oct 2017 DHO Certification date- 24 Oct 2017</p> <p>Balisanyuka Ronald- Training of teachers on neglected tropical diseases. Requisition Amount- Shs 10,922,000 Requisition date- 26 Sept 2017 DHO Certification date- 04 Oct 2017</p> <p>SNO stationery shop- chalk for marking houses and purchase of sponge for polio vaccine exercise. Requisition Amount- Shs 600,400 Requisition date- 24 Aug 2017 DHO Certification date- 28 Aug 2017</p> <p>Banaka and Group Enterprises- Supply of printer cartridge. Requisition Amount- Shs 357,200 Requisition date- 07 May 2018 DHO Certification date- 07 May 2018</p> <p>The Health department had no capital developments during the FY 2017/18 therefore most of the payments were from Local Purchase orders.</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>Q1 report submitted on 22nd /12/2017</p> <p>Q2 report submitted on 01st /02/2018</p> <p>Q3 report submitted on 26th /05/2018</p> <p>Q4 report submitted on 13th /08/2018</p> <p>(late submission of Q4 report, not by mid July)</p>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>The Health department had queries in the quarterly reports but there were no responses from the Department. For example, unaccounted for PHC funds, Funds transferred to Nsinze Health centre were not accounted for fully.</p> <p>The Health Department did not avail documented responses and neither did they provide a status of implementation of audit recommendations.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>Composition of HUMC in the 5 sampled health facilities were: Magada HCIII: At Magada HCIII, there was no evidence of existence of HUMC. Namutumba HCIII: At Magada HCIII, there was no evidence of existence of HUMC. Bulange HCIII: The list of HUMC members was not accessed but was in existence from the in-charge's communication. Nsinze HCIV: The list of HUMC could not be accessed as the in-charge locked most of the documents and has not been at the facility. Nabisoigi HCIII: A list of HUMC members was NOT seen at this facility.</p>	<p>0</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>No guidelines on sanitation in health facilities were seen in all the 5 health facilities visited.</p>	<p>0</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>Environment screening was done for the construction of a pit latrine at Ivukula HCIII, signed by the Environment officer but the second signature was missing</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>No evidence of Report was seen by the EO with CDO was available for the projects constructed.</p>	<p>0</p>

<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>Approaches to health care waste management guidelines for health workers 2nd edition were found at the DHO's office.</p> <p>At Magada HCIII, there were guidelines on medical waste management that they had received from DHO's office and sanitation charts and posters were seen at different stations at the clinic.</p> <p>At Namutumba HCIII, there were guidelines on medical waste management that they had received from DHO's office and sanitation charts and posters were NOT seen at different stations at the clinic. Waste management guideline charts were seen at the service centers.</p> <p>At Bulange HCIII the SOPS were found properly filed and guidelines on approaches to health care waste management were seen.</p> <p>At Nsinze HCIV, the guidelines for health care waste management were not available.</p> <p>Health care waste management guidelines were seen at Nabisoigi HCIII.</p>	<p>4</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>According to the updated safe water coverage data at the Ministry of Water and Environment, Namutumba District had an average safe water coverage of 59% as of September 2018. Sub-counties below average included; Bulange with 48%, Mazuba with 42% and Ivukura with 31%.</p> <p>Review of the Annual Work Plan 2018/19 showed that the District Water Department planned for the following projects; sitting, drilling and installation of 19 deep boreholes at a cost of UGX f 379,800,000/=, Rehabilitation of 20 boreholes at a cost of UGX 18,618,000/=, Construction of a 3-stance VIP lined pit latrine in Nawapandu RGC in Namutumba sub-county at a cost of 13,600,000/= and upgrading Hand pump borehole to a mini-solar pumped system at a cost of UGX 18,217,589/=. It was noted that sub-counties below district average were targeted for example, Bulange was allocated 3 deep boreholes, Ivukula allocated 2 and Mazuba allocated 1 deep borehole. From the LG water budget of 2018/19, it was observed that out of the 411,617,589/= budgeted, only 119,936.842/= targeted low coverage sub-counties representing 29%.</p>	0

<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. o If 100 % of the water projects are implemented in the targeted S/Cs: Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>In Financial Year 2017/18 the District LG Water department implemented the following projects; drilling, sitting and installation of 18 deep boreholes at a cost of 384,809,210/=, construction of a 3-stance VIP lined pit latrine at Nawayikona Trading Centre in Nsinze sub-county at a cost of 13,485,984/= and Rehabilitation of 46 boreholes at a cost of 79,370,000/=.</p> <p>The sub-counties below district average had projects implemented for example Bulange had 2 deep boreholes drilled and 6 rehabilitated, Ivukula sub-county had 2 boreholes drilled and 5 rehabilitated while Mazuba sub-county had 1 borehole drilled and 3 rehabilitated. All the three sub-counties had projects implemented in the financial year.</p>	
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>There was sufficient evidence filled regarding monitoring and inspection of project investments in the sector. A number of supervision reports were documented and reviewed by the time of assessment for instance;</p> <p>Progress report for the drilling, casting and installation of 9 deep boreholes for the financial year 2017/18 under Lot-2. This report was dated 27th/12/2017. Works were undertaken by M/S Maa Technologies (U) Ltd.</p> <p>There was evidence of a monthly project monitoring report for the month of October 2017 dated 2nd/11/2017 addressed to the Chief Administrative Officer (CAO). The report detailed status of water sources in 7 sub-counties</p> <p>A progress report for the drilling, casting and installation of 9 deep boreholes for FY 2017/18 Lot 1 dated 15th/11/2017 undertaken by KLR-Uganda Ltd.</p> <p>A progress report for drilling, casting and installation of 9 deep bore holes by M/S Maa Technologies (U) Ltd for FY 2017/18 Lot 2 dated 12th/12/2017. By period of supervision works were at 75% completion level</p> <p>Report on progress of Rehabilitation of 45 Non-functional boreholes for FY 2017/18. Supply of spare parts was done by M/S Buhamu Business Consult Ltd and works executed by M/S Namutumba Water & Sanitation Association (NADWASA). The report was compiled on 23rd/07/2018 and a list of rehabilitated sources and technical data attached.</p> <p>Dated 12th/06/2018 a progress report for the construction of a 3-stance VIP lined pit latrine at Nawaikona Trading Centre in FY 2017/18. Report recommended payment for contractor.</p>
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Maximum 15 points for this performance measure

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>Review of the Management information System (MIS) reports at the Ministry of Water and Environment (MoWE) and data in the Program Budgeting System (PBS) Plus the Performance Agreement was consistent. The department submitted 18 boreholes drilled and the figure tallied all documents reviewed.</p>	5
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>List of water facilities which are consistent in both sector MIS reports and PBS included; Bugobi 2, Bulenge 2, Namutumba 1, Kizuba 2, Nawayikona 1, Nabweyo 1, Magada 3, Mazuba 1, Kibaale 2, Ivukula 2, Nangonde 1</p>	5
<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>The LG Water department had submitted procurement inputs for the District Procurement plan to PDU that cover all investment items in time. This was done on 23rd/April/2018.</p>	4

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>There was evidenced that the district appointed a Contract Manager for example on file was an appointment letter of M/S Abbey Kagwa (District Water Officer) as Project Manager of Sitting, Drilling, Casting and Installation of 09 deep wells Lot-2. Procurement (Namu574/wrks/17-18/00002). Letter was dated 19th/09/2017 signed by CAO. However, the Contract implementation plans presented during assessment lacked consistency in timelines of deliverables. E.g. Implementation plan for sitting, drilling, casting and installation of 09 deep boreholes Lot 1 was prepared on 2nd/July/2018 yet the contract signing and commencement of work was dated 1st/09/2017. Preparation of plan ought to come before actual implementation hence raising authenticity issues of the presented document.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>During field visit of sampled WSS projects constructed in Financial Year 2017/18, for instance Kajuuleta 'B' village water source in Mazuba sub-county, Kategere Village source in Magada Sub-county, Bunyanzi Village source in Kizuba sub-county, Namuseeno Village source in Kizuba sub-county and Bulaafa Village source in Namutumba sub-county. Most of these sources did not have a water source protection fence, none had a drainage channel of 10metres as stipulated in the Technical specifications and Namuseeno water source had cement peeling off less than a year after construction.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>Not all completed WSS facilities were handed over by contractors. For example, well as sitting, drilling and installation of 09 deep boreholes was reported complete and defects liability period expired on 14th/06/2018, no formal handover was effected by KLR (U) Ltd the contractor.</p>	<p>0</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>The DWO appropriately certified some WSS projects for instance there was evidence of payment certificate dated 13th/06/2018 issued to Batuli Investments Ltd Under Procurement Ref.No.Namu 574/wrks/17-18/000086, certificate NO.1 for construction of a 3-stance lined pit latrine However, other WSS projects like sitting, casting and installation of 09 boreholes by KLR Uganda Ltd had no final certification and no completion report filed. It was reported that although the defects liability period had elapsed (on 14th/06/2018) the contractor had not requested for retention money hence delays in issuing certificate of Practical Completion and compiling of completion report.</p>	<p>0</p>
<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>The LG Water department certified and initiated payments for works on time as evidenced below from a sample of 4 supplier payments.</p> <p>Maa Technologies (Namu574/wrks/17-18/00002) – Drilling, casting and installation of 9 deep wells Lot2 Requisition Amount- Shs 184,563,122 Requisition date- 22 Nov 2017 DWO Certification date- 27 Dec 2017</p> <p>KLR Uganda Limited (Namu574/Wrks/17-18/00001) – Drilling, casting and installation of 9 deep wells Lot1 Requisition Amount-Shs 162,905,065 Requisition date- 14 Dec 2017 DWO Certification date- 15 Dec 2017</p> <p>Buhamu Business Consult (Namu574/Supps/17-18/00007)- Supply of borehole spare parts Requisition Amount-Shs 20,896,000 Requisition date- 28 June 2018 DWO Certification date- 28 June 2018</p> <p>Kajoke General Enterprises- Supply of fuel for Water department. Requisition Amount-Shs 2,980,000 Requisition date- 22 Dec 2017 DWO Certification date- 01 Jan 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 Plan- ning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The department submitted the annual performance report for the previous FY of all quarters as below;</p> <p>Q1 submitted on 22nd /12/2017</p> <p>Q2 submitted on 01st /02/2018</p> <p>Q3 submitted on 26th /05/2018</p> <p>Q4 submitted on 02nd /07/2018</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>Water department did not have audit queries for financial year 2017/18 according to the 4 quarterly reports from Internal Audit.</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"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>Committee sitting on June 29th/2018 under Mi. 5/social services/29/Jun/2018</p> <ul style="list-style-type: none"> Construction of boreholes in water stressed areas Distribution of water sources in all areas equally Gender equality on Water User Committees eg 2 women in key positions on the committees Sensitization of WUCs on roles and responsibilities Planting of trees around water sources Budgeting for O&M of water sources Training of Hand pup mechanics <p>Committee on Works/Water sitting on Feb 8th,2018 under min.2/works/2/8/2018</p> <ul style="list-style-type: none"> Partnerships in water where an NGO-Fields of Life supported the LG on drilling of 40 boreholes but 33 were successful <p>Committee of Works sitting on 25th /4/2018; Min 3/works/25/4/2018; Approval of works projects (Water) for FY 2018/19</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"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>Committee sitting on August 21st, 2017;</p> <ul style="list-style-type: none"> Local leaders/councillors to be involved in training of water user committees Joint monitoring of all water programs by both civil servants and politicians <p>Presentation and discussion of departmental work plans:</p> <ul style="list-style-type: none"> Siting and drilling of deep wells Rehabilitation of water sources Conducting water quality surveillance Construction of Pit Latrines in rural growth centres 	<p>3</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>The Annual Work Plan, budget and the water Development grant releases and expenditures were not displayed by the time of the assessment. There was no proof in form of minutes for Advocacy meetings conducted.</p>	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>For the 5 sampled WSS projects of Kajuuleta- DWD 61446, Kategere-DWD 61449, Bunyanzi DWD-61447, Namuseeno –DWD 60627 and Bulaafa DWD 60625 it was found out that facilities were not labelled according to standard format. All projects lacked contactors' name and source of funding.</p>	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>There was evidence that information on tenders and contract awards was displayed on District notice board. By the time of assessment, the period for display had expired however, the department laboured to file all the displayed material. Reviewed by the assessor was the best evaluated bidder for sitting, drilling, casting and installation of 10 boreholes Lot 1. Best Bidder was KLR-Uganda Ltd with contract value of UGX 208,082,368/= using open domestic bedding method. Date of display was 10th/09/2018 and expiry date was 21st/09/2018. Unsuccessful bidders with reasons were indicated in the display.</p>	<p>2</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence on record regarding community application for water/public sanitation facilities as per the sector critical requirements. For example, among the many application letters filed was one of residents of Kasuleta-Nsoola village in Mazibu sub-county dated 11th/12/2017. Attached to the application letter was a District General Receipt serial No:1954 confirming payment of Two hundred shillings (UGX 200,000/=) money for co-funding.</p>	<p>1</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence of collection of user fees for preventive maintenance for example all sampled source at least collected UGX 2000/= from each house hold per month as user fees.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>During the period of assessment, water projects had Environment and Social Mitigation certificates however, there was no evidence of environment screening as per stipulated templates.</p>	<p>0</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>From project files, reviewed was a report on Environment compliance verification for Boreholes drilled in Financial Year 2017/18 following the National Environment Act. The report assessed the environment related issues and conformity of respective drilling companies to environment laws of Uganda. This Follow-up report was dated 2nd/01/2018 signed by the Ag. Environment Officer.</p>	<p>1</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>There was evidence that construction and supervision contracts had environmental protection clauses for example in the contract signed between Namutumba District Local Government and Maa Technologies (U) Ltd clause 3.19 stipulates clearing site and restoration of surroundings</p>	<p>1</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>Review of the LG Water department software report 2017/18, Water User Committees (WUCs) fell short of the mandated 50% composition of women as a mandate under sector critical requirements. This trend was attributed to inferiority complex tendencies of women in communities coupled with weak community mobilization section in the department.</p>	<p>0</p>

<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>The three purposively sampled sanitation facilities at the district headquarters and Police division were found to be lacking as they did not have adequate stances (most public sanitation facilities in Namutumba District) had only 3 stances, these stances were not earmarked for women and men and the facilities sampled had no provisions for People with Disabilities.</p>	<p>0</p>
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