

**KIRYANDONGO DISTRICT LOCAL
GOVERNMENT**

**BOARD OF SURVEY REPORT
2016/2017**

18TH August 2017

In any correspondence on
this subject please quote
Ref: CR/350



THE OFFICE OF THE CHIEF ADMINISTRATIVE
OFFICER
KIRYANDONGO DISTRICT
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August 18, 2017

The Chief Administrative Officer
Kiryandongo District

RE: BOARD OF SURVEY REPORT FOR FINANCIAL YEAR 2016/2017

Please find attached copy of the board of survey report in accordance with the financial and accounting regulation 102 that examined the cash, stores and bank balances in the hands of Heads of Departments, revenue collectors, cashiers and imprest holders, after the close of the Financial Year 2016/2017.

Signed by

Dacan Denis
Chairperson Board of survey 2016/2017

CC: Auditor General
District Chairperson
Heads of Departments
Revenue Collectors
District Cashier
Imprest Holders

SECTION ONE

1.0. SUMMARY OF FINDINGS

This section examined the cash and bank balances as at June 30th 2017 in Kiryandongo District.

Findings

- All cash books were duly ruled.
- All funds were duly utilized by the end of the financial year.

Recommendations

Vote controller should always ensure timely utilization of all funds to avoid accumulation of un-presented cheques by the closure of the financial year.

1.1 .BOARD OF SURVEY REPORT – CASH

1.2. District Accounts

a) Kiryandongo DLG TSA

Balance as per bank statement 0.00

Expected Ending Balance as per Cash book 0.00

Actual Balance as per Cash book 0.00

b) Kiryandongo Green Charcoal Project A/C- 9030011063488

Bank Reconciliation Statement as at 30/6/2017

Balance as per bank statement 1,527

Balance as per completed cash book 1,527

c) NUSAF 3 SUB PROJECT ACCOUNT. 9030013247799

BRS JUNE

Balance as per statement 749,801

Balance as per completed cashbook 749,801

d) NUSAF 3 OPERATIONAL ACCOUNT. 9030013247799

BRS JUNE.

Balance as per bank statement 9,676,358

Balance as per completed cashbook 9,676,358.

e) UGANDA MULTI SECTORAL FOOD SECURITY AND NUTRITION PROJECT

Bank A/C 9030012887042

Bank Reconciliation Statement for the period ended 30 June 2017

Balance as per bank statement 209,688,472

Less un presented cheques -

Balance as per adjusted cash book 209,688,472

1.3.SUB COUNTY ACCOUNTS

1.3.1.MUTUNDA SUB COUNTY

a) MUTUNDA S/C ROADS ACCOUNT:

Bank Reconciliation Statement for the Month of June 2017

Balance as per Bank Statement 126,254

Balance as per adjusted cash book 3,311,254

b) MUTUNDA S/C DDEG ACCOUNT:1630045000056

Bank Reconciliation Statement for the Month of June 2017

Balance as per Bank Statement 820,687

Balance as per adjusted cash book 374,029

c) MUTUNDA S/C GENERAL FUND ACCOUNT:1630045000032

Bank Reconciliation Statement for the Month of June 2017

Balance as per Bank Statement 20,122

Balance as per adjusted cash book 330,000

d) MUTUNDA S/C LC I ACCOUNT:1630045000033

Bank Reconciliation Statement for the Month of June 2017

Balance as per Bank Statement 13,784.15

Balance as per adjusted cash book 13,784.15

e) MUTUNDA S/C LCII ACCOUNT:1630045000034

Bank Reconciliation Statement for the Month of June 2017

Balance as per Bank Statement 1,152

Balance as per adjusted cash book 1,152

f) MUTUNDA S/C COLLECTION ACCOUNT:1630045000030

Bank Reconciliation Statement for the Month of June 2017

Balance as per Bank Statement 4,134,000

Balance as per adjusted cash book 4,134,000

g) MUTUNDA S/C UWA ACCOUNT:

Bank Reconciliation Statement for the Month of June 2017

Balance as per Bank Statement 17,127.9

Balance as per adjusted cash book 17,127.9

h) Mutunda Sub County

Accountable Stationery

Receipts

I.	Receipts used up
23951	- 23998
23451	- 23481
23851	- 23860
23901	- 23945
23551	- 23571

11. Receipts not used

23999	-	24000
23482	-	23500
23861	-	23900
23946	-	23950
23572	-	23600

111. Operation permit 051 – 100 not used**Market dues**

288001 -	289000	for 500
2051	-3000	for 500
287501 -	288000	for 500
242001 -	243000	for 300
238251 -	238500	for 300
113351 -	113600	for 200
6951	-	7050 = 2
7401	-	7450 = 1
6451	-	6500 = 1

IV. Market dues	S/N	No. of receipts
500	299001 - 300000	1000
500	298001 - 299000	1000
500	286001 – 287000	1000
500	2001 - 2050	50
500	2251 - 2300	50
500	2651 - 2700	50
500	3051 - 3500	450
300	239001 – 240000	1000
	240000 – 242000	2000
200	111001- 113000	2000
200	114001 -116000	2000

V. Produce loading

Tenderer's receipts	7001 - 8000	1000
”	8001 - 8050	50
”	8351 - 9000	650

D) Birth Certificates**1.3.4. MASINDI PORT SUB COUNTY**

Account Numbers

a) MASINDI PORT SUB COUNTY DDEG: 9030012829611

Bank Reconciliation Statement for the Month of June 2017

Balance as per adjusted cash book 56,012

b) MASINDI PORT SUB COUNTY GENERAL ACCOUNT : 9030008890918

Balance as per Bank Statement	931777	
Less unpresented Cheque no -005151=	2,615,600	
005160 =	<u>70,000</u>	
	2,685,600	
Balance as per completedCash book =	6,632,177	

c) MASINDI PORT SUB COUNTY COLLECTION ACCOUNT :9030008902592

Balance as per Bank Statement	1,770,471
Less un presented cheque no 005271	<u>284,139</u>
Balance as per completed Cash book	1,486,332

**d) MASINDI PORT SUB COUNTY ACCOUNTABLE STATIONARY
Revenue receipts for 500**

Type of receipt books	25401-2560034 books
Operation permit	25362- 25400
Trading licence	20132- 20150
Death certificate	20080- 2100
Hawker licence	005- 050
Market due	674- 700
	604- 650
	001-250
	200701-201000

Revenue receipts for 1000

Type of receipt	
1000	242451- 243000
	58651- 58700
	58701- 58800
	58851- 58950
	58351- 58500
	58551- 58650
	82401- 82450
	10601- 10700
	82301- 82350

Revenue receipts for 300

Type of receipt	
300	951- 1000 2751- 2800 1601- 1650 1851- 1900 186751-186800 21780- 217950 186801- 187000

Revenue receipts for 3000

Type of receipt	
3000	2051-2200 551- 700 151-400 1551- 16000 1501- 1550 1401-1450 1051- 1100 1301- 1350 1951- 2000 451- 500

Revenue receipts for 200

Type of receipt	218101- 2181500
200	98701- 9880098351-98400 98951-993000 99701- 99750 99351- 99450 99141- 99200 99251- 99300 99851- 99900 99051- 999100 99951- 10,000

1.3.5. KIGUMBA SUB COUNTY

a) KIGUMBA SUB COUNTY GENERAL ACCOUNT:1630017000134

Balance as per bank statement as at 30th June 101,636

Unpresented cheques 411,000

Uncredited cheque 411,000

Cheque not unpresented 54,449

b) KIGUMBA SUB COUNTY LC1 ACCOUNT:1630045000049

Balance as per bank statement as at 30th June 14,405

c) KIGUMBA SUB COUNTY LC11 ACCOUNT:1630045000050

Balance as per bank statement as at 30th June 49,607

d) KIGUMBA SUB COUNTY DDEG ACCOUNT:1630045000054

Balance as per bank statement at 30th June 2,657,904

Unpresented cheques

- Number 1209375= 4,000,000
- 1209376= 4,500,000
- 1209379= 3,755,000

e) KIGUMBA SUB COUNTY COMMUNITY ACCESS ROADS ACCOUNT:1630017000133

Balance as per bank statement as at 30th June 259,938

f) KIGUMBA SUB COUNTY REVENUE SHARING ACCOUNT:1630017000129

Balance as per bank statement as at 30th June 35,135

g) KIGUMBA SUB COUNTY COLLECTION ACCOUNT:1630017000130

Balance as per bank statement at 30th June 371,177

Unpresented cheque no 1230266 of 411,000

Deposited cheque 643,105

Un debited EFT 964,369

1.3.6.KIRYANDONGO SUB COUNTY

a) KIRYANDONGO SUB COUNTY ROAD FUND ACCOUNT:9030006529339

Balance as per bank statement as at 30th June 588

Balance as per completed cash book 588

b) KIRYANDONGO SUB COUNTY GENERAL ACCOUNT:9030006528561

Balance as per bank statement as at 30th June 218,049

Unpresented cheques No 179-316,500

191-273,000

Balance as per completed cash book 371,451

c) KIRYANDONGO SUB COUNTY UWA ACCOUNT:9030005725037

Balance as per bank statement as at 30th June 2,332

Unpresented cheques No 653-146,028

658-913,881

Balance as per completed cash book 1,057,577

d) KIRYANDONGO SUB COUNTY LC1 ACCOUNT:6001477127

Balance as per bank statement as at 30th June 3,927,147

Balance as per completed cash book 3,927,147

e) KIRYANDONGO SUB COUNTY LC11ACCOUNT:6001477135

Balance as per bank statement as at 30th June 215,354

Balance as per completed cash book 215,354

f) KIRYANDONGO SUB COUNTY LGMSD ACCOUNT:9030006529444

Balance as per bank statement as at 30th June 7,914

Balance as per completed cash book 7,914

g) KIRYANDONGO SUB COUNTY COLLECTIONACCOUNT:9030006528936

Balance as per bank statement as at 30th June 738,585

Balance as per completed cash book 738,585

h) KIRYANDONGO SUB COUNTY CDD ACCOUNT:9030006529126

Balance as per bank statement as at 30th June 1,093

Balance as per completed cash book 1,093

i) KIRYANDONGO SUB COUNTY DDEG ACCOUNT:90300012902866

Balance as per bank statement as at 30th June 1,618,199

Unpresented cheques No 0021-768,000

Balance as per completed cash book 850,000

SECTION TWO

2.0. STORES- STOCK BALANCES

This section examines and records the stock balances in the stores and gives an opinion on the condition of stores and stock.

Findings

- Stock cards are balanced
- Some store rooms have metallic doors like DHO's store and others with wooden doors and the office store doors not safe at all since they have no locks and some window louvers missing.
- There was evidence on issue of articles used
- Unserviceable articles do not have cards and they are susceptible to loss before their official disposal.

Recommendations

- All unserviceable articles which are available should be boarded off after a competent valuer has given actual value
- The district should put in place systems of retrieving unserviceable items in the hands of staff.
- The store office door and window louver should be provided with burglar proof door and windows for security purposes.

2.1 FINANCE AND PLANNING DEPARTMENT

The Chief Finance Officer

Kiryandongo District

On the instructions of the Chief Executive- Kiryandongo District, we the undersigned have inspected the stores on charge at finance department.

We certify that we have a complete test check of the stores, that the balances agreed have been initiated in the stores and the stock at hand balance as those in stock cards as shown in table 1

We certify that in our opinion, a continuous department check on stock balances should be carried out during the year other than the store keeper in charge of stores.

In our opinion the store space is not adequate. The store condition of the store is not good

A list of unserviceable items is shown in table 2 together with our recommendation as per their condition and disposal.

We certify that there are no items destroyed in our presence

TABLE.1: STATEMENT OF DISCREPANCIES

District Finance Store

STOCK TAKE AS AT 30TH AUGUST, 2017

No.	Description	Unit	Quantity
1	Register of Accountable stationery	books	37

2	Hawkers license	„	85
3	Market dues 100/=	„	1380
4	Market dues 300/=	„	1020
5	Issue note receipt books	„	47
6	Abstract revenue	„	69
7	Abstract expenditure	„	29
8	Un allocated store issue voucher	„	42
9	Revenue receipt	„	10
10	Cash analysis book	„	04
11	Cash summary book	„	02
12	Demand notes	„	26
13	Goods received note	„	16
14	Payment voucher	„	43
15	Local purchase orders	„	46
16	Death certificates	„	09
17	Birth certificates	„	52
18	Vote books	„	43
19	Register of fixed assets	„	04
20	Analysis books	„	03
21	Cash books	„	12
22	Beer permit 500/=	„	400
23	Market dues 3000/=	„	140
24	Market dues 500/=	„	436
25	Milk loading fee	„	45
26	Hotel tax receipts	„	112
27	Cattle inspection receipts	„	40
28	Trading license	„	16

TABLE 2: LIST OF UNSERVICEABLE ARTICLES

Name of Scrap	Quantity	Recommendation
Iron sheets	454	Recommended for boarding off
Beds	15	Recommended for boarding off
Ambulance LG0141-29	1	Recommended for boarding off
Wooden doors	Assorted	Recommended for boarding off
Ceiling boards	Assorted	Recommended for boarding off
Ply wood	Assorted	Recommended for boarding off
Tires	Assorted	Recommended for boarding off
Angle Bars	Assorted	Recommended for boarding off
Metallic Tables and stools	20(Hospitals)	Recommended for boarding off

2.2 HEALTH DEPARTMENT**The District Health Officer****Kiryandongo District**

On the instructions of the Chief Executive- Kiryandongo District, we the undersigned have inspected the stores on charge at finance department.

We certify that we have a complete test check of the stores, that the balances agreed have been initiated in the stores and the stock at hand balance as those in stock cards as shown in table 1

We certify that in our opinion, a continuous department check on stock balances should be carried out during the year other than the store keeper in charge of stores.

In our opinion the store space is not adequate. The store condition of the store is moderately not good

A list of unserviceable items is shown in table 2 together with our recommendation as per their condition and disposal.

We certify that there are no items destroyed in our presence

DHO'S STORE**STOCK TAKE AS AT 30TH AUGUST, 2017**

No.	Description	Unit	Quantity
1	Ready to use therapeutics feeds	Cartons	18
2	F100	„	01
3	F75	„	11
4	ABC/3TC(60/30)MG	Packs	1152
5	Nonfood items kits	Packs	42
6	Phenobarbitone	Tabs	900
7	Phenytoin	Tabs	2000

8	Normal saline 500mg	Bottles	48
9	Glucose dextrose 5%	„	24
10	Resomal	Cartons	04
11	Vht registers	Books	70
12	Vacutainer needles	needles	25440
13	Baby blankets	Cartons	22
14	Baby scales	Cartons	6
15	Solar suitcases	carton	01
16	Resomal	cartons	04
17	Vacuum extractor	Cartons	08
18	Oxygen concentrator	No.	01
19	Vaginal cervical set	No.	03

2.3 KIRYANDONGO HOSPITAL MAIN STORE

Item	Quantity	Serial Number	Status	Recommendation
HP desktop		CZC5251LK2	Functional	
Back up		IDI/BHP/CDD/UPS/019	Functional	
Examination light	01	UHSSP	Functional	
Hp computer set	01		Functional	
chairs	03	I-IDI, 2-KDLG	Functional	
Filling cabinet	01		Functional	
Medicine trolley	01		Functional	
Table			Functional	
spades	2		Functional	
slashers	01		Functional	
Empty oxygen cylinders	05		Functional	
Mattresses paediatric	18		Functional	
Two inch mattresses	17		Functional	

SECTION THREE

3.0 FIXED ASSETS

Summary of findings and recommendations

Findings

- The district lacks comprehensive Operation and Maintenance plan
- The district has no depreciation method on assets and equipment
- There is a lot of equipment at Kiryandongo Hospital which are outdated and beyond maintenance
- Most of the governments assets /equipment's are not engraved.

Recommendations

- The government should make effort to equip Kiryandongo Hospital
- The assets register should be improved through regular updates and assets should have a maintenance plan
- The district should have a policy on use of government vehicles, motorcycles and other equipment's
- The district should get a valuer to ascertain the value of all scraps and outdated equipment's to be disposed off.
- The District should urgently engrave all District assets /Equipment's.
- All departments should have fully updated asset registers as per the prescribed format.

3.1. MOTOR VEHICLES AND HEAVY PLANTS

NO.	DEPARTMENT	ITEM	DESCRIPTION	Status	Remarks
1.	Works	Motor grader	Chaingling Reg. No. LG0001-54	Grounded	Needs Repair
		Motor grader	KOMATSU Reg No.UG1720W	Running	
		Wheel Loader	KOMATSU Reg No.UG1885W	Running	
		Motor vehicle pick- up – double cabin	Ford Ranger RegNo. LG0024- 54	Running	Used by Water Officer
		Motor vehicle pick- up – double cabin	Isuzu DMAX Reg. No. LG0187-29	Running	Used by Ass engineering Officer
		Tipper Lorry	Reg. No. LG0002-54	Running	
		Motor vehicle pick- up – double cabin	J.M.C Reg. No. LG003- 54	Running	Used by roads overseer
		Motorcycle	HONDA XL Reg. No UG2591R	Running	
		Motorcycle	HONDA XL	Running	

			Reg. No. UG-3481R98/		
		Motorcycle	HONDA XL Reg. No. LG 0014-54	Running	
		Motorcycle	HONDA XL Reg. No.LG 0189-29	Running	
		Motorcycle	YAMAHA LG0043-054	Running	
		Motorcycle	JINCHENG LG- 004-054	Running	
3	Administration	Generator	BroadCrown Sn B14E205162	Running	
		Generator	IFMS C33D5 400 Volts 50HZ at 1,500,A69127	Running	
		Motor vehicle pick- up – double cabin	Isuzu Reg. No.LG0015- 054	Running	Used by CAO
		Mowing Machine	Hascqavaner	Grounded	Needs Repair
4	Planning	Motor vehicle pick- up – double cabin	Reg. No. LG0188-29	Running	Used by the District Planner
5	Education	Motor vehicle pick- up – double cabin	Isuzu Reg. No.LG0016- 054	Running	Used by the Educations Officer
		Motorcycle	Yamaha AG Reg. No. LG	Grounded	Being Repaired
		Motorcycle	HONDA XL UDX 072Z	Running	Used by Inspector of Schools
6	Health	Motor vehicle pick- up – double cabin	Toyota hilux UG4655M	Running	Used by DHO
		Motor vehicle pick- up – double cabin	Nissan Hard Body Reg. No.	Running	Used by Hospital Administrator
		Motor Cycle	Yamaha UDQ087P	Running	
		Motor Cycle	XR125 RegNo. UDY937S	Running	
		Motor Cycle	Honda CGL125 UGA4301M	Running	
		Motor Cycle	YAMAHA DT125,	Running	

			RegNo.LG0025-054		
		Motor Cycle	Reg No. LG0027-54	Running	
		Motor Cycle	YAMAHA DY 125,Reg No. UG5247M	Running	
		Motor Cycle	YAMAHA DY 125,Reg No. UG4243M	Running	
7	Production and marketing	Motor vehicle pick- up – double cabin	Nissan Hard Body Reg. No. UAJ	Running	
		Motor Cycle	YAMAHA AG100 Reg No. UG2431A	Running	
		Motorcycle	YAMAHA AG100 Reg No. UG 0483R	Running	
		Motorcycle	DT Reg No. UDX401Y	Running	
		Motorcycle	YAMAHA DT UDX 176Y	Running	
8	Council	Motor vehicle pick- up – double cabin	Re. No. UG-3184R	Running	Used by District chairperson
		Motorcycle	Yamaha LG0017-054	Running	Used by clerk to Council
9	Community	Motorcycle	HONDA DT UG 0522Y	Running	Used by probation Officer
		Motorcycle	Yamaha 125 LG0018-054	Running	Used by the Ag. District Community Development Officer
			Yamaha 125 UG O821Z	Running	
			Yamaha 125 LG 0031-054	Running	
			Yamaha 125 UG 0875Y	Running	
10	Audit	Motor cycle	HONDA XL-UG-3030R	Running	Used by senior Internal Audit

		Vehicle Ford Everest or cycle	Toyota land cruiser LG 0916-29	Running	Used by senior Internal Audit
11	Finance	Motor vehicle	Mitsubishi double cabin reg. no LG0139-29	Grounded	Needs to be boarded off

3.2 Land and Buildings

Location	Description	Remarks
Kiryandongo Town Council	Kiryandongo District local Government Administration block	Under construction phase II
Kiryandongo Town Council	Construction of Kiryandongo Hospital, Contract no. MOH-UHSSP/WKS/2012-13/0004-3	Works Completed
Kiryandongo Town council	County Hall- 2 houses	Being used by District Service Commission and occupied by staff.
Kiryandongo Town Council	Political wing	1 block used as offices for Production Staff.
Kiryandongo, Kigumba, Masindi Port, Mutunda Sub Counties	Health centres (HCIII), sub county Headquarters building	Health centre lands are not leased and no clear boundaries or demarcation Sub county structures being used as offices and staff houses
Land	Kiryandongo District Local headquarters Land Title 1.101 ha ,LWB/KIR/168 Freehold register, Volume HQT841 Folio6, plot 118, block 9 northern Ward Kiryandongo Town Council.	

3.3 OFFICE FURNITURE, EQUIPMENT AND OTHERS

Office stamps and seals

Location	Description	Quantity	Comment
Administration	Chief Administrative Officer	1	In use
	Deputy Chief Administrative Officer	1	In use
	Assistant Chief Administrative Officer	1	In use

	Records Office	1	In use
	District seal	1	In use
Statutory Bodies	Secretary District Service Commission	1	In use
	Secretary District Land Board	1	In use
	Secretary District Contracts Committee	1	In use
	Seal- Land Board	1	In use
	C/Person DPAC	1	In use
Finance	District Finance Officer	1	In use
	PAID	1	In use
	District Cashier	1	In use
	District Revenue Officer	1	In use
Community	District Community service Officer	1	In use
	Probation Officer	1	In use
Natural Resources	District Natural Resource Officer	1	In use
Environment	District Environment Officer	1	In use
Health	District Health Officer	1	In use
	Medical Superintendant	1	In use
	Hospital Administrator	1	In use
	Principal Nursing officer	1	In use
	Supplies Officer	2	In use
Education	District Education Officer	1	In use
	District Inspector of Schools	1	In use
	Inspector of Schools	1	In use
Production	District Production Officer	1	In use
	District Agriculture Officer	1	In use
	District Commercial Officer	1	In use
Audit	Principal Internal Auditor	1	In use
	Internal Auditor	1	In use
Council	District chairperson	1	In use
	Vice Chairperson	1	In use
	Sec. for Education	1	In use
	Speaker	1	
	Sec. for Health & Gender & CBS	2	In use
	Sec. for Production	1	In use
	Sec. for Finance and Planning	1	In use
	Clerk To Council	2	In use
Works and Technical services	District Engineer	1	In use
	District Water Officer	1	In use
Planning	District Planner	2	In use
	Senior planner	1	In use
Procurement unit	Procurement Officer	1	In use

3.4 GENERAL ASSETS

Kigumba Sub County

Item	Quantity	Serial No	Status	Recommendation
Printers <ul style="list-style-type: none"> • 03 Lazer Jet HP P1102 • HP lazer Jet 1200 senes • 3rd are not seen 			Functional Functional	For boarding off
Cubins	07	- KBA – SC-FC01, KBAFC 01	Functional	
Land Title	12.736 acres	LWB/KIR/22Freehold Vol HQT384Folio2		Should be under the custody of CAO
Motor cycles	05	Yamaha LG-0148-29	Not Functional	For Boarding Off
		Honda LG-164	Not Functional	For Boarding Off
		DT Yamaha UDA 484U	Not Functional	For Boarding Off
		Yamaha LG 0185-29	Functional	
		DT Yamaha UDX 198Y	Functional	
		DT Yamaha 0030-054	Functional	
Buildings Admin Block			Good condition	Staff house due for condemnation
Staff house			Not in Use	Due for condemnation
Community hall			In use	
Court hall				Needs Renovation
<u>Uniport</u>			Fairly Good	
Cup boards wooden	05	S/c, hand board LCIII	Good condition	
Office chairs	15	S/c, hand board LCIII	Good condition	
Plastic chairs	60 new, 30 old			30 should be boarded off
Safe	02	Gilbrator Wall embedded	Functional but not engraved	
Computers and printers	03	Compaq KBAS COM 001	Not Functional	For boarding off

		Dell –CPU KSLGMSD 15/16 Dell	Functional Functional	
Mowing machine	01	BC430 KBSC 09	Functional	
Photocopier-	03	Canon IR 2016 Eng KSLGMSDI5/16FY Canon IR 1510	Functional Functional	Canon IR 1510 Rec. for boarding off
Generator	01	Powered by GX 160	Not Functional	For Boarding off
Type writer	01	Olivet	Not Functional	For Boarding off

a) MASINDI PORT SUB COUNTY

Item	Quantity	Serial No	Status	Remarks
S/ chiefs office			Functional	
Sofa set	02		Functional	
Executive tables	03		Functional	
Chairs with cussions	12		Functional	
Cup board	01		Functional but not engraved	
One tray	01		Functional	
Buildings				
Chief's residence with a kitchen			Functional	
Cash office			Functional	
Community hall			Functional	
New building under construction			Functional	
Three buildings to be condemned			Functional	
Land			Functional	
Market	Kaduku mile 10 Masindi Port livestock market		Not Functional	Sub county should revive it
Toilets VIP			Functional	
Water tank –crest tank	10,000 litres		Functional	
Finance			Functional	
Safe	Gibrailtar		Functional but with one key	Should be assessed

Office chairs	02		Functional	
Metallic chairs	04		Functional	
Fitting cubins metallic	02	Finance (CDO)	Functional	
Short metallic cubins	05	Finance (CDO)	Functional	
Computer			Functional	
HP		Engraved no. DLSP/MDLG/F Y 2008/09/10	Functional	
Key board			Functional	
Printer		HP Laser Jet P3015 engraved No.LGMSD/ST NU/11/12/MSD PT	Functional	
Dell LGMSD/STNO		Monitor /11/12/MSDPT	Functional	
Dell Express service code		service tag 6 PBNB 2114591911627	Functional	
Printer HP engraved		DLSP/MDLG/F Y 2008/B9/10	Functional	
NB. Cubins		LT 6015- 0113,LT 0208	Functional	
Motorcycles		DT UDC 714T	Functional	
Conference table		01 MSD/MSPT/AL DSP/01 FY 2007/08	Functional	
Plastic chairs	40		Functional	
	10		Functional	
Wooden chairs	05		Functional	

b)Kiryandongo Sub County

Item	Quantity	Serial No	Status	Remarks
Sets Of Safer Sets	4		Functional	
Filling Cabinets	12		Functional	
Office Chairs	6		Functional	
Executive Chairs	7		Functional	
Office Tables	16		Functional	
Cap Bored	5		Functional	
Computer With It's Accessories	2		Functional	
Trash Trays	3		Functional	
Stapling Machines	4		Functional	
Laptops	3		Functional	
Calendar	3		Functional	

Administrative Block			Functional	
Wall clock	3		Functional	
Trash Bins	4		Functional	
Safe Box	1		Functional	
Otada Mukwano Cup	1		Functional	
Punching Machine	4		Functional	
A Ring Bell	1		Functional	
Land				
Land(Kitongozi)	25 acres			
Land(Kyankende Diika)	10 acres			
Land (Kikuube Parish Hqt)	5 acres			
Land Kirongolo Mkt	5 acres			
Land Sub County Hqt	15 acres			
Plastic Chairs	188		Functional	
Motorcycles	9			
Community Hall	1		Functional	
Generator	2		Functional	
Calculator	3		Functional	
Solar Panel (6100 Amps)			Functional	
Batteries (200 Amps)			Functional	
			Functional	

c) Mutunda Sub County

Item	Quantity	Serio No	Status	Remarks
MOTORCYCLE	01	LG 0054-041	functional	
Motorcycle	01	LG 0039-054	functional	
Motorcycle	01	LG 0179-29	functional	
Motorcycle	01	LG 2041R	functional	
Motorcycle	01	LG 0032-054	functional	
Motorcycle	01	UDX 176Y	functional	
Motorcycle	01	LG 0034-054	NOT functional	
Motorcycle	01	LG 087-029	NOT functional	
Motorcycle	01	LG 0155-29	NOT functional	
Motorcycle	01	UG 1532R	NOT functional	
Generator	01		functional	
Solar Batteries	02		functional	
Power Inverter	01		functional	
Ups	01		functional	
Printer	01	CNK/GO4336	NOT functional	
Printer	01	CNB7J2484J	NOT functional	
Laptop	01	dell	functional	
Laptop	01	dell	functional	
Cpu		DLSP/MDLG/2008/09	NOT functional	

Monitor		DLSP/MDLG/2 008/09	NOT functional	
calculator	02		functional	
punching machine	04		functional	
wall clock			functional	
Mega punching machine		Cm006	functional	
Stapling machine	03		functional	
Wooden table	02		functional	
Metallic chairs			functional	
Plastic chairs				
Filling carbinat	05		3 functional	
Lockable carbinat				
Wooden chairs armless				
LAND				
mutunda sub county hqt/kakwokwo parish				
functional				
Office block				
Chief's residence				

e) KIRYANDONGO DISTRICT GENERAL HOSPITAL

3.4.4.1 OUT PATIENTS DEPARTMENT

Item	Quantity	Serial No	Status	Remarks
Flat Screen Hisense	01	23248-171410- 1533-0776	Wall embedded Functional	
Chairs	04		Functional	
Bench	01		Functional	
Weighing Scale	01		Functional	
Height board	01		Functional	
Examination Couch	01		Functional	
Tables	02		Functional	
Desk phones	01		Functional	
Wheel Chair	04		Functional	

f) ART CLINIC

Item	Quantity	Serial No	Status	Remarks
Height board	3		Not functional	For Boarding off
Fridge(Samsung)	01	26364DAS9002081	Functional	
Weighing scale(babies)	01	A35424009002081	Functional	
Weighing scale(babies)	01	531013364	Not functional	For Boarding off
Hp printer	01	CNCIB37688	Functional	

g)COMPUTER ROOM;

Item	Quantity	Serial No	Status	Remarks
Dell	01	P0052000038	Functional	
ASUS complete	01	90PEOMC51UKH2	functional	
HP	01	CZC5251LP	Functional	
Solar	01		Functional	
Inverter	01	JSSBU5SEP162032	Functional	
Batteries regulator	01	CM5024	Functional	

h)EYE CLINIC:

Item	Quantity	Serial No	Status	Remarks
Otoscope EJ-CB	01	HEINE BETA 200. Uspat 4963014	Functional	
Ophthalmoscope	01		Functional	
Stethoscope	01		Functional	
Lens briefcase	2 briefcase		Functional	
TV screen		Hisense-23248- 171410-1533- 1029	Functional	

i) GENERAL OFFICE HOSPITAL

Item	Quantity	Serial No	Status	Remarks
Photocopying machine	01	Kyocera KM-1620	Functional	
Desktop Dell interconnector	01	KDLG/SSTP/FY2010/11/DTMAT/W	Functional	
Dell	01	00045-794-287	Functional	

j) HOSPITAL KITCHEN:

Item	Quantity	Serial No	Status	Remarks
Boiler	01	069989UB25/2016	Functional	
Chromogen solar water heater	01		Functional	

k) HOSPITAL ADMINISTRATION

Item	Quantity	Serial number	Status	Remarks
Photocopying machine	01	Kyocera QZP3129640	Functional	
Desktop ASUS	01	C28248-001, monitor 98LMIZ021157	Functional	
Printer HP	01	VNC4L31471	Functional	
Scanner HP	01	L2698A	Functional	
ASUS monitor	01	98LMTZ021487, CPU 97DEAB001366	Functional	
DELL CPU	01	2013043, monitor CN-OKCCCP-72872-317-CEMM	Functional	
Printer hp	01	VNH5P11192	Functional	
Regulator	01	JMG-JBS-WN3000W	Functional	
Hisense TV	01	232481714101530809	Functional	
Decoder DSTV model 45	01	RB306314006082BA, card No 10254131567	Functional	
Rofa cisco system	01	113082	Functional	

Inverter	01	2526AYOAP879700037	Functional	
Cisco system table phone	01	FCH11409FON	Functional	
			Functional	

I) IMMUNIZATION

Item	quantity	Serial number	Status	Remark
Table	01		Functional	
chairs	02		Functional	
FRIDGES;	01		Functional	
Vest frost	01	20104533595	Functional	
SIBIR	01	607A293468701	Functional	
ZERO(deep freezer)		23318	Functional	
Vest frost(deep freezer)	03	20150562284 20104841290 20150662324	Functional	
Wooden shelve	01		Functional	
Gas cylinder	19		Functional	
Cold chain	01		Not in use	For Boarding off

M) HMIS OFFICE

Item	Quantity	Serial No	Status	Remarks
Tables	02		Functional	
Chairs	03		Functional	
Metallic filling cabinet	01		Functional	
Desktop Dell	01	00146-578-954-459	Functional	
Hp printer	01	CNCDD74119	Functional	
DELL monitor	01	CNOJC034-6418-6IF-29ZX	Functional	

CPU	01	CRDZD41	Functional	
Inverter	01	020208036B	Functional	

N) DENTAL CLINIC (NEW)

ITEM	QUANTITY	Serial No	Status	REMARKS
Dental unit-castellini	01	SN.1200030999	Functional	
X- Ray machine – castellini	01	SN. C70850862	Functional	
Dental chair manual	01		Functional	
Autoclave	01		Functional	
Compressor	01	SN 121535	Functional	
Compressor		MGF-SN10143222	Functional	
Auto clave		SN 15FM0020	Functional but Operator was transferred	
Surgical light		SD 2000	Functional	
Laptop –inspiron 15-		SN. 33Q4F82	Functional	
Umalgameter		SN. 129075	Functional	
Umalgameter		SN-AMX/B 098-3804	Functional	
X-RAY printer Sony		SN 7037277	Functional	
Sterilizers	01		Not functional	For Boarding off
Autolave			Beyond repair	For Boarding off

O) DENTAL OLD

Item	Quantity	Serial No	Status	Remarks
Sterlin Junior (Dental light)	01	SN 3186	Not Functional	Should be Boarding off
Dental chair Manuel	01		Not Functional	
Cupboard (Cubin CB-K20-7	01	CB-K20-7	Not Functional	
Sterilizer	01		Not Functional	
Auto clave	01		Not Functional	
Assorted metal equipment			Not Functional	

P)THEATER				
Auto clave	01	40L SN. LDZM 40KCS	Functional	
Boiler (Auto clave-precisterm)		SN.251059	Not functional	For Boarding off
Hot Air oven(TuHnauer)	02	SN.15050014	Functional	
Operating bed with its accessories	01		Functional	
Surgeon table	01		Functional	
Operating bed	01		Functional	
Chargeable operating light	01	DOI- 4E 20160552	Functional	
Diathermy machine		SN2846-09/12	Functional	
Anesthetic machine.		ME 13040257	Functional	
Oxygen concentrator	01	130/0149	Functional	
Electronic suction apparatus.	01	SN/014/2081	Functional	
Cup board			Functional	
Operating stools	05		Functional	
Oxygen cylinder			Functional	
Solar batteries				
Pulseoximeter.		CR 2B 143455T	Functional	
Pulseoximeter.		CR 2914356T	Functional	
Sterlizer drum	07		Functional	
Monitor.	04	SN/IV52057 SN 8335 SN8327-IV 52052 SN- CC-2B124428T	Functional	
Manual sanction machine Ether inhaler		SN-8365S and accessories	Not Functional	For Boarding off
Dell computer CPU. and monitor		SN /83) C21	Functional	
Vacuum extractor			Functional Functional	
Filling cubin			Functional	
Drug cup board			Functional	
Q)RECOVERY ROOM				
Gynocology aspirator	01	SN 12107019	Functional	

Inhaler machine aesthetic machine	01		Not Functional	For Boarding Off
Operating cold light unit rechargeable	01	SN 089-058	Functional	
Non rechargeable operating lights	01	SN 090041/2012/11	Functional	
Drug cup board	01		Functional	
Recovery beds, adjustable	02		Functional	
R)MATERNITY WARD14				
Gas cylinder	01		Functional	
Baby weighing scale	01	Art No. 3541317959	Functional	
Boiler	01	SN.251440	Functional	
Incubators	01		Functional	
Radio warmer	01	SN- 22160403009	Functional	
Photo therapy light	01	A 20 SN- 42140204047	Functional	
Oxygen concentrator-	01	SN 728496KS	Functional	
Patients lockers	01		Functional	
Incubator	01		Not Functional	For Boarding off
Mattresses	09		Not Functional	Needs replacement of the cover
Blood suction machines	01	SN 01412211- D1412129	Functional	
Gynecology aspirator		SN. 121D18	Functional	
Oxygen concentrator		LFY 18E	Functional	
Auto claves	02 small		Functional	
Examination bed			Not Functional	For Boarding off
Fridge		155K Toshiba	Functional	
Delivery beds	02		Not Functional	For Boarding off
Hot air oven		GZX-CF 101 -4-5		Not functional but needs repair
Auto clave both charcoal & electricity	01		Not Functional	For Boarding off
Auto clave	01		Functional	
Side lamp examination light 177			Functional	

Bowel kick			Functional	
Execution bed	01		Not Functional	Boarding Off
Machine cup board	01		Functional	
Vacuum extractor	02		Functional	
Oxygen cylinders	01		Functional	
Surgeon stools	01		Functional	

S) X-RAY OLD SITE

Item	Quantity	Serial no	status	Recommendation
Philips Diagnost 20 1unit				
X-ray film name printer	01	Sn. T5345-56550	non-functional	For Boarding off
Cassettes;	12		1) 6 not functional 2) 6 functional	
Film hangers;	36		20 functional 16 not functional	
Film processing unit (manual) in the dark room-			Functional	
1 chair			Functional	
Fire extinguisher-			Functioning	Due for service.
Film view (crystal view)		Sn. 14776	Functioning	
Ultra sound scan (philps) Diagnost 100E		Sn.06500006	(absolute)	
Control panel			Functioning	

NB. X-ray equipment should be taken by the ministry of Health for Disposal

T) DIABETIC UNIT

Item	Quantity	Serial No	Status	Recommendation
table	1		Functional	
Cupboard – metallic 1 big one	1		Functional	
1 cupboard – metallic one small one	1		Functional	
3 berehes.			Functional	
Stethoscopes , 1 functional	2		1 Functional, 1 not functional	
Weighing machine (wonder). Model C201	1	Sn. 3986	Functional but no Batteries	
Dressing sets	2		Functional	
Instrumental tray	12		Functional	
Kidney dish	1		Functional	
BP machine	1		Functional	
Dust bin	1		Functional	
Bowel	1		Functional	
1 chair – rotating chair	1		Functional	

U)CHILDRENS` WARD (Paediatric ward)

Item	Quantity	Serial No	Status	Recommendation
Beds – adult beds	2		Functional	
BP machine	1		not functional	For Boarding off

Flat screen	1		Functional	
bench	1		Functional	
chairs	3		Functional	
Height board unicef	1		Functional	
Weighing scales	03	Sn. 5874009132414 (unicef) concern Sn. 5874325130876 concern world- wide(unicef) Sn. 500270005599	Functional Not Functional	 Needs Repair
Electrical suction machine		model YX980D Sn. D1412115	Functional	
Oxygen gas cylinders:	3 big 2 small		Functional	
Oxygen concentrator 2working	2		Functional	
Over lead lamp model SD200			Not Functional	For Boarding off
Filling carbnets	3		Functional	

Land line phones 2 working	2		Functional	
Clock small sunray Quartz	1		Functional	
Beds:	45 for children 2 for big people		Functional	
Mats:	50 for children 3 big mattresses		Functional	
Drip stands 10	1		Functional	
Examination coach	1		Functional	
Oxygen concentrator O2 Mott	2		Functional	
Instrument card boards	1		Functional	
Drip cupboard	1		Functional	
Weighing scale and height board	2		Functional	
Saucepan with a cover (concern worldwide)	1		Functional	
	1	Sn. C13014207	Functional	

Baby scale, has never worked Model MB130				
Hand washing facility 1)	4		Functional	
Waste bins	4		Functional	

V)MALE SURGICAL WARD

ITEM	QUANTITY	SERIAL No	Model	Status	Remarks
Instrument cupboard	01			Functional	
Plastic chairs				Functional	
Wooden chairs	01			Functional	
Rolling chairs	01			Functional	
Table(wooden and metallic	02			Functional	
Metallic cupboard	01			Functional	
Table				Functional	
Dressing kits	02			Functional	
Hurricane lamp	03			Not Functional	For Boarding off
Oxygen concentrator	01	13010103	LFY-1-8E LONGFEI	Functional	
Stethoscope	01			Not Functional	For Boarding off
Drip stand	08			Not Functional	For Boarding off
Drip stand	08			New	Need for Training on usage

Hot air oven	01	211435	G2X- CF101-4S	Functional	
Suction apparatus(electrical)	01	14121X	YX980D	Functional	
Suction apparatus (pedal)	01			Functional	
Oxygen cylinder	01			Empty	
Resuscitation kit	01			Functional	
Resuscitation kit (for children)	01			Functional	
Examination bed	01			Functional	
Examination light	01		SD200	Functional	
Fire extinguisher	02			Expired	For Boarding Off
Instrument drum	01			Functional	
Beds	20			Functional	
Filling cabinet	01			Functional	
Mattresses	41			Functional	
Bed screen	01			Functional	
Medicine trolley	01			Functional	
Kidney dishes				Functional	
Bowl kick	01			Functional	
Bowl receiver	02			Functional	
BP machine	02			Not working	For Boarding off
Table cloth	01			Functional	
Window curtains	02			Functional	
Galipots	05			Functional	
Bed side lockers	13			Rusted	
Plastic hand washing drum	01			Functional	

Desk phone	02			Functioning	
Punching machine	01			Functional	
Stapler	01			Functional	
Flat screen				Not working	For Boarding off
Weighing scale(digital)		5874014151857	Seco		

NB. Need for engravement

W) CASUALTY DEPARTMENT.

Item	Quantity	Serial number	Model	Status	Remarks
Patient trollel	02			Functional	
Examination couch	02			Functional	
Patient monitor	01	SC2B124422T	MEC-1200	Functional	
Urine cupboard	01			Functional	
Pulse oximeter	01		AH-M1	Functional	
Hot air oven	01	211407	G2X-CF101-4-5	Functional	
Electric suction apparatus				Functional	
Pedal suction apparatus				Not Functional	For Boarding Off
Wheel chair	01			Functional	
Plastic waste bins	10			Functional	
Metallic waste bins	05			Functional	
Wall clock	01			Functional	
Filling cabinet	01			Functional	
Fire extinguisher	06			Functional	
Bowl	01			Functional	

Stethoscope	03			Functional	
TV	01			Functional	
BP machine	02			Functional	
Defibrator	01	313026064		Functional	
Gas cylinder	02			full	
Gumboots	06 pairs			Functional	
Medicine trolleys	05			Functional	
Bowl stand	01			Functional	
Theatre bed	01			Functional	
Drip stands	04			Functional	
Bed screen	01			Functional	
Height scale	01			Functional	
Weighing scale	01		Seco	Functional	
Desk phone	01				
Glucometer	02		Free style optium	Functional	
Drums(for cotton wool	02			Functional	
Beds	02			Not Functional	For Boarding off
Mattresses	02			Not Functional	For Boarding Off
Medicine safe	01			Functional	

X)THEATRE CAUSE

Lime stands	02			Functional	
Theatre tables	03			Functional	
Trolleys	02			Functional	
Suction machine		D1412007		Functional	
Delivery beds	02			Functional	

Y) FEMALE WARD (medical ward)

Item	Quantity	Serial number	Model	Status	Remarks
Oxygen concentrator	01	LTY-1-8E	Longtei	Not Functional	For Boarding Off
Suction apparatus-electrical	01	D14.12.091	YX980D	Functional	
Suction machine				Functional	
Examination light	01	0710	SD200	Functional	
Examination couch	01			Functional	
Bed lockers	14			Not functional	For Boarding Off
Patient beds	21			Functional	
Mattresses	21			Functional	
Drip stand	07			Not functional	For Boarding Off
Screen TV	01			Functional	
Hurricane lamp	01			Functional	
Medicine cupboard	01			Functional	
Equipment cupboard	01			Functional	
Vaginal spectrum	06			Functional	
Stethoscope	01			Not Functional	For Boarding Off
Patella hammer	02			Functional	
Kidney dishes	03			Functional	
Bed sheets	02 pairs				
Medicine trolley	02			Not functional	For Boarding Off

Tables	02			1-not working	
Trays (small)	04				
Trays (big)	01				
Thermometer-digital	03			1-functional	
Sputum mug	04				
Clock	01			Not functional	For Boarding Off
Tuning fork	01			Functional	
Medicine safe	01			Key-not working	
Filling carbinet	02			Functional	
Chair (rolling)	02			Functional	
Oxygen cylinder	01			Functional	
Bed pan	01			Functional	
Tongue depressor	02			Functional	
Dissenting toothed forceps	07			Functional	
Dressing set	01			Functional	
Desk phone	01			Not functional	For Boarding off
Fire extinguisher	02			Serviced	
Needle holder	01			Functional	
Long curved artery forceps	06			Functional	
Scissors	02			Functional	
Waste buckets	07			Functional	
Drums	02			Not Functional	
Weighing machine	01			Not Functional	

Dust baskets	07				
Sterilizer	02			1-not Functional	For boarding off

Z) PRIVATE WING

Tables	03	MOH-UHSSP		Functional	
Chairs wooden	2			Functional	
Cupboard				Functional	
Conference table	01			Functional	
Conference chair	15			Functional	
Rotating chair	01			Functional	
Beds	05			Functional	
Stands for water	05			Functional	
Mattresses	12			Functional	
Bed covers				Functional	
BP machine	01			Functional	
Thermometer	01			Functional	
Drip stands				Functional	
Examination couch	01			Functional	Very weak
Examination light				Functional	
Fire extinguisher	10			Functional	
Fan	05			Functional	
Delivery beds	01			Functional	
Screen	01			Functional	
Fire hydrant box	01			Functional	
Bed sheets	01 pair			Functional	
Bed covers	08			Functional	
Weighing scale	01			Functional	

Examination couch	01			Not Functional	For Boarding off
S.A safe(class A drugs)	01			Functional	
Ultra sound machine		MINDRY 6N-51006236		Functional	
Drug shelf(metallic)	05			Functional	

1.UPPER LAB

Item	Serial number	Model	Status	Remarks
CD4 machine		IDI/KKP/LAB CD4/002	Functional	
Clinical chemistry machine		HUMASTER 80	Functional	
Power back up		IDI/EKKP/UPS/LA B/O/VOTEX	Functional	
CD4 machine		Pima Alere	Functional	
Humalyte plus3	1404132		Functional	
EBA 21 centrifuge machine			Functional	
Functional	USAID/TRACK/TB/009		Functional	
SOLSTAR fridge	IDI/KKP/LAB/RF/001	KGHL SGE02		
Centrifuge		Homef	Not functional	For Boarding Off
Spectrophotometer (supplied by MOTT)			Other parts missing	Supplier needs to bring other the missing spare parts
Microscope		X52-N207-000398	Not Functional	For Boarding Off

Metallic trotter			Not Functional	For Boarding Off
PH metre			Functional	
Water bath		KGHL SBE 03	Functional	
Cotton drum			Functional	
Computer set(staffroom)			Functional	
Deep freezer(donated by child fund)		KH OP/DF/02	Functional	
Solar fridge		Meditech	Functional	
Sample fridge solstar		KGHL SGE 04	Functional	
Lab fridge		KGHL SGE 03	Functional	
Safety cover set		Speak man	Functional	

2. LOWER LAB

Solar fridge	M7865346	Meditech	Functional	
Book shelves(movable, mounted)			Functional	
Computer set		KGHL SME 01	Functional	
FM microscope		MHO/NTLP/GF/R6/145	Functional	
Microscope binocular		MOTT	Functional	
Mixer machine SHAKER	251485	KGHL SSE01	Functional	
Table			Functional	
Chair			Functional	
Hot air oven		KGHL SME 01	Functional	
Manual weighing balance		DIAL-O. Gram balance	Functional	

Electric balance		JA203	Functional	
Electric balance		TARE	Functional	
SYSMEX machine(with its accessories)	A2341	KGHL SHE 01	Functional	
Microscope	2M82788	OLYMPUS	Functional	
ESR stand			Functional	
Centrifuge		TDZ5-WS	Functional	
5 ACS			Functional	
SA safe			Functional	
Blood bank fridge	BE06LQEITOOB2CC50025		Functional	
Solar blood bank fridge	MM786525318		Functional	

3.5 DISTRICT DEPARTMENTS

a) Finance Department

items	Serial No	No	CONDITION
Executive table		01	✓
Executive chair		02	✓
cabin		01	✓
shelf		01	✓
Office tray		01	✓
Waste bin		01	✓
Lap top	DELL CN-0N7J7M-70166	01	✓
stamp		01	✓
staple machine		01	✓
punching machine		01	✓
trash bin		01	✓
calculator		01	✓
Side drawers		01	✓
	SFO		
lap top		01	✓
calculator		02	✓
stapling machine		01	✓
punching machine		02	✓
official stamp		01	✓
Trash bin		01	✓

printer	Phb8k306n1	02	✓
Chairs		04	✓
table		02	✓
USB(back up)		01	✓
mouse portable	LG 0106-29	01	✓
tray		01	✓
	CASHIER'S OFFICE		
shelf		01	✓
Calculator		01	✓
Punching machine		01	✓
Stapling machine		01	✓
Chairs		02	✓
Table		01	✓
carbine		01	✓
stamp		01	✓
Trash bin		01	✓
safe		01	✓
	a/c section		
printer	Cncon44728	01	✓
mouse		01	✓
cpu	Dell optiplex 380	01	✓
ups		01	✓
Key board		01	✓
monitor		01	✓
cabin		02	✓
chairs		08	✓
tables		05	✓
Stamp(paid)		01	✓
staple machine		02	✓
calculator		02	✓
Punching machine		02	✓
Trash bins		02	✓
wall clock		01	Not functional
Staple remover		01	✓
safe		01	✓

b) IFMS Computers

Item	Quantity	Serial number	Model	Status	Remarks
Computers		CZC507132		Functioning	
		CZC6218R03			
		CZC507133L			
		CZC50712YW			
		CZC50712YR			
		CZC50713IP			
		CZC6218QZF			
		CZC507132F			
		CZC50713IK			
		CZC507130M			
		CZC6218QZY			
		CZC5071335			
		CZC507133G			
		CZC507301			
		CZC6218ROF			
		CZC50712ZV			
		CZC650712ZK			
	CNC44292ZV				

c) PRODUCTION DEPARTMENT PRODUCTION DEPARTMENT

ITEM	QUANTITY	REMARKS
Office tables	6	Good
Office chairs	9	Good
Filing cabinets	1	Good
Deep freezer	2	Good
Office trays	03	Good
Desk organizer	02	Good
Desk top	1	Good
Printer	3	Good

Laptop	2	Good
Presidents Portrait	1	Good
Stapling machine	2	Good
Stamp	3	Good
Punching machine	2	Good
Waste paper basket	1	Good
Extension cable	3	Good
UPS	1	Good
Motorcycle	1	Good
Vehicle	1	Good
Stand fan	2	Good
Modem	1	Good

d) Community Based Services Assets

DCDO's Officer

ITEM	QUANTITY	MODEL	CONDITION	SERIAL NUMBER
CHAIR	3		NOT GOOD	
TABLE	2		GOOD	OPM/NUSAF2/TB/50 OPM/NUSAF2/TB/34 MGLSD-YLP-MT-169
COMPUTER	3	1HP 2DEL	GOOD GOOD NOT GOOD	OPM/NUSAF2/DT/033 MGLSD-YLP-MT-169 KDLG/STTUP/FY2010/11/DT/1A
KEYBOARD	3	1HP 2DEL	1 NOT GOOD 2 GOOD	OPM/NUSAF2/KB/033 MGLSD-YLP-KB-169 KDLG/STTUP/FY2010/11/DT/1A
MOUSE	3	1HP 2DEL	1 NOT GOOD 2 GOOD	
PRINTER	2	FS1040 FS2020	NOT GOOD	OPM/NUSAF2/P/033 MGLSD-YLP-PR-169
CABINET	1	REXEL	GOOD	OPM/NUSAF2/STCU/033

UPS	3	APC ART	GOOD NOT GOOD	KDLG/LGDP/11/06/07
TRAY	1		GOOD	
LAPTOP	1	DELL	GOOD	OPM/PRDP/2012-2013/030
STAMP	2		GOOD	
STAPLER	1	HP-45	NOT GOOD	384556
PUNCH	2	FSPU-308 DP-560	GOOD	
RULER	1		GOOD	
MOTORCYCLE	2		GOOD	OPM – NUSAF3 MGLSD – YLP MGLSD - UWEP
VEHICLE	1		NOT GOOD	OPM
DUST BIN	1		GOOD	KDLG
SPWSO'S OFFICER				
OFFICE CHAIRS	5		GOOD	
OFFICE STAMP	1		GOOD	
LAP TOP COMPUTER	1 2	HP LENOVO	GOOD GOOD	UNICEF/CP MGLSD - OVC, UNICEF/CP
COMPUTER	1	DEL	GOOD	IDI/BHP/CDC/MON/035 DON/MACDEF/CHILDFUND- SWEDEN/COMP-02
MONITOR	2	HP		IDI/BHP/CDC/MON/035 DON/MACDEF/CHILDFUND- SWEDEN/COMP-02
KEYBOARD	2		GOOD	
PRINTER	3	P1102	GOOD	DON/MACDEF/CHILDFUND- SWEDEN/P-01

		P2035 PROM402dn		KDLG/STTUP/FY2010/11/DT/1A UNICEF/CP
UPS	1		GOOD	
CAMERA	1	SONY	GOOD	
GENERATOR	1	HONDA EM605Z	GOOD	
CUPBOARD	1		GOOD	
CABINET	1	REXEL	GOOD	

e)ENGINEERING DEPARTMENT

Items	No.	Model
Office Desks	03	Wooden
Office Chairs	01	Wooden
Screen	01	Hisence
Photocopying Machine	01	Kyocera Taskalfa 300i
Printer	02	HP Laser Jet P2035
Desk top	01	Dell
Laptops	03	Dell (2) HP (01)
Computer	01	Optiplex 380
Stapling Machine	01	Kangaroo
Punching machine	01	DP – 720

Cabinets	02	Metallic
F)PROCUREMENT AND DISPOSAL UNIT		
ITEM	QUANTITY	REMARK
Filing cabinet	2	Unlockable, safety not guaranteed need to be Repaired
Laptop	1	Good
Desktop computer	2	Good
Printer Hp laserjet P2035	1	Good
Wooden shelves	2	Good
Office chairs	2	1 wooden, 1 metallic
Office table	1	
UPS	1	
stamp	1	Good
Stapling machine		Good
Punch	1	Good
Office tray	2	Not functional
Paper basket	1	Good
Extension cable	1	Good
Modem	1	Good
Contracts register		Good
Wall clock	3	Not functional
Calculator	2	Good
HRM	2	More HRM required
DOT matrix printy		

g)Human Resource

Items	Serial No	No	CONDITION
Executive Table		01	✓
Executive Chair		02	✓
Office Chairs		05	✓
Table (Wooden)		02	✓
Fun		01	✓
Cabin		01	✓

Shelf		01	✓
Scanner	MOH/UHSSP/SCN/028	01	✓
Office Tray		01	✓
Waste Bin		01	✓
Printer	Hp p2035	01	✓
Lap Top	DELL	01	✓
desktop	Hp Compaq LE1711	01	✓
	DELL/KDLG/STTUP/FY2010/11/DT/HR	01	✓
	MOFPED.HP FINNAPII- KDGD LG/MON/16-03	01	✓
CPU	DELL/KDLG/STTUP/FY2010/11/DT/HRM	01	✓
	MOFPED.HP FINNAPII- KDGD LG/MON/16-03	01	✓
	HP/MOH /UHSSP/CPU/072	01	✓
Ups		01	✓
Key Board		03	✓
Mouse		03	✓
Side Drawers		02	✓
Stapling Machine		02	✓
Punching Machine		02	✓
Official Stamp		01	✓
Door Mat		01	✓
Wall Clock		02	NOT FUNCTIONAL
Omukama's Portray		01	✓
Calculator		01	✓
Extension Cable		01	✓
Motorcycle	LG 0106-29	01	

H)INTERNAL AUDIT

ITEM	QUANTITY	REMARKS
Desktop Dell	1	Functional
Printer	1	Functional
Office table	2	Functional
Office chair	2	Functional
Executive chair	1	Belongs to Kigumba town council
Filing cabinet	2	Functional
Box files	24	Functional
Office stamps	2	Functional
Punching machine	1	Functional
Stapling machine	1	Functional
Calculator	1	Functional
Office trays	2	Functional
Desk organizer	2	Functional
Digital wall clock	1	Functional
Office keys	4	Functional
Motorcycle Honda XL-UG-3035R	1	Running

i)HEALTH DEPARTMENT

ITEM	QUANTITY	CONDITION	REMARKS
Accountant office of DHO			
Desktop computer	01	Functional	Good
Office tables	02	Functional	Good
Office chairs	03	Functional	Good
Wooden shelves	02	Functional	Good
Filing cabinet	01	Functional	Good
Calculator	01	Functional	Good
Stapling machine	01	Not functional	Recommended for disposal
Punching machine	01	Functional	Good
Printer	01	Functional	Good
Cupboard	01	Functional	Good
Executive Chairs	02	Functional	Good
DHO's office			
Sofa set	01	Functional	Good
Executive chair	01	Functional	Good
Notice board	01	Functional	Good
Computer desktop	01	Not functional	Requires boarding off
Stamp	01	Functional	Good
Motorvehicle- double cabin LG003-29	01	Functional	Good
printer	01	Functional	Good

Laptop	01	Functional	Good
A big sofa chair	01	Functional	Good
Executive table	01	Functional	Good
Stapling machine	01	Functional	Good
Punch machine	01	Functional	Good
Office trays	01	Functional	Good
Printer	01	Functional	Good
Biostatistician			
Desktop computer	01	Functional	Good
Office table	01	Functional	Good
Heavy duty photocopier	01	Functional	Good
Office chair	02	Functional	Good
Filing cabinet	01	Functional	Good
Stapling machine	01	Functional	Good
Punching machine	01	Functional	Good
Power stabilizer	01	Functional	Good
Computer laptop	01	Functional	Good
Side board	01	Functional	Good
Calculator	01	Functional	Good
Printer	01	Functional	Good

J) Education Department

ITEM	QUANTITY	SERIAL NO.	STATUS	REMARKS
Filing cabinet	1		Functional	
Chairs	6		“	
Tables	2		“	
Cupboard	1		“	
Photocopier	1	DRISORZ200	functional	
Printer	1	FS-1370DN	“	
Computer	1	E1912HC	functional	
Calculator	1		“	
Trays	5		“	
Patching machine	1		Not functional	
stapler	1		functional	
Stamps	2		1 functional, 1 not	
Rubbish container	1		Good	
Laptop	1		Not functional	
Computer	1		Functional	
Printer	1	CNCON44726	“	
Air conditioner	1		Not functional	
Table	1		Good	
Chairs	3		1 in good condition 2 bad	2 need repair
Bench	1		Good	
Cupboard	1		Good	

Typewriter	1		Not functional	
Stapler	1		“	Need to procure a new one
Patching machine	1		Functional	
Stapler machine	1		Not functional	
Rubbish container	1		functional	
Table	3		Functional	
Computer	1		Not functional	
Filing cabinet	1		Functional	
Bench	1		“	
Trays	5		“	
Stapling machine	2		“	
Rubbish container	1		“	
Motorcycle	1	UDX072Z	“	

K) PLANNING DEPARTMENT

ITEM	QUANTITY	REMARKS
Executive table	1	Good
Executive chair	1	Good
Office chairs	3	Good
Office table	1	Good
Desktop computer	3	Good
Printer laserjet HP2035	3	Good
Multifunctional HPLaserjet printer	1	Good
Power stabilizer	1	Not functional
LG Projector	1	Good
Photocopier	1	Good
Metallic cupboard	1	Good
Filing cabinet	2	Good
Wall clock	1	Good
Waste paper bins	2	Good
Computer desk	1	Good
Office tray	1	Good
Official stamps	3	Good
Stapling machine	3	Good
Punching machine	3	Good
Desk organizer	1	Good
Calculator	3	Good
4WD Isuzu double cabin Reg. no. LG0188-29	1	Running

L) WATER SECTION

Executive office chair	2	In good condition
A set of executive office table	2	In good condition
Office chair	1	In good condition
Arm rest chair	2	In good condition
Desktop computer	2	-1 USAID/CC/MR/21- for health under water for community development, -1 for KDLG/WAT/PAF/FY2010/11/DT for water department
Laser jet printer	2	In good condition
Filing cabinet	1	Good
Punching machine	1	Good
Stapling machine	1	Good
Office tray	3	Good
Calculator	1	Good
Paper basket	1	Good
UPS	1	Good

M) RECORDS- CENTRAL REGISTRY

ITEM	QUANTITY	REMARKS
Filing cabinets	11	04 not lockable and recommended for boarding off
Computer set	01	Functional
Office Table	01	More two tables required
Pigeon hall	01	Functional
Printer <i>HP</i> laser jest	02	1 functional, 1 not functional requires repair or else boarding off
Office chairs	02	Functional
Waste paper bins	01	Functional
Office tray	01	Functional
Punching Machine	02	1functional
Stapling Machine	02	1functional
Stamps	01	functional
Cobweb cleaner	01	Functional

N) STATUTORY BODIES DEPARTMENT

COUNCIL

ITEM	QUANTITY	REMARKS
Desktop computer	1	Functional
A printer	1	Functional
Laptop computer	2	Functional
Chair	19	Functional

Tables	9	Functional
Vehicle reg. no. LG.0916-29	1	Used by chairperson LCV
Stamps	11	In use
Hand washing facility	1	Functional
Jerrycan	2	Functional
Bucket	1	Functional
Brush	1	Functional
Flags	2	In use
Bench	1	Functional
Cupboard	1	Functional
Metallic cabinet	3	Functional
Stapling machine	4	Functional
Punching machine	3	Functional
Wall clock	3	Functional
Waste paper bin	5	Functional
Motorcycle reg.no. LG0017-054		Running

O) DISTRICT SERVICE COMMISSION

Desk top computer	1	Good
Printer	1	Good
Office table	1	Good
Arm rest metallic chairs	2	Good
Arm rest wooden chairs	1	Good
Office chairs	4	Good
Office stamp	3	Good
Wall clock	1	Good
Stapling machine	1	Good
Office curtain	3	Good

P)DISTRICT LAND BOARD

STAFF		
Senior Land Management Officer	1	
District Staff Surveyor	1	
Secretary District Land Board/District Physical Planner/ Ag. District Natural Resource Officer	1	
Cartographer	1	
Office Attendant	1	
EQUIPMENTS		
A desk top computer	1	Good
Office table	2	Good
Office chair	10	Good
Waste paper bin	1	Good

Wall clock	1	Good
Punching machine	1	Good
Stapling machine	1	Good
Seal for Land Board	1	Good
Office Stamp	1	Good
Wooden stamp	3	Good
Safe for money	4	Good
Office tray	1	Good
Land board offices 5 out of 6		Office space small and insecure

3.5 SUMMARY OF ITEMS TO BE BOARDED OFF

Item	Quantity	Serial Number
Height board	3	
Weighing scale(babies)	1	531013364
Cold chain	1	
Sterilizers		
Autolave		
Sterlin Junior (Dental light)	1	SN 3186
Dental chair Manuel		
Cupboard (Cubin CB-K20-7	1	CB-K20-7
Sterilizer	1	
Auto clave	1	
Assorted metal equipment		
Boiler (Auto clave- precistern)		SN.251059
Manual sanction machine Ether inhaler		SN-8365S and accessories
Inhaler machine aesthetic machine	1	
Incubator	1	
Examination bed		
Delivery beds		02 GZX-CF 101 -4-5
Hot air oven		
Auto clave both charcoal & electricity	1	
Execution bed	1	
X-ray film name printer		Sn. T5345-56550
Over lead lamp model SD200		
Hurricane lamp	3	
Stethoscope	1	
Drip stand	8	

Fire extinguisher	2	
BP machine	2	
Flat screen		
Pedal suction apparatus		
Beds	2	
Mattresses	2	
Oxygen concentrator	1	LTY-1-8E
Bed lockers	14	
Drip stand	7	
Stethoscope	1	
Medicine trolley	2	
Clock	1	
Desk phone	1	
Sterilizer	2	
Examination couch	1	
Centrifuge		
Microscope		
Metallic trotter		
Door Frames	3	

HOSPITAL MOTOR CYCLES		
Item	Reg. No	Mode
Motor Cycles	LG 0142-29	YAMAHA
	UAC-177Z	YAMAHA
	UAC/3459/1002/025	HONDA
Vehicles	LG0104-29	
	UAA 155N	

MUTUNDA SUBCOUNTY		
Motor Cycles	UGM 050M	SENKE
	LG 087-029	
	LG034-054	HONDA
	LG 0155-29	HONDA
	UG 1532R	JIALING
Printers	Spiral bind S100	
KIRYANDONGO SB COUNTY		
	Lexm Ark Pic +Bridge Hp	
	Lazer Jet P1005	
	2 Hp Desk Jet 5652	
	Canon IR 2021	
	Hp Lazer Jet 1010	
Book Shelve	Metalic	
Motor cycle	LG 0134-29	
KIGUMBA SUB COUNTY		
Motor Cycles	LG-0148-29	YAMAHA
	LG-164	HONDA
	UDA 484U	DT YAMAHA
Printers	Printers <ul style="list-style-type: none"> • HP lazer Jet 1200 senes 	
FINANCE DEPARTMENT		
Motor Vehicle	Mitsubishi double cabin	Reg. no LG0139-29
Assorted angle Bars		
Assorted tires		
Assorted tables		

Members

- | | |
|---------------------|-------------|
| 1. Dacan Denis | Chairperson |
| 2. Biingi Elizabeth | Member |
| 3. Candia Joseph | Member |
| 4. Isingoma Julius | Member |
| 5. Chandiru Doreen | Secretary |