



**LGMSD 2021/22**

Kiryandongo District

(Vote Code: 592)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	61%
Education Minimum Conditions	100%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	45%
Micro-scale Irrigation Minimum Conditions	70%
Crosscutting Performance Measures	50%
Educational Performance Measures	67%
Health Performance Measures	63%
Water & Environment Performance Measures	58%
Micro-scale Irrigation Performance Measures	6%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	Service Delivery Outcomes of DDEG investments  Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>If so: Score 4 or else 0</li> </ul>	<p>Review of sample of 3 projects financed by DDEG funds in FY2020/21 revealed that the infrastructure projects are functional and utilized as per the purpose of the project.</p> <p>Evidence</p> <ol style="list-style-type: none"> <li>Construction of District Stores i.e. Contract KIRY592/WRKS/20-21/00009</li> <li>Construction of market stall at Gaspa KIRY592/WRKS/20-21</li> <li>Renovation of community hall at Kiryandongo SC KIRY592/WRKS/20-21/00035</li> </ol>	4
2	Service Delivery Performance  Maximum 6 points on this performance measure	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> <li>o by more than 10%: Score 3</li> <li>o 5-10% increase: Score 2</li> <li>o Below 5 % Score 0</li> </ul>	Not Applicable because the assessment for LLGs has not yet commenced.	0
2	Service Delivery Performance  Maximum 6 points on this performance measure	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> <li>If 100% the projects were completed : Score 3</li> <li>If 80-99%: Score 2</li> <li>If below 80%: 0</li> </ul>	<p>Review of the Annual Budget Performance Report and LG Budget Estimates revealed that the LG implemented 57.1 % of planned DDEG Projects in FY2020/21.</p> <p>Evidence</p> <p>Planned DDEG Projects (Budget Estimates FY2020/21 Generated on 26/06/2020 11:29)</p> <ol style="list-style-type: none"> <li>Pg. 10 under Admin i.e. Construction of District Stores- Production UGX 142,878,000</li> <li>Pg. 38 under Roads and Engineering i.e. Mechanized maintenance of Kiryampungura-Gaspa Road 16 KMs UGX 75,000,000</li> </ol>	0

3. Pg. 48 under Natural Resources i.e. Engineering and Design studies and Plans - Land Surveys in Mutunda Sub County UGX 2,600,000,000

4. Pg. 48 under Natural Resources i.e. Roads and Bridges - Open and Grade at DLG Headquarters UGX 1,147,487,000

5. Pg. 48 under Natural Resources Construction Services - Sewerage System at Nyakadoti UGX 1,000,000,000

6. Pg. 59 under Trade, Industry and Local Development i.e. Building Construction - Recreation Centres at Panyimeda UGX 6,000,000

7. Pg. 59 under Trade, Industry and Local Development i.e. Construction of Market Stalls at Gaspa UGX 94,000,000

DDEG Projects implemented (Annual Budget Performance Report FY2020/21)

1. Pg. 40 under Admin District Stores- Production Constructed

2. Pg. 78 under Roads and Engineering- Kiryampungura-Naguru-Kitongozi Gaspa Rd, 8km, maintained - DDEG program

*3. Pg. 93 under Natural Resources i.e. Engineering and Design studies and Plans - Land Surveys in Mutunda Sub County - Activity not yet implemented as planned*

*4. Pg. 93 under Natural Resources i.e. Roads and Bridges - Open and Grade at DLG Headquarters- Activity not yet implemented as planned*

*5. Pg. 93 under Natural Resources Construction Services - Sewerage System at Nyakadoti- Activity not yet implemented as planned*

6. Pg. 111 under Trade, Industry and Local Development i.e. Building Construction - Recreation Centres at Panyimeda- tourism cultural site established.

7. Pg. 112 under Trade, Industry and Local Development i.e. Construction of Market Stalls at Gaspa- constructed.

Calculations

Projects Implemented/Planned Projects\*100=

4/7\*100= 57.1%

Investment  
Performance

Maximum 4 points on  
this performance  
measure

a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:

Score 2 or else score 0.

Review of LG's Annual Budget Estimates FY2020/21 and Annual Budget Performance Reports FY2020/21 revealed that the LG. spent all DDEG funds on eligible projects/activities as per DDEG grant, budget and implementation guidelines in FY2020/21.

## Evidence

Annual Budget Performance Reports FY2020/21

1. Pg. 41 under Admin i.e. Construction of District Stores- Production completed UGX 142,878,000

2. Pg. 41 under Admin i.e. ICT equipment for Administration Dept supplied UGX 25,000,000

3. Pg. 78 under Roads and Engineering i.e. Mechanized maintenance of Kiryampungura-Gaspa Road implemented UGX 75,000,000

4. Pg. 79 under Roads and Engineering i.e. Electrical and Plumbing Tools Northern Ward undertaken UGX 4,500,000

5. Pg. 111 under Trade, Industry and Local Development i.e. Building Construction - Recreation Centres at Panyimeda UGX 6,000,000

6. Pg. 112 under Trade, Industry and Local Development i.e. Construction of Market Stalls at Gaspa UGX 94,000,000

Investment  
Performance

Maximum 4 points on  
this performance  
measure

b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,

score 2 or else score 0

The AWP and Budget for the FY 2019/20 indicated a number of infrastructure projects funded under the DDEG and of those, the executed projects had contract amounts according to contract documents as follows:

1. Construction of district stores-  
KIRY592/WRKS/20-21/00009.

Engineers estimate: UGX 134,878,000/=

Contract price: UGX 133,168,310/=

Variation: -1.268%.

2. Construction of 5 stances lined VIP Latrine at  
kyamungenyi BCS P/S (Kigumba)-  
KIRY592/WRKS/20-21/00027.

Engineer's estimate: UGX 22,000,000/=

Contract price: UGX 21,133,800/=

Variation: -3.94%.

3. Renovation of community hall Kiryadongo  
Subcounty- KIRY592/WRKS/20-21/00035.

Engineers estimate: UGX 50,000,000/=

Contract price: UGX 49,977,800/=.

Variation: -0.0004%.

The above Variations were within +/-20% of the LG Engineers estimates.

### Performance Reporting and Performance Improvement

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,</p> <p>score 2 or else score 0</p>	<p>Three sub counties were visited (including one town council) and the following were the findings;</p> <p>1. At Kigumba Town council, there are a total of 14 staff including contract staff and all were in place although the staff list from the HR division provided for 8 staff. These included; the Town Clerk, the treasurer, CDO, veterinary officer, Agriculture officer, Office attendant, Principal town agents (2)</p> <p>2. At Kigumba SC, there are a total of 8 staff and they were all signing in attendance list, attending Technical Planning Committee meetings and on the staff list. this collaborated well with the list from the HR</p> <p>3. In Mutunda Sub county, the list from the HR division does not match with the list at the sub county. For instance the HR list has veterinary officer in the names of Ejuru Moses, yet the sub county does not have that staff. The staff was transferred to another sub county but the staff list from the HR division was not updated. Also one Sabiti Bigirwa Bernard is on the HR staff list but is not in the sub country where he is listed as deployed</p>	0
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4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul> <p><b><i>Note: if there are no reports produced to review: Score 0</i></b></p>	<p>The DLG provided a consolidated report on completed projects for FY2020/21 showing level of completion of infrastructure projects implemented in the FY2020/21. Sample of 3 infrastructure projects in the report revealed that the infrastructure constructed in FY2020/21 using DDEG funds are in place as per reports produced by the LG.</p>	2
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Evidence

Vide CR/210. Report addressed to the PS- MoLG dated 17 September 2021 i.e. Consolidated report on completed projects for Kiryandongo District Local Government (KDLD) for FY2020/21.

Projects sampled

1. Construction of District stores
2. Construction of Gaspa market
3. Construction of 3 VIP 2 stance latrines at Mutunda SC.

## Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff  Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.  Score 2 or else score 0	The LG consolidated and submitted the staffing requirements for the FY 2022/2023 to MoPs on September 16,2021 and was received on 30/9/2021	2
7	Performance management  Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):  Score 2 or else score 0	There was no evidence to show that the LG has conducted a tracking and analysis of staff attendance for the period between July-December 2020 as per guidelines by MPS CSI	0
7	Performance management  Maximum 5 points on this Performance Measure	i. Evidence that the LG has conducted an appraisal with the following features:  HODs have been appraised as per guidelines issued by MoPS during the previous  FY: Score 1 or else 0	There was evidence to show that HoDs were appraised as during the previous FY as follows;  1. Chief Finance Officer:- Obwona Richard was appraised on 7/10/2021  2. District Health Officer:- Dr Mutyaba Imaam was appraised on 7/10/2021  3. District Planner:- Mr. Balikagira Julius was appraised on 7/10/2021  4. Internal Auditor:- Biingi Elizabeth was appraised on 7/10/2021  5. District Education Officer- Rev. Kirya Edward was appraised on 7/10/2021  6. District Community Development Officer:- Dabanja Geofrey was appraised on 7/10/2021  7. District Engineer:- Niyonzima Emmanuel was appraised on 7/10/2021  8. Acting District Natural Resources Officer Mr Kigoye Yasin was appraised 7/10/2020  9. District Production and Marketing officer:- Byenkya Issa Hassan was appraised on 7/10/2021  10. District Commercial Officer:- Kakumba Sam was appraised on 7/10/2021	1

7	Performance management  Maximum 5 points on this Performance Measure	ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:  Score 1 or else 0	While the rewards and sanction committee is established, there was no evidence of any cases handled since establishment in June 2020 for action, and therefore was not functional. The secretary of the rewards and sanction committee was appointed in February 2021 (Murungi Violet)	0
7	Performance management  Maximum 5 points on this Performance Measure	iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.  Score 1 or else 0	While the Consultative Committee is established, there was no evidence on file to show that Committee is functional because they have not handled any case	0
8	Payroll management  Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:  Score 1.	In the previous FY a total of 43 staff were recruited on November 23, 2020  There was evidence to show that all the staff who were recruited accessed the salary payroll in January 2021 (less than 2 months later).  For instance, in the payroll of January 2021  1. Kugonza Cissy an Education Assistant II was paid under employee number 000000001077209 in the payroll for January 2021  2. Kyomugisha Annet a Senor Commercial Officer was paid under employee number 000000001076533 in the payroll for January 2021  3. Ssemusu Umar a Physical Planner recruited in November 2020 was on the January 2021 payroll under employee number 000000001077199  The above three are only a sample of the 43 staff recruited in the previous FY	1



Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:

Score 1.

In FY 2020/21, a total 7 staff retired and although all accessed pension payroll, they accessed the payroll late beyond the two months as follows;

1. Mpakibi Elizabeth Deputy Head teacher retired on 1/2/2021 (early retirement) accessed pension payroll in September 2021
2. Mugenyi Fred, Nursing Assistant retired on 2/10/2020 (statutory ) accessed pension payroll in September 2021
3. Okot Thomas Faustino, Senior Education Assistant II retired 09/12/2020 (statutory) accessed pension payroll in September 2021
4. Okello Richard, Education assistant II retired on 25/9/2020 (Statutory) accessed pension payroll in September 2021
5. Byahuka David, Community development officer retired on 2/1/2021 (Statutory) accessed pension payroll in September 2021
6. Okello Ben Tom education assistant II retired on 13/12/2020 (statutory) accessed pension payroll in September 2021
7. Bogere Edward stastician retired on 9/10/2020 accessed pension payroll in September 2021

**Management, Monitoring and Supervision of Services.**

10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:	Review of the FY2020/21 Annual Budget Estimates and LG Cost Centre List & LLG allocation release for FY2020/21 provided by MoFPED revealed that the DLG transferred DDEG for FY2020/21 to LLGs in full.	2
	Maximum 6 points on this Performance Measure	Score 2 or else score 0		

Evidence

Annual Budget Estimates FY2020/21 Pg. No. 61-68. (amounts in UGX '000)

LLG	Budgeted	Total Released
Kigumba SC.	171,833	171,833
Mutunda SC.	226,458	226,458
Bweyale TC.	44,313	44,313
Kigumba TC.	29,249	29,249
Masindi Port SC.	71,767	71,767
Kiryandongo TC.	13,877	13,877
Kiryandongo SC.	276,008	276,008

10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: (within 5 working days from the date of receipt of expenditure limits from MoFPED):	Review of PBS timestamps from MoFPED of LG warrant submissions for FY2020/21 and communications of cash limits by PS/ST revealed that in FY2020/21, the LG warranted LLG Direct DDEG transfers more than 5 days after cash limits for the LG were communicated by PS/ST.	0
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0		

Evidence

	Cash Limit date	Warranting date	
Q1	9 Jul 2020	5 Aug 2020	i.e. 19 days
Q2	6 Oct 2020	15 Oct 2020	
Q3	8 Jan 2021	20 Jan 2021	

Effective Planning,  
Budgeting and  
Transfer of Funds for  
Service Delivery

Maximum 6 points on  
this Performance  
Measure

c. If the LG invoiced and  
communicated all DDEG transfers  
for the previous FY to LLGs within  
5 working days from the date of  
receipt of the funds release in each  
quarter:

Score 2 or else score 0

Out of the three sub counties visited, only Mutunda  
Sub county had letters from CAO communicating  
the release of DDEG funds although the letters do  
not adhere to the dates when funds were released.  
for instance, the CAO wrote a letter dated 1st  
October 2020 for the release of DDEG funds worth  
74,731,290 and the district acknowledge funds on  
9/2/2021, yet these funds were. The challenge  
though was noted as errors in dating from CAO's  
office.

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:

Score 2 or else score 0

Review of file of Field Mentoring Reports revealed that the DLG mentored all LLGs in the LG at least once per quarter consistent with guidelines in FY2020/21.

Evidence

Mentoring Reports

Q1 FY2020/21. Dated 30 September 2020 where 15 participants were in attendance. Objectives of the training was to strengthen LLG participants on how to use the PBS tool for planning, budgeting and reporting, accessing and navigating the system, and understanding the various reports generated by the system.

Q2 FY2020/21. Vide CR/210. Dated 16 December 2020. Participants were drawn from the sub-counties of Mutunda, Masindi Port, Kigumba, Mboira and Kiryandongo to empower the LLGs address challenges they face filing the sub county quarterly PBS reports.

Q3 FY2020/21. Vide CR/210. Dated 31 March 2021 with participants drawn from the Sub Counties of Mutunda, Masindi Port, Mboira, Kiryandongo, Kyankende and Kigumba. Areas of mentoring included training on how to establish rapport and confidence building, cultivating a culture of self-reliance, building functional partnerships, and participation in development initiatives.

Q4 FY2020/21. Vide CR/210. Dated 30 June 2021. 12 participants from LLGs were invited to participate in LG budget consultative workshop FY2022/23 scheduled for 19-21 September 2021. Objectives of the workshop was to discuss challenges affecting service delivery at LLGs and agree on measures for improvement, and alignment of budget to NDP111 Programs etc.

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:

Score 2 or else score 0

Review of LG's field monitoring reports, minutes of the TPC meetings, and action points from the TPC meetings revealed the LG TPC discussed the reports of support supervision and monitoring visits on a quarterly basis to make recommendations for corrective actions in FY2020/21. However, there was no evidence of follow up on actions taken.

Evidence

Reports of monitoring visits

Q1 FY2020/21. Prepared on the 30 September 2020 discussing completion of administration block headquarters under phase 4, procurement of a transformer, works at Kinyara Public PS.

Q2 FY2020/21. Prepared on the 30 November 2020 reflecting progress on performance i.e. construction of 2 classroom block at Kyamugenyi BCS PS, construction of classroom block at Kyamugenyi COU PS, fencing of Mpumwe HC 11 etc

Q3 FY2020/21. Prepared on the 30 April 2021 providing information on actual performance on activities i.e. construction of agricultural laboratory, construction of 5 stance lined VIP latrines at Nyakatama PS, construction of OPD at Kaduku HC11 etc..

Q4 FY2020/21. Prepared on the 30 June 2021 reflecting progress on performance, renovation of community hall at Kitwara, construction of Kitwara-Kabonyi Road, construction of classroom blocks and other infrastructure at Kankoba PS, Construction of VIP latrine construction at Kisekura PS etc.

Minutes of PTPC Meetings with action points

Presentation of Q1 monitoring report held on the 21 October 2020 minute 09/Tpc/Oct/2020

Presentation of Q2 monitoring report held on the 16 December 2020 minute 13/Tpc/Dec/2020

Presentation and discussion of Q3 monitoring reports held on the 25 May 2021 minute 10/Tpc/May/2020.

Presentation and discussion of Q4 FY2020/21 monitoring reports minute 09/Tpc/Aug/2020 and 10/Tpc/Aug/2020.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p><b>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</b></p>	<p>Review of Fixed Assets Register revealed that the LG did not maintain up-to-date Fixed Asset Register as per format in the LGFA Manual 2007.</p> <p>Evidence</p> <p>The DLG maintained fixed asset register in IFMIS with a copy printed with details of vehicles, buildings and general office furniture and equipment not in the prescribed format in LGFA Manual 2007.</p>	0
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>Review of LG Board of Survey Reports FY2019/20 did not reveal that the LG subsequently used the Board of Survey as a source of guidance for making asset management decisions in FY2020/21</p> <p>Evidence</p> <p>Board of Survey Report for FY2019/20 produced on the 10 August 2020 and received by MoFPED and AG Registry on the 28 September 2020.</p> <p>12 vehicles were grounded and recommended for boarding off. However, none of the items were boarded off as recommended.</p> <p>Sample of items recommended for boarding off in FY2020/21</p> <ul style="list-style-type: none"> <li>- Mitsubishi Double Cabin LG 139-29</li> <li>- Changlin Motor Grader LG 001-054</li> <li>- Tractor Solanica UG 1556S</li> <li>- Motorcycle LG 0155-29</li> </ul>	0
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>Review of appointment letters for members of the LG's Physical Planning Committee and minutes of Physical Planning Committees revealed that the LG submitted 4 sets of minutes of their Physical Planning Committee meetings for FY2020/21 to MoLHUD and that the Physical Planning Committee was constituted with 15 members.</p> <p>Evidence</p>	2

The DLG submitted minutes of six meetings of Kiryandongo District Physical Planning Committee meetings for FY 2020/21 to MoLHUD.

Meetings held on the

Q1 FY2020/21 on the 8 August 2020 & 28 September 2020

Q2 FY2020/21 on the 25 November 2020

Q3 FY2020/21 on the 24 February 2021

Q4 FY2020/21 on the 12 April 2021 & 29 June 2021

Members of Physical Planning Committee/Appointment Dates

1. Mr. Dacan Denis PA-CAO. Assigned C/P on 1 November 2020, vide CR/1210
2. Mr. Candia Joseph Civil Eng. Appointed on the 21 October 2020, vide CR/153/2
3. Mr. Tibemanya Jesse TC- Bweyale TC. Appointed 21 October 2020, vide CR/153/2
4. Ms. Businge Zalfa SEO. Appointed on the 21 October 2020, vide CR/153/2
5. Mr. Muhumuza Samuel DWO Appointed on the 21 October 2020, vide CR/153/2
6. Mr. Niyonzima Emmanuel Ag. DE Appointed on the 21 October 2020, vide CR/153/2
7. Mr. Ochiba Micheal ADHO. Appointed on the 21 October 2020, vide CR/153/2
8. Mrs. Kafuko Edith TC-Kigumba Town. Appointed on the 21 October 2020, vide CR/153/2
9. Ms. Karungi Enid SAO. Appointed on 13 October 2017, vide CR 153/2
10. Mr. Dabanja Geoffrey DCDO. Appointed 13 October 2017, vide CR 153/2
11. Mr. Ongii Ronny DSS. Appointed on the 13 October 2017, vide CR 153/2
12. Rv. Kiirya Edward DEO. Appointed on the 13 October 2017, vide CR 153/2
13. Ms. Chandiru Doreen PP. Appointed on the 13 October 2017, vide CR 153/2
14. Mr. Manigamukama Reuben TC- Kiryandongo TC. Appointed on the 13 October 2017, vide CR 153/2
15. Mr. Kigoye Yassin SLMO. Appointed on the 13

12	<p>Planning and budgeting for investments is conducted effectively</p>	<p>d. For DDEG financed projects;  Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p>	<p>Review of LG desk appraisal reports revealed that the LG. conducted desk appraisals for all DDEG projects in the budget FY 2020/21 to establish that the prioritized projects were derived from the LG DP111 and eligible for expenditure as per sector guidelines and funding source.</p>	2
	<p>Maximum 12 points on this Performance Measure</p>	<p>Score 2 or else score 0</p>	<p>Evidence</p> <p>Sampled Project Desk Appraisal Reports</p> <ol style="list-style-type: none"> <li>1. Construction of 3 VIP Latrines at Mutunda completed on the 14 January 2020.</li> <li>2. Construction of market stalls at Gaspa completed on the 14 January 2020.</li> <li>3. Construction of District Stores completed on the 14 January 2020.</li> </ol>	
12	<p>Planning and budgeting for investments is conducted effectively</p>	<p>For DDEG financed projects:  e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p>	<p>Review of field appraisal reports for a sample of 3 DDEG financed projects implemented in FY2020/21 revealed that the LG conducted field appraisals to check for technical feasibility, environmental and social acceptability, and customized designs.</p>	2
	<p>Maximum 12 points on this Performance Measure</p>	<p>Score 2 or else score 0</p>	<p>Evidence</p> <p>Sampled Project Field Appraisal Reports</p> <ol style="list-style-type: none"> <li>1. Construction of 3 VIP Latrines at Mutunda completed on the 10 March 2020.</li> <li>2. Construction of market stalls at Gaspa completed on the 10 March 2020.</li> <li>3. Construction of District Stores completed on the 10 March 2020.</li> </ol>	



12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>Review of minutes of TPC and project profile reports revealed that the LG developed and discussed project profiles for all DDEG financed investments to be implemented in FY2021/22 after the budget was approved.</p> <p>Evidence</p> <p>District Project Profile for Kiryandongo DLG for FY2021/22 completed on the 14 July 2021.</p> <p>Project profiles for infrastructure investments FY2021/22 under funding sources i.e. DDEG, Local Revenue, URF, SDG, DRDIP and PHC Development were discussed by the TPC on the 20 August 2021, minute 10/Tpc/Aug/2020 i.e. completion of construction of Kigumba TC administration, completion of fencing of Mpumwe HC11 etc.</p>	0
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>Kiryandongo DLG had not screened projects for the current financial year apart from projects under the water sector. Projects that had been screened under water included;</p> <p>Rehabilitation of Nyamahas p/s borehole on 16/08/2021</p> <p>Rehabilitation of Nsambya borehole on 16/08/2021</p> <p>Construction of Kooki borehole on 16/08/2021</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>As per the Approved Budget Estimates, all infrastructure projects (to be funded under DDEG) were incorporated in the AWP and Procurement Plans for the current FY including;</p> <p>1) Renovation of Kigumba subcounty chief residential House. Budgeted at UGX 41,410,000/=</p> <p>2) Construction services-Civil (Natural Resource). Budgeted at UGX 2,247,879,000/=</p> <p>3) Fencing of Kididima livestock. Budgeted at UGX 39,223,460/=</p>	1

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	<p>Infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement. The sampled projects among others are;</p> <ol style="list-style-type: none"> <li>1. Renovation of Kigumba subcounty chief residential House. Budgeted at UGX 41,410,000/=.</li> <li>2. Construction services-Civil (Natural Resource). Budgeted at UGX 2,247,879,000/=</li> <li>3. Fencing of Kididima livestock. Budgeted at UGX 39,223,460/=</li> </ol> <p>The above projects were all approved by the Contracts Committee during a meeting held on 25 August 2021 - under Minute MIN003/03/CC/KDLG/21-22.</p>	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:  Score 1 or else 0	<p>There was no Proper establishment of PITs (full team) for the sampled projects. Most projects had only a project manager appointed by the CAO.</p> <p>Evidence:</p> <p>A letter from CAO dated 25th January 2021 appointing Niyonzima Emmanuel as the contract manager on the construction of district stores and Muhumuza Samuel (Acting District Engineer) as the project manager for construction projects. The following were appointed as members;</p> <p>Dacan Denis, Chandiru Doreen, Balikagira Julius, Dabanja Geoffrey and Obwona Richard. There was thus no clear information regarding the positions at which these appointed members were serving, that is to say; Clerk of works, Community Development Officer, Environmental officer and Labour officer.</p>	0

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p>	<p>Infrastructure projects under DDEG Funding were found to be compliant with the standard designs and specifications as provided by the LG engineer. The sampled projects included;</p> <p>1) Renovation of community hall Kiryadongo Subcounty- KIRY592/WRKS/20-21/00035.</p> <p>The structure had the following renovations; roof covering with corrugated iron sheets, ceiling works, painting of doors and interior walls, crack sealing on the walls and replacement of window glasses.</p> <p>2) Construction of district stores- KIRY592/WRKS/20-21/00009.</p> <p>The Block was constructed as technically guided by the Drawings and BoQs – with Load Bearing walls being 230mm thick, and the rest (few) being 150mm.</p> <p>3) Construction of 5 stances lined VIP Latrine at Kyamungenyi BCS P/S (Kigumba)- KIRY592/WRKS/20-21/00027</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0</p>	<p>From a site inspection report dated 7 Jun 2021 prepared by the District Engineer, the information was scanty in regards to the presence of Environmental Officer and the Community Development Officer during inspection prior to certification of works. The sampled projects include;</p> <p>1. Deep borehole drilling and installation Lot 2- KIRY592/WRKS/20-21/00065.</p> <p>2. Construction of district stores- KIRY592/WRKS/20-21/00009.</p> <p>3. Construction of 5 stances lined VIP Latrine at kyamungenyi BCS P/S (Kigumba)- KIRY592/WRKS/20-21/00027.</p> <p>4. Renovation of community hall Kiryadongo Subcounty- KIRY592/WRKS/20-21/00035.</p>	0

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):  Score 1 or else score 0	Interim and Completion certificates were prepared after technical supervision and paid within the specified times as per the contracts  For example;  <ul style="list-style-type: none"> <li>• Payment for the construction of district stores- KIRY592/WRKS/20-21/00009.</li> </ul> <p>The Invoice from the Contractor – Kamoga Enterprises Ltd; was raised on 04th Jun 2021, certification by the District Engineer, Environmental Officer, Chief Finance Officer, District Community Development Officer and Chief Administrative officer on 14th Jun 2021 and the payment (EFT No. 37543838) made on 29th Jun 2021.</p> <ul style="list-style-type: none"> <li>• Payment for Deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT 2.</li> </ul> <p>The invoice from the contractor KLR-UGANDA LTD was raised on 16th Jun 2021 and payment was made on 29th Jun 2021- UGX 31,906,294/=</p> <ul style="list-style-type: none"> <li>• Payment for the Construction of 5 stances lined VIP Latrine at kyamungenyi BCS P/S (Kigumba).</li> </ul> <p>Invoice raised by Aromark Investments Company Limited on 19 Apr 2021 and payment made on 22th Apr 2021. All payments were made within the specified time frames in the contract (within 30 days).</p>	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:  Score 1 or else 0	<p>The Procurement Plan and Files were complete for the sampled projects. It comprised of the Contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contracts showing the Contracts Committee (C.C) approvals.</p> <p>Sample projects include;</p> <ol style="list-style-type: none"> <li>1. Renovation of community hall Kiryadongo Subcounty- KIRY592/WRKS/20-21/00035.</li> <li>2. Construction of 5 stances lined VIP Latrine at kyamungenyi BCS P/S (Kigumba)- KIRY592/WRKS/20-21/00027.</li> <li>3. Fencing of Mpumwe HC II- KIRY592/WRKS/20-21/00011.</li> <li>4. Nine deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT1.</li> </ol>	1

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>Score: 2 or else score 0</p>	<p>Mr. Dabanga Geofrey was appointed as a focal point person to coordinate response to grievances for Kiryandongo DLG as per the appointment letter dated 04/11/2021 and signed by Ochengel Ismael the Chief Administrative officer.</p> <p>There was evidence that there was a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant as per the appointment letter appointing committee members of the GRC dated 06/04/2021 and signed by the CAO.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence that the LG had specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district) as thus;</p> <p>There was a notice displayed on the notice board dated 11th May 2021 and signed by the DCDO detailing the procedures of reporting grievances or complaints</p> <p>The DLG had a complaints register for January 2021 to May 2021 having details of grievances reported to the district. For example , On 18th February 2021 the L.C 1 chairman of Runyaya village submitted that the project beneficiaries declined to sign land consent forms for Runyaya community tree planting. A village dialogue meeting was organised to address the issue.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>There was evidence that Kiryandongo DLG publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress as per a notice displayed on the notice board dated 11th May 2021 and signed by the DCDO detailing the procedures of reporting grievances or complaints.</p>	1

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0

The DLG DP111 (2020/21 – 2024/25) is still in draft form with some aspects of Environment, Social and Climate change interventions therein, also integrated in the AWP's FY2021/22 and budget FY2021/22 (only 2 investments planned for in FY2021/22)

#### Evidence

Environment, Social and Climate Change interventions

#### 1. LG DP Planned Activities (FY2021/22)

Page 137 Sensitization on tree planting (1 Project), Tree Nursery bed establishment (3 Projects), Monitoring tree planting (10 Projects), Establishment of Agro-forestry demonstration plots (1 Project)

Page 138 Carry out demonstration on improved charcoal saving technology (1 Project), Formation of community forest Association (1 Project),

Page 139 Conduct radio talk shows on environment and wetlands (2), Sensitization on wetland management and formation of resource user group (2)

Page 145 Community sensitization on FAL and other government programs (7 projects)

#### 2. AWP FY2020/21

Page 95 Identification of beneficiaries , mobilizing and sensitizing men and women. 170 Men and 30 Women.

Page 96 Construction of improved energy cook stoves, Mutunda S/C, Kiryandongo T/C and Kiryandongo S/C. Construction of improved energy cook stoves, Mutunda S/C, Kiryandongo T/C and Kiryandongo S/C.

#### 3. Budget Estimates FY2021/22

Page 47 Tree Planting and Afforestation i.e. Agricultural Supplies UGX 8,557,000

Page 48 River Bank and Wetland Restoration i.e. Agricultural Supplies UGX 1,000,000

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>score 1 or else 0</p>	<p>The LG provided a distribution list of officials at the DLG and LLG who received the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>Evidence</p> <p>Distribution list for DDEG Grant Guidelines produced on the 14 April 2021 to 31 persons for FY2021/22</p> <p>Distribution of DDEG Guidelines for FY2022/23 on the 30 September 2021 to 37 persons</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>While the LG incorporated costed ESMPs into BoQs for infrastructure projects for the previous year, there was a mismatch in the values of the costed ESMPs by the Environment officer and DCDO with the values in the BoQs as noted below;</p> <p>Construction of district stores had costed ESMP at UGX: 5,326,324 while the BoQs costed them at UGX: 800,000</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p>	<p>Upon screening of all projects for the previous financial year, there was no project which required costing of additional impact from climate change.</p>	3

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 1 or else score 0</p>	<p>There was evidence that all DDEG projects are implemented on land where the LG has proof of ownership as observed below;</p> <p>The LG is in custody of a certificate of title for Nyinga primary school freehold register volume MAS 112 Folio1 signed by the registrar of titles on 09/03/2021.</p> <p>There was a landboard minute no KDLB 03/2018/7(A) 20(a) directing for survey of land for construction of community hall at Kiryandongo sub county signed by the secretary District land board on 13/04/2018</p> <p>Evidence was adduced for construction of Gaspa market stalls with a sales agreement between Omusugu Kurofasi and Kiryandongo subcounty signed on 08/01/2020</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 1 or else score 0</p>	<p>Kiryandongo DLG conducted support supervision and monitoring to ascertain compliance with ESMPs, however this was not done on a monthly basis. The LG had quarterly reports and a few monthly reports for a projects and this was done once in the project cycle. For example;</p> <p>There was on file a quarterly environment and social safe guards monitoring report for Kankoba p/s, Alero p/s and Yabweng TC dated on 03/09/2020 and signed by the Environment Officer and DCDO.</p> <p>Environment and social monitoring report for district stores, fencing at Mpumwe HCII and Gaspa market signed by Environment Officer and DCDO on 02/06/2021</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>g. Evidence that E&amp;S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:</p> <p>Score 1 or else score 0</p>	<p>The E&amp;S compliance forms were completed and only signed by the Environment officer for the sampled projects. Interim certification forms were also not presented and only had final certification forms</p> <p>E&amp;S compliance certification forms for fencing of Kiigya HCII phase II were completed and only signed by the Environment officer on 31/05/2021</p> <p>E&amp;S compliance certification forms for construction of district stores were completed and signed by EO on 14/06/2021</p> <p>E&amp;S compliance certification forms for construction of a two classroom block at Kyamugenyi BCS p/s were completed and only signed by the EO on 11/03/2021</p>	0

**Financial management**



16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>Review of LG bank reconciliations (sample of 3 bank accounts held by the LG) revealed that the LG did not maintain up-to-date bank reconciliations at the time of the assessment.</p>	0
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Evidence

All bank reconciliation statements presented were printed after 30 days for the month of reporting.

1-Bank of Uganda Account Name: Kiryandongo District Treasury Account. Bank reconciliation for June 2021 prepared by CFO, report date 8 September 2021.

2- Bank of Uganda Account Name: Kiryandongo District Treasury Account. Bank Reconciliation for July 2021 prepared by CFO, report date 1 November 2021.

3. Bank of Uganda Account Name: Kiryandongo District Treasury Account. Bank reconciliation for September 2021 prepared by CFO, report date 1 November 2021.

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>Review of the LG's Internal Audit Reports for FY2020/21 revealed that the LG produced 4 quarterly Internal Audit Reports in FY2020/21.</p>	2
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Evidence

Q1 FY2020/21 produced on the 1 March 2021 and received by Clerk to Council on the 26 March 2021. (7 observations)

Q2 FY2020/21 produced on the 18 March 2021. (10 findings)

Q3 FY2020/21 produced on the 18 August 2021. (7 observations)

Q4 FY2020/21 produced on the 15 October 2021. (5 observations)

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p>	<p>Review of Internal Audit reports FY2020/21, inquiries from the Internal Auditor, and documents received from the Clerk to Council revealed that the LG took some actions resulting from Internal auditors reports but did not provide information to the Council Chairperson and LG PAC on the status of implementation of the findings in these reports for FY2020/21.</p>	0
		<p>Score 1 or else score 0</p>	<p>Evidence</p> <p>Town Clerk provided verified copies on issues raised in Q1 IA report FY2020/21 to the Secretary DPAC on the 20 April 2021.</p> <p>Summon to appear before DPAC was made by Clerk to Council to DEO on the 6 April 2021. No information on status of implementation of IA recommendations provided.</p>	
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>Review of Internal Audit reports FY2020/21 and LG PAC minutes for meetings held by the Committee in FY2020/21 revealed that the Internal Auditor submitted Internal Audit reports Q1-Q3 FY2020/21 to LG PAC, however LG PAC did not review and make follow up on these reports. LG PAC only dealt with matters arising out of Internal Audit reports for FY2019/20 in FY2020/21</p>	0
			<p>Evidence</p> <p>Review of delivery book.</p> <p>Q1 submitted on the 26 March 2021</p> <p>Q2 submitted on the 26 July 2021</p> <p>Q3 submitted on the 28 September 2021</p> <p>No evidence of submission of quarter Q4</p> <p>No evidence that DPAC deliberated on IA Reports FY2020/21. Evidence provided was for IA FY2019/20. i.e.</p> <p>Dated 10 Oct 2020 Ref PAC/214/10 for IA report Q1 FY2019/20</p> <p>Dated 30 April 2021 Ref PAC/214/10 for IA report Q3 FY2019/20</p>	

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Review of LG Annual Budget Estimates FY2020/21 and LG Draft Final Accounts FY2020/21 revealed that the LG Local Revenue Collected in FY2020/21 was 64.3% below budgeted amount. i.e. falls outside the +/-10% threshold</p>	0
			Evidence	
			Approved Budget Estimates FY2020/21 (Pg. 1)	
			Amount Budgeted UGX. 615,821,000	
			Draft Final Accounts Pg. 39	
			Amount Collected UGX 219,844,075	
			Calculation	
			(Amount Collected-Amount Budgeted)/Amount Budgeted*100=	
			(219,844,075-615,821,000)/ 615,821,000= 64.3%	
19	<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 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% -10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>Review of the LG's Draft Final Accounts for FY2020/21 disclosed that the LG's OSR reduced by 30.5% between FY2019/20 and FY2020/21</p>	0
			Evidence	
			Draft Final Accounts FY2020/21 on Page 7	
			OSR FY2019/20 was UGX. 316,513,490	
			OSR FY2020/21 was UGX. 219,844,075	
			Calculations	
			Change in OSR in %age	
			(OSR FY2020/21-OSR FY2019/20)/OSR FY2019/20*100	
			(219,844,075-316,513,490)/ 316,513,490*100= - 30.5%	

Local revenue administration, allocation, and transparency

a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0

Review of the LG's Draft Final Accounts FY2020/21 and Payment Vouchers in FY2020/21 disclosed that the LG remitted less than the 65% mandatory LLG share of local revenues during the FY2020/21 as stipulated by Section 85 of the LG Act CAP 243.

Maximum 2 points on this performance measure.

#### Evidence

Amount of collections subject to share with LLGs

The total LST collected by the DLG for FY2020/21 was UGX. 82,063,770 (Pg. 19 Draft Final Accounts FY2020/21).

Remittances made during the FY2020/21

The DLG authorized transfer of UGX 34,500,000 as LST to LLGs on the 13 October 2020, vide CR/102.

Kigumba SC UGX. 4,000,000

Kigumba TC UGX. 4,000,000

Masindi Port SC UGX. 2,500,000

Mutunda SC UGX. 4,000,000

Kiryandongo SC UGX. 8,500,000

Bweyale TC UGX. 5,000,000

Kiryandongo TC UGX. 6,500,000

#### Calculation

Total Remitted to LLG/LST Collections\*100=

$34,500,000/82,063,770*100= 42\%$

## Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>The Procurement Plan, awarded Contracts and all amounts were accordingly published for Public View.</p> <p>Evidence;</p> <p>The following projects were displayed on the DLG notice board from 11th October 2021 to 22nd October 2021.</p> <ol style="list-style-type: none"> <li>1. Construction of 2 classroom blocks at Nanda, Kitwara and Ndabulye Primary schools- KIRY592/WRKS/21-21/00013. Awarded to Baguma and Sons Limited at contract price of UGX 198,833,395/=.</li> <li>2. Five Borehole siting, Drilling and supervision- KIRY592/WRKS/21-21/00030LOT2. Awarded to LHM Ground Water Exploration and Geo Mapping Services Limited at a contract price of UGX 15,909,091/=.</li> </ol>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>Review of LG notice board revealed that the LG discussed the results of the LG's performance assessment results for 2020 and their implications for the LG, and made this information public to citizens.</p> <p>Evidence</p> <p>Displayed on noticed board on 13 August 2021</p> <p>Brief on the LG Management of Services Delivery Performance Assessment 2020 results were discussed in the DTPC on the 23 September 2021 at RDC's Boardroom.</p>	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feedback on status of activity implementation: Score 1 or else score 0</p>	<p>The DLG provided a schedule of radio programs and a CD recording of talk shows that revealed that the LG provided feedback to the public on status of projects implemented in FY2020/21.</p> <p>Evidence</p> <p>Also attached CD of talk show recordings</p> <p>Feedback was made to communities on implementation of Government Programs (Talk shows) from several sector heads i.e.</p> <p>On the 6 April 2021 on 103.6 VCC FM</p> <p>On the 30 April 2021 on 103.2 Kibanda FM</p> <p>On the 4 May 2021 on the 103.6 VCC FM</p> <p>On the 1 June 2021 on the 103.6 VVC FM</p>	1
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>Review of the Notice Boards of the LG revealed that the LG did not make public, information on Tax Rates, Collection Procedures, and Procedures for Appeal available to the public at the time of assessment.</p>	0
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>The IGG investigated the DLG on allegation of non-existent NUSAF 111 Groups with recommendations for the DLG to take action. The DLG did not provide evidence that a report from the DLG was submitted to IGG to provide information on actions taken from their recommendations.</p> <p>Evidence</p> <p>Report on alleged non-existent NUSAF 111 Groups in Kiryandongo was made by Inspectorate of Government vide HQT/CO/545/2020 on the 29 September 2020 in response to preliminary verification conducted by RDC with recommendations that the DLG funds cleared groups, and replace missing members in 9 groups.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>PLE 2019: G.1 - 360; G.2 - 2863; G.3 - 1203 [Total - 4426]. Registered candidates - Absentees [5303] - 83.5%.</p> <p>PLE 2020: G.1 - 390; G.2 - 2714; G.3 - 1366 [Total - 4470]. Registered candidates - Absentees [5717] - 78.2%</p> <p>Decrease points: 5.3%.</p>	0
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 3</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>UCE 2019: G.1 - 201; G.2 - 535; G.3 - 592 [Total - 1328]. Registered candidates - Absentees [2073] - 64.1%.</p> <p>UCE 2020: G.1 - 211; G.2 - 548; G.3 - 605 [Total - 1364]. Registered candidates - Absentees [2113] - 64.6%.</p> <p>Increase points: 0.5%.</p>	0
2	<p>Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 2</li> <li>• Between 1 and 5% score 1</li> <li>• No improvement score 0</li> </ul>	Not applicable for this assessment.	0
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>Basing on FY. 2020/2021 Budget Estimates approved on May 38th, 2020; Budgeting and Implementing Guidelines for Local Governments FY 2021/2022 and EFT Payment Voucher No. 34949370 dated 02/06/2021 for Kigumba COU P/S (construction of 2 classroom block), the Education Development Grant was used on eligible activities.</p>	2

Investment  
Performance: The LG  
has managed  
education projects as  
per guidelines  
  
Maximum 8 points on  
this performance  
measure

b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0

Review of sample of 3 LG's Payment Vouchers to Contractors in FY2020/21 for construction projects under the Education sector disclosed that the DEO, Environment Officer and CDO certified works before payments were made to Contractors.

Evidence

1. Request for Payment was made by M/s. FAM-Link Stars Investments Ltd for two stance lined VIP latrines for males at Kiryandongo C.O.U for release of UGX 12,500,511 on the 14 June 2021. Interim Payment Certificate, vide REF/213 dated 18 June 2021 was signed off by DEO, CDO, District Environment Officer on the 21 June 2021.

2. Request for payment was made by M/s Kurindirira General Supplies Limited for construction of 5 stances VIP Latrine at Nyiiga PS on the 25 May 2021 for UGX 22,102,379. The interim payment certificate was signed by the DEO 26 May 2021, District Environment Officer on the 31 May 2021, and SCDO on the 26 May 2021.

3. Request for payment was made by M/s Ssekago F. Construction LTd for construction of 2 classroom block at Kigumba C.O.U PS for UGX 45,929,680 on the 15 February 2021. The Interim payment certificate was signed by the DEO on the 19 February 2021, and Environment Officer and DCDO on the 19 February 2021,



3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	From the DE and DEOs offices, the following Works contracts were sampled; and the Engineers estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages:	0
	Maximum 8 points on this performance measure		1. Construction of 5 stances lined VIP Latrine at kyamungenyi BCS P/S (Kigumba)- KIRY592/WRKS/20-21/00027.	
			Engineer's estimate was UGX 22,000,000. Contract price was UGX 21,133,800/=. The variation was - 3.94%	
			2. Construction 5 stances lined VIP Latrine at Tecwa Primary school- KIRY592/WRKS/20-21/00022.	
			Engineers estimate was UGX 25,838,000/=. Contract price was UGX 19,273,310/=. The variation was -25.41%	
			The variations were thus not within +/-20% of the MoES/LG Engineers estimates.	
3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects (Seed Secondary Schools)were completed as per the work plan in the previous FY	As per the AWP for FY/20-21, the LG did not have any Infrastructure project on the seed secondary school implemented.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80% score 0</li> </ul>	However, the following Education/School infrastructure development were completed as per the Work Plan as evidenced by the project Completion reports from the DE and DEO.	
			<ul style="list-style-type: none"> <li>• Construction of 5 stances lined VIP Latrine at kyamungenyi BCS P/S (Kigumba)- KIRY592/WRKS/20-21/00027.</li> </ul>	
			<ul style="list-style-type: none"> <li>• Construction 5 stances lined VIP Latrine at Tecwa Primary school- KIRY592/WRKS/20-21/00022.</li> </ul>	
			<ul style="list-style-type: none"> <li>• Construction of 2 classroom block at kyamungenyi BCS P/S- KIRY592/WRKS/20-21/00006.</li> </ul>	
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines	District Teacher ceiling was at 897 and teachers in-post were 861 according to the latest district staff list of March 2021 giving 96% filled posts.	2
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100%: score 3</li> <li>• If 80 - 99%: score 2</li> <li>• If 70 – 79% score: 1</li> <li>• Below 70% score 0</li> </ul>		

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> <li>• If above 70% and above score: 3</li> <li>• If between 60 - 69%, score: 2</li> <li>• If between 50 - 59%, score: 1</li> <li>• Below 50 score: 0</li> </ul>	<p>Out of 73 primary schools, 3 did not have the 8 teachers as one of the basic requirements (Alero [7], Canrom [6] &amp; Ndabulye [6]) as per district staff deployment schedule, giving 96%. All the 7 secondary schools [100%] met the basic requirements and minimum standards. The average score for both primary and secondary schools was at 98%.</p>	3
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### Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>According to district consolidated deployment schedule dated 30/05/2021 in DEO's office, it tallied with staff lists found in schools (Kiryandongo BCS [15], Kitwara [11] and Kyembara [11]) that I sampled and visited.</p>	2
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5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>Basing on the soft copy of the assets register received dated 11/12/2020 and the assets register found in schools (Kiryandongo BCS, Kitwara and Kyembara) sampled and visited, the assets registers were rhying and accurately reporting on the infrastructure.</p>	2
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6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> <li>• If 100% school submission to LG, score: 4</li> <li>• Between 80 – 99% score: 2</li> <li>• Below 80% score 0</li> </ul>	<p>All 73 (100%) schools' annual budgets and expenditure reports were available in the DEO's office signed by headteachers and SMC chairmen and a replica of the same was found in the three schools (Kiryandongo BCS [18/01/2021]; Kitwara [07/01/2021]; and Kyembera [12/01/2021]) sampled and visited.</p>	2
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> <li>• If 50% score: 4</li> <li>• Between 30– 49% score: 2</li> <li>• Below 30% score 0</li> </ul>	<p>According to Inspection Reports of FY 2020/2021 secured and studied, out of the 73 schools, 70 (96%) schools had been supported and submitted SIPs to the DEO's office. Similar SIPs were found in the 3 schools (Kiryandongo BCS, Kitwara and Kyembera) schools.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> <li>• If 100% score: 4:</li> <li>• Between 90 – 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>Basing on PBS data and FY 2020/2021 Budget Estimates approved on May 28th, 2020, all the 73 primary schools and 07 secondary schools appear and were budgeted for.</p>	4

## Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>Basing on the FY 2021/2022 Budget Estimates approved on May 6th, 2021 and PBS data each school was budgeted for 8 teachers, headteacher inclusive.</p>	4
<p>Maximum 8 points on this performance measure</p>				
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p>	<p>Basing on the similarity in data (names and numbers) in the district deployment schedule and the individual schools' staff lists of the schools visited (Kiryandongo BCS [15]; Kitwara [11] and Kyembara [11]), teachers were deployed in the respective schools.</p>	3
<p>Maximum 8 points on this performance measure</p>				
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p> <p>score: 1 else, score: 0</p>	<p>At both DEO's office and schools level, teachers deployed were displayed at the notice boards or in headteachers' office in the absence of a notice board in schools as witnessed in the schools (Kiryandongo BCS, Kitwara and Kyembara) visited.</p>	1
<p>Maximum 8 points on this performance measure</p>				

8

Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO

Score: 2 or else, score: 0

There was evidence that headteachers of Primary schools were appraised for the school calendar year 2020.

Ten (10) files for school head teachers were samples and all of them had appraisal reports submitted through DEO to HRM office as follows;

1. Baguma Sabiti Alex head teacher of Kigumba C.O.U PS was appraised 30/12/2020

2. Bigabwa Annet a Head teacher of Katamarwa PS was appraised on 18/12/2020

3. Awoto Scholastic Abwooli a head teacher of Yabwengi P.S was appraised on 12/12/2020

4. Achaya Mathew Owiny a head teacher of Coboni Parents PS was appraised on 5/2/2021

5. Arach Rita a head teacher of Yelekeni PS was appraised on 21/12/2020

6. Moru James a head teacher of Livingstone PS at was appraised 13/01/201

7. Wedunga Christine a head teacher of Nyinga PS was appraised on 14/1/2021

8. Coorembo Geoffrey a headteacher of Kakwokwo PS was appraised on 8/2/2021

9. Nantongo Hellen a head teacher of Nyakibete PS was appraised on 21/12/2020

10. Okiru Mathew a head teacher of Kitongozi PS was appraised on 6/1/2021

2

8

Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM

Score: 2 or else, score: 0

There was no evidence that secondary school headteachers were appraised for the school calendar year 2020.

It was established that secondary schools appraisals are submitted to the ministry and not at the District level.

0

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0</p>	<p>There was evidence that LG Education department staff were appraised against their performance plans. The department has four staff and they were appraised as follows;</p> <ol style="list-style-type: none"> <li>1. Senior Inspector of schools Katusabe Johnson was appraised DEO on 6/8/2021</li> <li>2. Inspector of school Ojja Patrick was appraised 22/6/2021 by DEO</li> <li>3. Kusiima Juliet an Education officer (Guidance and Counselling) was appraised 9/7/2021 by DEO</li> <li>4. Ndoolo David Sports officer was appraised by DEO on 22/06/2021</li> </ol>	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0</p>	<p>Basing on the workplan dated 21/01/2021 and submitted to the CAO, the training plan was developed with views from the inspection reports.</p>	2
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**Management, Monitoring and Supervision of Services.**

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>Basing on PBS data, FY 2020/2021 Budget Estimates and Enrollment 2021 data secured from MoES as indicated in OTIMS, the district submitted true lists and figures compared to what is in DEO's office. There were no letters of complaint or corrections written.</p>	2
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9 Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.

If 100% compliance, score:2 else, score: 0

Basing on FY 2020/2021 Budget Estimates on pages 33 and 34, and the workplan secured, the inspection and monitoring function was budgeted for in line with the guidelines.

**2**

Maximum 8 points on this performance measure

9 Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters

If 100% compliance, score: 2 else score: 0

Review of PBS timestamps from MoFPED of LG warrant submissions for school capitation grants revealed that the LG in FY2020/21 warranted more than 5 days after cash limits were communicated by PS/ST.

**0**

Maximum 8 points on this performance measure

Evidence

	Cash Limit Date	Warranting Date
Q1	9 Jul 2020	5 Aug 2020 i.e. 19 days
Q3	8 Jan 2021	20 Jan 2021
Q4	31 Mar 2021	26 April 2021

9 Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.

If 100% compliance, score: 2 else, score: 0

Apart from the EFT Payment Voucher raised for all schools and a consolidated schedule of payment for all schools publicized on district notice board, there was no evidence of prior formal communication to individual schools informing them of the amount of money expected on their accounts.

**0**

Maximum 8 points on this performance measure

10	Routine oversight and monitoring  <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.  • If 100% compliance, score: 2, else score: 0	The Inspection Plan for FY 2020/2021 was in place and meeting minutes of 14/05/2020; 10/03/2021; 22/03/2021 were available although inspection activities were incapacitated by COVID 19 pandemic.	2
10	Routine oversight and monitoring  <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:  • If 100% score: 2  • Between 80 – 99% score 1  • Below 80%: score 0	Basing on Inspection reports dated 28/07/2020; 26/11/2020 and 31/05/2021 secured, the 73 (100%) UPE schools in PBS were all inspected.	2
10	Routine oversight and monitoring  <i>Maximum 10 points on this performance measure</i>	c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,  Score: 2 or else, score: 0	Departmental meeting minutes of 08/08/2020; 10/03/2021; and 14/09/2021 secured, showed discussions were conducted, decisions and recommendations for follow-up were made and followed later, although some were affected by COVID 19 pandemic.	2
10	Routine oversight and monitoring  <i>Maximum 10 points on this performance measure</i>	d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0	Inspection reports of 28/07/2020; 26/11/2020 and 31/05/2021 were submitted to and received by DES on 07/08/2020; 03/12/2020 and 01/06/2021 respectively as per DES acknowledgement letters. Secondly, basing on the matrix for submission of inspection reports, workplans and accountabilities secured from DES, Kiryandongo DLG was compliant. Equally, inspection reports were left behind in schools as evidenced in the schools (Kiryandongo BCS, Kitwara and Kyembera) sampled and visited.	2



10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>Review of minutes of meetings for Council Committee responsible for education sector revealed that the sector met in FY2020/21 to discuss service delivery issues including inspection and monitoring findings.</p> <p>Evidence</p>	2
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1. Minutes of meeting of Education, Health and Community based services meeting held on the 20 October 2020 at Council Chambers minute 4/KDLG/COMMITTEE/OCT/2020 discussed about state of latrine facilities at Masindi Port PS with responses from DEO and made recommendations for action.
2. Minutes of meeting of education, health and Community based services Committee held on the 20 April 2021 minute 4/KDLG/COMMITTEE/APRIL/2021 discussed budget estimates with reactions about Masindi Port PS land and state of latrine facilities at Masindi Port PS and St Livingstone PS with responses from DEO and recommendations for corrective actions to be taken.

11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, score: 2 or else score: 0</p>	<p>A report (Mobilization Conducted in FY 2020/2021) dated 24/03/2021 bear evidence of mobilization efforts. However, this was overtaken by COVID 19 pandemic.</p>	2
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### Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, score: 2, else score: 0</p>	<p>An up-dated soft copy of assets register dated 11/12/2020 was secured and a replica of contents in it were witnessed in the schools' assets register of schools (Kiryandongo BCS, Kitwara, and Kyembera) visited.</p>	2
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12	Planning and budgeting for investments	b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, score: 1 or else, score: 0	The LG provided desk appraisal reports for all sector projects in the budget FY2020/21 to establish that the prioritized projects were derived from the LG DP111 and eligible for expenditure as per sector guidelines and funding source.	1
	<i>Maximum 4 points on this performance measure</i>		<p>Evidence</p> <p>Desk Appraisal Reports for prioritized projects FY2020/21 completed on the 14 January 2020</p> <ol style="list-style-type: none"> <li>1. Construction of Kitwara Seed School</li> <li>2. Construction of 7 2 classroom blocks at Kyamugenyi PS</li> <li>3. Construction of 2 classroom blocks at Kigumba COU</li> </ol>	
12	Planning and budgeting for investments	c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0	The LG provided field appraisal reports for school construction projects implemented in FY2020/21 that revealed that the LG conducted field appraisals to check for their technical feasibility, environmental and social acceptability, and customized designs.	1
	<i>Maximum 4 points on this performance measure</i>		<p>Evidence</p> <p>Field Appraisal Reports for prioritized projects FY2020/21 completed on the 10 March 2020</p> <ol style="list-style-type: none"> <li>1. Construction of Kitwara Seed School</li> <li>2. Construction of 7 2 classroom blocks at Kyamugenyi PS</li> <li>3. Construction of 2 classroom blocks at Kigumba COU</li> </ol>	

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>As per the Approved Budget Estimates and the Education Sector Work Plan, the following projects were incorporated in the AWP and Procurement Plans for the current FY/2021-22</p> <p>1) Construction of 2 classroom blocks at Nanda, Kitwara and Ndabulye Primary schools- KIRY592/WRKS/21-21/00013. Estimated at 205,087,000. The contract was awarded to Baguma and Sons Services Limited at contract price of UGX 198,833,395/=. Reference is to open domestic Bidding document dated 11/10/2021.</p> <p>2) Construction of 2 Latrines at Wakisanyi P/s. Estimated at UGX 48,000,000/=</p> <p>3) Construction of 1 Latrine at Kyamugenyi COU P/S. Estimated at UGX 24,000,000/=</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>School infrastructure Projects were approved before commencement of Works. For example, the</p> <ul style="list-style-type: none"> <li>• Construction 5 stances lined VIP Latrine at Tecwa Primary school KIRY592/WRKS/20-21/00022</li> </ul> <p>This was approved by contracts committee under MIN009/4/CC/KDLG/20-21 of the meeting held on 21/01/2021.</p> <ul style="list-style-type: none"> <li>• Construction of 5 stances lined VIP Latrine at kyamugenyi BCS P/S (Kigumba). KIRY592/WRKS/20-21/00027</li> <li>• Construction of 2 classroom blocks at kyamugenyi BCS P/S. KIRY592/WRKS/20-21/00006</li> </ul> <p>All the above school infrastructure projects were approved.</p>	1

Procurement, contract management/execution

*Maximum 9 points on this performance measure*

c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. *score: 1, else score: 0*

There were No records of Proper Establishment of PITs (full team) for School Construction Projects that were seen by the Assessor as per the sampled projects below;

Most projects had only a project manager appointed by the CAO. Evidence:

A letter from CAO dated 25th January 2021 appointing Niyonzima Emmanuel as the contract manager on the construction of district stores and Muhumuza Samuel (Acting District Engineer) as the project manager for construction and engineering projects. No document indicated appointment of CoW, CDO, EO and LO as part of PIT.

Thus, there was NO documentary evidence on properly composed PIT as per LG PA 2021 manual guidelines.

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>The sampled projects as per the physical checks during the site visits were implemented following MoES technical designs.</p> <p>1) Construction of 2 classroom blocks at kyamungenyi BCS P/S. KIRY592/WRKS/20-21/00006</p> <p>As per the technical specifications, The 2 classroom Blocks, doors (1200mmx2400mm steel casement), windows (1200mmx1490mm), classroom size (8810mmx7430mm), and a ramp. These were all made at Kyamugenyi BCS P/S.</p> <p>2) Construction of 5 stances lined VIP Latrine at kyamungenyi BCS P/S (Kigumba).</p> <p>– According to the technical specifications;</p> <p>The block had 5-Stances for toilets (one stance for the disabled pupils – 1000mmx2000mm, with Hand Rails fixed on Walls). The access to the stances had to be ramped and an inspection cover had to be provided to allow for emptying. The metallic door shutters (900mmx2100mm) to each stance had to be metallic, painted in suitable oil paint and the floor had to be finished smooth in cement screed. All the above were met during execution.</p> <p>3) Construction 5 stances lined VIP Latrine at Tecwa Primary school KIRY592/WRKS/20-21/00022 According to the technical specifications of the drainable latrine, the block was to have 5 stances for toilets (one stance for the disabled pupils – 1000mmx2000mm, with Hand Rails fixed on Walls). The access to the stances had to be ramped and an inspection cover had to be provided to allow for emptying. The metallic door shutters (900mmx2100mm) to each stance had to be metallic, painted in suitable oil paint and the floor had to be finished smooth in cement screed. All the above was met by the Latrine Block at Tecwa P/S.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY</p> <p><i>score: 1, else score: 0</i></p>	<p>Site Meetings and joint monitoring were held regularly at the Construction sites of kyamungenyi BCS and Tecwa P/S as per the reports dated 15/03/2021 and 20/04/2021.</p>	1

13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted <i>score: 1, else score: 0</i>	As per the inspection report dated 15th/03/2021 and 20th/04/2021 and environment and social report dated 08/06/2021, there was evidence that joint inspection of Tecwa Primary and Kyamugenyi school took place.	1
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i>	Review of payments to Contractors for infrastructure projects under the sector implemented in FY2020/21 revealed that the LG properly executed and made timely payments to contractors as per contract and implementation results.	1
Evidence				
1. Request for Payment was made by M/s. FAM-Link Stars Investments Ltd for two stance lined VIP latrines for males at Kiryandongo C.O.U for release of UGX 12,500,511 on the 14 June 2021 (Contract Kiy592/WRKS/20-21/00052 Lot 3). Payment was made on the 30 June 2021 Receipt No. 042 with Inspection Report dated 18 June 2021 attached, after 4 days from the time Contractor made request.				
2. Request for payment was made by M/s Kurindirira General Supplies Limited for construction of 5 stances VIP Latrine at Nyiiga PS on the 25 May 2021 for UGX 22,102,379. (Contract KIR592/WRKS/20-21/00013) Payment was made on the 24 June 2021 Receipt No 001 with completion report dated 24 May 2021 ENG/213, after 30 days from the time Contractor made request.				
3. Request for payment was made by M/s Ssekago F. Construction Ltd. for construction of 2 classroom block at Kigumba C.O.U PS for UGX 45,929,680 on the 15 February 2021 (Contract KIRY592/WRKS/20-21/00007). Payment was made on 15 March 2021 receipt 152 with site inspection report made on the 17 February 2021, after 28 days from the time Contractor made request.				
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	The LG Education Department made late submission of their Procurement Plans for the FY 2021/22 to the PDU (after April 30).  As per the LG PP Form 1, submissions for the construction of Nanda, Kitwara and Ndabulye P/S were made on 4/05/2021.	0

13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i>	Complete Procurement files for all the school infrastructure projects with Evaluation Reports and Minutes of the Contract Committee were present for the sampled projects listed below.  Construction of 2 classroom blocks at Nanda, Kitwara and Ndabulye Primary schools. KIRY592/WRKS/21-21/00013. Contract price of UGX 198,833,395/=.  Construction of 2 Latrines at Wakisanyi P/s. Estimated at UGX 48,000,000/=.  Construction of 1 Latrine at Kyamugenyi COU P/S. Estimated at UGX 24,000,000/=.	1
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### Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.  <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, <i>score: 3, else score: 0</i>	There was no evidence provided to show that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework under the Education sector. There were no minutes for the Grievance Redress Committee to ascertain this.	0
15	Safeguards for service delivery.  <i>Maximum 3 points on this performance measure</i>	Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation  <i>Score: 3, or else score: 0</i>	No evidence was provided by Kiryandongo to ascertain it had disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation	0
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	It was observed that Kiryandongo DLG had costed ESMPs prepared by the EO and DCDO, however the values of the ESMPS differed as noted below;  The value of the ESMPS on file with the Environment officer for construction of a two classroom at Kigumba COU p/s was UGX: 2,057,574 while the value in the BoQs was UGX: 641,020  The costed ESMP for construction of classroom at Kyamugenyi COU P/S was valued at UGX; 2,359,895 by the EO and CDO while the BoQs incorporated a value of UGX: 620,000	0

16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was evidence of proof of land ownership for school construction projects;  Certificate of title for Nyinga p/s freehold register volume MAS 112 folio 1 signed on 09/03/2021 by the registrar of titles.  Certificate of title , freehold register ,volume MAS130 folio7 addressed to Kiryandongo DLG dated 8th day of June 2021 and signed by the registrar of titles.  A copy of letter dated 26th July 2021 from the Natural resource department addressed to the CAO handing over land titles for government institutions including schools was presented by the DEO. The schools in the letter included; Kinyara p/s,Mboira p/s,Nyinga p/s, Kitwala p/s,Kankoba p/s, Kitwala seed secondary school	1
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There was no evidence that the Environment Officer and DCDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring.	0
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments  <i>Score: 1, else score:0</i>	While the E&S certifications were prepared ,these were only signed by the Environment Officer . Examples of E&S certifications where the CDO didnot sign included;  E&S certification form for Construction of five stance pit latrine at Techwa p/s was prepared and signed on 08/06/2021 by the Environment officer  E&S certification form for Construction of a two classroom block at Kyamugenyi BCS p/s was prepared and signed on 11/03/2021  E&S certification form for Construction of two classroom block at Mpumwe p/s was prepared signed on 16/06/2021	0



No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>The LG registered more than 20% increase in utilization of health care services in deliveries.</p> <p>The three reviewed health unit annual reports (HMIS 107) for financial years 2019/2020 and 2020/2021 of the sampled health facilities and calculated the annual OPD attendance and deliveries as follows: (Percentage utilization = Registered deliveries for the current FY minus registered deliveries for the previous FY, divided by registered deliveries for previous FY and multiply by 100). The percentage increase in utilization of health care services in deliveries in the LG was as follows:</p> <p><b>Diima Health center III</b></p> <p>FY 2019/2019 Deliveries: 230 cases. FY 2020/2021 Deliveries: 601 cases</p> <p>Therefore; <math>601 - 230 / 230 * 100 = 161\%</math></p> <p><b>Kigumba Health center III:</b></p> <p>FY 2019/2020 Deliveries: 323 cases and FY 2020/2021-865 cases</p> <p>Therefore; <math>865 - 323 / 323 * 100 = 167\%</math></p> <p><b>Mutunda Health center III:</b></p> <p>FY 2019/2020: 305 cases and FY 2020/2021 :636 cases</p> <p>Therefore; <math>636 - 305 / 305 * 100 = 108\%</math></p> <p>This evidence indicated a registered increment of over 20% in utilization of health services in deliveries, thus a score of 2.</p>	2

3

Investment performance:  
The LG has managed health projects as per guidelines.

Maximum 8 points on this performance measure

a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.

Review of the LG's Annual Budget Performance Report and Annual Budget Estimates for FY2020/21 revealed that the LG budgeted and spend all health development grant for FY2020/21 on ineligible activities as per the Health Grant and Budget Guidelines. (spend funds on capital investments of HC11 facilities not gazetted for upgrading to HC111)

0

Evidence

088180 Health Centre Construction and Rehabilitation

1. Pg.25 Monitoring, Supervision and Appraisal - Allowances and Facilitation District Wide UGX 12,319,000

**2. Pg. 25 Real estate services - Land Titles District Wide (Titled) UGX 34,654,000**

3. Pg. 25 Building Construction - Structures at Mpumwe HC II (Fenced) UGX 59,213

4. Pg. 25 Building Construction - Security at Kiigya HC II (Fenced) UGX 17,000,000

3

Investment performance:  
The LG has managed health projects as per guidelines.

Maximum 8 points on this performance measure

b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0

Review of sample of LG's payments to 2 Suppliers in FY2020/21 for projects implemented by the Health sector disclosed that the DHO, Environment Officer and CDO certified works before payments were made to the Suppliers.

2

Evidence

1. Request for payment was made by M/s Ssekago F Construction Ltd for fencing Mpumwe HC on the 10 May 2021 for UGX53,822,773 (Contract KIRY/592/WRKS/20-21/00010). Interim payment certificate was made on the 6 May 2021 and signed by DHO on 17 May 2021, District Environment Officer on 18 May 2021 and SCDO on 18 May 2021.

2. Request for payment was made by M/s Lubra Contractors Ltd on the 16 May 2021 for fencing Kiiga HC 11 for UGX 16,496,400 (KIRY592/WRKS/20-21/00011). The interim payment certificate was signed by DHO on the 27 May 2021, District Environment Officer on the 31 May 2021 and SCDO on the 31 May 2021.

3

Investment performance: The LG has managed health projects as per guidelines.

Maximum 8 points on this performance measure

c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0

The Engineers estimates (Budgets) Vs. the Contract Prices for the sampled projects are;

Fencing of Mpumwe HC II- KIRY592/WRKS/20-21/00011.

Engineers Estimates: UGX 59,213,000/=

The contract Price: UGX 56,655,551/=

Variation: -4.51%.

Fencing of Kiigya HC II- KIRY592/WRKS/20-21/00011.

Engineers estimates at UGX 17,000,000/=

Contract price at UGX 16,496,400/=

Variation: -2.96%.

The variations were thus within +/-20% of the MoWT/LG Engineers estimates.

2

3

Investment performance: The LG has managed health projects as per guidelines.

Maximum 8 points on this performance measure

d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY

- If 100 % Score 2
- Between 80 and 99% score 1
- less than 80 %: Score 0

According to the LG work plan for FY/20-21, there were no HC upgrades. However, the following works were executed to completion.

1. Fencing of Mpumwe HC II which was contracted to Ssekago F construction Ltd is complete according to the completion report dated 10 Aug 2021.

2. Fencing of Kiigya HC II- KIRY592/WRKS/20-21/00011. The project was completed as per the contract documents- completion certificate dated 17 May 2021.

2

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	<p>LG had not recruited staff for all HCIIIs and HCIVs as per staffing structure as evidenced from the 5 health centre III's. The LG did not have a health center IV.</p> <ol style="list-style-type: none"> <li>1. Diima Health center III had 16 out of 19 staffs</li> <li>2. Kigumba Health center III had 15 out of 19 staffs</li> <li>3. Masindi Port Health center III had 11 out of 19 staffs</li> <li>4. Mutunda Health center III had 11 out of 19 staffs and</li> <li>5. Panyadoli Health Centre III had 16 out of 19</li> </ol> <p>Therefore; <math>16+15+11+11+16=69</math></p> <p>divided by; <math>19+19+19+19+19=95</math></p> <p><math>69/95*100=72.6\%</math>. Since it was below 75%, the LG scored 0</p>	0
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>	<ul style="list-style-type: none"> <li>• According to the LG works contracts and Annual budget performance report for the previous financial year, no HC upgrades were executed. However, the executed works were;</li> </ul> <p>Fencing of Mpumwe HC II</p> <p>Fencing of Kiigya HC II.</p> <ul style="list-style-type: none"> <li>• As per the specifications and plan, Gate posts had to be of 300x300mm section and 2.70m long overall with one rounded end, Concrete filling around post bases had to be concrete grade (1:3:6) and gate shutter measuring 5000x2100mm.</li> </ul> <p>All the above projects were executed as per the specifications.</p>	2

**Performance Reporting and Performance Improvement**

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>The information on positions of health workers filled was accurate. This was evidenced on the deployment staff lists from the DHO dated 4th October 2021 and those on lists and attendance registers at the 3 sampled health facilities of Diima Health center III, Kigumba Health center III and Mutunda Health centre III as indicated below;</p> <ol style="list-style-type: none"> <li>1. At Diima Health center III, 15 staff were indicated on the deployment list at the DHO's office corresponding to the 15 staff list that was pinned at the notice board at the Health facility during the time of visit.</li> <li>2. At Kigumba Health center III, 15 staff were indicated on the deployment list at the DHO's office corresponding to the 15 staff list that was pinned at the notice board at the Health facility during the time of visit.</li> <li>3. At Mutunda Health center III, 11 staff were indicated on the deployment list at the DHO's office corresponding to the 11 staff list that was pinned at the notice board at the Health facility during the time of visit.</li> </ol> <p>The information on positions of health workers filled was accurate thus awarded a score of 2</p>	2
5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>The information on health facilities upgraded or constructed was accurate. There was no health facilities upgraded for the previous financial year as reflected in the PBS report thus awarded a score of 2</p>	2

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>Health facility prepared and submitted Annual Work plans and budgets to the DHO for the previous financial year. The three sampled Health facilities submitted as follows;</p> <ol style="list-style-type: none"> <li>1. Diima Health center submitted a copy signed by the DHO on 15th May 2020 and approved by the CAO on 20th July 2020</li> <li>2. Kigumba Health center III submitted a copy signed by the DHO on 14th July 2020 and approved by the CAO on 20th July 2020</li> <li>3. Mutunda Health Center III submitted a copy signed by the DHO on 5th July 2020 and approved by the CAO on 20th July 2020</li> </ol> <p>The assessment procedure required submission of Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <p>The three health facilities however did not submit their work plans and budgets as per the LG Planning Guidelines for Health Sector thus awarded a maximum score.</p>	0
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>The health facilities did not prepare Annual Budget Performance Reports for the FY 2020/2021. The local government did not avail the health facility annual budget performance reports for review during the assessment time thus awarded a score of 0. This was reflected on the exit form signed by the CAO.</p>	0
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Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.

Maximum 14 points on this performance measure

a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports

• Score 2 or else 0

The health facilities had developed and reported on implementation of facility improvement plans that incorporated performance issues identified in assessment reports.

All the 3 sampled health facilities Diima Health center III, Kigumba Health center III and Mutunda Health center III had developed Performance Improvement Plans with gaps identified during the DHT's monitoring as reflected in reports.

Details of the 3 sampled health facilities were presented as follows:

1. Diima Health center submitted a copy signed by the DHO on 15th May 2020 and approved by the CAO on 20th July 2020

2. Kigumba Health center III submitted a copy signed by the DHO on 14th July 2020 and approved by the CAO on 20th July 2020

3. Mutunda Health Center III submitted a copy signed by the DHO on 5th July 2020 and approved by the CAO on 20th July 2020

They incorporated the following issues among others;

- a. Staffing and deployment improvement.
- b. Timely submission of all activity Reports
- c. Take actions on recommendations from the monitoring and supervision visits among others.

The PIPs were implemented as reflected from DHT report of 10th February 2020

Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.

Maximum 14 points on this performance measure

d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,

• score 2 or else score 0

The health facilities did not submit 100% up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter). Monthly and quarterly reports for the 3 sampled health facilities of Kigumba health center III, Diima health center III and Mutunda Health center III as evidenced below;

Month	Kigumba	Diima	Mutunda
July	6th aug	6th aug	7th aug
August	4th sept	7th sept	7th sept
Sept	7th oct	8th oct	6th oct
Oct	6th nov	6th nov	9th nov
Nov	10th dec	7th dec	10 dec
Dec	6th jan	2nd jan	8th jan
Jan	3rd feb	5th feb	5th feb
Feb	5th march	6th marc	5th mar
March	7th april	8th apr	7th apr
April	5th may	8th may	7th may
May	4th july	7th jun	7th jun
June	5th july	7th jul	7th july

1. Kigumba health center November report of 10th was out of date.

2. Diima Health centre III September report of 8th was out of date

3. Mutunda Health centre reports of October, November and December of 9th, 10th and 8th respectively were out of date.

Therefore, the LG scores 0.



6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>The health facilities submitted 100% of the Results Based Financing (RBF) invoices timely (by 15th of the month following end of the quarter). The 3 sampled Health facilities submitted as follows;</p> <ol style="list-style-type: none"> <li>1. Diima HC III on 15th July 2021</li> <li>2. Kigumba HC III on 12 August 2021</li> <li>3. Mutunda HC III on 14th Aug 2021</li> </ol>	2
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>The LG verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities. This was evidenced on the consolidated RBF invoice dated 22nd October 2021</p>	1
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>The LG provided drafted letters showing submissions of department QBPRs FY2020/21 by Health Department to the planner for consolidation with no proof of validation/notification emails of the submissions.</p>	0
	<p>Maximum 14 points on this performance measure</p>			

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The LG did developed a Performance Improvement Plan (PIP) for the lowest performing health facilities. This was signed by the DHO on 14th July 2020 and approved by the CAO on 20th July 2020</p>	1
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>The DHMT did not implement the Performance Improvement Plan for weakest performing facilities. The reviewed PIPs did not establish the implementation plans for the weakest performing health facilities.</p>	0
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**Human Resource Management and Development**

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>The LG budgeted for health workers following guidelines / staffing norms. The reviewed approved structures and the staff deployment lists obtained from the DHO's office indicated that the LG had health workers out the staffing norm of 371 health workers, as per approved structure, 300 were filled (not dated). Hence, there was evidence that the LG budgeted for health workers in accordance with the staffing norms.</p>	2
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>From the three sampled health facilities, it was established that health workers were not deployed as per the guidelines in accordance with the staffing norms. The 3 sampled health facilities were as follows:</p> <ol style="list-style-type: none"> <li>1. Kigumba Health center III had 16 staff out of 19 staffing norm = 84%</li> <li>2. Diima health center III had 16 staff out 19 staffing norm = 84%</li> <li>3. Mutunda health center had 11 staff out of 19 staffing norm = 57.9%</li> </ol> <p>Mutunda HC III had less than the required 75%.</p>	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>The health workers were working in health facilities where they were deployed as reflected from the 3 sampled facilities of Kigumba health centr III, Diima Health center III and Mutunda health center III as presented below:</p> <p>At Diima health center III, all the 16 staff out of 16 that were working as per the staff list pinned on the notice board and duty roster were the same as those on the deployment list from the DHO.</p> <p>At Kigumba health center III, 15 staff out of 15 were reflected on the staff list pinned on the notice board and attendance register and reflected on the deployment list from the DHO.</p> <p>At Mutunda health center III, all the 11 out of 11 staff that were working as per the staff list pinned on the notice board and duty roster were the same as those on the deployment list from the DHO.</p>	3
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>c) Evidence that the LG has publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY score 2 or else score 0</p>	<p>There was evidence that the LG had publicized health worker's deployment and disseminated as evidenced by the display of the list of deployed health workers on health facilities notice boards.</p> <p>The displayed lists indicated the name of the facility, name of the staff, cadre, and gender among others.</p> <p>The list that was displayed at each of the visited health facilities (Kigumba HC III, Diima HC III and Mutunda HC III) were in tandem with the deployment list from the DHO's office, dated 5th October 2021.</p>	2
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<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the DHO/MMOHs has:</p> <p>i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0</p>	<p>There was evidence that health in charges were appraised by the DHO during the previous FY and copies of their appraisals were submitted to the HRM.</p> <p>A total of 10 files of health facilities in charges indicated as follows;</p> <ol style="list-style-type: none"> <li>1. Ainobyona Baptist in Charge of Apodorwa HC II was appraised on 25/6/2021</li> <li>2. Omot Olanya Dixon in charge of Panyadoli HC III on 7/6/2021</li> <li>3. Arinaitwe Deo in charge Karuma HC III was appraised on 30/6/2021</li> <li>4. Bahemuka Ronald in charge of Diima HC III was appraised on 21/6/2021</li> <li>5. Busingye Emmanuel In charge of Kigumba HCIII 2/7/2021</li> <li>6. Ngpnzebwoha Prisca, In charge of Mpumwe HC II was appraised on 27/7/2020 was appraised</li> <li>7. Kabaranga Priscilla in charge of Nyadoti HC II was appraised on 22/7/2021</li> <li>8. Masikala Sylvia in charge of Kicwabugingo HC II was appraised on 28/6/2021</li> <li>9. Atugonza Ritah in Charge at Panyadoli Hills HC III was appraised on 6/7/2021</li> <li>10. Okello Francis in charge of Yabwengi HC II was appraised on 22/7/2021</li> </ol>
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8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0</p>	<p>There was evidence that health workers were appraised by their in charges for the previous FY and submitted a copy through the DHO to the HRM. A sample of 10 files of health workers indicated as follows;</p> <ol style="list-style-type: none"> <li>1. Monday Mildred an Enrolled Midwife at Kiryandongo Hospital was appraised on 6/8/2021</li> <li>2. Katusiime Joyce and enrolled midwife at Kiryanongo Hospital was appraised on 30/6/2021</li> <li>3. Nansubuga Lovince and enrolled midwife at Karuma HC II was appraised on 30/6/2021</li> <li>4. Kimuli Joanah and enrolled midwife was appraised on 30/6/2021</li> <li>5. Akello Jenifer enrolled midwife at Mutunda HC II Apodorwa HC II was appraised on 6/7/2021</li> <li>6. Mbabazi Marion and enrolled midwife at Yabwengi HC I was appraised on 6/7/2021</li> <li>7. Birgwa Gloria and enrolled midwife at Kiryandongo Hospital was appraised on 6/7/2021</li> <li>8. Kananenya Esther an enrolled midwife at Masindi Port Health Centre III was appraised on 5/7/2021</li> <li>9. Japyem Alex a lab technician at Diima HC III was appraised on 5/7/2021</li> <li>10. Kabanyenya Esther an enrolled midwife at Masindi Port HC III was appraised on 5/7/2021</li> </ol>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>No evidence on file indicated that corrective action based on appraisal was taken. For instance;</p> <ol style="list-style-type: none"> <li>1. Monday Midred was recommended for further studies,</li> <li>2. Katusime Joyce was recommended for a promotion</li> </ol> <p>None of the above recommendations has been effected</p>	0

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>The LG conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District. This was evidenced from the training reports as indicated below;</p> <p>1. Training on logistics on COVID-19 dated 23rd May 2021</p> <p>2. Training on Infection Prevention and Control dated 25th June 2021</p> <p>3. Training on (PrEP)-Pre Exposure Prophylaxis dated 1st March 2021</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>The LG did not document training activities in the training /CPD database. Although the trainings were conducted, they were not documented in the CPD data base.</p>	0

**Management, Monitoring and Supervision of Services.**

9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>The letter from the CAO notifying the MOH in writing of the list of facilities accessing the PHC NWR Grants (GoU and PNFP that received PHC NWR grants) dated 25th June 2021 indicating no discrepancy of the 24 (19 public and 5 PNFPs) health facility had been listed incorrectly or missed in the previous on the list.</p>	2
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9

Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.

Review of Budget Estimates and Annual Budget Performance Report for FY2020/21 revealed that the LG allocated more than 15% of PHC NWR budget towards monitoring service delivery and management of LG Health services as required by Health Sector Guidelines in FY2020/21

Evidence

Budget Estimates FY2020/21

Pg. 26. 0883 Health Management and Supervision UGX 376,082,000

Pg. 22 PHC NWR UGX 765,750,000

Calculation

MSMSS/PHC NWR\*100=

376,082,000/765,750,000\*100= 49.1% (above the 15% maximum allowed by the Sector Grant Guidelines)

0

9

Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0

Review of PBS timestamps from MoFPED of LG warrant submissions for PHC NWR to Health Facilities revealed that the LG in FY2020/21, warranted more than 5 days after cash limits were communicated by PS/ST in FY2020/21

Evidence

Cash Limit com Warranting

Q1 9 Jul 2020 5 Aug 2020(i.e. 19 days)

Q2 6 Oct 2020 15 Oct 2020

Q3 8 Jan 2021 20 Jan 2021

Q4 31 Mar 2021 26 April 2021

0

Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0

Review of invoices for 3 health facilities sampled from the LG Cost Centre List & LLG allocation release provided by MoFPED and information gathered from the DLG headquarters revealed that there were inconsistencies in communications made to the Health Facilities for PHC NWR grant releases in FY2020/21 i.e. communications were made before invoicing date.

#### Evidence

##### 1. DIIKA HEALTH CENTRE II

Invoice No.	Invoice Date	Corr. Date
Q1 31594441	2 Oct 2020	31 Aug 2020
Q2 33207847	18 Feb 2021	26 Nov 2020
Q3 34296955	4 Mar 2021	4 Feb 2021

##### 2. KIGUMBA HEALTH CENTRE III

Invoice No.	Invoice Date	Corr. Date
Q1 31594429	2 Oct 2020	31 Aug 2020
Q2 33207860	18 Feb 2021	26 Nov 2020
Q3 34296969	23 Feb 2021	4 Feb 2021

##### 3. KITWARA HEALTH CENTRE II

Invoice No.	Invoice Date	Corr. Date
Q1 31594426	2 Oct 2020	31 Aug 2020
Q2 33207856	18 Feb 2021	26 Nov 2020
Q3 34296965	10 Mar 2021	26 Nov 2020



9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>There was documentary evidence that the LG publicized all the quarterly financial releases to all health facilities. However, the publications at the DHO's notice board indicated all the health facilities in the LG on a quarterly basis for the FY 2020/2021 totaling to 917,757,249/= but not indicating the 5 days for the date of receipt of the expenditure limits from MoFPED</p>	0
<p>Maximum 9 points on this performance measure</p>				
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>The LG health department implemented the actions recommended by the DHMT quarterly performance review meetings held during the previous FY.</p>	2
<p>Maximum 7 points on this performance measure</p>			<ol style="list-style-type: none"> <li>1. QTR 1. 16th September 2020</li> <li>2. QRT 2. 26th November 2020</li> <li>3. QTR 3. 11th March 2021</li> <li>4. QTR 4. 10th July 2021</li> </ol>	
			<p>The corrective actions identified included; continuous community sensitization on COVID awareness which was effected by radio talk shows, effectiveness of support supervision among others.</p>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>The LG quarterly performance review meetings involved all of the health facility In – Charges, key partners and departments. All the quarterly review meetings had attendance list attached with the respective stakeholders</p>	1
<p>Maximum 7 points on this performance measure</p>				

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p>	<p>The Assessment Team reviewed the supervision reports for all the quarters for FY 2020/2021 and evidenced that 100% supervision was conducted including Kiryandongo General Hospital. The supervision was as follows:</p>	1
	<p>Maximum 7 points on this performance measure</p>	<p>If not applicable, provide the score</p>	<ol style="list-style-type: none"> <li>1. Quarter 1: report dated 24th August 2020</li> <li>2. Quarter 2: report dated 18th November 2020</li> <li>3. Quarter 3: report dated 26th March 2021</li> <li>4. Quarter 4: report dated 15th June 2021</li> </ol>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p>	<p>The DHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY. During the assessment, the team evidenced HSD supervision and monitoring reports as reflected below;</p>	1
	<p>Maximum 7 points on this performance measure</p>	<p>• If not applicable, provide the score</p>	<ol style="list-style-type: none"> <li>1. 5th May 2020</li> <li>2. 2nd November 2020</li> <li>3. 8th February 2021</li> <li>4. 7th April 2021</li> </ol>	
			<p>Areas of focus during the supervision included; conducting routine Health education at all facilities, Ensuring Infection Prevention and Control measured for COVID-19 prevention, Proper management of Health care waste management and cleaning of bushy compounds among others.</p>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>The LG used the results / reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions.</p>	1
	<p>Maximum 7 points on this performance measure</p>		<p>For instance, Conducting a training of Health workers and VHTs on Infection Prevention and control on 25th June 2021</p>	

10

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0

The LG provided support to all health facilities in the management of medicines and health supplies in FY 2020/2021.

This was evidenced from the Medicines-SPARS Reports below;

- 1. SPARS report of July-Sep 2020
- 2. SPARS report of Oct-Dec 2020
- 3. SPARS report of Jan-March 2021
- 4. SPARS report of Apr-June 2021

These reports indicated the following feedbacks;

- a. Proper use of the stock books
- b. Ensure physical counting of medicines
- c. Proper calculation of Average Monthly Consumption

11

Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0

Review of LG's Annual Budget Estimates and Annual Budget Performance Reports for FY2020/21 revealed that the LG allocated more than 30% of DHO budget to fund Public Health Promotion activities.

Evidence

Budget Estimates FY2020/21

Pg. 22. PHC NWR UGX 765,750,000

Budget of DHO for Public Health Promotion

$765,750,000 * 15\% = 114,862,500$   
 $114,862,500 * 30\% = \text{UGX } 34,458,750$

Page 22 088101 Public Health Promotion (PHP)  
UGX 751,874,000

11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0</p>	<p>The DHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs were conducted during the previous FY. The documentary evidence availed during the assessment time included reports of quarter two, quarter three and quarter 4. Quarter one reports were not availed during the assessment time.</p> <ol style="list-style-type: none"> <li>1. Quarter one....Not availed</li> <li>2. Quarter two: 30th January 2021</li> <li>3. Quarter three: 5th May 2021</li> <li>4. Quarter four: 23rd July 2021</li> </ol>	1
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11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>The DHT followed up the actions taken by the DHT on health promotion and disease prevention from the Health promotion as evidenced below;</p> <ol style="list-style-type: none"> <li>1. Followed up on triggered villages on sanitation issues</li> <li>2. Followed up on the responses and effects of COVID-19 through risk communication messages</li> <li>3. Sitting of the District Water Sanitation committee for rapid response</li> </ol>	1
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**Investment Management**

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>The LG availed an updated asset register that sets out the health facilities and equipment relative to basic standards as per the format annexed in the health facility budget and grant guidelines 2020/2021 dated 4th October 2021</p> <p>The service standards for health facilities was also availed to the assessment team during the assessment time.</p>	1
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDP III); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p>	<p>The LG provided desk appraisal reports for prioritized health projects in the budget FY2020/21 to establish that the projects were derived from the LG DP111 and eligible for expenditure as per sector guidelines and funding source.</p>	1
	<p>Maximum 4 points on this performance measure</p>	<p>score 1 or else score 0</p>	<p>Evidence</p> <p>Desk Appraisal Reports for prioritized projects FY2020/21 completed on the 14 January 2020</p> <ol style="list-style-type: none"> <li>1. Phase 2 fencing of Kiigya HC11</li> <li>2. Construction of maternity ward 4 stance VIP latrine and 10,000 litre tank at Panyadoli HC 11</li> <li>3. Fencing of Mpumwe HC 11</li> </ol>	
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>The LG provided field appraisal reports for health investment projects implemented in FY2020/21 that revealed that the LG conducted field appraisals to check for their technical feasibility, environmental and social acceptability, and customized designs.</p>	1
	<p>Maximum 4 points on this performance measure</p>		<p>Evidence</p> <p>Field Appraisal Reports for prioritized projects FY2020/21 completed on the 10 March 2020</p> <ol style="list-style-type: none"> <li>1. Phase 2 fencing of Kiigya HC11</li> <li>2. Construction of maternity ward 4 stance VIP latrine and 10,000 litre tank at Panyadoli HC 11</li> <li>3. Fencing of Mpumwe HC 11</li> </ol>	

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist as noted below;</p>	1
	<p>Maximum 4 points on this performance measure</p>		<p>Screening for fencing of Mpumwe HCII was done and had a costed ESMP of UGX: 1,580,000 signed on the 20/10/2020 by the Environment Officer and DCDO on 20/10/2020</p>	
			<p>Fencing of Kiigya HC II was screened and had a costed ESMP of UGX: 1,600,000 prepared and signed by the Environment Officer and DCDO on 20/10/2020</p>	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>The LG Health Department timely submitted their Procurement Plans for the FY 2021/22 to the PDU (before April 30). Submission of LG PP forms was done on 11/04/2021. These forms presented requests for the following projects;</p>	1
	<p>Maximum 10 points on this performance measure</p>		<ul style="list-style-type: none"> <li>• Sinking and construction of a 4 stance VIP Latrine with a washroom at Kigumba Health Centre, III-Kigumba subcounty-KIRY592/WRKS/21-22/00041. Budgeted at 41,385,970/=.</li> </ul>	
			<ul style="list-style-type: none"> <li>• Installation of solar panel at Yabweng HC II. Budgeted at 4,000,000/=.</li> </ul>	
			<ul style="list-style-type: none"> <li>• Fencing of Mutunda HC III. Budgeted at 154,000,000/=.</li> </ul>	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>The LG Health Department submitted Procurement Requisition Forms – LG PP Forms to the PDU before the first Quarter of the current FY.</p>	1
	<p>Maximum 10 points on this performance measure</p>		<p>Evidence;</p>	
			<p>The LG PP Forms were submitted on 20th Jun 2021 by Tibenda Langton for the Sinking and construction of a 4 stance VIP Latrine with a washroom at Kigumba Health centre III-Kigumba subcounty- KIRY592/WRKS/21-22/00041.</p>	
			<p>The LG PP Forms for installation of solar panel at Yabweng HC II were submitted on 14 Jun 2021 by Tusabe Lydia (Ag. SACAO).</p>	

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>• As per the PDU – Kiryadongo DLG, the following projects were approved by the contracts committee in a meeting held on 21st January 2021 under MIN007/4/CC/KDLG/20-21. The letter from solicitor General was not applicable as the executed projects. costs were below the threshold.</p> <p>1. Fencing of Mpumwe HC II- which was contracted to Ssekago F construction Ltd. Commencement date was 23rd February 2021.</p> <p>2. Fencing of Kiigya HC II- KIRY592/WRKS/20-21/00011. This was Contracted to Lubra Contractors Ltd and the commencement date was 23rd February 2021.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>No records of Proper establishment of PITs (full team) were seen by the Assessor for the sampled projects.</p> <p>Evidence:</p> <p>A copy of the letter dated 25/01/2021 from CAO appointing Contract manager, project manager and Environment officer was seen by the assessor. However, there was no evidence on the appointment of Clerk of Works, Community Development Officer and labour officer to constitute a full PIT.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>As the annual budget performance and AWP of the previous financial year, the LG did not have major health projects.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>From the inspection/monitoring and monthly progress reports dated 17th May 2021 for fencing of Mpumwe HC II and Kiigya HC II, there was evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility, the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>Regular/monthly site meetings for the health infrastructure projects implemented in the last FY were held.</p> <p>Minutes of Site meetings at Kiigya HC II on 17th May 2021 and at Mpumwe HC II held on 10th Jun 2021 were seen by the assessor.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>The District Engineer and Environment officer carried out regular technical supervision for the Fencing of Mpumwe HC II and Kiigya HC II.</p> <p>However, there was No record of regular participation of Community Development Officer at critical stages of construction. The inspection/monitoring reports were thoroughly checked.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>Review of sample of LG's payments to 2 Contractors in FY2020/21 for Health Projects implemented in the FY disclosed that the DHO verified and initiated payments to contractors within 10 working days after request for payment was made by Contractor.</p> <p>Evidence</p> <ol style="list-style-type: none"> <li>Request for payment was made by M/s Ssekago F Construction Ltd for fencing Mpumwe HC on the 10 May 2021 for UGX53,822,773. (Contract KIRY/592/WRKS/20-21/00010). The DHO verified and forwarded request for payment on the 18 May 2021, after 5 working days from the time the request was made by Contractor.</li> <li>Request for payment was made by M/s Lubra Contractors Ltd on the 16 May 2021 for fencing Kiiga HC 11 for UGX 16,496,400. (Contract KIRY592/WRKS/20-21/00011). The request was verified and forwarded by DHO on the 27 May 2021, after 8 working days from the time the request was made by Contractor.</li> </ol>	1



13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>Complete Procurement files for the health infrastructure contracts with Evaluation Reports and Minutes of the Contract Committee, and the very contract documents.</p> <p>Files for the following projects were sampled accordingly;</p> <p>1. Fencing of Kiigya HC II- KIRY592/WRKS/20-21/00011.</p> <p>2. Fencing of Mpumwe HC II- KIRY592/WRKS/20-21/00011</p>	1
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**Environment and Social Safeguards**

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was no evidence that the Local Government had recorded, investigated, responded and reported in line with the LG grievance redress framework.</p> <p>There were no minutes of the GRC discussing health related grievances and no health grievance was registered in the log of grievances</p>	0
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>LG issued guidelines on medical waste management guidelines. from the three sampled health facilities of Diima, Kigumba and Mutunda, all had the Health care waste management guidelines of 2017(Revised edition)</p> <p>Evidenced that LGs followed up on the implementation of the health care waste management guidelines by Health centres as all the 3 facilities had an IPC focal person and functional committee, conducting CME's as evidenced from the CME book, support supervision visits conducted and the corrective actions implemented.</p>	2
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>The LG had in place a functional system for Medical waste management or central infrastructures for managing medical waste. Green Label Services Limited, a registered waste management service provider was contracted from the center and to manage Health care waste in the Local Government.</p>	2
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15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	The LG conducted training (s) and created awareness in healthcare waste management as evidenced from the Infection Prevention and Control(IPC) training report of 25th June 2021.	1
	Maximum 5 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	Whilst there were costed ESMPs by the Environment Officer and CDO,these did not match with the values of ESMP in the BoQs as noted below;  Fencing of Mpumwe HC II had a costed ESMP of UGX: 1,580,000 while the BoQs had costed ESMP of UGX: 350,000  Fencing of Kiigya HCII phase II had a costed ESMP of UGX; 1,600,000 while the BoQs had costed ESMP of UGX: 350,000	0
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	Kiryandongo DLG did not present evidence that all health sector projects are implemented on land where the LG has proof of ownership at the time of the assessment.	0
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.	There was no evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs and provided monthly reports.	0
	Maximum 8 points on this performance measure			

Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments

Maximum 8 points on this performance measure

d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0

There was no evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects. The LG had only one E&S certification form for fencing of Kiigya HC II phase II but this was only signed by the Environment Officer.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>According to the Ministry MIS database for the FY 20/21, the percentage of functional sources stood at 86%.</p> <p>Kiryandongo district has 4 sub-counties and 4 town councils as per the MWE MIS database and each had a functionality rate as follows;</p> <ol style="list-style-type: none"> <li>1. Kigumba at 75%</li> <li>2. Kiryandongo at 90%</li> <li>3. Masindi port at 100%</li> <li>4. Mutunda at 89%</li> <li>5. Bweyala TC at 91%</li> <li>6. Kigumba TC at 80%</li> <li>7. Kiryandongo TC at 72%</li> <li>8. Kiryandongo Refuge settlement TC at 100%</li> </ol>	1
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water &amp; sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>According to the Ministry MIS database for FY 20/21, the percentage of management of functional water and sanitation committees in Kiryandongo stood at 87%.</p> <p>The four (4) sub counties of Kiryandongo district have their management percentage as follows:</p> <ol style="list-style-type: none"> <li>1. Kigumba at 87%</li> <li>2. Kiryandongo at 85%</li> <li>3. Masindi port at 93%</li> <li>4. Mutunda at 93%.</li> </ol>	1

2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY.</p> <p>If LG average scores is</p> <p>a. Above 80% score 2</p> <p>b. 60 -80%: 1</p> <p>c. Below 60: 0</p> <p>(Only applicable when LLG assessment starts)</p>	<p>Not Applicable because the assessment for LLGs has not yet commenced.</p>	0
<p><i>Maximum 8 points on this performance measure</i></p>				
2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <p>o If 100 % of water projects are implemented in the targeted S/Cs: Score 2</p> <p>o If 80-99%: Score 1</p> <p>o If below 80 %: Score 0</p>	<p>According to the MWE MIS database, the Rural safe water coverage for Kiryandongo district stands at 75%. The district has 4 sub counties and the safe water in these is as follows:</p> <ol style="list-style-type: none"> <li>1. Kigumba at 84.3%</li> <li>2. Kiryandongo at 71.6%</li> <li>3. Masindi port at 95%</li> <li>4. Mutunda at 63.3%</li> </ol> <p>According to this data, only Mutunda and Kiryandongo sub counties are below the district rural water safe coverage.</p> <p>The annual progress report Quarter 4 of the FY 20/21 signed and stamped by the Central Registry Ministry of Water and Environment on 5th July, 2021, indicated the water project that were implemented in the different sub counties as follows.</p> <p>The planned implementations were as follows:</p> <p>Rehabilitation of 5 boreholes;</p> <ul style="list-style-type: none"> <li>o 1 borehole in Kiryandongo sub-county – kinyomozi Mpumuro,</li> <li>o 1 borehole in Mutunda sub-county – Alarotinga p/s</li> <li>o 1 borehole in Kiryandongo sub-county at Nyakakindo Mvule</li> <li>o 1 borehole in Masindi port sub-county at Ndabulye p/s</li> <li>o 1 borehole in Kigumba sub-county at Nyakabale</li> </ul> <p>Total cost UGX 47,547,250 UGX each borehole planned at 9,509,450 UGX</p>	0
<p><i>Maximum 8 points on this performance measure</i></p>				

Deep borehole drilling (Hand pumped) of 17 boreholes;

o 2 boreholes in Mutunda sub-county at Kente

o 1 boreholes in Kiryandongo sub-county at Masamba,

o 2 boreholes in Mutunda sub-county at Alero C and Yabweng HC.

o 1 borehole in Kiryandongo sub-county at Kyankende Musonga,

o 1 borehole in Masindi port sub-county at Kimyoka-Kaliro,

o 2 boreholes in Kigumba sub-county at Jeeja II and Hanga.

o 2 boreholes in Mutunda sub-county at Kasanja A and Kiruuli.

o 3 boreholes in Kiryandongo sub-county at Kyansanyi, Kiryampungura Padyeri and Nyawino,

o 1 borehole in Masindi port sub-county at Wakisanyi-Kanaba

Total cost: UGX 482,879,795 each borehole planned at 32,191,986.3 UGX

Extra boreholes from the savings

o 1 borehole in Kiryandongo sub-county at Kalwala RGC.

o 1 borehole in Masindi port sub-county at Rwenkuyi,

Total cost: UGX 60,481,435, each borehole planned at 30,240,717.5UGX.

Water supply extension PSP

o 1 system ext, PSP in Kigumba sub-county at Apodorwa.

Total cost of 29,797,950 UGX

A total budget of UGX 620,706,430 of which UGX 412,880,916 was planned for the sub counties of Mutunda and Kiryandongo whose safe water coverage is below that of the district

Therefore, the percentage that was budgeted for the sub counties with safe water coverage below the district average comes to 66.5%.

Service Delivery  
Performance: Average  
score in the water and  
environment LLGs  
performance  
assessment

*Maximum 8 points on  
this performance  
measure*

c. If variations in the contract price of sampled  
WSS infrastructure investments for the  
previous FY are within +/- 20% of engineer's  
estimates

o If within +/-20% score 2

o If not score 0

The three sampled project contracts  
implemented in Kiryandongo DLG last  
FY 2020/21 indicated variations as  
follows:

**Lot 1: Siting, Supervision, Drilling  
and Installation of 9 boreholes**

Eng.'s Estimate for the siting and  
drilling of nine boreholes (each at  
UGX32,312,000) 290,808,000 UGX.

Contract price from both the siting  
contractor LHM and drilling contractor  
Icon projects limited were  
UGX31,500,000 and UGX  
212,792,055 respectively with a total  
contact sum of UGX 244,292,055

Variation: 16%.

Therefore, the variation of the contract  
price for this project is within +/- 20%

**Lot 2: Siting, Supervision, Drilling  
and Installation of 8 boreholes**

Eng.'s Estimate for the 8 boreholes  
(each at UGX 32,312,000)  
258,496,000 UGX.

Contract price from both the siting  
contractor ROK and drilling contractor  
Icon projects limited were  
UGX24,662,000 and UGX  
213,925,740 respectively with a total  
contact sum of UGX 238,587740

Variation: -7.7%.

Therefore, the variation of the contract  
price for this project is within +/- 20%

**Project 3: Water supply system  
extension at Apodorwa A**

Eng.'s Estimate: 30,000,000 UGX

Contract price: 29,797,950 UGX

Variation: -0.67%

Therefore, the variation of the contract  
price for this project is within +/- 20%

Service Delivery  
Performance: Average  
score in the water and  
environment LLGs  
performance  
assessment

*Maximum 8 points on*

d. % of WSS infrastructure projects completed  
as per annual work plan by end of FY.

o If 100% projects completed: score 2

o If 80-99% projects completed: score 1

o If projects completed are below 80%: 0

According to the AWP for the FY  
2020/21 and the Annual Budget  
Performance report of FY 2020/21  
dated 5th July, 2021, all (100%) the  
projects were completed by the end of  
the FY.

**Rehabilitation of 5 boreholes;**

*this performance  
measure*

o 1 borehole in Kiryandongo sub-county – kinyomozi Mpumuro,

o 1 borehole in Mutunda sub-county – Alarotinga p/s

o 1 borehole in Kiryandongo sub-county at Nyakakindo Mvule

o 1 borehole in Masindi port sub-county at Ndabulye p/s

o 1 borehole in Kigumba sub-county at Nyakabale

**Deep borehole drilling (Hand pumped) of 17 boreholes;**

o 2 boreholes in mutunda sub-county at Kente

o 1 boreholes in Kiryandongo sub-county at Masamba,

o 2 boreholes in Mutunda sub-county at Alero C and Yabweng HC.

o 1 borehole in Kiryandongo sub-county at Kyankende Musonga,

o 1 borehole in Masindi port sub-county at Kimyoka-Kaliro,

o 2 boreholes in Kigumba sub-county at Jeeja II and Hanga.

o 2 boreholes in Mutunda sub-county at Kasanja A and Kiruuli.

o 3 boreholes in Kiryandongo sub-county at Kyansanyi, Kiryampungura Padyeri and Nyawino,

o 1 borehole in Masindi port sub-county at Wakisanyi-Kanaba

**Extra boreholes from the savings**

o 1 borehole in Kiryandongo sub-county at Kalwala RGC.

o 1 borehole in Masindi port sub-county at Rwenkuyi,

**Water supply extension PSP**

o 1 system ext, PSP in Kigumba sub-county at Apodorwa

All the planned projects were implemented by the end of the FY and were listed therein.

Certificates of completion were awarded to the contractors signed and stamped by the relevant officers.



3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>According to the MWE MIS database</p> <p>FY 2019/20: the functionality was 86%</p> <p>FY 2020/21: the functionality was 86%</p> <p>This indicated a no increase i.e. 0% of the functional water source points between the two financial years.</p>	0
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>According to the MWE MIS database.</p> <p>FY 2019/20: the management was at 87 %</p> <p>FY 2020/21: the management was at 87 %</p> <p>This indicates that there was no increment</p>	0

#### Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>From the DWO records, WSS projects implemented in FY 2020/21 were accurately reported in the annual quarter 4 progress report as they were implemented.</p> <p>Water sources in the annual progress report in the different sub counties included;</p> <p>Rehabilitation of 5 boreholes;</p> <p>o 1 borehole in Kiryandongo sub-county – kinyomozi Mpumuro,</p> <p>o 1 borehole in Mutunda sub-county – Alarotinga p/s</p> <p>o 1 borehole in Kiryandongo sub-county at Nyakakindo Mvule</p> <p>o 1 borehole in Masindi port sub-county at Ndabulye p/s</p> <p>o 1 borehole in Kigumba sub-county at Nyakabale and;</p> <p>Deep borehole drilling (Hand pumped) of 17 boreholes;</p> <p>o 2 boreholes in mutunda sub-county at Kente</p> <p>o 1 boreholes in Kiryandongo sub-county at Masamba,</p>	3
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o 2 boreholes in Mutunda sub-county at Alero C and Yabweng HC.

o 1 borehole in Kiryandongo sub-county at Kyankende Musonga,

o 1 borehole in Masindi port sub-county at Kimyoka-Kaliro,

o 2 boreholes in Kigumba sub-county at Jeeja II and Hanga.

o 2 boreholes in Mutunda sub-county at Kasanja A and Kiruuli.

o 3 boreholes in Kiryandongo sub-county at Kyansanyi, Kiryampungura Padyeri and Nyawino,

o 1 borehole in Masindi port sub-county at Wakisanyi-Kanaba

Extra boreholes from the contract price and Eng's estimates variation and 5% retention

o 1 borehole in Kiryandongo sub-county at Kalwala RGC.

o 1 borehole in Masindi port sub-county at Rwenkuyi,

Water supply extension PSP

o 1 system extension, PSP in Kigumba sub-county at Apodorwa.

The field inspections revealed that the water points as constructed with all the required detailed engraved and all the facilities were functional. The facilities were constructed as per the drawings.

5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>From the quarterly reports Q1, Q2, Q3 and Q4. The DWO did not collect and compile quarterly information on the WSS facilities.</p> <p>However, The DWO presented form I's which was received and stamped by the RWSSD on 2nd Aug 2021. This was only complied in Q4.</p> <p>The DWO also presented three (3) form iv's signed and stamped by the MWE's RWSSD;</p> <ol style="list-style-type: none"> <li>1. Q2 received by the RWSSD stamped and signed on 17th Feb 2021,</li> <li>2. Q3 received by the ministry registry on 21st April 2021, signed and stamped and</li> <li>3. Q4 stamped and signed by the DWSSD on 2nd August, 2021.</li> <li>4. Implying no information was collected in Q1.</li> </ol>	0
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>The DWO MIS records did not show any indication of quarterly updated records on for new and old facilities.</p> <p>The exercise is carried out once in the fourth quarter, reflecting the population served, functionality of WSCs and WSS facilities. i.e. for the quarter 4 report dated 5th July, 2021</p>	0
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>Not applicable</p>	0

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff  <i>Maximum 4 points on this performance measure</i>	a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2	According to the LG approved budget estimates for FY 2020/21 (Vote 592), the Water officer budgeted for a total of 40,800,000 as wages for water staff. The budget though does not specify the cadre of staff being budgeted for but the structure provides for Engineering Assistant, Borehole Maintenance Technician and Civil Engineer.	2
6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff  <i>Maximum 4 points on this performance measure</i>	b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2	According to the LG approved budget estimates for FY 2020/21 (Vote 592), the DNR Officer budgeted for a total of 214,800,000 as wages for Natural resources department staff. The budget does not specify the cadres budgeted for, but the structure provides for Natural Resources officer, Environment officer and does not have a Forestry Officer.	2
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.  <i>Maximum 6 points on this performance measure</i>	a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3	The District waster office has only one officer Muhumuza Samuel (water officer) who was appraised on 4/10/2021	3
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.  <i>Maximum 6 points on this performance measure</i>	b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3	There was no evidence presented to show that staff capacity needs for DWO were submitted to PHRO and or trained	0

### Management, Monitoring and Supervision of Services.

8	Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.  <i>Maximum 6 points on</i>	<ul style="list-style-type: none"> <li>a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</li> <li>• If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3</li> <li>• If 80-99%: Score 2</li> </ul>	<p>From the DWO Annual performance report 2020/21 received and stamped RWSSD of the MWE at 5th July, 2021, the district's safe water coverage was 75%.</p> <p>The safe water coverage for the sub counties is as follows</p> <p>1. Kigumba at 84.7%</p>	1
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*this performance  
measure*

- If 60-79: Score 1
- If below 60 %: Score 0

2. Kiryandongo at 72%
3. Masindi port at 95%
4. Mutunda at 63.6%
5. Bweyala TC at 63% (urban)
6. Kigumba TC at 70.1% (urban)
7. Kiryandongo TC at 95% (urban)
8. Kiryandongo Refuge settlement TC at 52.3%(Urban)

The sub counties whose safe water coverage is below that of the district (Rural) were Mutunda and Kiryandongo sub counties with 72% and 63.6% respectively.

From AWP FY 2021/22 signed and approved by the RWSSD, MWE on 02nd August, 2021

The following projects were proposed and approved by MWE as follows:

Project one: siting, drilling of 11 deep bore holes and 1 production well

- 3 deep boreholes at Mutunda sub county in the village Alero A, Kasanja B, Kisura East
- 4 deep boreholes in Kiryandongo sub county in Nyamuntende, Kamusenene, Kooki, Tugo
- 2 boreholes in Kigumba sun county in Nyakibete II and Nkwenda II
- 2 deep boreholes at Masindi port sub county in Katuugo and Kiryanseeka
- 1 production well in Kiryandongo sub county in Nyawino RGC.

Project two: Design of a solar powered mini piped water supply in Mutunda in Nanda RGC

Project three: 5 borehole rehabilitations

- 2 boreholes in Mutunda sub county at Nyamahasa P/S and Mutunda P/s
- 1 borehole rehabilitation in Masindi port in Kaduku Hill
- 1 borehole rehabilitation in Kiryandongo sub county in Sambya.
- 1 borehole rehabilitation in Kigumba sub county in Jeeja I

The total budget for the district is UGX 505,042,000 of which

Each borehole drilling at UGX 32,312,000,

Solar powered mini piped water system at UGX 52,000,000, Borehole rehabilitations at 11,465,333, Production well at UGX 40,000,000.

The district planned to construct water facilities totaling upto 472,446,665 UGX, of this the allocation to sub counties was 352,579,999 UGX.

The DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district comes to 74.6%.

Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

*Maximum 6 points on this performance measure*

b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY:  
Score 3

There was evidence of communication to the LLGs on their respective allocations of sources water projects for the current FY 2021/22 on the district notice board and in the respective sub counties and; i.e.

Letters were written to the recipient sub counties e.g.

Letters to the Senior Assistant Secretaries of all the Sub Counties of Kiryandongo, Kigumba, Mutunda and Masindi dated 30th September, 2021, indicating all activities of siting and drilling supervision of boreholes, rehabilitation and the respective software activities all the sub counties was observed.

For kiryandongo sub county, the letter indicated

o four deep boreholes at a total of UGX 129,248,000 in the villages of Nyamutende, Kamusenene, Kooki and Tugo. A production well at Nyawino RGC and a borehole rehabilitation at UGX 11,522,000

For Kigumba sub county: two deep boreholes at 64,624,000 in Nyakibete I and Nkenda II. And borehole rehabilitation in Jeeja I at UGX 11,522,000

For Mutunda sub county: three deep bore holes in Kasanyu B, Alero A and Kisura East villages at total cost of UGX 96,936,000. Two borehole rehabilitations in Mutunda p/s and Nyamahasa at a total cost of UGX 23,044,000, design SPMPWS Nanda RGC at UGX 52,000,000

For Masindi port: 2 deep boreholes in Katuugo and Kiryanseeka villages at UGX 64,624,000 and 1 rehabilitation in Kaduku at UGX 11,522,000.

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p>	<p>The list of facilities for which the district is in charge were availed. However, a monitoring plan wasn't available for assessment and as such the monitoring could not be assessed.</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• If 95% and above of the WSS facilities monitored quarterly: score 4</li> <li>• If 80-94% of the WSS facilities monitored quarterly: score 2</li> <li>• If less than 80% of the WSS facilities monitored quarterly: Score 0</li> </ul>	<p>Nonetheless, monitoring reports between the period May 2021 and June 2021 were presented and were basically on only the new facilities under the FY 2020/21.</p>	
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>b. Evidence that the DWO conducted quarterly DWSSC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>The DWSSC meetings were held as follows in the respective quarterly reports</p> <p>Q1 no DWSSC was held due to late release of quarter one releases,</p> <p>Q2 the first DWSSC was held on the 8th Dec, 2020</p> <p>Q3 the second DWSSC was held on 10th Feb, 2021</p> <p>Q4 two DWSSC meetings were held on the 2nd June, 2021 and 18th June 2021.</p> <p>The reason for not having a meeting in Q1 was delayed release of funds</p>	2
	<p><i>Maximum 8 points on this performance measure</i></p>			
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>Letters dated 30th September 2021 were sent to senior assistant CAO, chairperson LCIII and CBOs of the sub counties Mutunda, Masindi port, Kigumba and Kiryandongo clearly showing their budget allocations. The letter detailed which facility will be implemented in which parish and village and the software activities that will be undertaken during that time.</p>	2
	<p><i>Maximum 8 points on this performance measure</i></p>			



10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> <li>• If funds were allocated score 3</li> <li>• If not score 0</li> </ul>	<p>The AWP for the previous FY 2020/21 indicated 90,461,507 UGX under the NWR. Of this UGX, 44,404,507 i.e. 49.1% was allocated to facilitate community mobilization activities e.g.</p> <ul style="list-style-type: none"> <li>o DWSSCC meetings costed 7,280,000 UGX</li> <li>o Planning and advocacy meetings at sub county level costed 2,000,000 UGX</li> <li>o Sensitizing Communities to fulfill critical requirements costed 9,741,000 UGX</li> <li>o Post construction support to (WUCs) software steps costed 5,516,507 UGX</li> <li>o Training WSCs costed 10,353,000 UGX</li> <li>o Extension staff meetings 7,200,000 UGX</li> </ul>	3
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities: Score 3.</p>	<p>From the District Annual performance report for FY 2020/21 e report 5th July, 2021, it was signed and stamped by the ministry's RWSSD on 2 Aug 2021 had evidence of training of 22 WSCs and also a separate detailed report on the trainings was presented by Senior Community Development Officer for assessment.</p> <p>Attendance lists were availed for which the members signed.</p> <p>During the field inspections, the care taker Olwenyi Charles of a PSP extension at Apodorwa RGC in Apodorwa village, Kigumba sub county clearly stated that they were trained in aspects in the aspects of O&amp;M and a user fee of UGX 2,000 is collected from each household per month.</p> <p>On another facility, a member of the WSC of Masaba borehole in Masamba village, Kiryandongo sub county was interviewed and it was found out that he was conversant with the different aspects of O&amp;M of the borehole. He further stated that the community members collect a fee of UGX.1,000 every month.</p>	3

## Investment Management

11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:  Score 4 or else 0	An asset register was availed and stamped by the water DWO on 01st November, 2021. It was up-to-date with all the new water facilities in the LLGs and the other assets that were procured during FY 2020/21 under the water office.	4
11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:  Score 4 or else score 0.	The LG provided desk appraisal reports that revealed that the LG conducted desk appraisals for all WSS projects in the budget FY2021/22 to establish that the prioritized projects were derived from the LG DP111 and eligible for expenditure as per sector guidelines and funding source.  Evidence  1. Desk appraisal report for rehabilitation of boreholes at Alarotinga PS completed on the 4 August 2020.  2. Desk appraisal report for construction of Kiruli deep borehole completed on the 4 August 2020.  3 Desk appraisal report for rehabilitation of Ndabulye PS borehole completed on the 4 August 2020.	4
11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2	For the 18 planned facilities in the FY 2021/22. There were only 6 application letters could be presented during the assessment.	0

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>The LG provided field appraisal reports for WSS projects to be implemented in FY2021/22 that revealed that the LG conducted field appraisals to check for their technical feasibility, environmental and social acceptability, and customized designs.</p>	2
			<p>Evidence</p> <ol style="list-style-type: none"> <li>1. Field appraisal report for rehabilitation of boreholes at Alarotinga PS completed on the 4 August 2020.</li> <li>2. Field appraisal report for construction of Kiruli deep borehole completed on the 4 August 2020.</li> <li>3 Field appraisal report for rehabilitation of Ndabulye PS borehole completed on the 30 April 2021.</li> </ol>	
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>While the water projects for the current financial year had been screened , the ESMPs had not yet been prepared and incorporated in the BOQs. Examples of screened water projects included;</p> <p>Screening for rehabilitation of Nyamahas p/s was done on 16/08/2021</p> <p>Screening for rehabilitation of Nsambya borehole was done on 16/08/2021</p> <p>Screening for construction of Kooki borehole was done on 16/08/2021</p> <p>Rehabilitation of Kaduku hill borehole was done on 16/08/2021</p>	0

Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements

*Maximum 14 points on this performance measure*

a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0

The following water infrastructure investment projects among others were incorporated in the AWP and Procurement Plans for the current FY

- Borehole rehabilitation- KIRY592/WRKS/21-22/00015. Budgeted at UGX 57,610,000/=
- Deep borehole Drilling and installation- KIRY592/WRKS/21-22/00016. This was budgeted at UGX 298,540,000/=
- Feasibility study- piped water systems at Nanda- KIRY592/WRKS/21-22/0001. Budgeted at UGX 52,000,000/=
- Siting and drilling of a production well- KIRY592/WRKS/21-22/00021 with a budget estimate of UGX 38,000,000/=.

Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements

*Maximum 14 points on this performance measure*

b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:

The water supply and public sanitation infrastructure Projects for the Previous FY were approved before commencement of Works. These projects included among others;

1. Water supply system extension at Apodorwa- KIRY592/WRKS/20-21/000042.

Approved by the Contracts Committee under Min No. 013/06/CC/KDLG/20-21 in a meeting held on 11/Mar/2021

2. Eight deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT2. Approved by the Contracts Committee under Min No. 052/03/CC/KDLG/20-21

3. Nine deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT1. Approved by the Contracts Committee in a meeting held on 11th Mar 2021 under MIN No. 052/03/CC/KDLG/20-21

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>No documented evidence of proper (Full PIT) establishment of Project Implementation Team by the DWO/CAO was seen by the Assessor. A letter from CAO appointing the DWO as the contract manager for WSS projects of FY 2020/2021 was seen by the assessor.</p>	<b>0</b>
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>The DWO provided the technical drawing of the borehole which was developed in September 2017.</p> <p>From the field inspections of the two boreholes drilled last FY 2020/21, that Masamba catholic church in Masamba village, Kiryandongo sub county and Kyamugenyi C.O.U borehole primary school, Kinagirana II village in Kigumba Sub County, it was evidenced that the boreholes were constructed as per the technical designs including the drain, the apron, the spout and the handpump were all seen.</p>	<b>2</b>

Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements

*Maximum 14 points on this performance measure*

e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2

The DWO and Environmental Officer carried out regular technical supervision as per the supervision reports dated 01st Apr 2021, 04 May 2021, 8 Jun 2021 and 18 Jun 2021.

However, there was no proper documentary evidence in regards to presence of the other relevant technical officers like the District Community Development Officer and Environment Officer during supervision of WSS infrastructure projects.

The sampled projects included;

1. Water supply system extension at Apodorwa- KIRY592/WRKS/20-21/000042
2. Eight deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT2.
3. Nine deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT1.

Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements

*Maximum 14 points on this performance measure*

f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts

o If 100 % contracts paid on time: Score 2

o If not score 0

Review of sample of LG's payments to 3 Contractor in FY2020/21 for Water Projects disclosed that the DWO verified and initiated payments to contractors within 10 working days after request for payment was made by Contractor.

#### Evidence

Request for payment was made to M/s. KLR- Uganda Ltd on the 15 June 2021 for drilling, test pumping, casting and installation of 8 boreholes in Kiryandongo DLG for UGX.31,906,294. The DWO recommended payment on the 16 June 2021 and signed payment certificate on the 16 June 2021, after 1 day from the time the request was made by the Contractor.

2. Request for payment was made by M/s KLR- Uganda Ltd on the 28 May 2021 for drilling, test pumping, casting and installation of 8 boreholes in Kiryandongo District for UGX. 176,458,572. The request for payment was forwarded by the DWO and payment certificate signed on the 1 June 2021, after 1 working day from the time request was made by Contractor.

3. Request for payment was made by M/s Rok Technical Services Limited on the 28 May 2021 for consultancy services in siting supervision of 8 boreholes for UGX 24,662,000. The DWO recommended the payment and signed interim certificate on the 1 June 2021, after 1 working day from the time request was made by Contractor.

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p> <p>Score 2, If not score 0</p>	<p>Complete Procurement files for the water infrastructure investments are in place with Evaluation Reports and Minutes of the Contract Committee, and the very contract documents</p> <p>For example;</p> <ul style="list-style-type: none"> <li>• Eight deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT2.</li> <li>• Nine deep borehole drilling and installation- KIRY592/WRKS/20-21/00002/LOT1.</li> </ul> <p>These were approved by the Contracts Committee under Min No. 052/03/CC/KDLG/20-21.</p> <p>The contract documents were signed on 23rd November 2020 with a Contract price of UGX 213,925,740/= and UGX 212,792,055/= respectively awarded to KLR Uganda Ltd and Icon Projects limited respectively.</p>	2
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**Environment and Social Requirements**

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p> <p>Score 3, If not score 0</p>	<p>There was no evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p>	0
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that the DWO and the Environment Officer had disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs as per the report dated 19/01/2021 signed by the CAO under which minute 6 had presentation of Environmet guidelines for water source , catchment protection and natural resource management. In attendance were all subcounty CDOs and DCDO</p>	3



15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	There was no evidence adduced to ascertain that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 3, If not score 0	There was evidence that all WSS projects are implemented on land where the LG has proof of consent as observed below;  Consent form for voluntary land distribution between Kabagambe David, Sylvia Menya and Kigumba sub county signed on 5/08/2021  Voluntary land distribution between Kisa Robert and Kiryandongo sub county signed on 04/03/2021  Agreement for offer of land for a community water source between Ozungo Alfonso, Ngoga Jotham and Kimyoka village signed by L.C I chairman on 07/01/2020  Consent form for voluntary land distribution by Mategero Dan of Kasaija A, signed by L.c 1 chairperson on 26/07/2021	3
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  Score 2, If not score 0	Review of sample of payments to 3 Contractors for Water Projects in FY2020/21 revealed that the EO and CDO completed and signed E&S Certification Forms prior to payments being made to Contractors at interim and final stages of projects.  Evidence  Payment Vouchers  1. Request for payment was made to M/s. KLR- Uganda Ltd on the 15 June 2021 for drilling, test pumping, casting and installation of 8 boreholes in Kiryandongo DLG for UGX.31,906,294. Payment certificate was signed by the DWO on the 16 June 2021, District Environment Officer on the 17 June 2021 and DCDO on the 16 June 2021. Completion Report received by DWO on the 1 June 2021 and certificate of analysis from NWSC was dated 19 May 2021.	2

2. Request for payment was made by M/s KLR- Uganda Ltd on the 28 May 2021 for drilling, test pumping, casting and installation of 8 boreholes in Kiryandongo District for UGX. 176,458,572. The DWO, Environment Officer and CDO signed the payment certificate on the 1 June 2021. Completion Report received by DWO on the 1 June 2021 and certificate of analysis from NWSC was dated 19 May 2021.

3. Request for payment was made by M/s Rok Technical Services Limited on the 28 May 2021 for consultancy services in siting supervision of 8 boreholes for UGX 24,662,000. Payment certificate was signed by the DWO, Environment Officer and DCDO on the 1 June 2021. Progress of works provided. Siting report received on the 24 March 2021 by CAO

Environmental and Social Safeguard Compliance Report for Ongoing Projects signed by Environment and DCDO for boreholes at

1. Kyogoma on the 26 May 2021,
2. Nyakabale PS on the 26 May 2021
3. Kyamugenyi on the 26 May 2021
4. Kimyoka on the 25 May 2021

15

Safeguards in the Delivery of Investments

*Maximum 10 points on this performance measure*

d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:

Score 2, If not score 0

There was no evidence that the CDO and environment Officers undertook monitoring to ascertain compliance with ESMPs; and provided monthly reports.

0

**Micro-scale  
irrigation  
performance  
measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>Not applicable, LG has no Microscale irrigation activities</p>	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> <li>• By more than 5% score 2</li> <li>• Between 1% and 4% score 1</li> <li>• If no increase score 0</li> </ul>	<p>Not applicable, LG has no Microscale irrigation activities</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>Not applicable, LG has no Microscale irrigation activities</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0</p>	<p>Not applicable, LG has no Microscale irrigation activities</p>	0

3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0</p>	<p>Not applicable, LG has no Microscale irrigation activities</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY</p> <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80% score 0</li> </ul>	<p>Not applicable, LG has no Microscale irrigation activities</p>	0
4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>a) Evidence that the LG has recruited LLG extension workers as per staffing structure</p> <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• If 75 – 99% score 1</li> <li>• If below 75% score 0</li> </ul>	<p>The structure provides for 22 extension workers for the 4 sub counties and all of them were recruited as follows;</p> <ol style="list-style-type: none"> <li>1. Sentalo Fred was appointed on 29th June 2015 under DCS minute No 426/2015 as assistance Veterinary officer- (Kiryandongo Sub County)</li> <li>2. Kazibwe kakoto Stephen was appointed on march 10, 2017 under DCS Minute No 02/2017 as Animal Husbandry officer (Kiryandongo DLG)</li> <li>3. Bingi Patrick was appointed as Veterinary officer on May 15, 2019 under DSC min 163/2019 ref CR/KD/10340</li> <li>4. Atugonza Adnani was appointed on march 10,2017 as Entomology Assistant under DSC minute no 06/2017 (Kiryandongo Sub county)</li> <li>5. Bukenya Bernard was appointed was appointed on april 5, 2018 under DSC minute number 22/2018 as Assistant Agriculture officer (Bweyale Town Council)</li> <li>6. Mandrerua Emmanuel was appointed on April 5, 2018 under minute number 26/2018 as assistant veterinary officer (Kiryandongo SC)</li> </ol>	2

7. Ejumu Moses was appointed on April 5, 2018 under DSC min No 27/2018 as veterinary officer (Diima Sub County)
8. Nyeko Simon Peter was appointed on June 19, 2019 under DSC min No 222/2019 as Assistant Fisheries officer (Masindi Port)
9. Sekamatte Stephen was appointed on May 27, 2017 under DSC min No 409/2015 as Agricultural officer (Masindi port)
10. Tindyebwa Evace was appointed on promotion as Agriculture officer on March 10, 2017 under DSC Min no 08/2017 (Kiryandongo TC)
11. Mpuuga Percy was appointed on March 10, 2017 as Senior Agricultural Officer under DSC Min no 81/2017 (DLG headquarters)
12. Owiny Lamo Chris was appointed on promotion on April 22, 2013 as Senior Veterinary Officer under DSC Min No. 44/2013 (DLG headquarters)
13. Dola Denish was appointed on probation as Assistant Veterinary officer under DSC Min No 25/2018 on April 5, 2018 (Kigumba TC)
14. Ayebale Evaline was appointed on probation on April 5, 2018 under DSC. Min No. 23/2018 as Assistant Agricultural officer (Masindi Post SC)
15. Tusiime Isaac was appointed on probation in April 5, under DSC Min no 24.2018 as Assistant Agricultural officer (Kigumba SC)
16. Kaaye Banyunya Charles was appointed on probation under DSC Min No 04/2017 dated March 10,2017 as Assistant veterinary officer (Kigumba SC)
17. Bulizzo Alex was appointed on promotion and transfer of service as Agricultural officer under DSC min, no 427/2015 dated 18th June 2015
18. Bigirwa Sabiti Bernard was appointed on probatin on June 23 2015 under DSC min no 424/2015 as Assistant Agricultural officer
19. Kaaye Banyumya Charles was appointed on March 10, 2017 under Min no 04/2017 as Assistant veterinary officer

20. Tugume Gorret was appointed on promotion as Agricultural officer on April 5, 2018 under DSC Min no 03/2018

21. Abua Opolot James was appointed (on reinstatement) as Assistant agricultura officer under DSC Min. No. 258/2014 in a letter dated November 9, 2014

22. Odora James was appointed Agricultural officer in a letter dated 19/6/2015 under DSC Min. No. 425/2015

4 Achievement of standards: The LG has met staffing and micro-scale irrigation standards  
b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF  
• If 100% score 2 or else score 0  
Maximum score 6  
Not applicable. The DLG does not have microscale irrigation activities 0

4 Achievement of standards: The LG has met staffing and micro-scale irrigation standards  
b) Evidence that the installed micro-scale irrigation systems during last FY are functional  
• If 100% are functional score 2 or else score 0  
Maximum score 6  
Not applicable. The DLG does not have microscale irrigation activities 0

### Performance Reporting and Performance Improvement

5 Accuracy of reported information: The LG has reported accurate information  
a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0  
Maximum score 4  
There was no evidence that the position of extension workers filled is accurate. The lists from HR division were not updated. For instance the HR list indicate a veterinary officer (Ejuru Moses) who is supposed to be in Mutumba Sub county but he was transferred and no updates were made on staff lists. 0

5 Accuracy of reported information: The LG has reported accurate information  
b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0  
Maximum score 4  
Not applicable. DLG does not have micro scale irrigation activities 0

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>Not applicable. DLG does not have microscale irrigation activities</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>Not applicable. DLG does not have microscale irrigation activities</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	<p>Not applicable. DLG does not have microscale irrigation activities</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>d) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0</p>	<p>Not applicable. DLG does not have microscale irrigation activities</p>	0

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0</p>	<p>Not applicable. DLG does not have microscale irrigation activities</p>	0
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**Human Resource Management and Development**

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	<p>There was evidence that the LG budgeted for extension workers according to budget estimates of 20/21 (page 20) to a tune of 668,495,000/=</p>	1
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>ii Deployed extension workers as per guidelines score 1 or else 0</p>	<p>There was evidence that extension workers were deployed according to the needs of the Sub counties as follows;</p> <ol style="list-style-type: none"> <li>1. Kaaye Banyumya Charles Assistant veterinary officer (Kigumba SC)</li> <li>2. Kayrogonza Fred, Agricultural officer (Kigumba SC)</li> <li>3. Tusiime Isaac Assistant Agricultural officer (Kigumba SC)</li> <li>4. Badura Kaija John, Assistant Animal Husbandry Officer, (Kigumba SC)</li> <li>5. Bigirwa Sabiti Bernard, Assistant Agricultural officer (Mutumba SC)</li> <li>6. Ejumu Moses veterinary officer (Mutumba SC)</li> <li>7. Nyangoma Jane Vermin Guard (Mutumba SC)</li> <li>8. Odora James, Agricultural Officer, (Mutumba SC)</li> <li>9. Kihangire Rogers, Assistant Agricultural Officer (Kiryandongo Sub County)</li> </ol>	1
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10. Sentalo Fred, Assistance  
Veterinary officer- (Kiryandongo Sub  
County)
11. Mutebi Paul, Assistant Animal  
Husbandry officer, Bweyale TC
12. Tugume Gorret, Agricultural  
officer, Kigumba TC
13. Ayebale Evaline Assistant  
Agricultural officer (Kiryandongo TC)
14. Bingi Patrick, Veterinary officer,  
(Masindi Port SC)
15. Nyeko Simon Peter Assistant  
Fisheries officer (Masindi Port)
16. Sekamatte Stephen Agricultural  
officer (Masindi port)
17. Babyenda Cuthbert, Vermin  
Control officer (Headquarters)
18. Bukenya Bernard as Assistant  
Agriculture officer (Masindi port)
19. Karungi Enid, Senior Agricultural  
Officer, Headquarter
20. Katusime Godfrey, Entomologist,  
Headquarters
21. Kazibwe Kakoto Stephen, Animal  
Husbandry officer, Headquarters
22. Nyiratunga Scovia, Fisheries  
Officer, Headquarters
23. Oola Denish, Assistant Animal  
Husbandry Officer, Kitumba TC
24. Owiny Chris Lamo, Senior  
Veterinary Officer , Headquarters
25. Tundyebwa Evas, Agricultural  
Officer, Headquarter
26. Wabwire Tonny Fredrick,  
Principal Veterinary Officer,  
Headquarter
27. Abau Opolot James, Assistant  
Agricultural officer, Kiryandongo SC
28. Atugonza Adinan Entomological  
Assistant, Kiryandongo SC
29. Aweko Juliet, Assistant Fisheries  
Officer, Kiryandongo, SC
30. Bulizzo Alex, Agricultural Officer,  
Kiryandango SC
31. Mandrerua Emmanuel, Assistant  
Animal Husbandry Officer,

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p>	<p>There was no evidence that extension workers are working where they are deployed. There was inaccuracy of information obtained from the HR Division, not corresponding with the sub county information. For instance the HR list indicate a veterinary officer (Ejuru Moses) is supposed to be in Mutumba Sub county but the assessor was told that this staff was transferred to another subcounty last financial year.</p>	0
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0</p>	<p>There was evidence in the sub-counties visited, that the staff at subcounty are publicized on noticeboards</p>	2
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>There was no evidence to show that all the extension workers had been appraised for previous FY.</p> <p>Out of the 22 extension workers, only 10 had been appraised for the previous FY as follows;</p> <ol style="list-style-type: none"> <li>1. Sentalo Fred Assistant Veterinary officer- (Kiryandongo Sub County) was appraised on 30/6/2021</li> <li>2. Kazibwe kakoto Stephen Animal Husbandry officer (Kiryandongo DLG) was appraised on 6/7/2021</li> <li>3. Bingi Patrick Assistant vet officer (Masindi Port Sub County) was appraised on 1/9/2021</li> <li>4. Atugonza Adnani Entomology Assistant (Kiryandongo Sub county) was appraised on 8/6/2021</li> <li>5. Bukenya Bernard Assistant Agriculture officer (Bweyale Town Council) was appraised on 6/7/2021</li> <li>6. Mandrerua Emmanuel officer (Kiryandongo SC) was appraised on 6/7/2021</li> </ol>	0

7. Ejumu Moses a veterinary officer (Diima Sub County) was appraised on 5/7/2021

8. Nyeko Simon Peter Assistant Fisheries officer (Masindi Port) was appraised on 5/7/2021

9. Sekamatte Stephen As Agricultural officer (Masindi port)was appraised on 9/7/2021

10. Tindyebwa Evace no evidence of appraisal

11. Mpuuga Percy no evidence of appraisal

12. Owiny Lamo Chris –no evidence of appraisal

13. Dola Denish has no evidence of appraisal for the last FY on file

14. Ayebale Evaline no evidence appraisal for the last FY on file

15. Tusiime Isaac no evidence of appraisal

16. Kaaye Banyunya Charles no evidence of appraisal

17. Bulizzo Alex was appraised on 28/6/2021

18. Bigirwa Sabiti Bernard - no evidence of appraisal on file

19. Kaaye Banyumya Charles - no evidence of appraisal on file

20. Tugume Gorret -- no evidence of appraisal on file

21. Abua Opolot James -- no evidence of appraisal on file

22. Odora James -- no evidence of appraisal on file

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	There was no evidence of corrective action taken, based on performance appraisal reports; for instance,  1. Sentalo was recommended for further studies, and there is not evidence of this having been done  2. Bingi PTRICK was recommended for further studies  3. Atugonza was recommended to be re-designated assistant agricultural officer  None of the above has so far been done according to documents on file.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	b) Evidence that:  i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Not applicable	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	Not applicable	0

**Management, Monitoring and Supervision of Services.**

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	Not Applicable for this assessment because the DLG did not implement Micro-scale irrigation projects in the FY2020/21	0
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Maximum score 10

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>Not Applicable for this assessment because the DLG did not implement Micro-scale irrigation projects in the FY2020/21</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>Not Applicable for this assessment because the DLG did not implement Micro-scale irrigation projects in the FY2020/21</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>Not Applicable for this assessment because the DLG did not implement Micro-scale irrigation projects in the FY2020/21</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>Not Applicable for this assessment because the DLG did not implement Micro-scale irrigation projects in the FY2020/21</p>	0
	<p>Maximum score 10</p>			

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> <li>Less than 70% score 0</li> </ul>	<p>Not applicable. DLG has not micro scale activities.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training &amp; support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>Not applicable. DLG has not micro scale activities.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>Not applicable. DLG has not micro scale activities.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>Not applicable. DLG has not micro scale activities.</p>	0

11 Mobilization of farmers: a) Evidence that the LG has conducted Not applicable. DLG has not micro 0  
The LG has conducted activities to mobilize farmers as per guidelines: scale activities.  
activities to mobilize Score 2 or else 0  
farmers to participate in  
irrigation and irrigated  
agriculture.

Maximum score 4

11 Mobilization of farmers: b) Evidence that the District has trained staff Not applicable. DLG has not micro 0  
The LG has conducted and political leaders at District and LLG levels: scale activities.  
activities to mobilize Score 2 or else 0  
farmers to participate in  
irrigation and irrigated  
agriculture.

Maximum score 4

### Investment Management

12 Planning and budgeting a) Evidence that the LG has an updated register Not applicable. DLG has not micro 0  
for investments: The LG of micro-scale irrigation equipment supplied to scale activities.  
has selected farmers farmers in the previous FY as per the format:  
and budgeted for micro- Score 2 or else 0  
scale irrigation as per  
guidelines

Maximum score 8

12 Planning and budgeting b) Evidence that the LG keeps an up-to-date Not applicable. DLG has not micro 0  
for investments: The LG database of applications at the time of the scale activities.  
has selected farmers assessment: Score 2 or else 0  
and budgeted for micro-  
scale irrigation as per  
guidelines

Maximum score 8

12 Planning and budgeting c) Evidence that the District has carried out farm Not applicable. DLG has not micro 0  
for investments: The LG visits to farmers that submitted complete scale activities.  
has selected farmers Expressions of Interest (EOI): Score 2 or else 0  
and budgeted for micro-  
scale irrigation as per  
guidelines

Maximum score 8

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects:</p> <p>Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>Not applicable. DLG has not micro scale activities.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects</p>	0



13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during:  i. Testing the functionality of the installed equipment: Score 1 or else 0	Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects	<b>0</b>
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Maximum score 18

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	Not Applicable for this assessment because the DLG did not receive funds for implementation of micro-scale irrigation projects	<b>0</b>
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Maximum score 18

**Environment and Social Safeguards**

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.	<b>0</b>
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Maximum score 6

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	b) Micro-scale irrigation grievances have been: <ul style="list-style-type: none"> <li>i). Recorded score 1 or else 0</li> <li>ii). Investigated score 1 or else 0</li> <li>iii). Responded to score 1 or else 0</li> <li>iv). Reported on in line with LG grievance redress framework score 1 or else 0</li> </ul>	Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.	<b>0</b>
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Maximum score 6

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <ul style="list-style-type: none"> <li>ii. Investigated score 1 or else 0</li> <li>iii. Responded to score 1 or else 0</li> <li>iv. Reported on in line with LG grievance redress framework score 1 or else 0</li> </ul>	<p>Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.</p>	<b>0</b>
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <ul style="list-style-type: none"> <li>iii. Responded to score 1 or else 0</li> <li>iv. Reported on in line with LG grievance redress framework score 1 or else 0</li> </ul>	<p>Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.</p>	<b>0</b>
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <ul style="list-style-type: none"> <li>iv. Reported on in line with LG grievance redress framework score 1 or else 0</li> </ul>	<p>Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.</p>	<b>0</b>
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**Environment and Social Requirements**

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>a) Evidence that LGs have disseminated Micro-irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p>	<p>Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.</p>	<b>0</b>
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15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.  i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Kiryandongo DLG had no Micro scale irrigation at the time of this assessment.	0

Micro-scale irrigation minimum conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The LG substantively appointed Mr. Mpuuga Percy as Senior Agriculture Engineer in a letter dated march 10, 2017 under DSC Min. No. 81/2017 (correcting Minute 03/2017) ref CR/KD/10338</p>	<b>70</b>
<b>Environment and Social Requirements</b>				
2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p>	<p>Kiryandongo DLG had no micro scale irrigation at the time of this assessment.</p>	<b>0</b>

Water & environment minimum conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Candia Joseph was appointed Civil Engineer in a letter dated June 29,2021 under DSC Min. No. 199 of 2021, Ref. CD/D/14816	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The LG does not have a substantively appointed officer for the post of Assistant Water officer for mobilization and this post is not in Kiryandongo DLG approved staff structure.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The LG does not have a substantively appointed officer for the post of Borehole maintenance Technician	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The LG does not have a substantively appointed officer for the post of Natural Resources and this is not in Kiryandongo DLG approved staff structure.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The LG does not have a substantively appointed officer for the post of Environment officer	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	The LG does not have a substantively appointed officer for the post of Forestry officer and this post is not in Kiryandongo DLG approved staff structure.	0

**Environment and Social Requirements**

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	There was evidence that Environmental, Social and Climate Change screening for water infrastructure was carried out;  Drilling of deep borehole at Alero C was screened and had an ESMP costed of UGX: 4,908,000 , signed by Environment Officer and DCDO on 19/03/2021  Drilling of deep borehole at Kente west was screened and had costed ESMP of UGX; 4,908,000, signed by Environment Officer and DCDO on 19/03/2021  Deep bore hole drilling at Kiryampungula Padyer was screened and had a costed ESMP of UGX: 4,908,000, signed by Environment Officer and DCDO on 17/03/2021	10
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	All the screened infrastructural projects under the water sector didnot qualify undergoing an ESIA	10
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	Kiryandongo DLG did not have any piped water system for the previous financial year.	10

Health minimum conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.</p>	<p>Dr. Mutyaba Imaam was appointed DHO on 22 April, 2013 under DSC. Min. N. 42/2013, Ref. CR/D/10626</p>	<b>10</b>
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>The LG substantively appointed Ms. Ada Christine P'moru as ADHO (M&amp;CN) under DSC. Min. No 32/2017</p>	<b>10</b>
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>The LG does not have a substantively appointed ADHO(E).</p> <p>Ociba James is acting as ADHO (Environement health) having been appointed on acting capacity by CAO on 19/1/2021</p>	<b>0</b>
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>Ociba James Michael was appointed Senior Environment Health Officer on December 23, 2021 under DSC. Min. No 157 of 2020</p>	<b>10</b>
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>The DLG has no substantively appointed officer for the post of Senior Health Educator</p>	<b>0</b>



1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	f. Biostatistician, score 10 or 0.	Kyomuhendo Gorrety Abooki was appointed Biostatistician in April 17, 2014 under DSC Minute No. 127/2015	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	g. District Cold Chain Technician, score 10 or else 0.	Mugisa Anna was appointed Cold Chain Technician in a letter dated September 02, 2021 under DSC. Min. No. 230 of 2021 Ref. CR/KD/10262	10
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	i. Principal Health Inspector, score 20 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	j. Health Educator, score 20 or else 0		

**Environment and Social Requirements**

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that Kiryandongo DLG carried out Environmental, Social and Climate Change screening as thus;</p> <p>Fencing of Mpumwe HCII was screened and had a costed ESMP of UGX: 1,580,000, signed by the Environment officer and DCDO on 20/10/2020</p> <p>Fencing of Kiigya HC II phase II was screened and had a costed ESMP of UGX: 1,600,000, signed by the Environment officer and DCDO on 20/10/2020</p>	15
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>The screened infrastructural projects under health did not qualify under going an ESIA</p>	15

Education minimum conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.</p> <p><i>The Maximum Score of 70</i></p>	<p>a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0</p>	<p>The LG substantively appointed Rev. Kirya Edward as DEO under DSC Minute No. 356/2015 dated February 16, 2015</p>	<b>30</b>
1	<p>New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.</p> <p><i>The Maximum Score of 70</i></p>	<p>b) All District/Municipal Inspector of Schools, score 40 or else 0.</p>	<p>The LG structure provides for two Inspectors of schools and these were substantively recruited as follows;</p> <p>1. Senor Inspector of Schools; Katusabe Johnson was appointed on February 7, 2018 under DSC Minute no 140/2018</p> <p>2. Inspector of school: Ojja Patrick, was appointed on November 24, 2020 under DSC minute no 121 of 2020</p>	<b>40</b>
<b>Environment and Social Requirements</b>				
2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>The Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that Kiryandongo DLG conducted Environmental, Social and Climate Change screening/Environment as observed;</p> <p>Construction of five stance VIP latrine for Techwa primary school was screened and had a costed ESMP of UGX; 881,712 .Signed by the Environment officer and CDO on 11/08/2020</p> <p>Construction five stance VIP latrine at Nyinga primary school was screened and had a costed ESMP of UGX; 881,712 .Signed by the Environment officer and CDO on 11/08/2020</p> <p>Construction of a classroom block at Kyamugenyi COU p/s was screened and had a csted ESMP of UGX: 2,359,895 .Signed by Environment officer and CDO on 04/08/2020</p>	<b>15</b>

Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)

If the LG carried out:  
b. Social Impact Assessments (ESIAs) ,  
score 15 or else 0.

It was observed that all infrastructure projects under Education were screened and had ESMPs prepared. The findings from the screening did not guarantee any of the projects undergoing an Environment and Social Impact Assessment.

The Maximum score is 30

Crosscutting minimum conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	The LG has a substantively appointed CFO Obwona Richard who was appointed under DSC Minute No. 355/2015 in a letter dated February, 16, 2015	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	Balikagira Julius was substantively appointed in a letter dated May 15, 2019 under DSC Minute No. 156/2019	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	The position of District Engineer is being held in acting capacity by Niyonzima Emmanuel who was assigned duties in a letter dated September 2, 2021 under Minute No. 253/2021	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The LG has not substantively recruited an officer for the post of DNRO. Mr Kigoye Yasin, the Senior Lands Management Officer was assigned duties on 12th December 2018 Ref CR/D/10287 under DSC Minute No 137/2018.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	Byenkya Issa Hassan was appointed District Production and Marketing officer on April 5, 2018 under DSC Minute No.01/2018, Ref. CR/D/16371	3

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	District Community Development officer is Dabanja Geoffrey. He was appointed on 7th June 2018 Ref CR/D/10307 under DSC Minute No 118/2018.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	Mr. Kakumba Sam was appointed District Commercial officer on May 24, 2019 under DSC Minute No 203/2019	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	Ndiroraho Milton was appointed Senior Procurement officer under Min No. 157/2019 in a letter dated May 15, 2019, Ref. CR/D/10123	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	Tumuhaise Christine was appointed Procurement officer on November 24th 2020 under DSC minute no 137 of 2020	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	Ms Muringi Violet was appointed Principal Human Resource Officer on May 24,2019 under DSC Minute No 200/2019	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	Businge Zalfa was appointed Senior Environment officer on September 2, 2021 under DSC Min. No. 234 of 2021	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>Kigoye Yassin was appointed Senior Land management officer in a letter dated June 27,2014 under DSC minute No. 163/2014, Ref. CR/KD/10278</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p>Wandera Christopher was appointed Senior Accountant in a letter dated December 23, 2020 under DSC Min. No. 159 of 2020</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>The LG substantively appointed Ms Biingi Elizabeth as Principal Internal Auditor in a letter dated 24th May 2019 under DSC Minute No.202/2019.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>The LG does not have a substantively appointed Principal Human Resource Officer, but Ms Andoa Jacqueline Matilda as acting Secretary to DSC following instrument dated September 02, 2021 minute no 252/2021</p>	0

2

New\_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG

Maximum score is 15

a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).

Kiryandongo District has four operational sub counties, but only two have substantively appointed SACAOs as follows;

1. Kiryandongo sub county- Obua Patrick was appointed SACAO on September 02, 2021 under minute no 243/2020.

2. Kigumba sub country- Nataba Agness was appointed Senior Assistant Chief Administrative Officer on November 26m 2020 under Minute No 134 of 2020.

The other sub counties without substantively appointed SACAOs are;

3. Masindi port sub county – Oyundu B Edward was assigned responsibility of SACAO on December 8, 2020

4. Mutunda sub county –Lydia Tusabe was assigned duties in a letter dated 26th October 2020 as SASACAO for Mutunda SC

0

2

New\_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG

Maximum score is 15

b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGS, score 5 or else 0.

There was evidence that all the fthree town councils, have CDOs and SCDOs respectively as follows;

1. Kiryandongo sub county- Tumwesigye Brenda was appointed on September 02, 2021 under minute no. 223 of 2021

2. Kiryandongo Town Council – Mbabazi Jannet appointed SCDO on September 02, 2021 under Minute no 256 of 2021

3. Kigumba sub country- Wandira Fred appointed on September 02, 2021 under minute no 220 of 2021

4. Kigumba Town Council – Otika joseph who was appointed SCDO on September 02, 2021 under Minute no 256 of 2021

5. Masindi port sub county – Ntegeka Christine appointed on September 02,2021 under minute no 221 of 2021

6. Mutunda sub county – was appointed on September 02, 2021 under min no 222 of 2021

7. Buyale Town Council- Nagujja Pauline a Senior Community Development Officer appointed on September 23, 2020 under minute no 152 of 2020

5



New\_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG

Maximum score is 15

c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.

The District has a total 7 SAA substantively appointed for LLG as follows;

1. Kabuga Geoffrey was appointed Senior Assistant Accountant in a letter dated December 23, 20120 under DSC Min No 163 of 2020 (Masindi Port SC)
2. Kirya John was appointed Senior Assistant Accountant in a letter dated December 23, 2020 under DSC Min. No 162 of 2020 Ref CR/KD/10217(Masindi Port SC)
3. Muganyizi Lydia Mary was appointed Senor Accounts Assistant in a letter dated 10/07/2014 under DSC Min No. 180/2014 Ref CR/KTC/100004 (Kigumba TC)
4. Businge Jane was appointed Senior Assistant Accountant in a letter dated June 29 2021 Ref CR/KD/10268 (DLG HQs)
5. Kusima Harriet was appointed Senior Account Assistant in a letter dated 13 April 2016 under DSC min No. 79/2016 Ref. CR.BTC1007 (Kiryandongo TC)
6. Asaba Francis was appointed Senior Accounts assistant in a letter dated 8/9/2015 under DSC Min no 424/2015n ref CR/KT/024 (Bweyale TC)
7. Mwesigwa Henry was appointed on Senior accounts Assistant in a letter dated 4/10/2005 under DSC Min No 389/2005 ref CR/D/10473 (Mutunda SC)

## Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.  Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to:  a. Natural Resources department,  score 2 or else 0	Review of LG Draft Final Accounts for FY2020/21 revealed that the LG released 66.4% of the funds allocated to the department of Natural Resources in FY2020/21  Evidence	0
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Budgeted Amount for FY2020/21 was UGX 17,989,657,788 (Pg. 11)

Amount Warranted for FY2020/21 was UGX 11,940,745,541 (Pg. 11)

Calculation  
  
Amount Warranted/Budgeted\*100=  
  
 $11,940,745,541/17,989,657,788*100=66.4\%$

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.  Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to:  b. Community Based Services department.  score 2 or else 0.	Review of LG Draft Final Accounts for FY2020/21 revealed that the LG released 78.2 % of the funds allocated to the department of Community Based Services Department in FY2020/21  Evidence	0
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Budgeted Amount for FY2020/21 was UGX. 265,970,891 (Pg. 11)

Amount Warranted for FY2020/21 was UGX. 208,003,648 (Pg. 11)

Calculation  
  
Amount Warranted/Budgeted\*100=  
  
 $208,003,648/265,970,891*100= 78.2\%$

4

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0

There was evidence that Kiryandongo carried out Environmental, Social and Climate Change screening for projects implemented using the DDEG for previous financial year as thus;

Screening for renovation of Kiryandongo subcounty hall was done and signed by EO and CDO on 14/08/2020

Screening for Construction of Bweyale town council administrative block phase IV done and signed by EO and DCDO on 14/08/2020

Screening for construction of Kigumba TC administration block phase III was done and signed by the CDO and Eo on 14/08/2020

Screening for Construction of district stores was done and signed by the EO and DCDO on 14/08/2020

Screening for Construction of 16 market stalls at Gaspa market was done and signed by EO and DCDO on 23/07/2020

4

4

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),

score 4 or 0

Upon screening of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG) and preparation of ESMPs, no project qualified undergoing an ESIA. Examples of projects included;

Renovation of Kiryandongo subcounty hall was screened and ESMPs costed at UGX: 1,499,334, and signed by EO and CDO on 14/08/2020

Construction of Bweyale town council administrative block phase IV had costed ESMPs at UGX: 2,312,965 and signed by EO and DCDO on 14/08/2020

Construction of Kigumba TC administration block phase III had a costed ESMP of UGX: 5,986,000 and signed by the CDO and Eo on 14/08/2020

Construction of district stores had a costed ESMP of 5,3326,324 and signed by the EO and DCDO on 14/08/2020

Construction of 16 market stalls at Gaspa market had costed ESMPs of UGX: 2,700,000 and signed by EO and DCDO on 23/07/2020

4

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;

score 4 or 0

There was evidence that Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG) were prepared as thus;

Construction of Bweyale town council administrative block phase IV had costed ESMPs at UGX: 2,312,965 and signed by EO and DCDO on 14/08/2020

Construction of Kigumba TC administration block phase III had a costed ESMP of UGX: 5,986,000 and signed by the CDO and Eo on 14/08/2020

Construction of district stores had a costed ESMP of 5,3326,324 and signed by the EO and DCDO on 14/08/2020

Construction of 16 market stalls at Gaspa market had costed ESMPs of UGX: 2,700,000 and signed by EO and DCDO on 23/07/2020

## Financial management and reporting

6

Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).

maximum score is 10

If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),

score 10 or else 0.

Review of MoFPED's inventory of LG submissions on statements titled "Actions to address IAG's findings" and copies of the responses made to PS/ST letters found at the DLG headquarters, disclosed that the LG provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General's finding for FY2019/20 after the 29 February 2020.

Evidence

The DLG submitted responses to the PS/ST on key issues raised by the Auditor General Report for FY2019/20 on the 14 April 2021, vide CR/212/1- Submission of responses to key issues raised in the AG report in FY ended 30 June 2020. Received by OIAG & MoFPED Central Registry on the 20 April 2021.

The DLG made submissions to the PS/ST on responses to 9 key issues raised by the IAG's report FY2019/20 on the 7 April 2021. Received by the OIAG and MoFPED Central Registry on the 8 April 2021.

0

7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>Review of www.budget.go.ug disclosed that the LG submitted Annual Performance Contract for FY2021/22 before the 31 August 2021</p>	4
			<p>Evidence</p> <p>The Annual Performance Report was generated on 17/06/2021 12:41</p>	
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>Review of the MoFPED/BPED official record/inventory of LG submissions of Annual Performance Reports revealed that the LG submitted Annual Performance Report for FY2020/21 after the 31 August 2021.</p>	0
			<p>Evidence</p> <p>Q4 BPR FY2020/21 was submitted on the 26 October 2021</p>	
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> <p>Maximum score is 4</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>Review of the MoFPED/BPED official record/inventory of LG submissions of Quarterly Budget Performance Reports revealed that the LG submitted QBPRs for FY2020/21 after the 31 August 2021 .</p>	0
			<p>Evidence</p> <p>Q1 BPR FY2020/21 submitted on the 02 August 2021</p> <p>Q2 BPR FY2020/21 submitted on the 02 August 2021</p> <p>Q3 BPR FY2020/21 Not ascertainable</p> <p>Q4 BPR FY2020/21 submitted on the 26 October 2021</p>	