



LGMSD 2022/23

Bundibugyo
District

(Vote Code: 505)

Assessment	Scores
Crosscutting Minimum Conditions	70%
Education Minimum Conditions	70%
Health Minimum Conditions	90%
Water & Environment Minimum Conditions	65%
Micro-scale Irrigation Minimum Conditions	30%
Crosscutting Performance Measures	66%
Educational Performance Measures	67%
Health Performance Measures	71%
Water & Environment Performance Measures	92%
Micro-scale Irrigation Performance Measures	73%

**Crosscutting
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): If so: Score 4 or else 0 	<p>The LG provided evidence to confirm that DDEG projects completed in FY2022/23 were functional and utilized as per the purpose.</p> <p>Evidence</p> <p>Project 1- Extension of Gravel Flow Scheme Water from Bundiwerume to Mbango- Completed and functional.</p> <p>Project 2- Renovation of Office of the District Chairperson & Commercial Officer- Completed and functional.</p>	4
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> By more than 5%, score 3 1 to 5% increase, score 2 If no increase, score 0 <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>The LG overall LLG performance assessment for 2023 increased by 22% compared to the LLG performance assessment for 2022.</p> <p>Evidence</p> <p>The overall LLGPA Score for 2023 was 79%</p> <p>The overall LLGPA Score for 2022 was 57%</p> <p>Calculation</p> <p>Overall LLGPA (2023-2022)= 79%-57%= 22%</p>	3

N23_Service Delivery Performance

Maximum 6 points on this performance measure

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.

- If 100% the projects were completed : Score 3
- If 80-99%: Score 2
- If below 80%: 0

A review of the Annual Budget and Annual Budget Performance Report for FY2022/23 revealed that the LG completed 83% of the planned DDEG Projects for FY2022/23.

Evidence

Planned and implemented DDEG Projects FY2022/23

Project 1- Extension of Gravel Flow Scheme Water from Bundiwerume to Mbango- Phase II- UGX 30,000,000.

Project 2- Renovation of Office of the District Chairperson & Commercial Officer- UGX 23,000,000.

Project 3- Expansion of OPD at Butaama HCIII- UGX 27,190,000

Calculation

Projects Annual Budget (UGX) Completion Weighted

Project 1	30,000,000 30,000,000	100%
Project 2	23,000,000 23,000,000	100%
Project 3	27,190,000 13,595,000	50%

Total **80,190,000**
 66,595,000

Total Weighted/Annual Budget*100%

$66,595,000/80,190,000*100=83\%$

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.

A review of LG's Budget FY2022/23 and Annual Budget Performance Reports FY2023 revealed that the LG spend all DDEG funds on eligible projects/activities as per DDEG grant, budget, and implementation guidelines.

Evidence

Budget FY2022/23

- Project 1- Extension of Gravel Fall Scheme Water from Bundiwerume to Mbango- Phase II- UGX 30,000,000
- Project 2- Renovation of Office of the District Chairperson & Commercial Officer- UGX 23,000,000
- Project 3- Expansion of OPD at Butaama HCIII- UGX 27,190,000
- Workshops, Meetings, Seminars -Training (Others)- UGX 2,000,000
- Staff Training -Bench Marking- UGX1,323,000
- Office Supplies -Assorted Binding Materials and Consumables UGX 1,000,000
- Maintenance -Electrical Equipment at Planners Office- UGX 5,451,000

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 sampled DDEG projects were as follows:

1. Completion of the District chairperson's office, Phase II, Procurement reference number: Bund505/Wrks/2022-2023/00036. From the previous FY procurement work plan (AWP), approved on 12/July/2022 by CAO and duly stamped, the engineer's estimate was UGX 23,000,000/=, and from the contract agreement, the contract sum was UGX 22,750,000/=. **This represented -1.086% variation.**
2. Extension of Bundinyama - Hakitara GFS to Mbango in Tokwe S/C, Phase II, Procurement reference number: Bund505/Wrks/2022-2023/00043. From the previous FY procurement work plan (AWP), approved on 12/July/2022 by CAO and duly stamped, the engineer's estimate was UGX 30,000,000/=, and from the contract agreement, the contract sum was UGX 29,991,339/=. **This represented -- 0.02887% variation.**
3. Extension of the outpatient department (OPD) block at Butama HCIII, in Butama-Mitunda TC, Procurement reference number: Bund505/Wrks/2022-2023/00051. From the previous FY procurement work plan (AWP), approved on 12/July/2022 by CAO and duly stamped, the engineer's estimate was UGX 27,190,000/=, and from the contract agreement, the contract sum was UGX 27,196,000/=. **This represented a +0.022% variation.**

The percentage variations between the engineer's estimates and the contract prices for the three (3) sampled DDEG-funded projects are within the required limit of +/-20%.

Conclusion

Pass

Performance Reporting and Performance Improvement

Accuracy of reported
information

Maximum 4 points on
this Performance
Measure

a. Evidence that
information on the
positions filled in LLGs
as per minimum
staffing standards is
accurate,

score 2 or else score 0

Staffing was in place and was reviewed together with the minimum standards prescribed, staff lists provided by the HRM Division and approved structure provisions at the following LLGs, (i) Ntandi TC, (ii) Bubandi sub-county and (iii) Kirumya Subcounty. By way of illustration e.g., at Bubandi Sub County, the following staff were found at the LLG and the staff lists provided by the HRM Division thereby reflecting accuracy. (i) Tuesday Bernard -Subcounty Chief, (ii) Bwabale Tedson - Agric/Fisheries, (iii) Kisasiya Ibrahim - sub accountant, (iv) Dokotera Samuel- Agriculture Officer, (v) Tibananuka Lydia -Parish Chief, (vi) Tinkasemire Wedimer -Parish Chief/CDO, (vii) Tibesigwa Yosiya -Parish Chief, (viii) Kyaligonza Yahaya - Incharge Tombwe, (ix) Head Teacher Injule Primary School, (x) Musa Mutembere - Office Attendant.

Accuracy of reported information

Maximum 4 points on this Performance Measure

b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:

- If 100 % in place: Score 2, else score 0.

Note: if there are no reports produced to review: Score 0

The LG provided evidence to confirm that progress reports on infrastructure were produced reflecting the actual level of completion.

Evidence

1. Report on completion of the office of District Chairperson and renovation of the office of District Commercial Officer dated 5 March 2023. The completion level was 100% in reports reflecting the actual level of completion on the ground.
2. Progress report on the extension of OPD at Butama HCIII dated 23 May 2023. The completion level was 50% in reports reflecting the actual level of completion on the ground.
3. Substantial completion report for the extension of Bundinyama-Hakitara GFS to Mbango Phase II date 5 June 2023. Completion level was 100% in reports reflecting actual level of completion on ground.

N23_Reporting and Performance Improvement

Maximum 8 points on this Performance Measure

a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;

If there is no difference in the assessment results of the LG and national assessment in all LLGs

score 4 or else 0

NB: The Source is the OPAMS Data Generated by OPM.

The LG did not conduct a credible assessment of LLGs for 2023 as verified by the IVA team during the National Local Government Performance Assessment Exercise.

Evidence

Sampled LLGS

1. Ntandi TC - DLG score was 88% and IVA score was 72%. The deviation was -16% i.e. **Not Credible**
2. Mabere SC - DLG score was 66% and IVA score was 66%. The deviation was 0% i.e. Credible
3. Bubandi SC - DLG score was 89% and IVA score was 84%. The deviation was -5% i.e. Credible
4. Kirumya SC - DLG score was 75% and IVA score was 77%. The deviation was +2% i.e. Credible

5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results. Score: 2 or else score 0	BDLG developed a performance improvement plan for the FY under review as evidenced by a costed plan dated 20th April 2022 under the hand of Ms. Jane Katusiime, Principal Human Resources Officer and Ms. Enid Kajumba, Deputy CAO. The plan scope focused on career development, induction of newly recruited staff, improvement in skills and budgeting, facilitation of the rewards and sanctions committee and conducting training needs capacity assessment costed at UGX 32, 00,000/=. While it among others included training of sub-county chiefs and CDOs in planning and budgeting it did not indicate or provide for targeting the lowest performing LLGs.	0
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5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	The Principal Human Resources Officer reported that the PIP had been implemented partially as the DLG had availed UGX.7,000,000/= towards activities. The PHRO however did not provide evidence of the actual activities undertaken during the period under review. Evidence of PIP implementation provided was that of an activity report by PHRO to the CAO dated 9th May 2023 on a training conducted on implementing a balance score card for the FY 2022/2023.However, there was no evidence of targeting the lowest performing LLGs.	0
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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	Bundibugyo DLG consolidated and submitted the staffing requirements for the coming FY to MoPS by September 30th of the current FY (2023/24) as evidenced by the submission letter from the CAO to the Permanent Secretary, MoPS recieved 27th September 2023.	2
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7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p>	<p>Bundibugyo DLG was found to be undertaking tracking and analysis of staff attendance for the previous FY as evidenced by the submission of attendance to duty analysis reports to the CAO in effecting an administrative reminder from MoPS on implementing the CSI No.5 of 2019 and No.5 of 2021.</p>	2
		<p>Score 2 or else score 0</p>	<p>The Assessor was provided with the reports of the following months:</p> <ol style="list-style-type: none"> 1. July 2022 dated 8th August 2022. 2. August 2022 dated 6th September 2022. 3. September 2022 dates 28th October 2022 4. October 2022 dated 29th November 2022 5. November 2022 dated 2nd December 2022. 6. December 2022 dated 4th January 2023. 7. January 2023 dated 31st March 2023 8. February 2023 dated 11th April 2023 9. April 2023 dated 4th May 2023 10. June 2023 dated 10th July 2023. 	
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>As evidenced by the annual performance reports reviewed and documented, six substantive HoDs and one in acting capacity as provided for in the MoPS approved staff structure of BDLG were appraised for the year under review. These included:</p> <ol style="list-style-type: none"> (i) Chief Finance Officer- appraised 29th June 2023. (ii) District Planner - appraised 27th June 2023. (iii) District Natural Resources Officer - appraised 30th June 2023. (iv) District Community Development Office - appraised 30th June 2023. (v) District Production Officer - appraised 30th June 2023. (vi) District Commercial Officer -- appraised 30th June 2023. (vii) Ag. District Engineer, Mr. Muhindo Bithi Robert substantively the Senior Engineer -- appraised 30th June 2023. 	1

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>Bundibugyo DLG was found to be having functional rewards and sanctions committee members as demonstrated by the matters it was handling as sampled including:(i) a Meeting held on 30th August 2023 to handle a matter of a staff (Deputy Head Teacher)- Mr. Mukasa Hassan Nassur who took study leave that was not officially sanctioned; and (ii) sanctioning a staff member from the health team on grounds of abscondment from duty.</p> <p>Additional evidence of the rewards and sanction committee being in place was the minutes of a meeting held on 22nd March 2023 with the following as members present:</p> <ol style="list-style-type: none"> 1. Kisungu Zakayo -Principal Assistant Secretary 2. Katusime Jane- Principal Human Resources Officer 3. Light Godfrey - District Production Officer 4. Byamukama John - Doistrict Education Officer 5.Kule Jostas -BioStatistician 6. Muganda Sylvia - Senior Human Resources Officer 7. Kabajwisa Esther -Human Resources Officer 	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>Bundibugyo DLG does not have a Consultative Committee in place.</p>	0

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.

The Assessor was provided with a handwritten list of 13 staff who were recruited in June 2023.

In addition, a Minute extracts dated 8th June 2023 and 7th August 2023 were provided as evidence of a "Minute Extract for Confirmation in appointment, Regularisation of Appointment, Study Leave, Lifting of interdiction, and correction of registration number" by Secretary - Ms. Masika M. Joselyne and Mr. Mutegeki Patrick - Chairman of the District Service Commission.

The Minute Extract and rank relating to the staff found in the DSC minutes are as below:

1. Mr. Mutwezi Peter - Min.33/DSC/2023, appointment on promotion as Head Teacher.
2. Mr. Sumbusa Alfred - Min.25/DSC/2023, appointment on promotion to Senior Education Assisitant.
3. Mr. Chance Ntamuhira Godfrey
4. Ms. Kabahweza Violet - Min.35/DSC/2023, appointment on promotion as Senior Education Assistant.
5. Dr. Kiggundu Samuel Samyrock - Min.22/DSC/2023, appointment on promotion as Senior Medical Officer.
6. Ms.Kusemererwa Moreen- Min.23/DSC/2023, appointment on promotion as Enrolled Midwife.
7. Mr.Bwambale Benson - Min.24/DSC/2023,appointment on promotion as Head Teacher.
8. Ms. Asiiimwe Mary - Min.24/DSC/2023, appointment on promotion as Head Teacher.
9. Mr. Happy Issa -- Min.25/DSC/2023, appointment on promotion as Senior Education Assistant.
10. Ms.Kabiira Medrine - Min.25/DSC/2023,appointment on promotion as Senior Education Assistant.
11. Dr.Tembo Jokus - Min.26/DSC/2023- appointment as Medical Officer.
12. Mr.Maate Wacurawa - Min.28/DSC/2023,Agricultural Officer.
13. Ms.Rwatooro Annet -Min.29/DSC/2023,Parish Chief

The Assessor did not access evidence of accessing the pay roll within the stipulated two months the above details notwithstanding.

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.

At the time of assessment, the evidence provided on the four-retiring staff during the year under review was incomplete. Only one staff's details was fully provided namely Herizon Bukombi retired on 26th September 2022, accessed pension payroll in October 2022. The other staff who retired did not have details availed for assessment as shown hereunder thereby not meeting the scoring threshold.

1. Masiyako Rose - retirement benefits process file provided without accompanying pension access details.

2. Patrick Mugenyi - indication of receipt of UGX. 11,560,086/= as gratuity and UGX. 128,445/= as pension, however no evidence of access to payroll was availed.

3. Mugenyi Patrick - retirement process file provided without accompanying pension access details.

Management, Monitoring and Supervision of Services.

10

N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:

Score 2 or else score 0

A review of the FY2022/23 Annual Budget Estimates and LG Cost Centre List & LLG allocation release for FY2022/23 provided by MoFPED revealed that the LG transferred DDEG for FY2022/23 to LLGs in full.

Evidence

LLG Remitted (UGX)	Budgeted (UGX)	
Bubandi SC	9,572,878	9,572,878
Kagugu SC	5,546,539	5,546,539
Kirumya SC	13,057,209	13,057,209
Sindila SC	9,882,596	9,882,596
Ngamba SC	12,437,773	12,437,773
Ntotoro SC	12,437,773	12,437,773
Bukonzo SC	8,798,582	8,798,582
Tokwe SC	13,676,646	13,676,646
Bundingoma SC	7,946,857	7,946,857
Kisuba SC	12,670,06	12,670,061
Burondo SC	7,637,138	7,637,138
Kasitu SC	6,475,694	6,475,694
Ndugutu SC	7,946,857	7,946,857
Harugale SC	10,037,456	10,037,456
Mirambi SC	11,198,899	11,198,899
Busaru SC	16,618,970	16,618,970
Bubukwanga SC	13,212,069	13,212,069

2

Mabere SC	5,856,258	5,856,258
Mbatya SC	2,371,926	2,371,926
Ngite SC	2,371,926	2,371,926
Ntandi TC	12,497,584	12,497,584
Bundibugyo TC	25,734,802	
25,734,802		
Nyahuka TC	23,126,007	
23,126,007		
Buganikire TC	7,859,727	
7,859,727		
Busunga TC	12,980,694	
12,980,694		
Butama-Mitunda TC	9,792,167	
9,792,167		
Kaghema TC	3,125,247	
3,125,247		
Total	284,870,337	
284,870,337		

10

N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).

Score: 2 or else score 0

Review of PBS timestamps from MoFPED of LG warrant submissions revealed that in the FY2022/23, the LG warranted LLG Direct DDEG transfers more than 5 working days after cash limits for the LG were uploaded in the PBS by MoFPED.

Evidence

Date	Days	Upload Date	Warranted
Q1 FY2022/23-	Cash limit uploaded on 25 July 2022 and LG warranted on 09 Aug 2022 i.e. 5+		working days.
Q2 FY2022/23-	Cash limit uploaded on 25 Oct 2022 and LG warranted on 31 Oct 2022 i.e. 3		working days.
Q3 FY2022/23-	Cash limit uploaded on 10 Jan 2023 and LG warranted on 19 Jan 2023 i.e. 5+		working days.

0

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	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:	A review of the PBS timestamps revealed that Bundibugyo DLG communicated all DDEG transfers for the FY under review to the LLGs as follows:	0
	Maximum 6 points on this Performance Measure	Score 2 or else score 0	<ol style="list-style-type: none"> 1. Q1 FY2022/23: Cash limits uploaded by MoFPED(25th July2022): Warranted by LG (9th August 2022) - 5+days 2. Q2 FY2022/23: Cash limits uploaded by MoFPED(25th October 2022): Warranted by LG (31st October 2022) - 5+days 3. Q3 FY2022/23: Cash limits uploaded by MoFPED(10th January 2023): Warranted by LG (19th January 2023) - 5+days 4. Q4 FY2022/23: Cash limits uploaded by MoFPED(24th April 2023): Warranted by LG (26th April 2023) - 5+days- <5days <p>As seen from the evidence provided, and evidence of communication to the LLGs informing them of transfer of DDEG funds for quarter three dated 10th February 2023 found on the Bundibugyo Town Council Notice Board, the BDLG did not communicate with the LLGs within the stipulated time for the first, second and third quarters of the year under review.</p>	
11	Routine oversight and monitoring	a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:	The LG did not provide evidence of supervising or mentoring all LLGs in the LG at least once per quarter in FY2022/23 consistent with guidelines.	0
	Maximum 4 points on this Performance Measure	Score 2 or else score 0	<p>Evidence</p> <p>Provided monitoring reports with recommendations for PIP but no evidence of mentoring or supervision of LLGs were provided in FY2022/23.</p> <p>Q1 FY2022/23</p> <p>Dated 26 October 2022- First Quarter Monitoring Report FY2022/23. Visit from 11-14 October 2022.</p> <p>Q2 FY2022/23</p> <p>Dated 28 January 2023- Second Quarter Monitoring Report FY2022/23</p> <p>Q3 FY2022/23</p> <p>Dated 18 April 2023 Third Quarter Monitoring Report FY2022/23</p> <p>Q4 FY2022/23</p> <p>Dated 21 July 2023- Fourth Quarter Joint Monitoring Report</p>	
11	Routine oversight and monitoring	b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the	The LG provided evidence that the TPC discussed the results/reports of support supervision and monitoring visits for FY2022/23 and used these results/reports to make recommendations for corrective actions.	2
	Maximum 4 points on this Performance Measure			

District/ Municipality to make recommendations for corrective actions and followed-up:
Score 2 or else score 0

Evidence

Q1 FY2022/23

Dated 26 October 2022- First Quarter Monitoring Report FY2022/23. Visit from 11-14 October 2022.

Minutes of the District Technical Planning Committee Meeting held 27/10/2022 in the Community Library. MIN. 06/DTPC/OCTOBER/2022. Identified gaps in identified LLG to be shared to enable them to improve service.

Issue	Status	Action
Low local revenue collection mobilization	Ongoing	Intensify
Absenteeism of workers attendance list	Ongoing	Follow up
Inadequate skills- final reports LLGs planning guidelines.	All LLGs have been issued	Training of

Q2 FY2022/23

Dated 28 January 2023- Second Quarter Monitoring Report FY2022/23.

Minutes of the District Technical Planning Committee Meeting held 31/01/2023 in the Community Library. MIN. 05/DTPC/JAN/2023.

Action points

- Lack of quarterly monitoring reports from all LLGs- share monitoring tool to be used by all LLGs. Activity incorporated in the PIP.

Q3 FY2022/23

Dated 18 April 2023 Third Quarter Monitoring Report FY2022/23.

Minutes of the District Technical Planning Committee Meeting held 25/04/2023 in the Community Library. MIN. 05/DTPC/APRIL/023.

Action Points

- Identified gaps i.e. functional PDCs/WDCs in all parishes/wards. To be trained.

Q4 FY2022/23

Dated 21 July 2023- Fourth Quarter Joint Monitoring Report.

Minutes of the District Technical Planning Committee Meeting held 25 July 2023 in the Community Library. MIN. 04/DTPC/JULY/2023.

- Compliance of the LLG budget to DDEG investments menu. Recommended LLGs to follow the guidelines to be issued to the LLGs
- Low local revenue collected as per budget. Recommended community to intensify

mobilization. Activity ongoing

Investment Management

12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	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: Score 2 or else score 0 Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0	A review of the Fixed Assets Register revealed that the LG did not maintain an up-to-date Fixed Asset Register at the time of Assessment. Evidence Draft Final Accounts FY2022/23 Page 42. Additions during the year not included in the fixed asset register. <ul style="list-style-type: none">- Buildings & Structures UGX 2,333,500,846- Transport Equipment UGX 20,000,000- Machinery and Equipment UGX 554,573,015	0
12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	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: Score 1 or else 0	The LG did not use the Board of Survey FY2021/22 as a source of guidance for making asset management decisions for FY2022/23. Evidence Board of Survey FY2021/22 signed by CAO on the 30 August 2022. Recommendations not effected in FY2022/23 <ul style="list-style-type: none">• List of unserviceable items recommended for disposal. Page i.e. Safe at Harugale SC, Generator EG19000 at Bundibugyo General Hospital• Engrave all assets• Register Government land• Rehabilitate and construct of Sub counties offices	0

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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.

The LG provided evidence of a functional Physical Planning Committee and submitted at least a set of minutes of the Physical Planning Committee meetings held in each quarter of FY2022/23 to MoLHUD.

Evidence

Members

Name	Designation
1. Aguma Nicholas TC	Town Clerk Butama
2. Mugisa Simon Development Officer	District Community
3. Kabasiguzi Kurusumu Environment Officer	District
4. Manzi Maishaba Edmond Bundibugyo TC	Town Clerk
5. Balinkunda Sylver Planner	District Physical
6. Maate Jockus Resources	District Natural
7. Opolot Peter	Supervisor of Works
8. Kamui Jim Gilbson Administrative Officer	Ass, Chief
9. Mulindo B Robert	District Engineer
10. Kobusinge Jackline TC	Town Clerk Busunga
11. Musinguzi John Buganikere TC	Town Clerk

Submission of Minutes to MoLHUD

Q1 FY2022/23. The meeting was held on 9 July 2022 in the District Land Board Hall and submission of the minutes to MoLHUD Kabarole MZO was made on 31 October 2022.

Q2 FY2022/23. The meeting was held on 17 October 2022 and submission of the minutes to MoLHUD Kabarole MZO was made on 30 October 2023.

Q3 FY2022/23. The meeting was held on 5 February 2023 and submission of the minutes to MoLHUD Kabarole MZO was made on 30 October 2023

Q4 FY2022/23. The meeting was held on 5 April 2023 and submission of the minutes to MoLHUD Kabarole MZO was made on 30 October 2023

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d. For DDEG financed projects;</p> <p>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>Score 2 or else score 0</p>	<p>The LG provided evidence to confirm that desk appraisals were conducted for all DDEG financed projects in the budget FY2023/24 to establish whether the prioritized projects were derived from the LG DP III and are eligible for expenditure as per sector guidelines and funding source.</p> <p>Evidence</p> <p>Construction of GFS in Bundiwerume Village, Tokwe Sub County included in DP III and appraisal conducted on 3 November 2021</p> <p>Construction of OPD at Mitunda Village, Butaama-Mitunda TC included in DP III and appraisal on 3 November 2021</p> <p>Construction Office/Rehabilitation included in DP III and appraisal on 3 November 2021</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>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>Score 2 or else score 0</p>	<p>The LG provided evidence to confirm that field appraisals for DDEG financed projects implemented in FY2022/23 were conducted to check for technical feasibility, environmental and social acceptability, and customized designs.</p> <p>Evidence</p> <p>Sample 3 DDEG Financed projects</p> <p>Construction of GFS in Bundiwerume Village, Tokwe Sub County- conducted on 12 November 2021</p> <p>Construction of OPD at Mitunda Village, Butaama-Mitunda TC conducted on 12 November 2021</p> <p>Construction Office/Rehabilitation- conducted on 12 November 2021</p>	2

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>The LG provided evidence that project profiles with costing for all investments in the AWP for FY2023/24 were developed and discussed in the TPC as per the LG planning and DDEG guidelines.</p> <p>Evidence</p> <p>Included in DDPIII Bundibugyo LG FY2020/2021-FY2024/2024</p> <p>TPC Meeting Minutes of 25 April 2023 held at Community Hall. MIN. 05/DTPC/APRIL/2023 discussing the Profiles with costings.</p> <ul style="list-style-type: none"> • Pipe Water Supply Systems Constructed (GFS, Borehole Pumped, Surface Water) and Rehabilitation) UGX 100,000,000- Rehabilitation of Kasanzi GFS in Nduguto SC. • Pipe Water Supply Systems Constructed (GFS, Borehole Pumped, Surface Water) and Rehabilitation) UGX 50,000,000- Protection of 10 Springs. • Pipe Water Supply Systems Constructed (GFS, Borehole Pumped, Surface Water) and Rehabilitation) UGX 74,000,000- Extension of GFS to Njule and Adjacent Villages. 	1
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>A review of the screening forms and ESMPS for investment projects revealed that Bundibugyo DLG had screened for environmental and social risks and put mitigation measures;</p> <p>Renovation of two classroom blocks at Mantoroba primary school was screened on 18/05/2023 with mitigation measures put in place and costed at UGX; 11,000,000</p> <p>Construction of staff house at Tombwe HC III was screened on 28/06/2022 with mitigation measures put in place and costed at UGX: 23,000,000.</p> <p>Reconstruction of Ndugutu graft flow scheme was screened on 21/07/2022 with mitigation measures costed at UGX: 3,500,000.</p> <p>Installation of Bubandi irrigation demonstration site was screened on 13/09/2022 with mitigation measures costed at UGX: 1,650,000.</p>	2
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>The procurement plan for the current FY was availed dated 13/07/2023 duly approved by the CAO and received by PPDA on 20/07/2023. There was evidence that DDEG projects were planned for in the current FY and the plan is as per regulations covering all investments.</p>	1

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>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>	<p>There was evidence that all seven (7No.,) DDEG infrastructure projects and the respective bidding documents were approved before commencement. The contracts committee meeting held on 30/08/2023 approved seven (7No.,) DDEG projects and recommended one (01) for re-tendering. The three (03) sampled projects were:</p> <ol style="list-style-type: none"> 1. Construction of OPD complex at Nyahuka HCIV Phase II, approved under minute number: 14/BDCC/Aug/2023-2024 (F), Contractor: Bukwa (U) Limited. 2. Rehabilitation of Nyaruru GFS, Kinyante branch, Phase II, approved under minute number: 14/BDCC/Aug/2023-2024 (A), Contractor: Marungi Dream Co., Limited. 3. Reconstruction of Kasanzi GFS in Ndugutu S/C, approved under minute number: 14/BDCC/Aug/2023-2024 (B), Contractor: Atero (U) Limited. 	1
			<p>Note: The three (03) sampled DDEG projects listed in 1 - 3 were approved in the meeting held on 30/08/2023.</p>	
			<p>Conclusion</p>	
			<p>Satisfactory</p>	
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>There was evidence that the LG established the Project Implementation Team (PIT) as per guidelines for the water, health, and education sectors. The CAO established the PIT for water, health, and education on 28/0/2023, 5/03/2023, and 6/03/2023 respectively. These were evidence through letters that CAO issued on those dates. Letter reference numbers were as follows; water: Our ref: CR:752/2; health: CR:205/3; and education: CR:205/3.</p>	0
			<p>Note: PIT for DDEG projects was not availed.</p>	
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>The projects funded by DDEG were:</p> <ul style="list-style-type: none"> >>> Completion of the LC V Chairman's office. >>> Extension of OPD Butama HC III. >>> Extension of Bundinyama GFS. <p>These projects were visited and found to conform to the technical designs and exhibited no major/minor defects such as surface cracks in floor screed, splash apron and masonry works, peeling of finishes off masonry surfaces and the finishing works were satisfactory.</p>	1

Procurement, contract management/execution
Maximum 8 points on this Performance Measure

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

There was evidence that technical officers (District Engineer, Environmental Officer, and Community Development Officer) supervised each project and held site meetings with contractors prior to verification and certification of works. The sampled payment certificates and associated joint supervision (site meetings) reports reviewed were as follows:

1. Completion of District Chairperson's office at UGX 22,750,000/= whose joint monitoring report is dated 21/03//2023 and the latest payment certificate was issued on 24/4/2023.
2. Extension of the outpatient department (OPD) block at Butama HCIII, in Butama-Mitunda TC at UGX 27,196,000/= whose joint monitoring report is dated 21/03//2023 and payment certificate was issued on 5/5/2023.
3. Construction of a staff house at Mirambi HCIII at UGX 170,061,619/= whose joint monitoring report is dated 6/06/2023 and the latest payment certificate was issued on 15/05/2023.

There was satisfactory evidence that the 3 projects sampled had payment certificates with joint supervision reports prior to certification, specifically projects 1 and 2 listed above were lump sum contracts while number 3 was an admeasurement contract. The payment certificate reviewed for the admeasurement contract showed that the technical officers conducted joint monitoring/supervision prior to certification.

Conclusion

Pass

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	There was evidence that all the works procurement files for the previous FY were appropriately certified i.e. interim and completion certificates issued for all projects based on technical supervision and contracts were paid within specified time. For example, The contract for completion of the District Chairperson's office, Phase II and renovation of the district commercial office, start date was 8/2/2023 and intended completion date was 10/5/2023. The certificate of completion issued by the district engineer was dated 11/04/2023, and the CAO approved the payment on 24/04/2023 and the payment was effected on 6/07/2023. Therefore, there was satisfactory chronological order of events from technical supervision and completion through the payment process. Works were duly inspected, verified and completion certificate issued prior to making the payment. Conclusion Satisfactory	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	The contracts register was availed and procurement files for each project were complete with the evaluation report, contract agreement, and contracts committee meeting decision minutes duly signed. For example, >>> Construction of a staff house at Mirambi HC III, Bund822/Wrks/2022-2023/00039 was contracted by Doxa Engineering (U) Limited, and works contract with contract amount of UGX 170,061,619/=, evaluation report dated 22/03/2023 and contracts committee meeting minutes dated 30/06/2023.	1

Environment and Social Safeguards

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>A review of appointment letters revealed that Biira Julian the senior labor officer was appointed as the focal person of the grievance redress mechanism by the Chief Administrative Officer as per the appointment letter dated 08/07/2022.</p> <p>The centralised grievance redress committee members were appointed on 08/07/2022 by the Chief Administrative Officer. The members appointed included;</p> <p>Kajumba Enid - Chief Administrative Office- chairperson.</p> <p>Mugisa Simon- DCDO- Secretary.</p> <p>Muhindo Robert- Engineer- member.</p> <p>Biira Julian - SLO- Focal person.</p> <p>Adong Pamela Grace - Women representative.</p>	2
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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>Bundibugyo DLG had displayed the grievance redress pathway on the district notice board. A review of the report on the site meeting at Kabango Seed Secondary School dated 30/04/2023 showed that among the contents delivered to the community members was how to make use of the GRM during project implementation.</p> <p>The GRM focal person presented the district complaints log for recording cases referred to the district, among the cases recorded and resolved included;</p> <p>On 26/04/2022, Mwesigye and 24 others reported a complaint of nonpayment of wages and rent for staff during the construction of Kisuuba Seed Secondary School yet the school was already commissioned. The committee summoned the contractor during their meeting and recommended payment of the complainants which was abided by the contractor.</p> <p>On 11/05/2023, Busingye Tom and 24 others registered a complaint of non-payment of wages, materials, and services by the contractor during the construction of Tombwe HC III. The committee summoned the contractor and ordered payment. The contractor later presented a payment sheet showing the payment of the complainants.</p>	2
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14	Grievance redress mechanism operational.	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.	Bundibugyo DLG had displayed the grievance redress pathway on the district notice board. A review of the report on the site meeting held at Kabango Seed Secondary School dated 30/04/2023 showed that among the contents delivered to the community members was how to make use of the GRM during project implementation.	1
	Maximum 5 points on this performance measure	If so: Score 1 or else 0		
15	Safeguards for service delivery of investments effectively handled.	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 LG did not provide evidence to confirm that environment, social, and climate change interventions were integrated into the LG DP/III, AWP/III FY2023/24, and budget FY2023/24.	0
	Maximum 11 points on this performance measure		<p>Evidence</p> <p>1. LG DP/III- Environment, social, and climate change interventions</p> <ul style="list-style-type: none"> • • Ensure availability of adequate and reliable fresh water resources for all • • Increase forest, tree and wetland coverage, restore bare hills and protect mountains • • Strengthen land use and management • • Strengthen conservation, restoration of forests, wetlands and water catchment and hilly and mountainous areas • • Increase awareness on sustainable use and management of environment • • Promote continuous integration of climate change and disaster risk reduction in planning, budgeting and reporting • • Promote land consolidation and titling <p>2. AWP FY2022/23- No evidence of environment, social, and climate change interventions adduced.</p> <p>3. Budget FY2022/23-No evidence of environment, social, and climate change interventions adduced.</p>	
15	Safeguards for service delivery of investments effectively handled.	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	The LG provided evidence to confirm the dissemination of enhanced DDEG guidelines to LLGs and adaptation and social risk management.	1
	Maximum 11 points on this performance measure	score 1 or else 0	<p>Evidence</p> <p>Issuance of DDEG Guidelines- 2022/2023. Guidelines were distributed to LLGs.</p>	

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): 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: score 3 or else score 0	The assessor identified investment projects that were financed from the DDEG other than health, education, water, and irrigation. A review of the BOQs revealed costed ESMPs had been incorporated therein; Renovation of L.C V office was screened for environment and social safeguards on 22/02/2023 with ESMPs prepared on 14/03/2023 and costed at UGX: 3,300,000. Renovation of the district commercial office was screened for the environment and social safeguards on 21/02/2023 with ESMPs prepared on 14/03/2023 and costed at UGX: 3,300,000.	3
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	For the previous financial year, Bundibugyo DLG did not have projects that needed costing due to additional impact from climate change,	3
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	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: Score 1 or else score 0	There was no evidence that the renovation of the LC.V Chairman district and renovation of the district commercial office were constructed on land where the district had ownership.	0

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	<p>A review of monthly monitoring reports showed that the Environment Officer and CDO conducted monthly support supervision and monitoring for investment projects to ensure compliance with ESMPs.</p> <p>Monthly monitoring for the construction of 2 classroom blocks at Irango Primary School was conducted as per reports dated; 27/03/ 2023 and 27/06/2023.</p> <p>Monthly monitoring for the construction of the OPD/ staff house at Mirambi HC III was conducted as per reports dated 30/05/2023 and 28/06/2023.</p> <p>Monthly monitoring for all micro-scale irrigation demonstration sites(Burundo, Kagugu, Bundibugyo T/C, Bubandi, and Kirumya, was conducted as per reports dated 29/04/2023 and 26/05/2023.</p> <p>Monthly monitoring for the reconstruction of the Ndugutu graft flow scheme was carried out as per reports dated 28/04/2023 and 25/05/2023.</p> <p>The renovation of the L.C.V. office had a monitoring report dated 14/04/2023.</p> <p>The renovation of the district commercial office had a monitoring report dated 14/04/2023.</p>	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&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: Score 1 or else score 0	<p>A review of project E&S compliance certification forms showed that Bundibugyo DLG had only prepared compliance certification forms for water and micro-scale irrigation. Projects under Education and health had no E&S compliance certification forms prepared. Examples of projects under water and micro-scale irrigation whose E&S compliance certification forms were prepared included;</p> <p>The Burundo irrigation demonstration site had an E&S certification number 012/2023 issued for Tur Holdings International.</p> <p>The Kirumya irrigation demonstration site had an E&S certification number 013/2023 issued to Tur Holdings International.</p> <p>Rehabilitation of the Nyalulu- Kinyante line had an E&S certification number 038/2023 issued to Bamuju contractors.</p> <p>The projects that had no compliance certification forms included;</p> <p>Renovation of two classroom block at Mantoroba primary school.</p> <p>Construction of 2 classroom block and an office at Irango primary school.</p> <p>Construction of OPD/staff house at Mirambi health centre II.</p> <p>Construction of staff house at Tombwe HC III.</p>	0

Financial management

16	LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment: Score 2 or else score 0	The LG maintained an up-to-date bank reconciliations up to the time of the assessment. Evidence <ul style="list-style-type: none">• Stanbic Bank UGANDA, A/c No 0140047180101. Bank Reconciliation Statement for July 2022 was prepared and confirmed on 9 August 2022.• Bank of Uganda, A/c No 005050168000000. Bank Reconciliation Statement for June 2023 was prepared on the 5 July 2023. Vide: Draft Final A/Cs FY2022/23.• Stanbic Bank UGANDA, A/c No 0140047180101. Bank Reconciliation Statement for August 2023 was prepared by 6 September 2023.	2
17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY. Score 2 or else score 0	The LG provided evidence to confirm that the Internal Auditor produced 4 quarterly internal audit reports for FY2022/23. Evidence <p>Q1 FY2022/23. Vide 252/1 was produced on 07 December 2022 with 14 issues.</p> <p>Q2 FY2022/23. Vide 252/1 was produced on 28 April 2023 with 8 issues outstanding from the previous quarter report and 7 issues in the current quarter.</p> <p>Q3 FY2022/23. Vide 252/1 was produced on 29 June 2023 with 18 issues.</p> <p>Q4 FY2022/23. Vide 252/1 was produced on 31 July 2023 with 5 issues.</p>	2

LG executes the Internal Audit function in accordance with the LGA Section 90

Maximum 4 points on this performance measure

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.

Score 1 or else score 0

The LG did not provide evidence that information on the status of implementation of internal audit findings for all four quarters FY2022/23 was submitted to the Council Chairperson and LG PAC

Evidence

Q1 FY2022/23

Received by Central registry on the 11 January 2023, Clerk of Council on the 27 December 2022.

Vide CR/306/1- Follow-ups from Previous Internal Auditor & District Public Accounts Committee Recommendations dated 11 August 2023.

Eg.

Issue- Ineligible hardship allowance paid UGX 2,580,028. Recommendation- Stop & recover allowance. Status- One Officer removed.

Issue- Non-deduction of PAYE UGX 4,964,416 . Recommendation- Adjust Payroll. Satus- 7 out of 15 staff adjusted

Q2 FY2022/23

Received by LG PAC on the 30 June 2023. No status on the implementation of the findings in the Internal Auditor's Report for the Quarter.

Q3 FY2022/23

Received by Speaker on 9 August 2023, LGPAC on the 9 August 2023, and Central Registry on the 7 August 2023. No status on the implementation of the findings in the Internal Auditor's Report for the Quarter.

Q4 FY2022/23

Received by Central registry on 01 August 2023. No status on the implementation of the findings in the Internal Auditor's Report for the Quarter.

17

LG executes the Internal Audit function in accordance with the LGA Section 90

Maximum 4 points on this performance measure

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:

Score 1 or else score 0

The LG did not provide evidence that all the quarterly internal audit reports for FY2022/23 were submitted to the LG Accounting Officer and LG PAC and that the reports were reviewed and follow-ups made by LG PAC.

Evidence

- LG PAC was Constituted on the 4 October 2022.
-
- - Vide: MIN4/DPAC/OCT/2022- Members taking Oaths
- - Vide: MIN5/DPAC/OCT/2022- Selection of DPAC Chairperson

Internal Auditor's Reports reviewed and followed up by the newly constituted DPAC (only 2 quarters for FY2022/23)

Submission of Bundibugyo DPAC Report arising from Internal Audit Reports for 4th Quarter FY2020/21 and 1st and 2nd Quarter Internal Audit Reports for FY2021/22 dated 16 December 2022.

Submission of Bundibugyo DPAC Report arising out of Internal Auditor Report for 1st Quarter FY2022/23 dated 10 January 2023.

Submission of Bundibugyo DPAC Report arising out of Internal Auditor Report for Second Quarter FY2022/23 dated 24 June 2023

0

Local Revenues

18

LG has collected local revenues as per budget (collection ratio)

Maximum 2 points on this performance measure

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.

A review of LG Draft Final Accounts FY2022/23 revealed that the local revenue collected by the LG for FY2022/23 was less than budget by 53.4% (i.e. not within +/-10% threshold)

Evidence

Draft Final Accounts FY2022/23. Page No 35

Local revenue amount budgeted was UGX 450,000,000

Local revenue amount collected was UGX 209,671,060

Calculation

(Amount Collected-Amount Budgeted)/Amount Budgeted*100=

(209,671,060 -450,000,000.)/ 450,000,000*100 = -53.4 %

0

19

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)

Maximum 2 points on this Performance Measure.

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

- If more than 10 %: score 2.
- If the increase is from 5% -10 %: score 1.
- If the increase is less than 5 %: score 0.

A review of the LG's Draft Final Accounts for FY2022/23 disclosed that the LG's OSR collection reduced by 5% between FY2021/22 and FY2022/23.

Evidence

Draft Final Accounts FY2022/23 Page No 8

OSR Collection FY2022/23 was UGX
121,506,648+65,023,719+23,140,693=
209,671,060

OSR Collection FY2021/22 was UGX
119,772,908+16,359,477+85,480,141=
221,612,526

Calculations

Change in OSR in %age

$(OSR\ FY2022/23 - OSR\ FY2021/22) / OSR\ FY2021/22 * 100$

$(209,671,060 - 221,612,526) / 221,612,526 * 100 = -5.4\%$

0

20

Local revenue administration, allocation, and transparency

Maximum 2 points on this performance measure.

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

A review of the LG's Draft Final Accounts FY2022/23 and remittances to LLGs for FY2022/23 did not provide evidence that the LG remitted the 65% mandatory LLG share of local revenues FY2022/23, as mandated in Section 85 of the LG Act CAP 243.

Evidence

Draft Final Accounts FY2022/23 Page No. 35

Revenue Collected was UGX 209,671,060 (LST UGX 121,506,648)

Remittances made during the FY2022/23

LLG	Amount Ugx.
Bubandi SC	400,000
Kagugu SC	400,000
Kirumya SC	400,000
Sindila SC	400,000
Ngamba SC	400,000
Ntotoro SC	400,000
Bukonzo SC	400,000
Tokwe SC	400,000
Bundingoma SC	400,000
Kisuba SC	400,000
Burondo SC	400,000
Kasitu SC	400,000

0

Ndugutu SC	400,000
Harugale SC	400,000
Mirambi SC	400,000
Busaru SC	400,000
Bubukwanga SC	400,000
Mabere SC	400,000
Mbatya SC	400,000
Ngite SC	400,000
Ntandi TC	2,000,000
Bundibugyo TC	15,000,000
Nyahuka TC	11,000,000
Buganikire TC	2,750,000
Busunga TC	2,750,000
Butama-Mitunda TC	2,000,000
Kaghema TC	2,500,000
Total	46,000,000

Calculations

Remittances/Total Local Revenue Mandatory for Sharing*100=

46,000,000/ 121,506,648=38%

Transparency and Accountability

21

LG shares information with citizens

Maximum 6 points on this Performance Measure

a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0

There was satisfactory evidence that the procurement plan and awarded contracts and all amounts were published by PDU. Evidence that PDU publicized information to citizens on awarded contracts and amounts was availed for all awarded contracts.

For example, the best evaluated bidder notice for reconstruction of Ndugutu GFS Phase III in Butama-Mitunda and Bubandi S/Cs was displayed on the district noticeboard on 2/02/2023, with amount stated as UGX 142,402,200/=, date of removal was 17/02/2023. Successful and unsuccessful bidders were listed.

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>The LG provided evidence that their performance assessment results for 2022 and implications were published.</p> <p>Evidence</p> <p>Pinned on the notice board. Discussed in the TPC on the 25 July 2023. MIN. 06/DTPC/JULY/2023-Sharing of the District National Results for 2022.</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 feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>The LG provided evidence that discussions were conducted with the public during FY2022/23 to provide feedback on the status of activity implementation.</p> <p>Evidence</p> <p>The RDC has a monthly radio program every 21st day of a month to provide information on implementation of Government programs.</p> <p>Pinned on the noticeboard is the status of all projects implemented in FY2022/23.</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>The LG provided evidence of making public, information on Tax Rates, Collection Procedures, and Procedures for Appeal at the time of assessment.</p> <p>Evidence</p> <p>Publicized on the Main Notice Board on the 16 May 2022</p>	1

Reporting to IGG

Maximum 1 point on this Performance Measure

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

The LG provided evidence of responses to issues raised by IGG and actions taken by the LG. However, no status reports of these issues were adduced confirming that they were presented and discussed in the Council.

Evidence

Alleged misuse of funds by officials of Kasitu Sub County dated 20 September 2022- Ref FPT/06/8/2014. CAO responded to IGG on the 30 January 2023 Ref: CR: 115/1 providing status of action taken on the matter.

Alleged impersonation of staff in Bundibugyo District dated 21 September 2022-Ref HQT/67/03/2018. CAO responded to IGG on the 30 January 2023 Ref: CR: 115/1 providing status of action taken on the matter.

Alleged possession of forged/false academic documents by officials of Bundibugyo District Local Government dated 26 September- Ref FPT/10/11/2012. CAO responded to IGG on the 30 January 2023 Ref: CR: 115/1 providing status of action taken on the matter.

**Educational
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
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"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>We obtained and reviewed PLE results for 2020 and 2022 released by UNEB for Bundibugyo district and noted the following:-</p> <p>In 2020, Bundibugyo performed as follows; Div. I, 527; Div. II, 2554 and Div. III, 577 totaling 3658 pupils against 4394 candidates that sat for PLE that year. This translated to 83.2% pass rate.</p> <p>In 2022 the district performed thus; Div. I, 336; Div. II, 2255 and Div. III, 874 totaling 3465 pupils against 4408 that sat for the exam that year. This translated to 78.8% pass rate.</p> <p>There was therefore a decline in performance of 4.4% (78.8% - 83.2%)</p> <p>NB. Due to the COVID 19 pandemic, UNEB did not conduct PLE exams in 2021 hence the comparison between the academic years 2020 and 2022 as guided by MoES.</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"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>We obtained and reviewed UCE results of USE schools for 2020 and 2022 released by UNEB for Bundibugyo district and noted the following:-</p> <p>In 2020, Bundibugyo performed as follows; Div. I, 24 ; Div. II,80 and Div. III, 140 totaling 244 pupils against 844 candidates that sat for PLE that year. This translated to 28.9% pass rate.</p> <p>In 2022, the district performed thus; Div. I, 21 ; Div. II, 97 and Div. III, 192 totaling 310 pupils against 1067 that sat for the exam that year. This translated to 29.0 % pass rate.</p> <p>There was therefore a slight improvement in performance of 0.1%, but not enough for a score (29.0% - 28.9%)</p> <p>NB. Due to the COVID 19 pandemic, UNEB did not conduct PLE exams in 2021 hence the comparison between the academic years 2020 and 2022 as guided by MoES</p>	0

2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p>	<p>The LG average score in the Education LLG performance assessment for 2023 improved by 27% compared to the previous assessment.</p>	2
	<p>Maximum 2 points</p>	<ul style="list-style-type: none"> • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 	<p>Evidence</p>	
			<p>Education LLGPA Scores for 2023 was 85% Education LLGPA Scores for 2022 was 57%</p>	
			<p>Calculation</p>	
		<p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>Education LLGPAS (2023-2022)= 85%-57%= 28%</p>	
3	<p>Investment Performance: The LG has managed education projects as per guidelines</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>We reviewed the Education Sector Planning and Budgeting guidelines to establish the eligible activities and Q4 performance report for FY 2022/2023. We established evidence that the development grant was used on eligible activities UGX 317,610,000 was budgeted against an expenditure of UGX 252,907,838 (79%) as per the FY 2022/23 LG Approved Budget Estimates and payment vouchers as above detailed.</p>	2
	<p>Maximum 8 points on this performance measure</p>		<p>The activities conducted included</p>	
			<p>1. Renovation of a 2- (two) classroom block at Mantoroba P/S</p>	
			<p>2. Construction of a 2 (two) classroom block and office at Irango P/S</p>	
			<p>3. Construction of a 5 (five) stance drainable latrine Njanja P/S and</p>	
			<p>The district had one of the schools(Irango-Construction of a two classroom block with an office) project delayed for completion by the contractor and hence the payment was not effected before end of FY 2022/2023, which affected the absorption of funds to below the required 90% to be used on the construction itself.</p>	

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

We obtained payment vouchers for all
education construction projects contracts for
the previous FY 2022/2023, to establish
whether certification of works was done by
the; DEO, CDO and Environment Officer
before the LG made payments to
contractors. We established that this had
been done as follows;

1. Payment of UGX 45,136,360 was made,
vide voucher No 6303592 dated 23 June
2023 for the renovation of a 2 (two) -
classroom block at Mantoroba P/S, certified
by the ; DEO, Environment Officer and
Community Development Officer(CDO)
respectively.

2. Payment of UGX 175,266,468 was made
vide voucher No 6315285, dated of
payment 23 June 2023 for construction of a
2 (two) classroom block with an office at
Irango P/S was certified by the; DEO,
Environment Officer and CDO respectively.

3. Payment of UGX 32,505,010 was made,
vide voucher No 6303592, dated 23 June
2023 for the construction of a drainable
5(five) stance pit latrine at Njanja P/S,
certified by the DEO Environment Officer
and CDO.

It was noted however, that while the DEO
appended a stamp against his signature, the
CDO and Environment officer did not date
and/or append their stamps on their
signatures.

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p>	<p>From a review of the procurement plan, three projects were planned and constructed as outlined below:</p> <ol style="list-style-type: none"> 1. Renovation of the 2-classroom block at Mantoroba P/S; Procurement reference number: Bund505/Wrks/2022-2023/00053. The Engineer's estimate was UGX 49,534,000/= as per the annual work plan (AWP). The contract reported a contract sum of UGX 48,512,000/=. This represented a variation in the contract price of -2.063% of the MoWT estimates. 2. Construction of a 2-classroom block with an office at Irango P/S; Procurement reference number: Bund505/Wrks/2022-2023/00037. The Engineer's estimate was UGX 250,000,000/= as per the annual work plan (AWP). The contract reported a contract sum of UGX 220,163,332/=. This represented a variation in the contract price of -11.935% of the MoWT estimates. 3. Construction of a 4-stance drainable latrine at Irango P/S; Procurement reference number: Bund505/Wrks/2022-2023/00035. The Engineer's estimate was UGX 33,810,000/= as per the annual work plan (AWP). The contract reported a contract sum of UGX 33,144,200/=. This represented a variation in the contract price of -1.969% of the MoWT estimates. 	2
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Conclusion

Pass

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 	<p>The district had only one seed school, that is, Kabango Secondary School, which was too way below 80% completion at the time of review. A review of the contract documents the district shares with Prutaz Construction and Vocational Training (U) Limited (contractor), indicated that the contract was signed on 18//11/2022, and up to now the building facilities are still at the substructure level. This was confirmed through the site visit conducted with the district engineering works department staffs on 31/10/2023.</p>	0
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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>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	<p>We obtained and reviewed the staffing structure for schools and the teacher staff lists from the Principal Human Resource Officer(PHRO)</p> <p>Bundibugyo had 975 teachers in post against a staff ceiling of 1263 (77%) of filled positions as per the MoES guidelines, stating, a teacher pupil ration of 1:53</p>	1
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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"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>We obtained a list of both UPE registered (107) and USE (12) schools respectively and the consolidated school asset registers for both UPE and USE schools, for FY's 2021/2022 and 2022/2023.</p> <p>We established that 0% (0 out of 107) of UPE and 0% (0 out of 12) of USE schools respectively, met basic requirements and minimum standards. All the schools required; extra classrooms or latrine stances, or desks and/or teachers houses.</p> <p>The percentage was 0 and below 50%.</p>	0
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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"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>We obtained and reviewed the teacher deployment list from the District Education Officer. Information at the three sampled schools, revealed the following:-</p> <p>At Bugombya P/S (peri-urban) there were 13 teachers, at Bundibugyo Demonstration School (urban), there were 12 teachers and in Bubandi P/S, there were 15 teachers.</p> <p>The information at the schools was corroborated with that in; the teachers arrival books and the deployment staff lists obtained at the DEO's office. The three sources were found to be in tandem.</p>	2
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Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.

Maximum 4 points on this performance measure

b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.

- If the accuracy of information is 100% score 2
- Else score: 0

We obtained the consolidated school asset register from the DEO. We verified whether the infrastructure and equipment were in place as per the consolidated asset register and established the following in the three samples schools

In Bugombwa P/S (semi-urban) there were four (4) classroom blocks with seven (7) classrooms, one (1) latrine block with four (4) stances, 87, 3 - seater desks and one (1) teacher's house accommodating four (4) teachers.

Bundibugyo Demonstration P/S (urban) had three (3) classroom blocks with seven (7) classrooms, two (2) latrine blocks with 10 stances, there were 250, 3- seater desks and no teachers house.

Bubandi P/S (Rural) had three (3) classroom blocks with nine (9) classrooms. **NB (one classroom block with seven classrooms should be condemned, since it had outlived its life span and is life threatening).** There were two (2) latrine blocks with seven (7) stances, 112, 3 - seater desks and two (2) teacher's houses each accommodating four teachers.

The two sources of information i.e. the Asset register and the physical verification were in synch.

School compliance and performance improvement:

Maximum 12 points on this performance measure

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:

- If 100% school submission to LG, score: 4
- Between 80 - 99% score: 2
- Below 80% score 0

We did not obtain copies of the school annual reports and budgets for the previous FY 2022/23, since they were not availed and therefore there was no review to do.

In three sampled schools; Bubandi P/S (rural). Bundibugyo Demonstration P/S(urban) and Bugombwa P/S (semi-urban) none had an Annual school report and Budget, nor had any school submitted a copy to the DEO's office. They were not aware of the content of the report.

All three schools however, had submitted only a copy of the Assets register separately, which was just one component, of the package.

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"> • If 50% score: 4 • Between 30- 49% score: 2 • Below 30% score 0 	<p>We obtained the inspection reports of the previous FY 2022/23. We established that 85 schools were supported to make SIPs, and there was evidence for the support since 75 schools, produced and submitted copies of SIPs to the DEOs office.</p> <p>This made $(75/85 \times 100) = 88\%$ of those that submitted.</p> <p>At the three sampled schools; Bundibugyo Demonstration P/S (urban) Bugombwa P/S (semi-urban) and Bubandi P/S(rural), all had submitted copies of the SIPs to the DEO's office and had copies of the SIPs, at their 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"> • If 100% score: 4: • Between 90 - 99% score 2 • Below 90% score 0 	<p>We obtained and reviewed OTIMS data submissions to MoES and noted that, Bundibugyo District had submitted (66,918) pupils for 107 UPE schools for FY 2022/2023, according to the data that was collected from MoES.</p> <p>This data was corroborated with that of MoFPED (PBS) as per the Performance Contract of FY 2022/2023 dated 21/07/2023. The two sources of information, were in synch.</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>Maximum 8 points on this performance measure</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>There was evidence that Bundibugyo District budgeted for a head teacher and a minimum of seven teachers and for schools with P7 and a teacher for each class and a head teacher for schools below P7, totaling 975 teachers in 107 primary schools, to the tune of UGX 8,234,472,000 for FY 2023/2024 as per the Bundibugyo District Approved Budget Estimates for FY 2023/2024.</p>	4
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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, Score 3 else score: 0</p>	<p>We obtained and reviewed the teacher's staff list from the DEO.</p> <p>There was evidence that Bundibugyo education department had deployed staff in position as per sector guidelines, i.e. a head teacher and a teacher per class for a P7 school and a head teacher and one teacher for each class for a school below P7, in 107 primary schools.</p> <p>In the three sampled schools, we noted the following;</p> <ul style="list-style-type: none"> — Bugombwa P/S (semi-urban) - 13 teachers; — Bundibugyo Demonstration P/S (urban) - 12 teachers; and — Bubandi P/S (rural) - 15 teachers. <p>This information was corroborated with staff lists at school, teacher's arrival books and staff lists from the education department office, hence found to be synced.</p>	3
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, score: 1 else, score: 0</p>	<p>We reviewed the teacher deployment list and inspected the notice boards in the three sampled schools.</p> <p>We established evidence that the teacher deployment had been displayed on the school notice boards of the three sampled schools i.e. Bugombwa P/S (semi -urban). Bubandi P/S (rural) and Bundibugyo Demonsration P/S (urban).</p>	1
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>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO Score: 2 or else, score: 0</p>	<p>Appraisal files of the Head Teachers were provided, reviewed and were found to have been appraised within the stipulated time by either SAS/Town Clerk as per the samples shown hereunder:</p> <ol style="list-style-type: none"> 1. Mr.Bagonza Peter, Head Teacher Busendwa Primary School, appraised by SAS Ngamaba sub-county on 29th December 2022. 2. Mr. Kisembo Monday, Head Teacher Kalera Primary School appraised on 29th December 2022 by Town Clerk - Nyahuka Town Council. 3. Mr. Byasalya Charles, Head Teacher Izahura Primary School, appraised on 30th December by Ag. SAS Harugali sub-county. 	2
<p>Maximum 8 points on this performance measure</p>	<p>Maximum 8 points on this performance measure</p>	<p>Maximum 8 points on this performance measure</p>	<p>Maximum 8 points on this performance measure</p>	<p>Maximum 8 points on this performance measure</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.

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

Seven secondary school head teachers' files were provided out of the expected twelve to correspond with the number of secondary schools in the LG. They were found to have been duly appraised by the D/CAO as found in the annual performance reports and not within the previous school year period as shown below:

1. Mr. Mugisa Paul – Head Teacher Bumadu Seed Secondary School, Bundibugyo Town Council

2. Mr. Mutesigensi John -Head Teacher Budikahungu Seed Secondary School, Nyahuka Town Council appraised February 2023.

3. Mr Atuhaire Innocent – Head Teacher Kisuba Seed Secondary School, Kaghema Town Council, appraised 26th September 2023.

4. Mr. Balyebulya Anthony, Head Teacher Bubukwanga Senior Secondary School, Bubukwanga sub-county, appraised 26th September 2023.

5. Mr. Masereka Kalemire Robert, Head Teacher Kabango Seed Secondary School, Mabere sub-county, appraised 27th September 2023.

6. Mr. Adukula bwambale Nyamingi, Head Teacher Bukonzo Secondary School, Bukonzo sub-county, appraised 26th September 2023.

7. Mr. Muhumuza Geoffrey, Head Teacher Burambagira Secondary School, Ngamba sub-county, appraised 26th September 2023.

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

c) If all staff in the LG Education department have been appraised against their performance plans

score: 2. Else, score: 0

At the time of assessment, the following officers were found to have been duly appraised as evidenced by the Annual Performance Reports (APR) dated 30th June 2023:

1. Mr. Byamukama John - District inspector of Schools

2. Biira Harriet, Inspector of Schools,

3. Kagaruki Aramathan, Inspector of Schools.

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,</p> <p>score: 2 Else, score: 0</p>	<p>We obtained and reviewed a training plan dated 16 May 2022 for FY 2022/2023, that provided; a) training of members of School Management committees(SMC's) in 30 primary schools, b) Senior Women Teachers in 107 schools at Centre Coordinating Centers and (c) training teachers on Competence Based Curriculum.</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>Bundibugyo did not write to MoES, regarding the list of schools and enrolment because there was no negative issue to raise, hence there was no need to write.</p>	2
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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>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>We reviewed the MoES, Planning and Budgeting Implementation Guidelines for Local Governments for the Education and Sports Sub -Programme Page 16 schools(Inspections output 078402) for FY 2023/24, and the district budget estimates for FY 2022/23.</p> <p>Review of the District Budget Estimates for FY 2022/23 revealed evidence that Bundibugyo District had allocated UGX 44,655,999 towards inspection and monitoring.</p> <p>Review of the annual performance report revealed an expenditure of UGX 43.560.000 or 97.5% on inspection and monitoring activities including the following;</p> <ul style="list-style-type: none"> — Conducting inspections, thrice for each school — Conducting follow up inspections to establish whether recommendations were implemented. — Discussion of findings and dissemination of findings to head teachers. <p>We established that the inspection and monitoring activities conducted complied to sector guidelines.</p>	2
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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>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>A review of PBS timestamps from MoFPED of LG warrant submissions for school capitation grants revealed that the LG in FY2022/23, warranted more than 5 working days (i.e. Q3) after cash limits for the LG were uploaded in the PBS by MoFPED.</p> <p>Evidence</p> <p>Q3 FY2022/23- Cash limit uploaded on 10 Jan 2023 and LG warranted on 19 Jan 2023 i.e. after 7 working days.</p> <p>Q4 FY2022/23- Cash limit uploaded on 24 Apr 2023 and LG warranted on 26 Apr 2023 i.e. after 2 working days.</p> <p>Q1 FY2023/24- Cash limit upload on 17 Jul 2023 and LG warranted on 24 Jul 2023 i.e. after 5 working days.</p>	0
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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>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.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>Review of copies of MoFPED release circulars for the last three quarters indicated the following dates;</p> <ul style="list-style-type: none"> — 2022/23 Q3:10/01/2022 — 2022/23 Q4: 24/04/2022 and — 2023/24 Q1: 17/07/2022 <p>The education department did not provide evidence that Bundibugyo District education department made release circulars and invoices of capitation to schools for the last three (3) quarters.</p> <p>In three sampled schools of; Bugombwa P/S , Bundibugyo Demonstration P/S and Bubandi P/S, none had the information in relation to the release circulars. They only mentioned how they are informed by messages on Whatsapp about availability of UPE funds in the bank</p>	0
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> • If 100% compliance, score: 2, else score: 0 	<p>We obtained the inspection plan and the minutes for planning school inspections and established the following</p> <p>There were minutes dated 9th September 2022 for 3rd term 2022, 10th January 2023 for 1st term 2023 and 16th May 2023 and for 2nd term 2023. The LG education department was therefore compliant.</p>	2
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> • If 100% score: 2 • Between 80 - 99% score 1 • Below 80%: score 0 	<p>We obtained the LG inspection and monitoring reports for 3rd term 2022 , 1st term 2023 and 2nd term 2023 and established that the following number of schools were inspected; 3rd term 2022, 107 schools, 1st term 2023, 107 schools, and 2nd term 107 schools (107 + 107 + 107) * 3 = 107 or 100%</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>While we did not obtain the departmental meeting minutes to determine whether the inspection reports were discussed and used to make recommendations for corrective actions during the the FY 2022/23, at the school level however, action had been taken to correct wrongs as a result of the inspection recommendations, as detailed below:</p> <p>In the three sampled schools there was follow up by the inspectors and head teachers thus;</p> <p>1. Butombwa P/S (semi-urban) the school had a report dated, 17/10/2022 by Chance Godfrey where the following recommendations were made:-</p> <p>Registers should be updated, this was had taken place</p> <p>While teachers were teachers making schemes of work, some were not preparing lesson plans. The recommendation of the teachers that were not making Lesson plans, was being implemented by the time of assessment.</p> <p>2. Bundibugyo Demonstration P/S (urban) In a report dated 23/0/2023 by Kagaruki Aramathan (IS), made a recommendation of some teachers not not making schemes of work, being persistent and the head teacher was advised to write to the DEO to discipline the teachers.</p> <p>3. In Bubandi P/S, an inspection report by Kandole Milton (Ag DIS) signed in a visitors book and did not leave a copy of the inspection report, We were told that he was following up the use of learning aids in class by teachers .</p>
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>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</p>	<p>There was no evidence that the DIS had presented the findings from inspection and monitoring results to respective schools and submitted copies of the school inspection reports from the previous three terms. Only only one term i.e. 3rd term of 2022 report, was evidenced to have been submitted and acknowledged received by DES on, 07/12/2022.</p> <p>At the three sampled schools only one report out of the minimum three for Bugombwa P/S and Bundibugyo Demonstration P/S were left behind and none for Bubandi P/S.</p>

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>The LG provided evidence that the Social Services Committee of the LG Council met and discussed service delivery issues in the Education Sector in FY2022/23</p> <p>Evidence</p> <p>Minutes of Social Services Sectoral Committee on 3 May 2023 in the District Board Room. MIN4/SSSC/MAY/2023- Passing budget for service delivery in FY2023/24.</p>	2
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,</p> <p><i>score: 2 or else score: 0</i></p>	<p>There was evidence that Bundibugyo LG conducted activities to mobilize, and retain children at school that included; Radio talk shows on UBC. The talk shows were on guidance on the role and responsibilities of all stakeholders in regard to children as a follow up of the Social services standing committee recommendation during their Extra Ordinary sitting held on 3 February 2023- MIN89/BDLG/FEB/2023 to mobilize parents. The details are contained in reports, dated 24/12/2022, 03/04/2023 and 24/12/2023.</p>	2

Investment Management

12

Planning and budgeting for investments

Maximum 4 points on this performance measure

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*

We reviewed the school asset registers of the three sampled schools and verified the information at the sampled schools, which revealed evidence that Bundibugyo district had a consolidated school asset register accurately reporting on infrastructure in all the three (3) sampled schools (100% accuracy).

In the three sampled schools, we noted the information below;

— St. Peters Bugombwa P/S (semi-urban) there were four (4) classroom blocks with seven (7) classrooms; one (1) latrine block with four (4) stances, 87 three-seater desks and one (1) teachers houses in permanent material, e (3) classroom blocks with seven (7) classrooms, two (2) latrine blocks with 10 stances, 250, three-seater desks and one (1) teachers house.

— In Bubandi P/S (rural), there were, three (3) classroom blocks with nine (9) classrooms, two (2) latrine blocks with seven (7) stances, 112 three-seater desks and one (1) teacher's house block in permanent material accommodating four (4) teachers and two (2) teachers houses accommodating nine (9) teachers

— In Bundibugyo Demonstration P/S (urban) there were three (3) classroom blocks with seven (7) classrooms, two (2) latrine blocks with 10 stances, 250 3 - seater desks and no teachers house.

This info was corroborated with the consolidated Asset register at the Education Department office and both were in synch.

12

Planning and budgeting for investments

Maximum 4 points on this performance measure

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 evidence to confirm that LG TPC conducted desk appraisals of all sector projects in the budget FY2022/23 to establish whether the prioritized projects were derived from the LG DP III and eligible for expenditure as per sector guidelines and funding source.

Evidence

Sample 3 projects FY2022/23

Construction of 2 classroom block primary school at Iranga Village included in DP III and appraisal on 3 Nov 2021.

Construction of 3 stance Toilet at Njanja Village included in DP III and appraisal on 3 Nov 2021

Construction of seed school at Burondo 1 village included in DP III and appraisal on 3 Nov 2021

1

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>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</p>	<p>The LG provided evidence to confirm that field appraisals of sector projects in FY2022/23 were conducted to check for their technical feasibility, environmental and social acceptability, and customized designs to suit site conditions.</p> <p>Evidence</p> <p>Sample 3 Projects</p> <p>Construction of 2 classroom block primary school at Iranga Village- conducted on 12 Nov 2021.</p> <p>Construction of 3 stance Toilet at Njanja Village- conducted on 12 Nov 2021</p> <p>Construction of seed school at Burondo 1 village- conducted on 12 Nov 2021</p>	1
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, score: 1, else score: 0</p>	<p>From the PDU, the procurement plan for the current FY was obtained and evidence was found that the education sector infrastructure projects (seed secondary school) were incorporated in the plan.</p> <p>The plan has two (2) seed schools, that is, Bulondo seed school and Kabango seed school in Mabere Sub-county.</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, score: 1, else score: 0</p>	<p>The education infrastructure project above UGX 200,000,000 was the construction of a 2-classroom block with an office at Irango P/S, contract value UGX 220,163,332/= approved before commencement by the contracts committee on 2/02/2023, under minute number 96/BDCC/Feb/2022-2023 (D); Contractor: Kake Corporates Limited.</p> <p>The contract was approved by the solicitor general on 29/03/2023.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>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</p>	<p>Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines was availed. In a letter dated 30/11/2022, CAO appointed the following on the PIT:</p> <ol style="list-style-type: none"> 1. District Engineer 2. District Community Development Officer 3. District Education Officer 4. Clerk of Works. <p>Note: The PIT lacked a labour officer and environment officer.</p> <p>Conclusion</p> <p>Fail</p>	0

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES <i>Score: 1, else, score: 0</i>	The visited site, that is, Kabango seed school was at substructure level and the inspection conducted on 31/10/2023 revealed that the plans issued by MoES CMU were followed. The measured floor areas conformed to those specified in the technical designs issued by MoES.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	There was no satisfactory evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY. From a review of the contract documents for Kabango seed school construction, the start date was 18/11/2022, and cumulative monthly site meetings could not be traced from the reports presented. It is essential to note that the project is still at substructure level, behind schedule, showing a number of constraints deterring progress as witnessed during the site visit conducted on 31/10/2023.	0

Procurement, contract management/execution

Maximum 9 points on this performance measure

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 *score: 1, else score: 0*

There was evidence that Kabango seed school and other education infrastructure projects were jointly monitored, issues affecting the projects deliberated in the meetings, and recommendations shared with stakeholders. In a report dated 20/03/2023 (with attendance list appended), joint monitoring was done between 16/03/2023 and 17/03/2023 by a team that comprised of the Chief Administrative Officer, District Engineer, District Education Officer, Community Development Officer, Environment Officer and Project Supervisors. They monitored the following facilities:

1. **Kabango seed school constructed by Prutaz Construction and Vocational Training (U) Limited.**
2. Renovation of a 2-classroom block at Mantoroba P/S by M/S Bukwa (U) Limited.
3. Construction of two classroom block and an office at Irango PS by M/S Kake Corporates Limited.
4. Construction of a 5-stance drainable pit latrine at Njanja P/S M/S Bukwa (U) Limited.
5. Construction of 4-stance drainable pit latrine at Irango P/S M/S Abamu Engineering Works (U) Limited.

Note: The district had only one seed school constructed in the previous FY, that is, Kabango seed school. Specifically, at Kabango site, the report shows that site clearance and foundation excavations were in progress for the administration block, science laboratory, multipurpose hall, classroom blocks and pit latrines. Site clearance and foundation excavation is a critical component in building construction as it involves boundary openings and land demarcations which is essential. The depth and size of foundations must be inspected and nature of soils excavated inspected to confirm compliance with geotechnical investigations report findings/recommendations. **Therefore, it was a critical stage to inspect the site works.**

Conclusion

Pass

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>	A review of a sample of LG's payment vouchers for payments to 3 contractors for education Infrastructure projects implemented in FY2022/23 revealed that the LG did not initiate and make timely payments to contractors as per contract and implementation results. Evidence Payment terms as per contract 30 days after a request for payment/invoice by the contractor 1. Request for Payment was made by M/s Kake Corporates Limited on 20 June 2023 for the construction of a 2-classroom block with an office at Irango PS for UGX 220,163,332. The payment was made on 26 June 2023 Receipt No 607 i.e. This payment was made within 6 days after the request was made. 2. Request for Payment was made by M/s Bukwa Uganda Limited on 22 May 2023 for the construction of a 5-stance VIP latrine at Njanja PS for UGX 34,215,800. The payment was made on 29 June 2023 EFT No 6303592 i.e. This payment was made 38 days after the request was made. 3. Request for Payment was made by M/s Prutaz Construction and Vocational Training (U) Ltd on 7 March 2023 for the construction of Kabango Seed Secondary School for UGX 526,547,034. The payment was made on 22 May 2023, EFT No. 4760732 i.e. This payment was made 76 days after the request was made.	0
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>	There was no evidence availed for this indicator.	0

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was evidence that Kabango seed P/S procurement file was complete with a works contract, evaluation report approved by contracts committee, and contracts committee meeting minutes.</p> <p>The evaluation report was dated 9/02/2022 and approved by the contracts committee on 25/08/2022.</p> <p>Works contract dated 17/11/20222.</p> <p>Minutes of contracts committee meeting dated 25/08/2022.</p> <p style="text-align: center;">•</p>	1
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Environment and Social Safeguards

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>The assessor reviewed the grievance redress framework and established that one grievance under education projects was recorded, investigated, and responded to as noted below,</p> <p>Mwesigye Gideon and 24 others on 26/04/2022 registered a complaint of non-payment of wages and rent for staff during the construction of Kisuuba Seed Secondary School yet the school had been commissioned. The grievance redress committee summoned the contractor and recommended payment of the aggrieved party which was met by the contractor.</p>	3
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>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</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was no evidence provided for assessment to the effect that dissemination of the education guidelines took place. There was no copy of the guidelines too.</p>	0

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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></p>	<p>A review of the BoQs for Education projects revealed that costed ESMPs were incorporated therein as thus;</p> <p>Renovation of 2 classroom blocks at Mantoroba primary schools had costed ESMPs of UGX: 700,000 incorporated in the BoQs.</p> <p>Construction of two classroom blocks at Irango primary school had costed ESMPs of UGX: 2,000,000 incorporated therein.</p> <p>Construction of four stance pit latrine at Irango primary school had costed ESMPs of UGX: 400,000</p>	2
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p>	<p>The DLG provided evidence that Education projects were constructed on land where it had ownership;</p> <p>The land sales agreement for Kabango Seed Secondary School between Mate Obadia and Kabango Seed Secondary School at a fee of UGX: 780,000 was signed 24/01/2022.</p> <p>Land agreement donation for Bukangama Primary School by Bukangama catholic church dated 12/02/2020.</p> <p>Land agreement donation for Mantoroba primary school by Mantoroba church of Uganda dated 15/06/1991</p>	1
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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></p>	<p>The DLG provided evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs as noted below;</p> <p>Monthly monitoring and supervision for Kabango seed secondary school was conducted as per reports dated 20/03/2023, 30/04/2023 and 27/06/2023.</p> <p>Monthly monitoring and supervision for renovation of two classroom blocks at Mantoroba was conducted as per report dated 14/06/2023.</p> <p>Monthly monitoring and supervision for construction of 2 classroom block and office at Irango primary school was conducted as per reports dated; 27/03/2023 and 27/06/2023.</p>	2

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments

Score: 1, else score:0

There was evidence that E&S certifications were approved and signed by the environmental officer and CDO before executing the project contractor payments;

1. The renovation of a 2 (two) -classroom block at Mantoroba P/S was approved and signed by the Environment Officer and Community Development Officer(CDO) on 23/06/2023.

2. The construction of a 2 (two) classroom block with an office at Irango P/S was approved and signed by the Environment Officer and CDO on 23 June 2023

**Health
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
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"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>There was no evidence that the LG registered more than 20% increase in utilization of health care services in deliveries.</p> <p>The sampling done from all the Health facilities conducting deliveries of the health unit annual reports (HMIS 107) for financial years 2021/2022 and 2022-2023 indicated a decrease of 7.27%.</p> <p>This was evidenced as below;</p> <p>In the financial year 2021-2022, total deliveries amounted to 10,584.</p> <p>In the financial year 2022-2023, total deliveries amounted to 9,814.</p> <p>Using the formula: $(9814 - 10584) / 10584$, then multiply by 100, which equals -7.27%."</p>	0
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0 	<p>The LG score in the Health LLG performance assessment for 2023 was 82%.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> • 75% and above; score 2 • 65 - 74%; score 1 • Below 65; score 0 	<p>This indicator was not applicable</p>	0

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.

A review of the LG's Annual Budget Performance Report and Annual Budget Estimates for FY2022/23 revealed that the LG Health Development Grant was budgeted and spent on eligible activities as per the Health Grant and Budget Guidelines.

Evidence

Annual Budget Performance Report FY2022/23

Building and Facility Maintenance at Mantoroba HCII UGX 170,000,000

Building and Facility Maintenance at Mirambi HCIII UGX 170,000,000

Other Structures- Construction Works at Ngamba HCII UGX 8,000,000

Other Structures- Construction Works at Ntandi HCIII UGX 10,000,000

Other Structures- Construction Works at Bupomboli HCIII UGX 17,000,000

Other Structures- Construction Works at Tombwe HCIII UGX 7,000,000

Other Structures- Construction Works at Busunga HCIII UGX 7,000,000

Machinery & Equipment Assorted at Mountainous Areas- Bukangama UGX 7,000,000

Machinery and Equipment - Assorted Equipment UGX 1,900,000

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

The LG provided evidence that the LG Health Officer, Engineer, Community Development Officer, and Environment Officer certified works implemented by the LG's Health Department in FY2022/23 before payments were made to contractors.

Evidence

Review of a sample of 3 payment vouchers

1. Request for Payment was made by M/s Bughendera Engineering & Construction SMC Ltd on 5 June 2023 for the construction of a 2- stance drainable latrine and urinal at Bupomboli for UGX 16,973,400 and payment was made EFT No 6303474. Payment Certificate No. 1 was prepared and signed by the District Engineer, DHO, Environment Officer & Community Development Officer
2. Request for Payment was made by M/s Hendeya Investments Company Ltd on 10 January 2023 for the construction of Burndo HCIII for UGX 95,493,168 and payment was made on EFT No 6311205. Payment Certificate No 1 was prepared on the 19 January 2023 and signed by Assistant Engineering Officer, Engineer, District Health Officer, Community Development Officer, and Environment Officer.
3. Request for Payment was made by M/s Doxa Engineering (U) Ltd on 6 June 2023 for construction works at Mirambi Staff Houses FY2022/23 for UGX 84,227,098 and payment was made on EFT No 6409251. Payment Certificate No 1 was prepared on 15 June 2023 and signed by the Assistant Engineering Officer, District Health Officer, District Engineer, Environmental Officer and Community Development Officer.

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 three sampled projects were as follows:

1. Construction of a staff house at Mirambi HCIII by Doxa Engineering (U) Limited, P.O.Box 2577, Kampala, Bukoto. From the contract agreement, the contract price was UGX 170,061,619/=, and the procurement plan report engineer's estimate as UGX 170,000,000/=. **Therefore, the variation was +0.036% of the engineer's estimate.**
2. Construction of Nyahuka HCIV OPD complex, Phase I by KH General Contractors & Produce Dealers Co., Limited, P.O.Box 1193, Bundibugyo. The contract agreement reviewed had a contract sum of UGX 119,393,515/= and the procurement plan had an estimated budget of UGX 125,706,000/=. **Therefore, the variation was -5.022% of the engineer's estimate.**
3. Construction of a staff quarter at Busunga HCIII by Davrich Co., (U) Limited, P.O.Box 449, Hoima. From the contract agreement, the contract price was UGX 170,000,000/=. The procurement plan reported an estimated budget of UGX 170,000,000/=. **There was no variation.**

Conclusion

Pass

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

From a review of the works contracts and reports for the previous FY, it was noted that health projects were below 80% completion by the end of the FY. A section of the joint monitoring report dated 12/06/2023, signed by the District Engineer and project implementation team (PIT) attendance list appended, reported the following:

1. A 2-stance drainable pit latrine at Bupomboli HC III, works rated below 80% completion.
2. **Phased construction of OPD complex phase I at Nyahuka HC IV, works rated way below 80% completion (setting out, trench excavation, and fabrication of steelworks were activities taking place).**
3. Upgrade of Busunga HC III, works rated above 90% completion.
4. Construction of Staff house at Mirambi HCIII, works rated below 80% (block work at window level)
5. **Upgrade of Mirambi HCIII, works rated below 80% completion (pit latrine at slab level, maternity ward roofed and site had been abandoned)**
6. Upgrade of Buhanda HC III, works rated below 80% completion (foundation completed and slab casting were activities taking place)
7. Construction of a placenta pit, works rated 100% completed.

There was no evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY. Most of the projects were below 80% completion by the end of the previous FY.

Annual budget performance report not availed.

Note:

Conclusion

Fail

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"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>Information obtained from the District BioStatistician as extracted from the District's HMIS portal, the approved staffing levels are:</p> <ol style="list-style-type: none"> 1. HC IIIs - 54 2. HC IVs - 130 <p>A review of the data provided revealed that the two categories had been staffed as follows at the time of the assessment:</p> <ol style="list-style-type: none"> 1. HC IIIs - 39 representing 72% of staffing levels. 2. HJC IVs - 95 representing 73% of staffing levels. <p>The combined average staffing for both health facility levels was 72.5%.</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"> • If 100 % score 2 or else score 0 	<p>The inventory of existing and newly constructed health facilities conformed to the Ministry of Health approved designs. Checks were done on the existing and new facilities and they conformed to the approved technical designs/drawings issued by the Ministry. Measurements were taken to confirm room sizes, and checked conformance to 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>There was evidence that the information on positions of health workers filled was accurate. This was evidenced on the deployment staff lists from the DHO of 19th October 2023 and that on the staff lists and attendance registers of the 3 sampled health facilities of Bukangama Health centre III, Butaama Health centre III and Nyahuka Health centre IV as indicated below;</p> <ol style="list-style-type: none"> 1. At Bukangama Health center III, 18 out of 19 staff were indicated on the deployment list at the DHO's office corresponded to the 18 staff list of 5th October 2023. 2. At Butaama Health center III, 17 out of 19 staff were indicated on the deployment list at the DHO's office which corresponded to the 17 staff list of 20th September 2023 3. At Nyahuka Health center IV, 51 out of 49 staff were indicated on the deployment list at the DHO's office corresponding to the 51 staff list dated 28th September 2023. 	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 health sector did not have any upgrade under the financial year assessed.</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 Performance Improvement support.</p>	<p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p>	<p>There was evidence that the Health facilities prepared and submitted Annual Work plans and budgets to the DHO for the previous financial year.</p>	2
	<p>Maximum 14 points on this performance measure</p>	<ul style="list-style-type: none"> • Score 2 or else 0 	<p>The sampled health facilities of Bukangama, Nyahuka and Butaama Health facilities submitted as follows;</p> <ol style="list-style-type: none"> 1. Bukangama Health center III submitted on 25th March 2023 signed by the DHO and approved by the CAO on 28th March 2023. 2. Nyahuka health center IV submitted on 31st March 2023 signed by the DHO and approved by the CAO on 31st March 2023 and; 3. Butaama Health center III submitted on 30th March 2023 signed by the DHO and approved by the CAO on 30th March 2023 	
			<p>All the three submissions were by 31st March which was within the timeline and also conformed to the prescribed formats.</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 Performance Improvement support.</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>	<p>There was evidence that the sampled Health facilities prepared and submitted to the DHO Annual Budget Performance Reports for the previous FY as evidenced from the submission below;</p>	2
	<p>Maximum 14 points on this performance measure</p>	<ul style="list-style-type: none"> • Score 2 or else 0 	<p>The submissions were as follows;</p> <ol style="list-style-type: none"> 1. Bukangama Health center III submitted on 15th July 2023 2. Nyahuka Health center IV submitted on 7th July 2023 and; 3. Butaama Health center III submitted on 30th June 2023 	
			<p>The submissions complied to the timeline submission by July 15th of the current FY as per the Budget and Grant Guidelines</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 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

There was evidence that the health facility improvement plans incorporated performance issues for the current financial year. This was evidenced from the previous year monitoring and assessment reports which included the following performance issues from the DHMT reports

- Strengthening of Polio campaigns
- Improving of Family planning uptake
- Improvement of the immunization coverage and achieving green indicators
- Appraisal of all staff

These performance issues were identified from the PIP facility submissions below;

1. Bukangama HC III submitted on 15th June 2023
2. Nyahuka HC IV submitted on 30th June 2023 and;
3. Butaama HC III submitted on 30th June 2023

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>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%,</p> <ul style="list-style-type: none"> • score 2 or else score 0 	<p>There was evidence that the health facilities submitted 100% up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter).</p> <p>Monthly and quarterly reports for the 3 sampled health facilities of Bukangama, Nyahuka and Butaama health facilities were indicated as below;</p> <p>Bukangama health facility submitted as follows; 5th August, 7th September, 7th October, 3rd November, 7th December, 6th January, 6th February, 6th March, 5th April, 6th May, 7th June and 6th July.</p> <p>Butaama health facility submitted as follows; 5th August, 6th September, 6th October, 7th November, 6th December, 6th January, 6th February, 7th March, 7th April, 4th May, 5th June and 6th July</p> <p>Nyahuka Health facility submitted as follows; 6th August, 6th September, 7th October, 7th November, 7th December, 7th January, 7th February, 6th March, 6th April, 7th May, 7th June and 4th July.</p> <p>The submissions of 3 facilities were timely of all monthly (12) and quarterly (4) reports for the previous FY</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>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>This indicator is not applicable</p>	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>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>This indicator is not applicable</p>	<p>0</p>
	<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 did not provide evidence to confirm that the Health Department compiled and submitted timely Quarterly Budget Performance Reports for FY2022/23 to the Planner for consolidation.</p>	<p>0</p>
	<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>There was evidence that the LG developed a Performance Improvement Plan (PIP). This was evidenced from the PIP dated 28th March 2022 signed by the DHO and approved by the CAO</p> <p>The PIP incorporated plans for the weakest performing Health facilities of;</p> <ol style="list-style-type: none"> 1. Bubukwanga HC III for being in red category (poor performance) 2. Nyahuka HC IV for poor EPI indicators 3. Butaama HC III for both being in the red category and poor Expanded Program on Immunization (EPI) indicators 4. Kisubba HC III for poor EPI indicators 5. Budingoma HC II for being in the red category and inadequate staffing 6. Kikyo HC IV, Kayenje HC II for low OPD attendances 7. Bukangama HC III, Butaam HC III, Kisubba HC III and Burondo HC III for low maternal deliveries <p>These health facilities were identified for Quality Improvement (QI) approach, fast track and mentorships as evidenced from the PIP report of 26th July 2022.</p>	1
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>There was evidence that the LG implemented Performance Improvement Plan for the lowest performing health facilities</p> <p>The PIP incorporated plans for the weakest performing Health facilities of Bubukwanga HC III, Nyahuka HC IV, Butaama HC III, Kisubba HC III, Bundingoma HC III, Bukangama HC III, Burondo HC III, Kikyo HC III and Kayenje HC II</p> <p>These health facilities were identified for Quality Improvement (QI) approach, support supervision, mentorship, trainings and fast track for quality improvement.</p>	1

7

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).

Maximum 9 points on this performance measure

a) Evidence that the LG has:
i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0

There was evidence that the LG budgeted for health workers following guidelines / staffing norms.

Under vote 822 page 40 of the LG approved estimates; the LG budgeted for the 496 health workers on the approved structure which was in line with the performance contract.

2

7

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).

Maximum 9 points on this performance measure

a) Evidence that the LG has:
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

There was no evidence that the LG deployed health workers as per guidelines as all the health facilities had not deployed beyond 75% as staff required in accordance with the staffing norms.

The staff lists of the facilities (Health center IIIs and Health Centre IVs) against the staffing norms were;

1. Bukwanga HC III had 18/19=94%
2. Bukangama HC III had 18/19=94%
3. Bupomboli HC III had 19/19=100%
4. Burondo HC III had 18/19=94%
5. Butaama had 17/19=89%
6. Kawuka HC III had 17/19=89%
7. Kikya HC IV had 30/49=61%
8. Kisubba HC III had 15/19=78%
9. Ntandi HC III had 13/19=68% and;
10. Nyahuka HC IV had 51/49=104%

Kikyo HC IV (61%) and Ntandi HC III (68%) did not make it to the required percentage staffing of at least 75% and above.

0

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).

Maximum 9 points on this performance measure

b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0

There was evidence that the health workers were working in health facilities where they were deployed.

The reviewed Health workers' staff lists, facility attendance book/register (DHMT supervision/ monitoring reports; Automated Attendance Analysis (AAA) indicated that the health workers were working where they were deployed as reflected from the 3 sampled facilities below;

This was evidenced on the deployment staff lists from the DHO of 19th October 2023 and that on the staff lists and attendance registers at the 3 sampled health facilities of Bukangama Health centre III, Butaama Health centre III and Nyahuka Health centre IV as indicated below;

1. At Bukangama Health center III, 18 out of 19 staff were indicated on the deployment list at the DHO's office corresponded to the 18 staff list of 5th October 2023 that was pinned on the notice board at the facility

2. At Butaama Health center III, 17 out of 19 staff were indicated on the deployment list at the DHO's office which corresponded to the 17 staff list of 20th September 2023 that was pinned at the Health facility.

3. At Nyahuka Health center IV, 51 out of 49 staff were indicated on the deployment list at the DHO's office corresponding to the 51 staff list dated 28th September 2023 that was pinned at the Health facility notice board

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).

Maximum 9 points on this performance measure

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

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.

The displayed lists of the health facilities visited indicated the name of the facility, name of the staff, cadre, and gender among others as they appeared on the health facility notice boards

1. At Bukangama Health center III, the 18 staff list of 5th October 2023 was pinned on the notice board at the facility

2. At Butaama Health center III, the 17 staff list of 20th September 2023 was pinned at the Health facility notice board.

3. At Nyahuka Health center IV, the 51 staff list dated 28th September 2023 was pinned at the Health facility notice board

Performance management: The LG has appraised, taken corrective action and trained Health Workers.

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

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

The following In-Charges Health Facilities files were provided.

1. Balyebulya Mujuku Edison, Enrolled Nurse, appraised by the ADHO on 26th June 2023 and completed by responsible Officer on 7th August 2023.
2. Matte Zakayo, Senior Clinical Officer, appraised 8th July 2022 and completed by the Responsible Officer on 10th August 2022.
3. Mutende Rueben, Enrolled Nurse, appraised 30th June 2023 but appraisal form was not complete with sign off of the Responsible Officer.
4. Gizamba George, Medical Officer, appraised 16th June 2023, but appraisal form was not complete with sign off of the Responsible Officer.
5. Ndigyaha Wilson, Enroled Nurse, appraised 19th June 2023.
6. Mandega Roberts, Nursing Officer, appraised 14th August 2023.
7. Kabugho Kelicious Agnes, Clinical Officer, appraised 14th June 2023 but Responsible Officer's sign off bore two stamp dates namely 16th July 2023 and 16th June 2023.
8. Birungi Leonard Jaques, Senior Clinical Officer, appraised 4th August 2023.
9. Balyejukya Wilson, Enrolled Comprehensive Nurse, appraised 16th October 2023.
10. Kule Samuel, Enrolled Nurse, appraised 1st July and appraisal form not 2023 complete with the Responsible Officer's signoff.

From the foregoing, the sampled Health Facility In-Charges appraisal files revealed: (i) incompleteness of forms with the Responsible Officer not signing off; (ii) appraisal beyond the stipulated time; and (iii) non-indication of workstations.

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>The following files were provided for review on whether the health workers were being appraised during the FY by In-charges and not all complied with this requirement:</p> <ol style="list-style-type: none"> 1. Birungi Leonard Jacques-Snr. Clinical Officer - No station was provided on appraisal form dated 6th June 2023 and appraised by the SAS. 2. Kabugho Velicious Agnes-Snr.Clinical Officer - No station was provided on appraisal form dated 14th August 2023 and appraised by Ag. Sub-County Chief. 3. Ndigyaha Wilson- Enrolled Nurses, no station on appraisal form appraised by Clinical officer on 16th June 2023. 4. Gizamba George- Medical Officer, Bundibugyo Hospital, appraised by the In charge on 30th June 2023. 5. Mutende Reuben, Enroled Nurse, no evidence of appraised by sub-county chief on 16th August 2023. 6. Maate Zakayo- Senior Clinical Officer, appraised by Senior Medical Officer on 7th August 2023. <p>The sampled files revealed that there was no consistency in the In-charge appraisal of staff.</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>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>No evidence was provided at the assessment time. The Performance Improvement Plan did not have provisions for corrective actions specific to Health Workers.</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>There was evidence that the LG had in place a training plan for the health workers. The training plan dated 3rd March 2022 had 10 trainings including a clinical mentorship, two maternal and nutrition trainings, Adolescent health, 2 mass vaccination, one for Malaria. The plan indicated the activity, time frame, responsible person, budget and source of funding.</p> <p>Out of the 10 planned trainings, 7 were conducted in accordance to the training plans at the District. These were evidenced from the training reports as presented below;</p> <ol style="list-style-type: none"> 1. Clinical mentorship dated 30th May 2023 2. Integrated Malnutrition (IMAN) dated 11th November 2022 attended by 45 participants 3. Maternal Infant Young Child and Adolescent Nutrition (MIYCAN) training dated 21st June 2023 attended by 23 participants 4. Training on Malaria in pregnancy dated 12th March 2023 attended by 13 participants 5. Integrated disease surveillance on early identification towards reports of epidemics dated 17th April 2023 6. Adolescent and Maternal Child Health (MCH) training dated 3rd March 2023 attended by 75 participants. 7. Training on mass vaccination of Measles rubella dated 18th October 2022 <p>The trainings were entered into the training data base dated 30th June 2023</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>There was evidence that the LG documented training activities in the training /CPD database. All the Health workers who underwent through trainings were entered into the DHO's training data base dated 30th June 2023.</p>	1

Management, Monitoring and Supervision of Services.

9	<p>N23_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>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>There was evidence that the CAO confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th</p> <p>This was evidenced from the letter dated 28th August 2023 from CAO to the Permanent Secretary Ministry of Health verifying the correctness for all the Health facilities names. This letter was received and acknowledged at MOH as evidenced from the letter dated 4th September 2023 (Ref: CR102/1)</p> <p>The notification was done within the timelines.</p>	2
<p>Maximum 9 points on this performance measure</p>				
9	<p>N23_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 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.</p>	<p>A review of Budget Estimates FY2022/23 revealed that the LG allocated at least 15% of PHC NWR Grant for Lower Level Facilities FY2022/23 towards monitoring service delivery and management of LG Health services.</p> <p>Evidence</p> <p>Budget Estimates FY2022/23 Q2BPR FY2022/23 Page 17/178</p> <p>DHO Allocation for monitoring service delivery and management of LG health service = UGX 69,824,946</p> <p>Primary Health Care Non-Wage Recurrent (PHC NWR)= UGX 433,631,123</p> <p>Calculation</p> <p>DHO Allocations for monitoring service delivery & management of LG health service/PHC NWR*100</p> <p>69,824,946/433,631,123*100= 15.7%</p>	2
<p>Maximum 9 points on this performance measure</p>				

N23_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

A review of PBS timestamps from MoFPED of LG warrant submissions of PHC NWR to Health Facilities revealed that the LG in FY2022/23, warranted more than 5 working days (i.e. Q1&Q3) after cash limits for the LG were uploaded in the PBS by MoFPED.

Evidence

Q1 FY2022/23- Cash limit uploaded on 25 July 2022 and LG warranted on 09 Aug 2022 i.e. after 5+ working days.

Q2 FY2022/23- Cash limit uploaded on 25 Oct 2022 and LG warranted on 31 Oct 2022 i.e. after 3 working days.

Q3 FY2022/23- Cash limit uploaded on 10 Jan 2023 and LG warranted on 9 Jan 2023 i.e. after 5+ working days.

Q4 FY2022/23- Cash limits uploaded on 24 Apr 2023 and LG warranted on 26 April 2023 i.e. after 2 working days.

N23_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

A review of invoices of 3 health facilities sampled from the LG Cost Centre List & LLG allocation release provided by MoFPED revealed that the LG communicated to the Health Facilities PHC NWR grant releases for FY2022/23 more than 5 working days (i.e. Q2 & Q3) after invoicing the release.

Evidence

BUHANDA HCII

Q1 FY2022/23- Invoice No. 792238, invoiced on 29 Aug 2022 and communicated on 2 Aug 2022 i.e. communicated prior invoicing.

Q2 FY2022/23- Invoice No. 2078291, invoiced on 15 Nov 2022 and communicated on 24 Jan 2023 i.e. more than 5 working days.

Q3 FY2022/23- Invoice No. 3553941, invoiced on 1 Feb 2023 and communicated on 14 May 2023 i.e. more than 5 working days.

Q4 FY2022/23- Invoice No. 5301489, invoiced on 17 May 2023- No evidence of communication.

BUTAMA HCIII

Q1 FY2022/23- Invoice No. 778299, invoiced on 29 Aug 2022 and communicated on 2 Aug 2022. i.e. communicated prior invoicing.

Q2 FY2022/23- Invoice No. 2073835,

invoiced on 15 Nov 2022 and communicated on 24 Jan 2023 i.e. more than 5 working days.

Q3 FY2022/23- Invoice No. 3553941, invoiced on 1 Feb 2023 and communicated on 14 May 2023 i.e. more than 5 working days.

Q4 FY2022/23-invoice No. 5292084, invoiced on 17 May 2023 - No evidence of communication.

NYAHUKA HCIV

Q1 FY2022/23- invoice No. 825825, invoiced on 29 Aug 2022 and communicated on 2 Aug 2022 i.e. communicated prior invoicing.

Q2 FY2022/23- invoice No. 2084832, invoiced on 15 Nov 2022 and communicated on 24 Jan 2023 i.e. more than 5 working days.

Q3 FY2022/23- invoice No. 3601397, invoiced on 1 Feb 2023 and communicated on 14 May 2023 i.e. more than 5 working days.

Q4 FY2022/23- invoice No. 5314155, invoiced on 17 May 2023 - No evidence of communication.

9

N23_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

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

There was no evidence that the LG 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. Information through posting on public notice boards at the visited health facilities of Bukangama HC III, Nyahuka HC IV and Butaam HC III was not displayed .The display instead was evidenced at the DHO's office as below;

1. Quarter one release dated 22nd August 2022

2. Quarter two release dated 1st November 2022

3. Quarter three release dated 24th January 2023 and

4. Quarter four release dated 10th May 2023

0

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</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>There was evidence that the LG health department implemented the actions recommended by the DHMT quarterly performance review meetings held during the previous FY. This was evidenced from the implementation reports and quarterly review minutes below as required by the assessment procedure.</p> <p>The recommendations included'</p> <ol style="list-style-type: none"> 1. Improve performance of poorly performing health facilities (Butaama HC III, Kisubba HC III, Bundingoma HC II) 2. Improve individual indicator performance and; 3. Build capacity of health workers <p>From the evidenced quarterly reports dated 15th November 2022, 24th February 2023, 27th April 2023 and 20th July 2023, the following were noted;</p> <ol style="list-style-type: none"> 1. Improved performance of poorly performing health facilities (Butaama HC III, Kisubba HC III, Bundingoma HC II) from category 4 to category 3 2. Built capacity of health workers in various indicators and components 	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</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>There was evidence that the LG performance review meetings involved all health facilities in charges, implementing partners, DHMTs and key LG departments.</p> <p>This was evidenced from the attached attendances of the minutes of the meetings held on;</p> <ol style="list-style-type: none"> 1. Q1 meeting held on 26th July 2022 attended by 46 participants 2. Q2 meeting held on 18th December attended by 48 participants 3. Q3 meeting held on 26th March attended by 44 participants and; 4. Q4 meeting held on 31st May attended by 70 participants <p>The participants included all Health Facility In-charges, focal persons, Implementing partners and the District Health Team</p>	1

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

Maximum 7 points on this performance measure

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

If not applicable, provide the score

There was evidence that the LG supervised 100% of the 3 Health Centre IVs (Nyahuka HC IV, Kikyoo HC IV and Busaru-PNFP) and one Hospital (Bundibugyo General Hospital) at least once every quarter in the previous FY

This was evidenced from the quarterly support supervision reports as indicted below;

1. QTR 1 dated 11th November 2022
2. QTR 2 dated 21st March 2023
3. QTR 3 dated 13th June 2023 and,
4. QTR 4 dated 20th July 2023.

Some of the recommendations included;

1. Ensured proper use of the partographs
2. Replaced the Ambulance battery
3. Replacement of the PVC cover of the examination couch in the examination room
4. Ensured accountability for Maama kits
5. Conduct routine dump dusting in the labour suit
6. Ensured appropriate waste disposal

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

Maximum 7 points on this performance measure

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

- If not applicable, provide the score

There was no evidence that the DHT ensured Health Sub Districts (HSDs) support supervision of lower level health facilities was fully carried out in the 2 HSDs within the previous FY.

The supervision and monitoring reports for the 2 health sub districts of Bughendera and Bwamba indicated that HSD supervision was done as evidenced below;

Bughendera HSD indicated;

Q1 dated 30th September 2022

Q2 dated 23rd December 2022

Q3 dated 30th March 2023 and;

Q4 dated 30th June 2023

Bwamba HSD indicated;

Q1 dated 10th September 2022

Q2 No supervision report availed

Q3 No supervision report availed

Q4 dated 4th July 2023

The feedback included;

1. No functional solar refrigerator at Ebenezer HC III
2. Bukangama HC III not connected to the national power grid
3. OPD structure at Butaama too small with many activities
4. Kakuka HC III have only one patient ward despite the many refugee patients from Congo-DRC

The DHO did not provide the evidence for quarter two and three for Bwamba HSD

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</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>There was evidence that the LG used the results / reports from discussion of the support supervision and monitoring visits to make recommendations for specific corrective actions.</p> <p>This was evidenced at Butaama Health center support supervision book during the visit as a sampled facility. The supervision dates of 14th Augustb 2022, 9th September 2022, 30th March 2023 and 14th June 2023 indicated that the implementation was followed by the DHO</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>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</p>	<p>There was evidence that the LG provided support to all health facilities in the management of medicines and health supplies in FY 2022/2023.</p> <p>The Medicine management supervision reports indicated that guidance was given to health facility in-charges on secure, safe storage and disposal of medicines and health supplies</p> <p>This was evidenced from the Medicine Management and supervision and monitoring reports of 18th October 2022 and 22nd March 2023 and from the halth facility supervision books</p> <p>The guidance and feedback included amongst others;</p> <ol style="list-style-type: none"> 1. Stock cards should be completely filled with all stock levels calculated at Butaama HC 2. The store to have enough space that can accommodate 75% of the supplies at Bukangama HC 3. The log book should have initials of the dispenser at Busaru HC 4. The storage space has to be 20 square meters to meet the required standards at Nyahuka HC 	1

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>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</p>	<p>A review of LG's Annual Budget Estimates and payment vouchers for FY2022/23 revealed that the LG allocated at least 30% of NWR budget to health promotion and prevention activities as per sector budget guidelines.</p> <p>Evidence</p> <p>Budget Estimates FY2022/23</p> <p>DHO Allocation for monitoring service delivery and management of LG health service = UGX 69,824,946</p> <p>Amounts spent</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Activity (UGX)</th> <th style="text-align: left;">Voucher No</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>Supervision</td> <td>5882745</td> <td>3,500,000</td> </tr> <tr> <td>Follow up</td> <td>2444038</td> <td>1,380,000</td> </tr> <tr> <td>Surveillance</td> <td>2432837</td> <td>200,000</td> </tr> <tr> <td>DFT Meeting</td> <td>5882745</td> <td>3,177,000</td> </tr> <tr> <td>Surveillance</td> <td>6291665</td> <td>4,499,985</td> </tr> <tr> <td>Engagement</td> <td>2444038</td> <td>361,000</td> </tr> <tr> <td>Engagement</td> <td>2947459</td> <td>2,673,000</td> </tr> <tr> <td>Facilitation</td> <td>6359327</td> <td>4,606,000</td> </tr> <tr> <td>Surveillance</td> <td>6301206</td> <td>375,000</td> </tr> <tr> <td>Total</td> <td></td> <td>20,771,985</td> </tr> </tbody> </table> <p>$20,771,985/69,824,946*100= 29.7\%$</p>	Activity (UGX)	Voucher No	Amount	Supervision	5882745	3,500,000	Follow up	2444038	1,380,000	Surveillance	2432837	200,000	DFT Meeting	5882745	3,177,000	Surveillance	6291665	4,499,985	Engagement	2444038	361,000	Engagement	2947459	2,673,000	Facilitation	6359327	4,606,000	Surveillance	6301206	375,000	Total		20,771,985
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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>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>There was evidence that the DHT implemented health promotion, disease prevention and social mobilization activities.</p> <p>This was evidenced from the Health promotion reports and minutes of the previous financial year below;</p> <ol style="list-style-type: none"> 1. Risk communication report dated 16th December 2022 2. Peer educators and teachers' sensitization and awareness minutes dated 22nd March 2023 3. Community awareness, mobilization and sensitization reports dated 27th March 2023 and 9th April 2023.
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11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	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	There was evidence that the District health team followed up the actions on health promotion and disease prevention from the quarterly progress reports and minutes of the conducted health promotion activities.	1
	Maximum 4 points on this performance measure		<p>The follow up actions included;</p> <ol style="list-style-type: none"> 1. Conducted routine continuous medical education at facility level for staff capacity building 2. Conducted routine departmental meetings for better planning and implementation 3. Identified communities with high disease burden and put much emphasis on the border line of Congo 4. Held a community sports gala for dissemination of health messages 5. Conducted quality improvement for health facilities with poor indicators 	

Investment Management

12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.	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	There was evidence that the LG had an updated asset register that set out the health facilities and equipment relative to basic standards as per the format. This was evidenced from the Health facilities inventory register (HMIS 002) dated 15th July 2023.	1
	Maximum 4 points on this performance measure		The standard list of medical equipment for Health Facilities and service standards were also availed	
12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.	b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);	The LG provided evidence to confirm that desk appraisals for all Health sector projects implemented in FY2022/23 were conducted to establish whether the prioritized projects were derived from the LG DPIII and eligible for expenditure as per sector guidelines and funding source.	1
	Maximum 4 points on this performance measure	<p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<p>Evidence</p> <p>Sample 3 Projects</p> <p>Construction of Staff Quarters at Mirambi Village included in the LG DPIII and appraisal conducted on 3 November 2021</p> <p>Construction of Staff Quarters at Ntotoro Village included in the LG DPIII and appraisal conducted on 3 November 2021</p>	

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>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 evidence that field appraisals for the Health sector projects implemented in FY2022/23 were conducted to check for their technical feasibility, environmental and social acceptability, and customized designs.</p> <p>Evidence</p> <p>Sample 3 Projects</p> <p>Construction of Staff Quarters at Mirambi Village appraisal conducted on 12 November 2021</p> <p>Construction of Staff Quarters at Ntotoro Village appraisal conducted on 12 November 2021</p>	1
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>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>A review of screening forms and ESMPs showed that 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> <p>Construction of OPD/ staff house at Mirambi H/C III was screened on 28/06/2022 with mitigation measures prepared and costed at UGX: 23,000,000.</p> <p>Construction of the staff house at Tombwe HCIII was screened on 28/06/2022 with mitigation measures prepared and costed at UGX: 23,000,000.</p> <p>Construction of Buhanda HC III was screened on 20/06/2022 and mitigation measures were prepared and costed at UGX: 23,000,000.</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>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>There was no evidence availed on this indicator.</p>	0

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	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	There was evidence that the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY, that is, 3/07/2023, signed and stamped CAO and DHO.	1
	Maximum 10 points on this performance measure			
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	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	Evidence was availed that all sector projects were duly approved by the Contracts Committee. The Contracts Committee meeting minutes were accessed and reviewed.	1
	Maximum 10 points on this performance measure		<p>For example,</p> <p>a) The contracts committee meeting minutes dated 22/03/2023 approved the following projects</p> <p>>>> Construction of the OPD complex at Nyahuka HC IV in Nyahuka TC under minute number: 116/BDCC/March/2022-2023 (F).</p> <p>>>> Construction of a staff house at Mirambi HC III under minute number: 116/BDCC/March/2022-2023 (C).</p> <p>b) The contracts committee meeting minutes dated 9/01/2023 approved the construction of a placenta pit at Mirambi HC III under minute number: 62/BDCC/Jan/2022-2023 (G).</p>	
			Note: the sector had no project above UGX 200 million.	
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0	The CAO appointed the Project Implementation Team (PIT) for health projects in a letter dated 16/3/2023. It comprised of the District Engineer, District Health Officer (DHO), District Community Development Officer (DCDO), District Environment Officer (DEO), and project supervisors.	0
	Maximum 10 points on this performance measure	If there is no project, provide the score	Note: The PIT lacked a labour officer which is a key position.	

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>The facilities visited were:</p> <p>>>> Mirambi Health Center III staff house constructed in the previous FY, and measurements were taken on room sizes and found conforming to the standard technical designs issued by MoH. The walling, roof structures, and other components were as specified on the drawings.</p> <p>>>> Busunga Health Center III staff house constructed in the previous FY, and measurements were taken on room sizes and found conforming to the standard technical designs issued by MoH. The walling, roof structures, and other components were as specified on the drawings.</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>The Clerk of Work's reports presented lacked daily records and therefore, warranted no score. The immediate observation was that the Clerk of Works lacks proper training and therefore, needs to learn how to communicate and write standard reports.</p> <p>The Clerk of Works must keep daily records and consolidates them weekly to the District Engineer in copy to the DHO, for each health infrastructure project. Unfortunately, the reports had no record of daily activities.</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>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>There was no evidence that the LG held monthly site meetings by project site committee: chaired by the CAO 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.</p>	0

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

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

If there is no project, provide the score

The facilities visited were:

>>> Mirambi Health Center III staff house constructed in the previous FY. The site visitor's book and supervision reports reviewed did not provide evidence that supervision was done at least on a monthly basis.

>>> Busunga Health Center III staff house constructed in the previous FY. The site visitor's book and supervision reports reviewed did not provide evidence that supervision was done at least on a monthly basis.

>>> Bupomboli Health Center III 2-stance VIP latrine constructed in the previous FY. The site visitor's book and supervision reports reviewed did not provide evidence that supervision was done at least on a monthly basis.

Conclusion

Fail

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>The LG Health Officer certified and recommended payments to contractors implementing Health Projects in FY2022/23 within 10 working days after the request for payment was made by contractors.</p> <p>Evidence</p> <p>Payment terms as per contract 30 days after request for payment/ invoice by a contractor.</p> <p>1. Request for Payment was made by M/s Bughendera Engineering & Construction SMC Ltd on 5 June 2023 for the construction of a 2-stance drainable latrine and urinal at Bupomboli for UGX 16,973,400. DHO certified payment within 4 working days, Payment Certificate prepared on 9 June 2023.</p> <p>2. Request for Payment was made by M/s Hendeya Investments Company Ltd on 10 January 2023 for the construction of Burndo HCIII for UGX 95,493,168. DHO certified payment within 7 working days i.e. Payment Certificate No 1 prepared on 19 January 2023.</p> <p>3. Request for Payment was made by M/s Doxa Engineering (U) Ltd on 6 June 2023 for construction works at Mirambi Staff Houses FY2022/23 for UGX 84,227,098 DHO certified payment within 7 working days i.e. Payment Certificate No 1 was prepared on the 15 June 2023.</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>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>Evidence that the LG has a complete procurement file for each health infrastructure project with all records as required by the PPDA Law was availed.</p> <p>For example,</p> <p>The contract for construction of a staff house at Busunga HC III, had a works contract dated 1/03/2023, evaluation report dated 27/01/2023 approved by the Contracts Committee on 7/02/2023, and Contracts Committee meeting minutes dated 7/02/2023.</p>

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>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>The assessor obtained and reviewed the log grievances and revealed that health project grievances were recorded , investigated and responded to;</p> <p>On 11/05/2023, Busingye Tom and 34 others registered a complaint of non payment of wages , materials and services during construction of Tombwe HC III. The GRC met and resolved to summon the contractor and ordered payment of the complainants which he did and presented a copy of payment sheet to the committee.</p>	2
	<p>Maximum 2 points on this performance measure</p>		<p>On 30/08/2023, Agaba Jackson reported a complaint of compensation due to the injury he obtained during construction of Buhanda HC III that led to amputation of his left arm. The committee sat on 07/09/2023 recommended to visitation of the project site and recommended for his compensation.</p>	
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</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>There was evidence that the LG issued guidelines on medical waste management and followed up on the implementation of the health care waste management guidelines by HCs. This was evidenced from the dissemination records at the DHOs office which indicated that the MOH Health care waste management guidelines of 2022 were disseminated.</p>	2
	<p>Maximum 5 points on this performance measure</p>			
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</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 and a central infrastructure for managing medical waste. Green label services limited was the service provider managing medical waste. This was evidenced from the Memorandum of Understanding dated 1st October 2022.</p> <p>There LG did not have a dedicated budget for Health care waste management as the contracted service provider manages this component.</p>	2
	<p>Maximum 5 points on this performance measure</p>			

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	There was evidence that the LG had conducted trainings and created awareness in healthcare waste management. This was evidenced from the Health care waste management training report dated 17th April 2023	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	<p>Upon review of bills of quantities of health infrastructure projects found that ESMPs had been incorporated;</p> <p>Construction of the OPD/ staff house at Mirambi HC III had a costed ESMP of UGX: 2,300,000 incorporated in the BoQs.</p> <p>Construction of the staff house at Tombwe HC III had a costed ESMP of UGX: 400,000 incorporated in the BoQs.</p> <p>Construction of Buhanda HC III had a costed ESMP of UGX:7,000,000 incorporated in the BoQs.</p>	2
	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	<p>The DLG provided evidence that health sector projects were implemented on land where it had proof of ownership without any encumbrances;</p> <p>Land agreement for Tombwe HC III dated 04/02/2020 between Bubandi subcounty and Tibamanya Hassan and approved by the chairperson L.C 1 Tombwe 1 - Kisembo Christopher.</p> <p>Sale land agreement for Mirambi HC II dated 16/07/2020 between Bundibugyo DLG and children of Madid James.</p> <p>Land sales agreement for Buhanda HC III dated 01/07/2016 between Mr. Bakawerayo Alfred and Tombwe sub-county at UGX: 500,000.</p>	2
	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.	Bundibugyo DLG provided evidence that the Environment Officer and CDO conducted monthly support supervision and monitoring of health projects to ascertain compliance with ESMPs;	2
	Maximum 8 points on this performance measure		Monthly monitoring support supervision and monitoring for the construction of OPD/ staff house at Mirambi HC II was conducted as per reports dated 30/05/2023 and 28/06/2023.	
			Monthly monitoring support supervision and monitoring for the construction of the staff house at Tombwe HC III was conducted as per reports dated 26/06/2023 and 27/05/2023.	
			Monthly monitoring support supervision and monitoring for the construction of Buhanda HC III was conducted as per reports dated 26/06/2023 and 31/05/2023.	
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	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	The assessor reviewed the contractor payment certificates for health projects and revealed that the Environment Officer and CDO completed and signed them as below;	2
	Maximum 8 points on this performance measure		1. Payment certificate No.1 for the construction of a 2-stance drainable latrine and urinal at Bupomboli for M/s Bughendera Engineering & Construction SMC Ltd was signed on 5 June 2023 by Environment Officer & Community Development Officer	
			2. Payment Certificate No 1 for the construction of Burndo HCIII for M/s Hendeya Investments Company Ltd was prepared and signed on 19 January 2023 by the Assistant Engineering Officer, Engineer, District Health Officer, Community Development Officer, and Environment Officer.	
			3. Payment Certificate No. 1 for construction works at Mirambi Staff Houses for M/s Doxa Engineering (U) Ltd was prepared and signed on 15 June 2023 by the Assistant Engineering Officer, District Health Officer, District Engineer, Environmental Officer, and Community Development Officer.	

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & 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"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>According to the Ministry of Water and Environment (MoWE) Management Information System (MIS) report for Financial Year 2023/2024 the LG had a district water source functionality of 87%.</p>	1
1	<p>Water & 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 & 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"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>Review of the MoWE MIS report for the FY 2023/2024 it was established that the Local Government had 93% of water facilities with functional water and sanitation committees.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0 	<p>The LLGs assessment conducted in FY 2023/2024, the LG scored 83% in water and environment. This score was above the set threshold.</p>	2

N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance measure

b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.

o If 100 % of water projects are implemented in the targeted S/Cs: Score 2

o If 80-99%: Score 1

o If below 80 %: Score 0

According to the Annual Work Plan & Budget for the FY 2022/2023, the LG had a safe water coverage of 57%. Out of the 17 LLGs in the district then, ten (10) LLGs were below district average. These included; Burondo at 39%, Kagughu at 48%, Ndugutu at 55%, Ntotoro at 44%, Sindila at 47% Bubandi at 36%, Bubukwanga at 34%, Bundigoma at 56%, Kirumya at 55%, Kisuba at 41% and Mirambi at 53%

Review of the presented Annual Progress Report FY 2022/2023, it was established that the LG implemented the following water and sanitation projects in the following LLGs.

Re-construction of Ndugutu Gravity Flow Scheme (GFS) in Bubandi Sub-County with a safe water coverage of 36% at a cost of UGX 158,000,000/=

Construction of ten (10) medium springs in Sindila sub-county with safe water coverage of 47%, Ndugutu sub-county with safe water coverage of 55%, Ngite and Mbatya sub-counties at a cost of UGX 50,000,000/-

Design of Rwabatwa Gravity Flow Scheme (GFS) in Ndugutu sub-county with a coverage of 55% and the Design of upgrade for Sindila GFS in Sindila sub-county with a safe water coverage of 47%. The project had a cost of UGX 150,000,000/=

The sector grant guidelines for LGs provide for allocation of maximum of 25% of the sector grant to rehabilitation of water facilities, upto 10% of the grant to investment servicing costs. From the allocations above, the development grant was utilized on capital investments in LLGs in whose safe water coverage was below district average. This was in line with sector grant guidelines.

N23_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

There was evidence that the price variations of sampled water and sanitation projects were within the +/- 20% range as required by the assessment indicator. The randomly sampled projects from three (03) LLGs included;

Re-construction of Ndugutu Gravity Flow Scheme (GFS) Phase III. According to the Annual Work Plan & Budget the Engineer's Estimates was UGX 145,000,000/=. Review of the presented contract agreement signed between Bundibugyo District LG and M/S Atero (U) Ltd Ref.BUND/505/Works/2022-23/00045 dated 1st/03/2023 it was established that the contract price was UGX 142,402,200/=. Therefore, the price variation was 1.8%

According to the AWP&B the Construction of ten (10) protected springs had Engineer's Estimates of UGX 50,000,000/=. The presented contract agreement signed on 6th/03/2023 between Bundibugyo LG and M/s Kake Corporates Ltd (Ref.BUND/505/Works/2022-2023/00046) the contract sum was UGX 49,030,485/=. The project had a price variation of 1.9%.

The consultancy for the Design of Rwahatwa and Sandila upgrade had Engineer's Estimates of UGX 150,000,000/=. Review of the contract agreement signed between the LG and M/S Asense Services Ltd (Ref.BUND/Srvcs/21-22/00034) the contract price was UGX 149,350, 830/=. The price variation was 0.4%

It was therefore established that all the three (03) projects had price variation within acceptable range.

N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance measure

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

The annual budget performance report was presented for review. It was established that 100% of the planned WSS projects in the FY 2022/2023 were implemented and completed. Completed projects included; Reconstruction of Ndugutu GFS where construction of in-take, repair on transmission and distribution lines, construction of 1BPT and 8 tap stands was reported complete.

Construction of ten (10) protected springs in the sub-counties of Sindila, Ndugutu, Ngite and Mbatya. The annual performance report pointed out that earth works, concrete works, stone masonry, water conveyance and treatment, environment and social safeguards were all considered and executed to completion.

The design of Rwabatwa GFS in Ndugutu sub-county and design for upgrade of Sindila GFS in Sindila sub-county. The APR pointed out that the engineering designs, drawings, specifications and approval by MoWE were completed as per reviewed submission letters from the CAO to the Chairperson, Regional Design Review Committee/South-West, Ministry of Water and Environment. (Ref:752/2)

Desk review findings were triangulated with field visits to the sampled facilities in the LLGs of Ngite for the Ngekeu-Large Ordinary protected spring at Masule III Village, Ndugute sub-county for Kasubuke protected spring and in Bubandi sub-county for the reconstruction of Ndugute GFS. There was confirmation that all the sampled projects were completed as reported in the annual performance report and found functional.

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

a. If there is an increase in the % of water supply facilities that are functioning

o If there is an increase: score 2

o If no increase: score 0.

Review of the MoWE MIS reports it was established that the LG water facilities functionality in FY 2021/2022 was at 57%. In FY 2022/2023 the LG had a water source functionality of 57% as well. Therefore, there was no increase in functionality registered in the two financial years under review.

3

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).

o If increase is more than 1% score 2

o If increase is between 0-1%, score 1

o If there is no increase : score 0.

2

From the MoWE MIS reports, the LG Water and Sanitation Committees (Management) functionality was at 79% in FY 2021/2022. In Financial Year 2022/2023 the LG had a 93% functionality of WSCs. These were characterized with water fees collection records and utilization with approval of the WSCs. Therefore, it was established that there was a 14% increment in functionality of WSCs across the two FYs.

Performance Reporting and Performance Improvement

4

Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance

Maximum 3 points on this performance measure

The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3

During the assessment exercise, the annual performance report FY 2022/2023 was presented for review. It was discovered that under Water and Environment the LG reported about implementation of the following projects.

a) Reconstruction of Ndugutu Gravity Flow Scheme (GFS) in Bubandi sub-county at a cost of UGX 158,000,000/=

b) Rehabilitation of Nyaruru Gravity Flow Scheme in Busara sub-county at a cost of UGX 50,000,000/=

c) Construction of a water borne toilet at the District Headquarters at the Department of Works and Engineering at a cost of UGX 45,000,000/=

d) Construction of ten (10) medium protected springs in Sindila, Nduguta, Ngite and Mbatya sub-counties at a cost of UGX 50,000,000/=

e) Design of Rwabatwa Gravity Flow Scheme (GFS) in Nduguta sub-county at a cost of UGX 75,000,000/=

f) Design of upgrade of Sindila GFS in Sindila sub-county at a cost of UGX 75,000,000/=.

From the three sampled WSS facilities in three different sub-counties of Nduguta, Bubandi and Ngite the reported facilities were found constructed and fully functional as reported in the annual performance report FY 2022/2023.

3

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>There was sufficient evidence that the LG collected and compiled quarterly information on sub-county water supply and sanitation, functionality of facilities and Water and Sanitation Committees. Issues of safe water collection and community involvement were equally captured in the reviewed reports.</p> <p>Quarter one report was compiled on 13th October 2022 and on page 25 issues listed above were clearly captured.</p> <p>Quarter two report was compiled on 10th January 2023, on page 36 the report detailed issues of water points and WSCs functionality among other issues.</p> <p>Quarter three report was compiled on 14th April 2023, review of the document confirmed that sub-county information was captured on page 43.</p> <p>The fourth quarter report compiled on 14th July 2023 on page 41 issues of community management and functionality of both water points and WSCs were well documented.</p>	2
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>Review of the presented District Water Office Management Information System (DWO MIS) there was evidence that the LG quarterly updated Water Supply and Sanitation data using Ministry of Water and Environment (MoWE) Rural Water Supply Data base standard Form 1 for newly constructed facilities. The data captured included location (detailing the sub-county, parish, village and estimated population served.) Other issues captured included year of construction of the water point, technological option, management and ownership arrangements.</p>	3

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>	2
		<p>According to Bundibugyo District LLGs assessment results, the lowest performing sub-counties included; Kirumya with 27%, Ndugutu with 32%, Mirambi with 38%, Busara with 40% and Ntotoro with 41%. The above sub-counties constituted the 25% lowest performing LLGs.</p> <p>Presented during the LGSMD assessment exercise was the Bundibugyo LG Water and Environment Sector Performance Improvement Plan for the lowest 5 performing sub-counties dated 1st/09/2023. The plan pointed out the identified capacity gaps, improvement plans proposed and the timeframe work. The major capacity gaps identified included submission of requests for consideration in current FY budget, monitoring of water and sanitation facilities in the previous FY, functionality of WSCs in LLGs and updating of WASH facilities and functionality. According to the PIPs responsible officers to enhance capacity of LLGs were identified, planned activities to be executed and targets set.</p>	

Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>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</p>	2
		<p>The Water Officer provided budget for the critical staff in the District Water Office as evidenced by the wage estimates extracts from the Performance Contract .</p>	
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>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</p>	2
		<p>The DNRO budgeted for the critical staff in the Natural Resources Department as evidenced by costed staff list(6No.) as found in the Performance Contract.</p>	

Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.

Maximum 6 points on this performance measure

a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3

All five staff in the District Water Office were appraised for the year under review as evidenced by the reviewed APRs.

1. Assistant Water Officer for mobilization - Ms. Night Kachuro Oliver as evidenced by letter of assignment of duty by the CAO dated 9th December 2021. At the time of assessment, the AEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.
2. Borehole Maintenance Technician/Assistant Engineering Officer - Mr. Baluku Muramia as evidenced by letter of assignment of duty by the CAO dated 18th July 2011 referenced under Min No. 9/DSC/2011(2). At the time of assessment, the AEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.
3. Natural Resources Officer - Mr. Maate Jockus as evidenced by letter of assignment of duty by the Chief Administrative Officer dated 11th April 2013. The above officer was appointed on promotion as Senior Environment Officer as evidenced by the letter of appointment on promotion dated 9th / December 2008 referenced under Minute No. 121/DSC/2008. The Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.
4. Environment Officer - Ms. Kabasinguzi Krusum as evidenced by letter of appointment dated 25th September 2014 referenced under Minute No. 53/DSC/2014(1). Environment Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.
5. Forestry Officer - Ms. Faita Lawrence as evidenced by letter of appointment on absorption in service dated 30th September 2014 under referenced under Minute No. 52/DSC/2014(1). Forestry Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.

Maximum 6 points on this performance measure

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 evidence that the Water Officer had identified capacity needs of section staff. Presented for review during assessment was a report dated 15th/07/2022 on Capacity Needs Assessment (CNA) by the Water Officer addressed to CAO through the Principal Human Resource Officer (PHRO) detailing capacity gaps and required intervention for each staff in the water sector. Among the identified gaps were interpretation of construction drawings and skills in piped water system for the Borehole Technician. The recommended improvement plan was refresher course in Maintenance of piped water system.

The CDO-WASH had capacity gaps in management of rural water facilities and proposed intervention was training in project planning and management. The Assistant Engineering Officer had capacity gaps in use of Google Maps in the assessment and mapping of water facilities and the proposed intervention was training in Google Maps Modules.

The DWO had capacity gaps were in use of Water CAD and EPANET in the design and analysis of piped water systems. The proposed intervention according to the plan was training in Water CAD and EPANET Programs.

Presented for review was the Bundibugyo District LG Capacity Building Plan for FY 2022/2023 dated 25th/07/2022 prepared by the Principal Human Resource Officer.

The presented capacity building report dated 28th /01/2023 showed that the Borehole Technician was given hands-on support, one-week refresher training in Maintenance of piped water systems. The CDO-WASH was trained by the Sociologist of MoWE (Fort Portal Regional Office), and focus was on planning and management of WASH facilities while the DWO was offered mentorship by Water Engineer Ministry of Water and Environment, Regional Office.

Management, Monitoring and Supervision of Services.

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

- a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:
- • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3
- • If 80-99%: Score 2
- • If 60-79: Score 1
- • If below 60 %: Score 0

According to the Ministry of Water and Environment MIS report FY 2023/2024, the LG had an average safe water coverage of 70%.

The sub-counties of Bubukwanga with 34%, Bubandi with 36%, Burondo with 39%, Kisuba with 41%, Ntotoro with 44%, Sindila with 47%, Kagughu with 48%, Mirambi with 53%, Ndugutu with 55%, Kirumya with 55%, Bundingoma with 56%, Tokwe with 57% and Harugale with 63% were below the district average.

The Bundibugyo District LG Annual Work Plan & Budget FY 2023/2024 (Ref.752/2) was presented for review. It was established that the LG had a total development grant budget of UGX 610,175,000/=. The LG planned and budgeted for the following WSS projects in the FY.

a) Upgrade and extension of Kasanzi Gravity Flow Scheme in Ndugutu sub-county at a cost of UGX 100,000,00/=

b) Construction of six (06) protected springs in Bubukwanga, Ntotoro and Ngite sub-counties at a cost of UGX 30,000,000/=

c) Extension of piped water system in Njule phase III in Bubandi sub-county at a cost of UGX 74,000,000/=

d) Re-construction of Kisonko-Mirambi Gravity Flow Scheme at a cost of UGX 69,100,000/=

e) Rehabilitation of Nyaruru GFS (Kinyate Branch) Phase II at a cost of UGX 60,000,000/=

The summation of all the funds budgeted for sub-counties below district average was UGX 233,200,000/=

The sector grant guidelines FY 2023/2024 stipulates formulae for allocation of the development rural water and sanitation grant. A minimum of 65% for new capital development including 3% for catchment and source protection. Maximum 25% rehabilitation of water facilities and up to 10% of the grant to investment servicing costs. The net total for capital development (less rehabilitation, investment servicing costs and retention) was UGX 388,100,000/=. The DWO therefore allocated 60% of the development grant to sub-counties below district average hence the awarded score.

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 that the LG District Water Office communicated to LLGs their respective budget allocations per source to be implemented in FY 2023/2024. Presented for review was a circular addressed to Sub-County Assistant Secretaries (SAS) with received stamps and signatures from respective sub-counties. The circular was dated 25th/10/2023 with a total budget allocation of UGX 388,100,000/=

From the LG Water Office, software/community mobilization reports were presented for review. It was established that ten advocacy and planning meetings were held in the sub-counties of Bubukwanga, Ngite, Mbatya, Ntotoro, Kisuba, Busaru, Ndugutu, Bundigoma, Budandi and Mirambi where allocations for respective LLGs were communicated. Attendance lists of participants were attached on the advocacy report dated 30th/08/2023.

Field visits to the sampled LLGs for triangulation confirmed the presented information since the communication was displayed on the notice boards of sub-county headquarters of Ngite, Bubandi and Nduguttu.

Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.

Maximum 8 points on this performance measure

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.)

- If 95% and above of the WSS facilities monitored quarterly: score 4
- If 80-94% of the WSS facilities monitored quarterly: score 2
- If less than 80% of the WSS facilities monitored quarterly: Score 0

There was evidence that the district water office had monitored each WSS facilities at least quarterly. During assessment presented for review was the Bundibugyo District LG Water and Sanitation facilities monitoring plan for FY 2022/2023 dated 9th/07/2022. The plan was compiled by the DWO and approved by the CAO. The plan pointed out specific facilities to be monitored, exact location and parish within the sub-county. The plan equally highlighted specific aspects within the facility to be monitored.

Presented for review were quarterly monitoring reports for water supply and sanitation facilities detailing status of each facility in different sub-counties. The monitoring reports reviewed included; quarter one monitoring report dated 30th/09/2022, report dated 29th/12/2022 for quarter two, quarter three report compiled on 30th/03/2023 and quarter four WSS monitoring report compiled on 30th/06/2023.

The main issues captured in the reviewed reports included functionality of water points, functionality of WSCs per source, compliance to E&S, safe water collection and storage and involvement of communities in O &M aspects. The report also captured recommendations by the DWO.

Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.

Maximum 8 points on this performance measure

b. Evidence that the DWO conducted quarterly DWSCC 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

There was evidence that the DWO conducted quarterly District Water and Sanitation Coordination Committee (DWSCC) meetings on a quarterly basis. Presented for review was the LG quarter one report dated 13th/10/2022 with Annex 7-page 31 capturing minutes of the first DWSCC meeting for FY 2022/2023. Among the agenda items was report on water and sanitation status by DWO captured under Minute DWSCC6/9/2022/23 where issues identified by the District Water Engineer and DWO-Mobilization during monitoring were communicated. (detailed report from monitoring of water facilities that was conducted in the period of July-September)

Quarter two report dated 3rd/01/2023, Annex 7 agenda item Minute DWSCC 6/12/2022/23 report on water and sanitation status. Highlights of the monitoring were communicated.

From the reviewed quarter three report dated 14th/04/2023, Annex 7 the minutes of third quarter DWSCC meeting were captured. Under Minute DWSCC 5/3/2022/23 the District Water Officer presented a detailed report about the water status in the district.

Quarter four report had an annex 7 where the fourth DWSCC meeting minutes were captured for FY 2022/2023. Under Minute DWSCC 5/4/2022/23 details of the monitoring of WSS facilities were communicated. Key issues like functionality of water facilities, functionality of WSCs and environmental compliance were discussed.

From the communicated and discussed issues in the DWSCC meetings, the LG prioritized in the Bills of Quantities in the AWP &B for FY 2023/2024 issues of environment and social safeguards a budget of UGX 6,000,000/= included follow-up on O&M, behavior change with a budget of UGX 4,418,000/= and post-construction support to water user committees with a budget of UGX 3,000,000/=

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></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>There was evidence the District Water Officer publicized allocations of FY 2023/2024 to Lower Local Governments with safe water coverage below LG average. During field visits in the three LLGs of Bubandi, Ndugutu and Ngite budget allocations per water source had been communicated. The circular from the DWO to SAS was observed pinned on respective sub-county notice boards during the assessment.</p>	2
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"> • If funds were allocated score 3 • If not score 0 	<p>There was sufficient proof that the LG District Water Officer allocated a minimum of 40% of the Non-Wage Recurrent rural water and sanitation budget as stipulated by the sector grant guidelines towards mobilization activities. Review of the AWP&B FY 2022/2023, the total NWR budget was UGX 74,631,506/=. Out of the NWR budget, a total of UGX 29,832,102/= was allocated to software component/mobilization activities. This accounted for 40% of the NWR Budget.</p>	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&M of WSS facilities: Score 3.</p>	<p>There was evidence that the District Water Officer in liaison with Community Development Officer trained WSCs on their roles on O&M of water supply and sanitation facilities. Presented for review was the District Software report FY 2022/2023 dated 5th/12/2022 compiled by the DWO-Mobilization. From the report, it was established that WSCs of the sub-counties of Tokwe, Busaru and Bubandi were trained. The training content focused on; WSCs and their responsibilities, linkages of committees and other stakeholders including leaders, accountabilities issues, water point management, Gender Based Violence (GBV) at water sources, safe water chain and O&M best practices.</p>	3
Investment Management				
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>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</p>	<p>There was evidence that the LG had up-to-date LG assets Register. Presented for review was the Bundibugyo District LG asset Register for water and sanitation facilities as at July 2023. The register was compiled by DWO on 26th/07/2023 and confirmed by CAO. The register captured sub-counties where WSS facilities were located, parishes, villages, zone, source type, year of construction, source name and ownership.</p>	4

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>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:</p> <p>Score 4 or else score 0.</p>	<p>The LG provided evidence confirming that desk appraisals for all WSS projects to be implemented in FY2023/24 were conducted to establish whether the prioritized projects were derived from the LG DPIII and eligible for expenditure as per sector guidelines and funding source.</p> <p>Evidence</p> <p>Sample 3 projects</p> <p>Rehabilitation of Nyaruru GFS included in the LG DPIII and appraisal conducted on 11 Nov 2022</p> <p>Reconstruction of Kisonko-Mirambi GFS included in the LG DPIII and appraisal conducted on 11 Nov 2022</p> <p>Conjstruction of 5 Stance Latrine at Tokwe Sub County included in the LG DPIII and appraisal conducted on 11 Nov 2022</p>
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11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>There was evidence that all budgeted investments for FY 2023/24 had completed applications from beneficiary communities. Presented for review was a file of application letters from various beneficiary communities including residents of Bubulongu II community LC1 in Ntotoro sub-county addressed to DWO dated 13th/07/2023 applying for a safe water point/protected spring. The residents of Bundibakere village in Kisuba sub-county applied for a protected spring in a letter dated 3rd/08/2023 addressed to the DWO.</p> <p>Presented for review was a request for renovation of Kisonko-Mirambi water source and line by community members through a letter dated 16th/06/2023. Attached was list of community members in agreement with the submitted request. There was evidence that WSS project of FY 2023/2024 were demand driven and in line with sector critical requirements.</p>	2
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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 evidence confirming that field appraisals for WSS Projects to be implemented in FY2023/24 were conducted to check for their technical feasibility, environmental and social acceptability, and customized designs.</p>	2	
			Evidence		
			Rehabilitation of Nyaruru GFS on the 18 Nov 2022		
			Reconstruction of Kisonko-Mirambi GFS 18 Nov 2022		
			Conjstruction of 5 Stance Latrine at Tokwe Sub County 18 Nov 2022		
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>The DLG provided evidence that all water infrastructure projects for the previous FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction as shown below;</p>	2	
			<p>Reconstruction of Ndugutu graft flow scheme phase II was screened and the environment and social safeguards on 21/07/2021 with ESMPs prepared and costed at UGX: 3,500,000 on 19/08/2022.</p>		
			<p>Construction of water-borne toilet at water office was screened for E&S on 30/03/2022 and ESMPs prepared and costed at UGX: 1,300,000.</p>		
			<p>Rehabilitation of the Nyalulu-Kinyante line was screened for E&S on 25/05/2022 and ESMPs were prepared and costed at UGX: 2,500,000.</p>		
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>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was evidence that all the water infrastructure investments were incorporated in the LG approved procurement plan, dated 12/07/2022. The projects were as follows:</p>	2	
			>>> Construction of a waterborne toilet; budget UGX 45,000,000=		
			>>> Construction of 10No., protected springs; budget UGX 50,000,000=		
			>>> Rehabilitation of Nyaruru GFS; budget UGX 50,000,000/=		
			>>> Reconstruction of Ndugutu GFS, Phase III; budget UGX 150,000,000/=		

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 minutes of contracts committee meetings for procurement of water supply and public sanitation infrastructure for the previous FY were availed and were satisfactory. For example,

1. The contracts committee meeting held on 2/02/2023 in the office of the procurement and disposal unit, the chairperson, 3 members and secretary attended, and duly signed the attendance list. Under minute number: 96/BDCC/FEB/2022-2023(E), the approval of evaluation report and recommendation of the best evaluated bidder for the reconstruction of Ndugutu gravity flow scheme, Phase III, in Butama-Mitunda and Bubandi, was done.
2. The contracts committee meeting held on 7/02/2023 in the office of the procurement and disposal unit, the chairperson, 3 members and secretary attended, and duly signed the attendance list. Under minute number: 103/BDCC/FEB/2022-2023(F), the approval of evaluation report and recommendation of the best evaluated bidder for construction of a 4-stance water borne toilet at works department was done.
3. The contracts committee meeting held on 9/02/2023 in the office of the procurement and disposal unit, the chairperson, 3 members and secretary attended, and duly signed the attendance list. Under minute number: 62/BDCC/FEB/2022-2023(H), the approval of evaluation report and recommendation of the best evaluated bidder for extension of Bundinyama - Hakitara gravity flow scheme to Mabango Phase II in Tokwe Sub-county was done.

There was satisfactory evidence that water supply and public sanitation infrastructure projects for the previous FY were approved by the Contracts Committee before commencement of construction.

Conclusion

Pass

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</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>In a letter dated, 28/02/2023, reference number: Our ref: CR: 752/the CAO established the Project Implementation Team (PIT) which included the District Engineer, District Water Officer, District Natural Resources Officer, District Community Development Officer, Labour Officer, and Assistant Engineering Officer.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>			
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</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>There was evidence that the water and public sanitation infrastructures sampled were constructed as per the standard technical designs. For example, there- construction of Ndugutu GFS phase III in Bubandi sub-county the repairs and improvement of distribution pipeline, construction of Mansory valve chamber of 600x600, replacement of Hdpe pipe 40mm. Construction of 1m break pressure tank at elevation Gps 983M, construction of valve chambers on inlet and outlet valves with steel fabricated lockable covers with tricycle padlocks, splash apron all around the BPT, construction of masonry air valve chamber with lockable steel fabricated cover 600x600mm. There was adherence to technical specifications by the contractor.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<p>The construction of protected springs earthworks, concrete, stone pitching works for wall and drainage channel, water conveyance and environmental safeguards properly executed as per technical designs.</p>	
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>Evidence was availed that the relevant technical officers carried out monthly technical supervision of WSS infrastructure projects. For example, in reports dated 28/04/2023 and 3/05/2023, it was demonstrated that the District Engineer, DWO, Environment Officer, Assistant Engineering Officer and Community Development Officer participated in supervising WSS projects.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<p>In the site meeting of 29/5/2023, issues deliberated included awarding the contractor a substantial completion certificate for the construction of Nyaruru GFS (Kinyante branch) Phase I which the district engineer subsequently issued to the contractor.</p>	

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>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</p> <p>o If 100 % contracts paid on time: Score 2</p> <p>o If not score 0</p>	<p>The LG Water Officer verified, certified, and initiated payments to contractors implementing water projects in FY2022/23 within specified timeframes in contracts.</p> <p>Evidence</p> <ol style="list-style-type: none"> 1. Request for Payment was made by M/s Ainea & Sons Company Limited on 25 May 2023 for the construction of 4-stance water-borne toilet at the Works Department for UGX 44,999,983. DWO recommended and certified payment on 5 June 2023 within 7 working days after the payment request was made. The payment was made on the 07 July 2023 on EFT No 6294176. 2. Request for Payment was made by M/s Atero (U) Limited on 22 May 2023 for the renovation of Ndugutu Gravity flow scheme Phase III for UGX 142,402,200. DWO recommended and certified payment on 29 May 2023 within 5 days after the request for payment was made. The payment was made on No 6357727 on 30 July 2023. 3. Request for Payment was made by M/s Bamuju General Contractors LTD on 14 June 2023 for the supply of assorted pipes and fittings for UGX 43,093,000. The payment was recommended and certified by the DWO within 5 working days on the 21 June 2023 after the request for payment was made. The payment was made on EFT No 6412891 on the 06 July 2023. 	2
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>There was evidence that a complete procurement file for water infrastructure investments was in place for each contract with all records as required by the PPDA Law.</p> <p>For example,</p> <p>The reconstruction of Ndugutu gravity flow scheme, Phase III, in Butama-Mitunda and Bubandi, procurement file had all details required by the PPDA Law, that is,</p> <ol style="list-style-type: none"> 1. Works contract was available in the file. 2. Evaluation report approved on 2/02/2023 was available in the file. 3. The contracts committee meeting minutes signed on 2/02/2023 by the chairperson, 3 members and secretary in the office of the procurement and disposal unit, was available in the file. 	2

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>The assessor reviewed the district grievance log and found no grievance referred and recorded under water and environment despite the LG having a functional GRM.</p>	3
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 & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>The assessor reviewed the minutes of the meeting conducted by the district water office with CDOs and other community leaders on 04/08/2022. Attached to the minutes was a dissemination list of CDOs that acknowledged receipt of guidelines on water source & catchment protection and natural resource management.</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented:</p> <p>Score 3, If not score 0</p>	<p>Bundibugyo DLG did not provide evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented.</p>	0

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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 were implemented on land where the LG had proof of consent. All implemented WSS projects were on land where the LG signed Land Donation Agreements with Landlords. Presented for review was land donation agreement signed between Tokwe sub-county and the User Community of Kanyamwirima Market for construction of 5-stance drainable latrine at Kanyamwirima market. The agreement was signed on 27th/10/2023.

Reviewed was the land donation agreement for water supply and sanitation facility signed between Bwambale Samuel & Nakabughho (Couple) and the community of Mirombyo LC1 for Katsubuke protected spring. The agreement was signed on 7th/06/2023.

Land donation agreement signed between Kwira Patrick (Landlord) and the community of Masule II village dated 16th/03/2023 for water supply facility.

Land donation agreement signed between Mbusa Eric (Landlord) and members of Busanza village in Sindila sub-county. The agreement was witnessed by the Landlord next of kin and LC1 chairperson. This land donation agreement was signed on 13th/11/2022.

15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>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:</p> <p>Score 2, If not score 0</p>	<p>The LG provided evidence that the LG Environment Officer and Community Development Officer completed and signed E&S Certification forms prior to payments being made to Contractors for Water Projects implemented in FY2022/23.</p> <p>Evidence</p> <p>Review of a sample of 3 payment vouchers</p> <p>1. Request for Payment was made by M/s Ainea & Sons Company Limited on 28 May 2023 for the construction of 4 stance water-borne toilets at the Works Department for UGX 44,999,983. The payment was made on 07 July 2023 on EFT No 6294176. E & S Certification completed on 30 March 2022.</p> <p>2. Request for Payment was made by M/s Atero (U) Limited on 22 May 2023 for the renovation of Ndugutu Gravity flow scheme Phase III for UGX 142,402,200. The payment was made on No 6357727 on 30 July 2023. E & S Certification completed on 25 May 2022.</p>	2
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 2, If not score 0</p>	<p>The assessor obtained and reviewed monthly monitoring reports of WSS projects and ascertained that these were conducted as thus;</p> <p>1. Reconstruction of the Ndugutu gravity flow scheme had monthly monitoring reports dated 28/04/2023 and 25/05/2023.</p> <p>2. Construction of the waterborne toilet at the water office had monthly monitoring reports dated 24/04/2023 and 30/05/2023.</p> <p>3. Rehabilitation of Nyalulu -Kinyante line had monthly monitoring reports dated 27/04/2023 and 29/05/2023.</p>	2

**Micro-scale
Irrigation
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
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>Yes, there was evidence that the LG has up to-date data on irrigated land for the last two FYs.</p> <p>As per a report titled “List of completed/ongoing sites for Bundibugyo DLG for FY 2022/2023” there was 5 acres of land under micro-scale irrigation grant beneficiaries and 0.5 acres under micro-scale irrigation non beneficiaries.</p> <p>According to the report titled “Irrigated land for Bundibugyo DLG for FY 2021/2022” there was no land under micro-scale irrigation grant beneficiaries and 0.5 acres under micro-scale irrigation non beneficiaries.</p>	2
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"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>Yes, there was evidence that the LG has increased acreage of newly irrigated land in the previous fiscal year.</p> <p>In the fiscal year 2022/2023, the total land under irrigation was 5.5 acres, whereas in the fiscal year 2021/2022, the total land under irrigation was 0.5 acres. Therefore increased acreage of newly irrigated land was 5 acres, hence more than 5% increase.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0 	<p>The LG average score in the Micro-scale Irrigation LLG performance assessment for 2023 was 84%.</p>	4

Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines

Maximum score 6

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

As per the micro-scale irrigation Budget performance report for previous FY dated 15th August 2023, total grant of 393,100,187/- was used as follows;

1. LG awareness raising = 46,674,000/- (11.9%)

2. Farmer awareness raising = 163,707,600/- (41.65%)

3. Demonstration sites = 112,745,862/- (28.68%)

4. Farm visits = 64,788,000/- (16.48%)

5. Unspent amount = 5,184,194/- (1.32%)

Also as per the grant guidelines of previous FY,

1. LG awareness raising = 58,965,028/- (15%)

2. Farmer awareness raising = 157,240,075/- (40%)

3. Demonstration sites = 117,930,056/- (30%)

4. Farm visits = 58,965,028/- (15%)

Therefore the LG used 28.68% on micro-scale irrigation demonstrations sites instead of the designated 30% in the grant guideline, thus resulting into 1.32% unspent. Hence the development component of the micro-scale irrigation grant was not utilized in accordance with the guidelines.

Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines

Maximum score 6

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

The LG provided evidence that approved farmers' signed acceptance forms confirming that equipment was working well before payments were made to suppliers in FY2022/23.

Evidence

Acknowledgment Letter signed by Farmers dated 10 July 2023 i.e.

- - Basara Yonasani
- - Batalingaya Patrick
- - Bwambala Hakim

Request for Payment was made by M/s Tur Holdings International on 12 June 2023 for the installation of micro-scale irrigation demonstration site equipment for UGX 108,571,040 . The payment was made on EFT No 6417687 on 19 July 2023 after the farmers signed acceptance forms on 10 July 2023.

Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines

Maximum score 6

Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0

Tur Holdings International Ltd signed a contract and installed 5 irrigation demonstration sites,

As per the supplier contract and quotes, and as per the Agricultural engineer's cost estimates, the cost of installing the five irrigation demonstration sites were as follows;

1. Kagora site, Agricultural engineers cost estimates = 23,661,384/- and suppliers cost = 25,053,680/-, the percentage variation in the contract price = +5.9%.

2. Kagugu site, Agricultural engineer's cost estimates = 20,880,855/- and suppliers cost = 17,850,000/-, the percentage variation in the contract price = +14.5%.

3. Bubandi site, Agricultural engineer's cost estimates = 23,661,384/- and suppliers cost = 19,678,680/-, the percentage variation in the contract price = +16.8%.

4. Kirumya site, Agricultural engineer's cost estimates = 23,661,384/- and suppliers cost = 20,678,680/-, the percentage variation in the contract price = +12.6%.

5. Burundo site, Agricultural engineer's cost estimates = 20,880,855/- and suppliers cost = 25,310,000/-, the percentage variation in the contract price = +21.2%.

Therefore percentage variation in the contract price for Burundo site is beyond +/-20% i.e. +21.2%.

Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines

Maximum score 6

d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY

- If 100% score 2
- Between 80 – 99% score 1
- Below 80% score 0

Supplier contract and completion certificate dated 14th June 2023 indicated that procurement and installation of five micro-scale irrigation demonstration sites were accomplished during previous FY.

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	<p>a) Evidence that the LG has recruited LLG extension workers as per staffing structure</p> <ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 	<p>There was evidence the LG had recruited LLG extension workers as found in the list of 35 extension workers as stamped by the District Production Officer on 4th July 2022. titled "Bundibugyo DLG Production Staff Transfers July 2022". It detailed their current, new and assignment stations.</p>	0
	Maximum score 6		<p>A review of the LLG staffing structure (Sub-Counties), it provided for a total of six extension staff as shown below: (i) Veterinary Officer, (ii) Agricultural Officer, (iii) Fisheries Officer, (iv) Assistant Animal Husbandry Officer, (v) Assistant Agricultural Officer, (vi) Assistant Fisheries Development Officer.</p> <p>Given that Bundibugyo has twenty (20) sub-counties it is expected to have in place 120 extension workers. Since at the time of assessment 35 extension workers were in place this represented 29% of the expected staffing levels of extension workers.</p>	
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	<p>b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF</p> <ul style="list-style-type: none"> • If 100% score 2 or else score 0 	<p>Key items observed at the three sampled irrigation demonstration sites installed included;</p> <p>At Burundo site: (5,000lts water tank placed down, petrol fuel water pump 40m head, drip lines of 1m apart, 2 drag hose pipe kit, 10m radius sprinklers)</p> <p>At Kirumya and Kagora sites (solar water pump 40m head, 275 Watts pv panel, sprinklers 10m radius, portable sprinkler rain gun, water tank 5000lts, 2 drag hose pipe kit and drip irrigation lines of 1m apart).</p> <p>These features were in conformity with the technical designs and the inventory.</p>	2
	Maximum score 6			

4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>b) Evidence that the installed micro-scale irrigation systems during last FY are functional</p> <ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 	<p>The three sampled installed irrigation demonstration sites (Burundo, Kirumya and Kagora sites) each had three different systems; drip irrigation, sprinkler irrigation and drag hose pipe or rain gun.</p> <p>Every irrigation system was switched on and was functioning, field photos were captured at the time of assessment.</p>	2
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Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>A review of the transfer list revealed that the information on position of extension workers filled was accurate as shown below:</p> <p>(i) Masereka Ali the Agricultural Officer for Mabeere sub-county was found duly posted at the station as evidenced by the staff list on the notice board at Mabeere sub-county.</p> <p>(ii) Ms Biira Agnes appeared on the transfer list as being at Burondo sub-county and was verifiably found on the staff list of Burondo sub-county staff list which was found displayed in Burondo sub-county notice board as the Agricultural Extension Officer.</p>	2
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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	The key information obtained from each of the three sampled demonstration sites were in line with the inventory. Key items observed at the sites include:	2
	Maximum score 4		Burundo site: (5,000lts water tank placed down, petrol fuel water pump 40m head, drip lines of 1m apart, 2 drag hose pipe kit, 10m radius sprinklers)	
			Kirumya and Kagora sites (solar water pump 40m head, 275 Watts pv panel, sprinklers 10m radius, portable sprinkler rain gun, water tank 5000lts, 2 drag hose pipe kit and drip irrigation lines of 1m apart).	
			These features were in conformity with the technical designs and the inventory (list of irrigation equipment or items)	
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	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	As per the quarterly activity reports on implementation of micro-scale irrigation program in the District, dated 15th October 2022 (for quarter one), 8th December 2022 (for quarter two), 24th March 2023 (for quarter three) and 14th June 2023 (for quarter four), there was information collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest.	2
	Maximum score 6			
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	At the time of assessment, MIS/Irritrack information contained 190 farmer EOIs against 350 farmers who expressed interest through applications, and yet MAAIF had already set a target of 455 EIOs to be achieved. Therefore the LG did not enter up to-date LLG information into MIS/Irritrack and did not reach their target EOIs.	0
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	The LG had not prepared any quarterly reports using information compiled from LLGs in the MIS/Irritrack.	0
	Maximum score 6			
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	The LG developed and approved Performance Improvement Plan for the lowest performing LLGs (Kisubba, Harugale, Mabere, Kagugu, Busaru, Ngamba and Busunga). The Plan was to train extension workers who should later train farmers as required in the LLG National Assessment Manual Performance measure 38.	1
	Maximum score 6		Key activities planned were; 1. Farming as a business with emphasis to cocoa, 2. Post-harvest handling of cocoa, 3. Cocoa agronomy, 4. Water harvesting technologies for irrigation, 5. Cocoa seed preparation.	
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	As per the implementation of Performance Improvement Plan report dated 8th July 2023, LG implemented three key training activities (Post-harvest handling of cocoa, Cocoa agronomy, and Water harvesting technologies for irrigation) in Mabere, Kisubba and Busunga LLGs. Five extension staffs (Bwambale Benard, Masereka Ali, Mukiza Gilbert, Abigaba John and Kuule Domino) received the training.	1
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	As per the approved Budget for production Department FY 2023/2024, there was Ugx 1,029,052,241/- allocated for general staff salaries for 35 extension staffs deployed at 27 LLGs. This means that approximately one extension worker was deployed per LLG yet the guideline requires a minimum of two extension workers deployed per LLG. Therefore, the LG budget for extension workers was not in accordance with the staffing norm.	0
	Maximum score 6			
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	As per the production Department deployment register, deployment of extension workers was as follows; 10 Agricultural Officers, 12 Assistant Agricultural Officers, 6 Assistant Fisheries Officers, and 7 Assistant Veterinary Officers, therefore 35 extension workers were deployed across 27 LLGs. This implies that approximately one extension worker was deployed per LLG yet the guideline requires a minimum of two extension workers deployed per LLG. Hence the deployment is not as per the guidelines.	0
	Maximum score 6			
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	There was evidence that the extension workers were working in the LLGs as found in the transfer list of 35 extension workers as stamped by the District Production Officer on 4th July 2022 titled "Bundibugyo DLG Production Staff Transfers July 2022". A case in point was Ms Biira Agnes who appeared on the transfer list as being at Burondo sub-county and was verifiably found on the staff list of Burondo sub-county staff list which was found displayed in Burondo as the Agricultural Extension Officer with her Tel. Contact: 0789991124.	2
	Maximum score 6			

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>Staff lists at the sampled LLGs were found to have the extension workers e.g., at Burondo sub-county where the displayed staff list indicated a deployed extension work Biira Agnes the Agricultural Extension Officer (0789991124).</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>Appraisal files for extension workers were not accessed/provided during the assessment.</p>	0
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>Taken corrective actions: Score 1 or else 0</p>	<p>No evidence that DHO took corrective actions based on appraisal reports were availed at the time of assessment.</p>	0

8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p>	<p>As per the LG training plan for FY 2022/2023 dated 19th July 2022, the following training activities were planned; cocoa agronomy, post-harvest handling of cocoa, farming as a business in cocoa, work plan development and report writing, micro-scale irrigation technologies, livestock/fish feed formulation and oil management technologies.</p> <p>Therefore some of the trainings conducted were captured as below;</p> <p>LG trained 27 extension staffs on the use of Irritrack App as per the training report dated 6th June 2023.</p> <p>LG also conducted awareness raising training on micro-scale irrigation to 54 participants as per the training report dated 25th November 2022.</p> <p>31 extension workers were also trained on the agronomical principles of cocoa according to the report dated 19th May 2023.</p> <p>Hence the LG conducted training activities as per the plans.</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>ii Evidence that training activities were documented in the training database: Score 1 or else 0</p>	<p>The LG had training database indicating various categories of training activities conducted, brief summary of the training content, the period, the venue, target people, the cost of training etc.</p>	1

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>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</p>	<p>The LG was a phase 2 DLG that received Micro-Scale Irrigation Grant for the first time in FY2022/23 and allocated 100% of the fund appropriately to complimentary services.</p>	2
Maximum score 10			<p>Evidence</p>	
			<p>Evidence</p>	
			<p>Raise Awareness Local Leaders UGX 46,674,000</p>	
			<p>Procurement & Monitoring UGX 5,184,194</p>	
			<p>Raising Awareness Farmers UGX 163,707,600</p>	
			<p>Farm Visits UGX 64,788,000</p>	
			<p>Irrigation Demo UGX 112,745,862</p>	
			<p>Total Complimentary Services UGX 393,099,656</p>	
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>The LG budget allocations towards complimentary services were not in line with sector guidelines for implementation in FY2022/23.</p>	0
Maximum score 10			<p>Evidence</p>	
			<p>Raise Awareness Local Leaders was UGX 46,674,000 i.e. 11.9% (less than max. 15%)</p>	
			<p>Procurement & Monitoring was UGX 5,184,194 i.e. 1.3%</p>	
			<p>Raising Awareness Farmers was UGX 163,707,600 i.e. 41.6% (above maximum 40%)</p>	
			<p>Farm Visits was UGX 64,788,000 i.e. 16.4% (above maximum 15%)</p>	
			<p>Irrigation Demo was UGX 112,745,862 i.e. 28.7%</p>	
			<p>Total Complimentary Services UGX 393,099,656</p>	

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 score 10</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>The review of the LG budget for micro-scale irrigation revealed that the LG did not reflect farmers co-funding in FY2022/23.</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>Maximum score 10</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>Farmer's co-funding was not reflected in LG micro-scale irrigation budget for FY2022/23. This was the first year that the LG received micro-scale irrigation grant.</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>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>As per the minutes of a meeting between DTPC and LLGs dated 31st May 2023, under minute 4 LG did awareness creation on micro-scale irrigation including information dissemination on the use of farmer co-funding (cost sharing of the irrigation equipment).</p>	2

10

Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines

Maximum score 8

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.)

- If more than 90% of the micro-irrigation equipment monitored: Score 2

- 70-89% monitored score 1

Less than 70% score 0

Tur Holdings International Ltd signed a contract on 11th April 2023 and installed 5 irrigation demonstration sites. The work started on 30th April 2023 and was completed 14th June 2023 as per the completion certificate.

According to the micro-scale irrigation demonstration site monitoring and supervision report dated 1st June 2023 (May report), the installation of micro-scale irrigation equipment at the demonstration sites were still ongoing. Water sources were adequate at the sites and each site had three irrigation technologies (drip, sprinkler and drag hose pipe).

Also as per the micro-scale irrigation demonstration site monitoring and supervision report dated 30th June 2023 (June report), the installation of micro-scale irrigation equipment at the demonstration sites were completed and the technologies were in good working condition before they were handed over to the host farmers.

Therefore, the DPO did monitoring and supervision of micro-scale irrigation demonstration sites on monthly basis from the time work started till completion.

2

10

Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines

Maximum score 8

b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0

LG did oversee approved farmer training and support to the five micro-scale irrigation demonstration sites as evidenced by technical back stopping training report dated 6th July 2023.

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	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	LG trained 27 extension staffs on the use of Irritrack App to capture details of farmers during expression of interest for micro-scale irrigation as per the training report dated 6th June 2023. This was confirmed from the three LLGs (Burondo Kirumya and Kagora) sampled, one of the respondents was Biira Agnes an Assistant Agricultural Officer at Burondo sub county	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	Farmer field school reports dated 13th July 2023, 28th July 2023 showed that the LG established and ran farmer field schools at the five installed micro-scale irrigation demonstration sites.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	As per the report titled "Farmer awareness raising on micro-scale irrigation in Bundibugyo" dated 15th May 2023, 243 farmers were sensitized on micro-scale irrigation programme. Attendance lists were attached to the report.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	An awareness raising report dated 2nd December 2022 indicated that LG trained District Executive Committee leaders and LLGs on irrigated agriculture.	2

Investment Management

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>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>An updated register of micro-scale irrigation demonstration equipment supplied to the five farmers was availed.</p> <p>At Burundo and Kgugu sites Key items in the register included: (5,000lts water tank, petrol fuel water pump 40m head, drip irrigation kit, drag hose pipe kit, sprinklers, HDPE delivery pipe)</p> <p>At Kirumya, Kagora and Bubandi sites (solar water pump 40m head, sprinklers 10m radius, portable sprinkler rain gun, water tank 5000lts, HDPE transmission pipe drag hose pipe kit and drip irrigation kit).</p>	2
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>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>The database of applications for EOIs for current and previous FYs in the MIS was not up-to-date. At the time of assessment, 190 EOIs were captured in the data base out of 350 EOIs applications submitted at the DLG. Yet the target EOIs set by MAAIF to be achieved was 455.</p> <p>Screen shot for MIS on EOIs was captured.</p>	0
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>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>As per the various Farm visit reports dated 18th April 2023, 21st April 2023 and 25th April 2023, a total of 78 farm visits were made out of 350 farmers who submitted complete EOIs. Therefore LG didn't visit all farmers who submitted complete EOIs and had no signed Agreement to proceed for quotation forms.</p>	0
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: 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>The LG District Agricultural Engineer did not publicize eligible farmers on the District production notice board and at LLGs (Burondo, Kirumya and Kagora) notice boards.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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.	Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY was availed.	1
	Maximum score 18		Document reviewed: Current FY procurement plan; item stated as, 'Procurement and installation of micro-scale irrigation equipment to demonstration sites.'	
			<i>The procurement plan did not list the sites.</i>	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	The three companies that submitted offers were: Reliefline (U) Limited, Frasa Agroline (U) Limited, and Tur Holdings International, and all appear on the pre-qualified list for the MAAIF.	2
	Maximum score 18		>>>Tur Holdings International won the contract.	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	From the minutes of the contracts committee meeting dated 22/3/2023, it was noted that the selection of the irrigation equipment supplier was based on the set criteria. The selection criteria followed is as outlined below:	2
	Maximum score 18		Stage I: preliminary (administrative) compliance,	
			Stage II: technical compliance, and	
			Stage III: financial comparisons.	
			These stages were followed.	
			Note: The advert was issued on 9/2/2023, record of bid opening was on 10/3/2023, and one of the three bidders who offered to do the work lacked a bid security. The remaining 2 bidders passed the administrative and technical compliance and the lowest technically responsive was M/S Tur Holdings International Limited. The criteria was followed to obtain the best bidder.	

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	The minutes of the contracts committee meeting of 5 members, dated 22/3/2023, reports that the micro-irrigation systems were approved by CC before commencement of installation.	1
	Maximum score 18		Specifically, under minute number: 116/BDCC/March/2022-2023 (B) the CC approved the contract for procurement and installation of micro-scale irrigation equipment by M/S Tur Holding International (Contractor) at an evaluated bid price of UGX 108,571,040/=	
			Note: The LG had one contract for all demonstration sites.	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	The LG had only one contract and the the lowest and technically responsive bidder, that is, MS Tur Holdings International won the tender, with an offer of UGX 108,571,040/=. One of the 3 bidders lacked a bid security, and the second lowest bidder had an offer of UGX 109,927,000/=.	2
	Maximum score 18		The best bidder was reported technically responsive.	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	The key aspects of the sampled installed irrigation demonstration sites at the time of assessment include the following:	2
	Maximum score 18		At Burundo site: (5,000lts water tank placed down, petrol fuel water pump 40m head, drip lines of 1m apart, 2 drag hose pipe kit, 10m radius sprinklers)	
			At Kirumya and Kagora sites (solar water pump 40m head, 275 Watts pv panel, sprinklers 10m radius, portable sprinkler rain gun, water tank 5000lts, 2 drag hose pipe kit and drip irrigation lines of 1m apart).	
			These system parameters were in line with the designs.	

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>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</p>	<p>According to the supervision reports dated 30th June 2023 and 1st June 2023, LG did regular technical supervision of the irrigation demonstration sites. Visitor books were signed by the DPO and Agricultural Engineer.</p>	2
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>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p>As per the micro-scale irrigation demonstration site monitoring and supervision reports dated 1st June 2023 and 30th June 2023, LG oversaw the supply, installation and testing for functionality of the irrigation equipment.</p>	1
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>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</p>	<p>As per the handover report of irrigation demonstration sites dated 30th June 2023, LG oversaw the irrigation equipment handover to the host farmer.</p>	1
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>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</p>	<p>The LG did not make payments to suppliers in FY2022/23 within specified timeframes in contracts.</p> <p>Evidence</p> <p>Payment terms as per contract 30 days after request for payment/invoice by a contractor.</p> <p>Request for Payment was made by M/s Tur Holdings International on 12 June 2023 for the installation of micro-scale irrigation demonstration site equipment for UGX 108,571,040. The payment was made on EFT No 6417687 on 19 July 2023. This payment was made 37 days after the request was made.</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>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</p>	<p>The LG had one micro-scale irrigation contract and its procurement file was complete with all records required by the PPDA Law. The contracts committee meeting minutes dated 22/3/2023, evaluation report approved by contracts committee on the same date 22/3/2023, and works contract.</p>	2
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Environment and Social Safeguards

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>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</p>	<p>LG displayed on the District Production Department notice board and LLGs the details of the nature and avenues to address grievance at the time of assessment.</p>	2
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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> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>Bundibugyo DLG had a functional grievance redress mechanism but no grievance under micro scale irrigation had been referred and recorded inline with the LG grievance redress framework.</p>	1
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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> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>Bundibugyo DLG had a functional grievance redress mechanism but no grievance under micro scale irrigation had been referred and investigated inline with the LG grievance redress framework.</p>	1
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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> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>Bundibugyo DLG had a functional grievance redress mechanism but no grievance under micro scale irrigation had been referred and responded to inline with the LG grievance redress framework.</p>	1
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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> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>Bundibugyo DLG had a functional grievance redress mechanism but no grievance under micro scale irrigation had been reported inline with the LG grievance redress framework.</p>	1
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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>The LG availed a report on Social and environmental monitoring for installation of irrigation demonstration sites” dated 29th April 2023, which was mainly on environmental screening of areas to install micro-scale irrigation demonstration sites. The report did not capture the act of disseminating micro-scale irrigation guidelines to provide for proper siting, land access, proper use of agro-chemicals .</p> <p>There were no meetings conducted.</p>	0
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15	Safeguards in the delivery of investments Maximum score 6	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	<p>The assessor reviewed screening forms and ESMPs and ascertained that E&S screening of micro-scale irrigation projects was carried out including the development of ESMPs as shown below;</p> <ol style="list-style-type: none"> 1. Installation of Kagugu Irrigation demonstration site was screened for E&S on 09/09/2022 with ESMPs developed and costed at UGX: 1,850,000 on 13/10/2022. 2. Installation of Bubandi Irrigation demonstration site was screened for E&S on 13/09/2022 with ESMPs developed and costed at UGX: 1,850,000 on 13/10/2022. 3. Installation of Kirumya Irrigation demonstration site was screened for E&S on 15/09/2022 with ESMPs developed and costed at UGX: 1,850,000 on 13/10/2022. 4. Installation Bundibugyo T/C irrigation demonstration site was screened for E&S on 09/09/2022 with ESMPs developed and costed at UGX: 1,850,000. 	1
15	Safeguards in the delivery of investments Maximum score 6	<p>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</p>	<p>The DLG provided evidence that it had conducted monitoring for all irrigation projects ;</p> <p>All the five microscale irrigation demonstration sites in Bundibugyo (Burundo, Kagugu, Bundibugyo, Bubandi and Kirumya) were monitored as per monthly monitoring reports dated; 29/04/2023 and 26/05/2023.</p>	1

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	<p>The DLG availed evidence that E&S certification forms were completed and signed by Environment as below;</p> <ol style="list-style-type: none"> 1. Installation of Kagugu Irrigation demonstration site - certification form no. 014/2023 was signed by the environment officer on 13/06/2023 2. Installation of Bubandi Irrigation demonstration site- certification form no.015 2023 was signed by the environment officer on 13/06/2023 3. Installation of Kirumya Irrigation demonstration site - certification form no 013/2023 was signed by the environment officer on 13/06/2023 4. Installation Bundibugyo T/C irrigation demonstration site - certification form no 011/2023 was signed by the environment officer on 13/06/2023 	1
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	<p>The DLG availed evidence that E&S certification forms were completed and signed by CDO prior to payment as below;</p> <ol style="list-style-type: none"> 1. Installation of Kagugu Irrigation demonstration site - certification form no. 014/2023 was signed by the CDO on 13/06/2023 2. Installation of Bubandi Irrigation demonstration site- certification form no.015 2023 was signed by the CDO on 13/06/2023 3. Installation of Kirumya Irrigation demonstration site - certification form no 013/2023 was signed by the CDO on 13/06/2023 4. Installation Bundibugyo T/C irrigation demonstration site - certification form no 011/2023 was signed by the CDO on 13/06/2023 	1

Crosscutting Minimum Conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
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>a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0</p>	<p>Bundibugyo District Local Government (BDLG) has a substantive Chief Finance Officer (CFO) - Mr. Muhumuza Jimmy as evidenced by letter of offer of appointment on transfer of service dated 5th April 2022 referenced under Min No. 14/DSC/2022.</p> <p>At the time of assessment, the CFO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 29th June 2023.</p>	3
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>b. District Planner/Senior Planner, score 3 or else 0</p>	<p>Bundibugyo DLG has a substantive District Planner - Mr. Mwesige Bansegu Charles as evidenced by letter of appointment on promotion dated 29th June 2022 referenced under Min No. 54/DSC/2022.</p> <p>At the time of assessment, the District Planner was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 27th June 2023.</p>	3
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>c. District Engineer/Principal Engineer, score 3 or else 0</p>	<p>Bundibugyo District Local Government (DLG) currently lacks a substantive District Engineer. Mr. Muhindo Bithi Robert, who currently holds the position of Senior Engineer, is fulfilling the role in an acting capacity. This appointment is supported by a letter from the Chief Administrative Officer (CAO) designating him as the Vote Controller for roads and maintenance for the fiscal year 2023/2024, dated August 10, 2023.</p> <p>However, it's worth noting that Mr. Muhindo Bithi Robert was originally appointed as Senior Engineer following a letter dated 28th January 2019, as referenced under Minute number 115/DSC/2018, relating to his promotion.</p>	0

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>d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0</p>	<p>Bundibugyo DLG does not have a substantive District Natural Resources Officer. The position is held in acting capacity by Mr. Maate the Senior Environment Officer evidenced by the letter of appointment on promotion to Senior Environment Officer as dated 9th December 2008 referenced under Minute No. 121/DSC/2008 and letter of assignment of duty by the Chief Administrative Officer dated 11th April 2013.</p> <p>At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	0
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>e. District Production Officer/Senior Veterinary Officer, score 3 or else 0</p>	<p>Bundibugyo DLG has a substantive District Production Officer - Mr. Kisembo Light Godfrey as evidenced by letter of appointment on promotion to the position of District Production Officer dated 5th April 2022 referenced under Min no. 17/DSC/2022.</p> <p>At the time of assessment, the District Production Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	3
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>f. District Community Development Officer/Principal CDO, score 3 or else 0</p>	<p>Bundibugyo DLG has a substantive District Community Development Officer - Mr. Mugisa Simon as evidenced by letter of appointment on promotion to District Community Development Officer dated 24th January 2019 referenced under Min no. 114/DSC/2022.</p> <p>At the time of assessment, the DCDO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	3

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>g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0</p>	<p>Bundibugyo DLG has a substantive District Commercial Officer – Ms Tusabe Joyce as evidenced by letter of appointment on promotion dated 22nd May 2019 referenced under Min no. 63/DSC/2019</p> <p>At the time of assessment, the District Commercial Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 13th June 2023.</p>	3
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>i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.</p>	<p>Bundibugyo DLG has a substantive Senior Procurement Officer - Ms.Birungi Betty as evidenced by letter of appointment on promotion to Senior Procurement Officer dated 15th December 2015 referenced under Min No. 102/DSC/2015(1).</p> <p>At the time of assessment, the Senior Procurement Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</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>ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0</p>	<p>Bundibugyo DLG has a substantive Procurement Officer – Mr. Muhindo Filton as evidenced by letter of appointment dated 22nd December 2020 referenced under Min No. 40/DSC/2020.</p> <p>Ath the time of assessment the Annual Performance Report (APR) /appraisal found on file was for FY 2021/2022.</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>i. Principal Human Resource Officer, score 2 or else 0</p>	<p>Bundibugyo DLG has a substantive Principal Human Resources Officer - Ms. Katusime Jane as evidenced by letter of appointment on promotion to Principal Human Resources Officer dated 6th June 2011 referenced under Min no. 51/DSC/2011.</p> <p>At the time of assessment, the DNRO/SEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 20th June 2023.</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>j. A Senior Environment Officer, score 2 or else 0</p>	<p>Bundibugyo DLG has a substantive Senior Environment Officer - Mr Maate Jockus as evidenced by the letter of appointment on promotion to Senior Environment Officer dated 9th / December 2008 referenced under Minute No. 121/DSC/2008.</p> <p>At the time of assessment, the SEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</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>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>Bundibugyo DLG has a substantive Physical Planner -Mr Balinkunda Sylver as evidenced by letter of appointment to the position dated 25th September 2014 referenced under Minute No. 54//DSC/2014.</p> <p>At the time of assessment, the Physical Planner was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</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>Bundibugyo DLG has a substantive Senior Accountant -Mr Mwesige Aliganyira Juma as evidenced by letter of appointment on promotion to the Senior Accountant position dated 25th September 2014 referenced under Minute No. 51/DSC/2014.</p> <p>At the time of assessment, no appraisal information was available.</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>Bundibugyo DLG has a substantive Principal Internal Auditor - Mr. Kizito Paul as evidenced by letter of appointment on promotion to the position of Principal Internal Auditor dated 5th April 2022 referenced under Min No. 17/DSC/2022.</p> <p>At the time of assessment, the Principal Internal Auditor was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 27th June 2023.</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>Bundibugyo DLG has a substantive Principal Human Resources Officer (Secretary DSC) - Ms. Masika Meris Joselyne as evidenced by letter of appointment on promotion to Principal Human Resources Officer (Secretary DSC) dated 12th June 2019 referenced under Min no. 73/DSC/2019.</p> <p>At the time of assessment, the PHRO-Secretary DSC was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 20th June 2023.</p>	2
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>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).</p>	<p>Bundibugyo District Local Government had not recruited all Senior Assistant Secretary (Sub-Counties)/ Town Clerk (Town Councils) in all the 27 Lower Local Government (LLG) as per established structure. BDLG had a shortfall of seventeen (17) Senior Assistant Secretaries. The approved staffing structure provides for SAS's and TC in the LLGs in BDLG as follows:</p> <ol style="list-style-type: none"> 1. Sub-counties- (No.20) 2. Town Councils - (No.7) <p>At the time of assessment Bundibugyo DLG had seven (7) substantive Senior Assistant Secretaries at the sub-counties and three (3) at the Town Councils.</p> <p>The Assessor was provided the following information of the Senior Assistant Secretaries:</p> <p>Substantive</p> <ol style="list-style-type: none"> 1) Mr. Balija Joseph-Burondo sub-county as evidenced by letter of appointment dated 13th October 2010 referenced under Min. No. 16/DSC/2010(2) and by transfer letter from CAO dated 9th August 2022. 2) Mr. Sikahwa Roberto as evidenced by letter of appointment dated 24th June 2021 referenced under Min. No. 12/DSC/2021(1). 3) Mr. Bwambale Kabhuka Amuri as evidenced by letter of appointment dated 24th June 2021 referenced under Min. No. 12/DSC/2021(5). 4) Mr. Byomukama Joshua as evidenced by letter of appointment dated 12th November 2018 referenced under Min. No. 78/DSC/2018. 5) Mr. Byomukama Joshua as evidenced by letter of appointment on promotion 	0

dated 24th June 2021 referenced under Min. No. 12/DSC/2021(2).

6) Mr. Bwambale Samuel as evidenced by letter of appointment dated 24th June 2021 referenced under Min. No. 12/DSC/2021(6).

On assignment by DLG

1) Mr. Kisembo Wilson -Mirambi sub-county

2) Ms. Makabuye Masika Anim- Mbatya sub-county, assigned to the position by CAO by later dated 15th February 2022.

3) Mbusa Samuela- Ndugutu sub-county.

4) Mr. Tuesday Bernard- Bubandi sub-county.

5) Mr. Rubongoya Keith K- Tokwe sub-county

6) Ms. Bora Debrah- Harugale sub-county

7) Ms. Babiiha Juliet- Bubukwanga sub-county

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.

Bundibugyo DLG at the time of assessment was found to have recruited Community Development Officers as highlighted illustratively hereunder.

1. Ms. Kebirungi Kevin CDO as evidenced by letter of appointment on promotion to Community Development Officer dated 24th June 2021 referenced under Min no. 13/DSC/2021(2) and assignment letter to Kisubba sub-county dated 20th July 2022.

2. Mr. Bwambale Asuman as evidenced by letter of appointment on promotion to Community Development Officer dated 12th November 2018 referenced under Min no. 97/DSC/2018 and deployment letter to Bukonzo sub-county dated 18th March 2019.

3. Mr. Assimwe Godfrey as evidenced by letter of appointment on promotion to Community Development Officer dated 12th October 2010 referenced under Min no. 47/DSC/2010(4) and assignment letter to Bukonzo sub-county dated 12th October 2010.

4. Ms. Masika Kezia as evidenced by letter of appointment on promotion to Community Development Officer dated 12th November 2018 referenced under Min no. 97/DSC/2018 and assignment letter to Buganikere Town Council dated 31st August 2021.

5

5. Ms. Katusime Agnes as evidenced by letter of appointment on probation to Community Development Officer dated 22nd September 2010 referenced under Min no. 47/DSC/2010(5) and assignment letter to Bukonzo sub-county dated 12th October 2010.

6. Mr. Maate Joseph Kiregheya as evidenced by letter of appointment on promotion to Community Development Officer dated 12th November 2018 referenced under Min no. 97/DSC/2018.

7. Ms. Masika Rebecca as evidenced by letter of appointment on promotion to Community Development Officer dated 24th June 2021 referenced under Min no. 13/DSC/2021(3).

8. Ms. Babiiha Harriet as evidenced by letter of appointment on promotion to Community Development Officer dated 22nd September 2010 referenced under Min no. 47/DSC/2010(7).

9. Ms. Biira Zaina as evidenced by letter of appointment on promotion to Community Development Officer dated 12th November 2018 referenced under Min no. 97/DSC/2018.

10. Ms. Masiika Annet as evidenced by letter of appointment on promotion to Community Development Officer dated 12th November 2018 referenced under Min no. 97/DSC/2018.

11. Ms. Kobusinge Grace as evidenced by letter of appointment on promotion to Community Development Officer dated 12th November 2018 referenced under Min No. 97/DSC/2018.

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

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

Bundibugyo DLG was found to have two substantive Senior Accounts Assistants deployed at the district as evidenced by the appointment of:

1) Mugisha Ntatunda Elias, as seen by letter of appointment dated 15th September 2011 referenced under, Min No. 125/DSC/2008.

2) Kahigwa Zachaeus, Senior Accounts Assistant as evidenced by letter of appointment dated 12th November 2018 referenced under Min 77/DSC/2018.

0

The following is the list of the ten accounts assistants deployed in the various LLGs of BDLG provided at the time of assessment:

1. Mr. Tumwesigye Lameck Kyazze as evidenced by letter of appointment on transfer promotion dated 8th October 2019 referenced under Min No. 95/DSC/2019.
2. Ms. Nkayarwa Monic Patience as evidenced by letter of appointment dated 18th July referenced under Min. No. 123/DSC/2011.
3. Mugisha Ntatunda Elias, as evidenced by letter of appointment dated 15th September 2011 referenced under Min 125/DSC/2008.
4. Kaija Manius, as evidenced by letter of appointment dated 12th November 2003 referenced under Min. No. 27/DSC/2003.
5. Night Faith, as evidenced by letter of appointment dated 6th June 2018, referenced under Min 37/DSC/2018.
6. Masika Annet, Accounts Assistant, as evidenced by letter of appointment dated 1st February 2019 referenced under Min. No. 124/DSC/2019
7. Agaba Giodfrey, Accounts Assistant as evidenced by letter of appointment dated 6th June 2018 referenced under Min 20/DSC/2018.
8. Kisasira Ibrahim, Accounts Assistant as evidenced by letter of appointment dated 6th June 2018 referenced under Min 20/DSC/2018.
9. Bwambale Jackson, Accounts Assistant as evidenced by letter of appointment dated 19th February 2016 referenced under Min. No. 39/DSC/2016.
10. Mubunga Josephine, Accounts Assistant as evidenced by letter of appointment dated 21st September 2015 referenced under Min 103/DSC/2008.

The recruited staff did not meet the threshold to cover all the 27 LLGS.

Environment and Social Requirements

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>a. Natural Resources department,</p> <p>score 2 or else 0</p>	<p>A review of LG Draft Final Accounts for FY2022/23 revealed that the LG did not release 100% of funds allocated to the Department of Natural Resources for FY2022/23</p> <p>Evidence</p> <p>Draft Final Accounts Received by Office of the Auditor General on the 31 August 2023- Page 13</p> <p>Actual Revenue Performance for FY2022/23 was UGX 176,406,505</p> <p>Revised Budget Amount for FY2022/23 was UGX 183,553,038</p> <p>Calculation</p> <p>Actual Revenue Performance/Revised Budget*100= $176,406,505/183,553,038*100= 96.1\%$</p>	0
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3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>b. Community Based Services department.</p> <p>score 2 or else 0.</p>	<p>A review of LG Draft Final Accounts for FY2022/23 revealed that the LG did not release 100% of funds allocated to the Department of Community-Based Services for FY2022/23</p> <p>Evidence</p> <p>Draft Final Accounts Received by Office of the Auditor General on the 31 August 2023- Page 13</p> <p>Actual Revenue Performance for FY2022/23 was UGX 368,740,962</p> <p>Revised Budget Amount for FY2022/23 was UGX 589,798,745</p> <p>Calculation</p> <p>Actual Revenue Performance/Revised Budget*100= $368,740,962/589,798,745*100=62.5\%$</p>	0
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4	<p>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.</p> <p>Maximum score is 12</p>	<p>a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0</p>	<p>Bundibugyo DLG provided evidence that Environmental, Social, and Climate Change screening was carried out for all projects implemented using the DDEG for the previous FY;</p> <ol style="list-style-type: none"> 1. Renovation of L.C V office was screened on 22/02/2023 with an ESMP developed and costed at UGX: 3,300,000 on 14/03/2023. 2. Renovation of district commercial office was screened for the environment, social and climate change on 21/02/2023 with ESMP developed and costed at UGX: 3,300,000 on 14/03/2023 	4
4	<p>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.</p> <p>Maximum score is 12</p>	<p>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</p>	<p>The projects implemented under DDEG funding did not qualify to undergo an ESIA upon screening. The projects included;</p> <ol style="list-style-type: none"> 1. Renovation of L.C V office 2. Renovation of district commercial office. 	4
4	<p>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.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);; score 4 or 0</p>	<p>A review of screening forms and ESMPs ascertained that all projects implemented using DDEG had costed ESMPs;</p> <ol style="list-style-type: none"> 1. Renovation of L.C V office was screened on 22/02/2023 with an ESMP developed and costed at UGX: 3,300,000 on 14/03/2023. 2. Renovation of district commercial office was screened for the environment, social and climate change on 21/02/2023 with ESMP developed and costed at UGX: 3,300,000 on 14/03/2023 	4

Financial management and reporting

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>The list of LG audit opinions for FY 2022/23 released by OAG confirms that LG's financial statements for FY 2022/23 was unqualified.</p>	10
6	<p>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).</p> <p>maximum score is 10</p>	<p>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.</p>	<p>The Local Government (LG) failed to provide information to the Permanent Secretary/Secretary to the Treasury (PS/ST) regarding the status of implementing recommendations from the Internal Auditor General and Auditor General Reports for the fiscal year 2021/22 by the stipulated deadline of 28 February 2023.</p> <p>Evidence</p> <p>Response and Verification Report on the Implementation Auditor General and Internal Auditor's General's Report for the Year Ended 30 June 2022 was submitted to the PS/ST and received by Registry MoFPED on 3 March 2023.</p>	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, score 4 or else 0.</p>	<p>The LG provided evidence that the Annual Performance Contract for FY2023/24 was submitted and countersigned by the PS/ST before 31 August 2024.</p> <p>Evidence</p> <p>Annual Performance Contract Ref-BPD/77/222/02 was dated 14 July 2023. Received by MoFPED Registry on 17 July 2023. Countersigned by the PS/ST on 24 August 2023.</p>	4
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, score 4 or else 0.</p>	<p>The LG submitted the Annual Performance Report for FY2022/23 to MoFPED before the 31 August 2023</p> <p>Evidence</p> <p>Submission of Four PBS Report- 2022-23 Vote Bundibugyo 822. Received by MOFPED Registry on 21 August 2023</p>	4

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

Maximum score is 4

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,

score 4 or else 0.

The LG submitted Quarterly Budget Performance Reports (QBPR) for FY2022/23 to MoFPED before the 31 August 2023.

Evidence

Q1 BPR FY2022/23 was submitted on 20 December 2022.

Q2 BPR FY2022/23 was submitted on 16 February 2023.

Q3 BPR FY2022/23 was submitted on 3 May 2023.

Q4 BPR FY2022/23 was submitted on 21 August 2023.

**Education
Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	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. <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	Bundibugyo DLG currently lacks a substantive District Education Officer. Mr. Byamukama John, currently holds the position in an acting capacity as appointed by the Chief Administrative Officer (CAO) on 22nd December 2021, with a stipulated duration of six months. Mr. Byamukama John's substantive post is District Inspector of Schools. At the time of assessment, the AG. DEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 3rd October 2022 and duly signed by supervisor on 20th June 2023.	0
1	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. <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	As per the 2016 approved Ministry of Public Service (MoPS) staffing structure Bundibugyo DLG has a provision for Senior Inspector of Schools. Mr. Byamukama John is substantively a Senior Inspector of Schools as evidenced by letter of appointment on transfer of service on promotion as Senior Inspector of Schools dated 25th September 2014 referenced under Min No. 50/DSC/2014(1). In addition to this role and provisions within the staff structure, the CAO through a letter of posting instructions, appointed Mr. Byamukama to the office of the District Inspector of Schools dated 29th September 2014. At the time of assessment, the the Offcier was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	40

Environment and Social Requirements

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 Bundibugyo DLG conducted environmental, social, and climate change screening for all the four education projects for the previous FY as noted below;</p> <p>Renovation of two classroom blocks at Mantoroba Primary School was screened on 18/05/2023.</p> <p>Construction of Irango Primary School was screened on 30/06/2022.</p> <p>Construction of four stance pit latrine at Irango Primary School was screened on 25/05/2023.</p>	15
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>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>The projects implemented under education did not qualify to undergo an Environment and Social Impact Assessment upon being screened by the environment officer and CDO . The projects included;</p> <ol style="list-style-type: none"> 1. Renovation of two classroom blocks at Mantoroba Primary School was screened on 18/05/2023. 2. Construction of Irango Primary School was screened on 30/06/2022. 3. Construction of four stance pit latrine at Irango Primary School was screened on 25/05/2023. 	15

**Health Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
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>Bundibugyo DLG has a substantive District Health Officer - Dr. Kiyita Christopher as evidenced by letter of appointment on promotion to the position of District Health Officer dated 17th April 2019 referenced under Min No. 8/DSC/2019.</p> <p>At the time of assessment, the DHO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.</p>	10
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>Bundibugyo DLG does not have a substantive officer in this position. However, Muhindo Zuura- Snr. Assistant Nursing Officer was found to have been assigned duties in this role without requisite formal notification.</p> <p>At the time of assessment, no appraisal information was available.</p>	0
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>Bundibugyo DLG has a substantive Assistant District Health Officer (Environmental Health) Mr. Bagonza Godfrey as evidenced by letter of appointment to the position of Assistant District Health Officer on transfer dated 27th May 2022 referenced under Min No. 42/DSC/2022.</p> <p>At the time of assessment, no appraisal information was available.</p>	10

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>Bundibugyo DLG has a substantive Senior Environment Officer(SEO) - Mr.Mbakania Ismail as evidenced by letter of appointment on promotion to the position of Senior Environment Officer dated 5th April 2022 referenced under Min No. 16/DSC/2022.</p> <p>At the time of assessment, the SEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	10
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>Bundibugyo DLG has a substantive Senior Health Educator(SHE) - Mr. Bagonza Majid Abdalha as evidenced by letter of appointment on promotion to the position of Senior Health Educator dated 26th June 2018 referenced under Min No. 55/DSC/2018.</p> <p>At the time of assessment, the SHE was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.</p>	10
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>f. Biostatistician, score 10 or 0.</p>	<p>Bundibugyo DLG has a substantive BioStatistician - Mr. Kule Jostus as evidenced by letter of appointment to the position of Bio Statistician dated 5th October 2019 referenced under Min No. 69/DSC/2009.</p> <p>At the time of assessment, the BS was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.</p>	10

- 1 New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.
Applicable to Districts only.
Maximum score is 70
- g. District Cold Chain Technician, score 10 or else 0.
- Bundibugyo DLG has a substantive Cold Chain Technician(CCT) - Mr. Asaba Christoher as evidenced by letter of appointment on probation to the position of Cold Chain Technician dated 22nd September 2020 referenced under Min No. 17/DSC/2020.
- At the time of assessment, the CCT was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.
- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.
Applicable to MCs only.
Maximum score is 70
- 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.
Applicable to MCs only.
Maximum score is 70
- 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.
Applicable to MCs only.
Maximum score is 70
- 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 the Bundibugyo DLG carried out environment, social, and climate change screening for the 6 projects under health for the previous FY;</p> <ol style="list-style-type: none"> 1. Construction of the OPD/ staff house at Mirambi HC III was screened on 28/06/2022. 2. Construction of the staff house at Tombwe HC III was screened on 28/06/2022. 3. Construction of Buhunda HC III was screened on 20/06/2022. 	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 projects under health were not recommended to undergo an ESIA upon screening by the environment officer and CDO, these included;</p> <ol style="list-style-type: none"> 1. Construction of the OPD/ staff house at Mirambi HC III was screened on 28/06/2022. 2. Construction of the staff house at Tombwe HC III was screened on 28/06/2022. 3. Construction of Buhunda HC III was screened on 20/06/2022. 	15

**Micro-scale Irrigation
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
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>Bundibugyo DLG does not have a substantive Senior Agriculture Engineer. It however has an Agricultural Engineer who – Mr Bagonza Frank.</p>	0
		<i>score 70 or else 0.</i>		
Environment and Social Requirements				
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</p> <p>score 30 or else 0.</p>	<p>There was evidence that Bundibugyo DLG carried out environment, social, and climate change for five micro-scale irrigation projects for the previous FY ;</p> <ol style="list-style-type: none"> 1. Installation of Kagugu Irrigation demonstration site was screened on 09/09/2022 with ESMP developed and costed at UGX: 1,850,000 on 13/10/2022 2. Installation of Bubandi Irrigation demonstration site screened on 09/09/2022 with ESMP developed and costed at UGX: 1,650,000 on 13/10/2022 3. Installation of Kirumya Irrigation demonstration site screened on 09/09/2022 with ESMP developed and costed at UGX: 1,850,000 on 13/10/2022 4. Installation Bundibugyo T/C irrigation demonstration site screened on 09/09/2022 with ESMP developed and costed at UGX: 1,750,000 on 13/10/2022 	30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
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.	Bundibugyo DLG has a substantive Civil Engineer (Water) – Mr. Tusiime Ismail as evidenced by letter of appointment on transfer of service as Civil Engineer(Water) from Kyenjojo DLG dated 25th September 2014 referenced under Min. No. 57/DSC/2014(1). At the time of assessment, the DWO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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.	Bundibugyo DLG has a substantive Assistant Water Officer for mobilisation - Ms. Night Kachuro Oliver as evidenced by letter of assignment of duty by the CAO dated 9th December 2021. At the time of assessment, the AWO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	10
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.	Bundibugyo DLG does not have a substantive Borehole Maintenance Technician – At the time of assessment, Mr. Baluku Muramia the Assistant Engineering Officer was responsible for the duties in this role as evidenced by letter of appointment and assignment of duty dated 18th July 2011 referenced under Min No. 9/DSC/2011(2). The Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.	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.	Bundibugyo DLG does not have a substantive District Natural Resources 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>	e. 1 Environment Officer, score 10 or else 0.	Bundibugyo DLG has a substantive Environment Officer(EO) - Ms. Kabasinguzi Krusum as evidenced by letter of appointment to the position of Environment Officer dated 25th September 2014 referenced under Minute No. 53/DSC/2014(1). At the time of assessment, the EO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.	10
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.	Bundibugyo DLG has a substantive Forestry Officer - Ms. Faita Lawrence as evidenced by letter of appointment on absorption in service as a Forestry Officer dated 30th September 2014 under referenced under Minute No. 52/DSC/2014(1).	10

Environment and Social Requirements

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 all the four water infrastructure projects for FY 2022/2023 had complete Environmental and Social screening forms where mitigation measures were assessed, the risk mitigation plans were developed and implemented/ followed up.

a) For the reconstruction of Ndugutu GFS Phase III, the project was screened on 21st/07/2022, ESMP of UGX 3,500,000/= prepared on 19th/08/2022. Monitoring reports produced on 28th/04/2023 and 25th/05/2023 and E&S compliance Certification issued on 30th/05/2023 to Bamuju Contractors.

b) The construction of Water borne toilet at the District Headquarters- Works & Engineering Department was screened on 30th/03/2022, ESMP of UGX 1,300,000/= prepared on 19th/08/2022. Monitoring reports compiled on 24th/04/2023 and 30th/05/2023 and E&S compliance certification form No.37/2023 issued to Bamuju Contractors

c) Rehabilitation of Nyalulu-Kinyate line was screened on 25th/05/2022 with ESMP of UGX 2,500,000/= prepared on 19th/08/2022, monitoring done on 27th/04/2023, 29th/05/2023 and E&S compliance certification form issued (No.038/2023)

d) Construction of ten (10) medium protected springs in the sub-counties of Sindila, Ndugutu, Ngite and Mbatya. The projects were screened on 20th/08/2022, ESMP prepared and costed dated... Monitoring reports produced on and E&S compliance certification issued on

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.	From the conducted Environment, Social and Climate Screening conducted on the WSS projects of FY 2022/2023, the projects did not require Environment Social Impact Assessment (ESIAs)	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.	No evidence was presented indicating that the Water Officer obtained Abstraction permits from Ministry of Water and Environment (MoWE) specifically the Directorate of Water Resource Management even though piped water systems/schemes were constructed in the fiscal year under review. This concern was raised during assessment and mentoring process, documented in the jointly signed department evidence form and communicated during the LG exit meeting.	0