



LGMSD 2022/23

Bushenyi- Ishaka Municipal Council

(Vote Code: 777)

Assessment	Scores
Crosscutting Minimum Conditions	93%
Education Minimum Conditions	100%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	0%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	73%
Educational Performance Measures	79%
Health Performance Measures	73%
Water & Environment Performance Measures	0%
Micro-scale Irrigation Performance Measures	0%

**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>Bushenyi-Ishaka MLG implemented one (01) infrastructure DDEG funded project in FY2022/2023.</p> <p>☑ Construction of Municipal offices – Phase II UGX40,450,000</p> <p>The DDEG funded infrastructure project was site visited – ☑ Construction of Municipal offices – Phase II UGX40,450,000 and its existence and functionality was confirmed, though its still work in progress.</p> <p>The one project under DDEG was in place 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>Overall, the performance of BIMLG in its LLG assessment was 71% in FY2021/2022 and 87% in FY2022/2023, meaning an increase of 16%. This increase was greater than 5%.</p>	3

2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> • If 100% the projects were completed : Score 3 • If 80-99%: Score 2 • If below 80%: 0 	<p>Bushenyi-Ishaka MLG implemented two (02) DDEG funded capital investment projects in FY2022/2023.</p> <ul style="list-style-type: none"> 🏗️ Construction of Municipal offices – Phase II UGX40,450,000 🏗️ Securing three land titles for public lands (Town Clerks’ residence in Tank hill, Nyamiko HCIII and Bushenyi-Ishaka MC HQs UGX12,000,000 <p>Construction of the Municipal HQs had a phase completion certificates Nos 1 and 2 dated 21/03/2023 and 15/05/2023 respectively. For the land titles, one has been acquired and another one of the MLG HQ land is in the final phases of processing.</p> <p>The 4th Quarter performance report shows that DDEG FY2022/2023 budget was UGX158,147,000 and what was released by the end of Q4 was UGX158,147,000.</p> <p>The DDEG investment projects planned by IBMLG for FY2022/2023 were implemented and the planned stages completed.</p>	3
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>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:</p> <p>Score 2 or else score 0.</p>	<p>Bushenyi-Ishaka MLG implemented two (02) DDEG funded projects in FY2022/2023.</p> <ul style="list-style-type: none"> 🏗️ Completion of two classroom block at Bunyarigi P/S UGX27,966,755 🏗️ Construction of Municipal offices – Phase II UGX40,450,000 <p>The projects were all eligible under DDEG guidelines (DDEG Program Operations Manual, Section 2.6 – Eligible Expenditures/Investment Menu, Table 2 – Activities which can be funded by the municipalities/districts under MDG and LDG, Pages 11-13)</p> <p>The allocation of the budget to the different investments under DDEG did not meet the requirement.</p>	2

3

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

There is evidence that the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY (2022/23) are within +/-20% of the Municipal Engineer's estimates. The AWP and Budget for the FY 2022/23 indicated one project funded under the DDEG and the implemented infrastructure project had contract amounts according to contract document as follows:

2

1. **Construction of Administration Office Block Phase II-** BIMC703/WRKS/2022-2023/00009. The Engineer's Estimate (A) was UGX 86,181,300/=; the contract Sum/Price (B) was UGX 87,045,060/=. The Variation was at -1.00% $\{[(A - B)/A] * 100\}$.

Performance Reporting and Performance Improvement

4

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

The staffing was not in place as per minimum standards and staff list - obtained from HRM Division (attendance registers, appraisal reports, TPC minutes)

0

In Bushenyi - Ishaka Municipal Council, there was inadequate staffing in place as per minimum standards and staff list at LLGs as per the three sampled LLGs of Central Division, Ishaka Division, and Nyakabirizi Division.

At Central Division with staff strength of **13** out of a staff establishment ceiling of **23**, the staff included:

1. Twinomujuni Nicholas Frankline, Senior Assistant Town Clerk
2. Natukwasa Rabecca, Community Development Officer
3. Kemirember Prossy Linda, Treasurer

Some of the staff that were substantively deployed at Ishaka Division, with a staff strength of **11** against a staff establishment ceiling of **21**, were:

1. Kushemererwa Primah, Senior Assistant Town Clerk
2. Barigye Rukundo Asaph, Community Development Officer
3. Muhumuza Arthur, Treasurer

At Nyakabirizi Division, with a staff strength of **11** out of a staff establishment of **19**, some of the staff substantively deployed were:

1. Mugabe Andrew, Senior Assistant Town Clerk
2. Atusasiire Saraphine, Community Development Officer
3. Musiime Abel Mwebaze, Treasurer

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>For the one (01) DDEG infrastructure project of FY2022/2023:</p> <ul style="list-style-type: none"> ■ Construction of Municipal offices – Phase II UGX40,450,000 <p>The assessment at the site visit revealed that the level of completion agreed with what was reported.</p> <p>The actual level of completion of DDEG infrastructural project on the ground per the site visit was as reported.</p>	2
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p> <p>NB: The Source is the OPAMS Data Generated by OPM.</p>	<p>There was evidence that the Bushenyi MLG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled two LLGs and found that the LG undertook credible assessment. All two sampled Local Level Governments (LLGs) exhibited a deviation within the recommended range of +/-10%, as outlined below.</p> <ol style="list-style-type: none"> 1. Central Division: The district internal assessment awarded a score of 92%, while the national assessment team awarded a slightly lower score of 87%. This indicates a deviation of only -5%. 2. Nyakabirizi Division: The district internal assessment awarded a perfect score of 80%, while the national assessment team awarded a slightly lower score of 82%. This indicates a deviation of only 2%. 	4
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>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.</p> <p>Score: 2 or else score 0</p>	<p>There was no evidence that the Municipality had developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p>	0
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the Municipality had implemented the PIP for the 30% lowest performing LLGs in the previous FY.</p>	0

Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>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.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG had consolidated and submitted the staffing requirements for the coming FY to the Ministry of Public Service by September 30th of the current FY, with copy to the respective MDAs and Ministry of Finance Planning and Economic Development.</p> <p>The submission was made in a letter from the Town Clerk to the Permanent Secretary, Ministry of Public Service dated September 18, 2023, ref.: BIMC.CR/156/1 titled "Submission of Recruitment Plan for the Financial Year 2024/2025" and acknowledged received at the Ministry of Public Service by Catherine on September 22, 2023.</p>	2
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>Score 2 or else score 0</p>	<p>There was evidence that the Municipality had conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI).</p> <p>Attendance was tracked using a Daily Attendance Register and analyzed in excel and reports submitted to the Town Clerk for action E.g. The report dated September 22, 2023 titled "Monitoring the Application of Attendance to Duty for the Month of August" showed that Banyenzaki Adam, Assistant Engineering Officer attended for 22 out of 23 days computing to 98%; Kenema Anuariet, Senior Assistant Accountant attended for 18 out of 23 computing to 78%.</p>	2

Performance management

Maximum 5 points on this Performance Measure

i. Evidence that the LG has conducted an appraisal with the following features:

HODs have been appraised as per guidelines issued by MoPS during the previous

FY: Score 1 or else 0

There was no evidence that HoDs had been appraised as per guidelines issued by MoPS during the previous FY. Many of the appraisals were conducted outside the specified timelines. Some files reviewed showed the following:

1. The Principal Treasurer, Kumwesiga Samuel was appraised by Bataringaya Willy , Chief Administrative Officer on June 30, 2023.
2. The Senior Planner, Kazooba Derrick was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 28, 2023.**
3. The Principal Engineer, Mugumya Peter was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 01, 2023.**
4. The Senior Environment Officer, Mwebaze Boona Gilbert, Deputy Town Clerk on June 30, 2023.
5. The Senior Agricultural Officer, Byaruhanga Henry was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 28, 2023.**
6. The Principal Community Development Officer, Namara Jackline Kamurari was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 28, 2023.**
7. The Senior Procurement Officer, Nuwagira Roberto was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on **July 13, 2023.**
8. The Assistant Procurement Officer, Katungye Wilber was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 28, 2023.**
9. The Senior Human Resource Officer (Administration), Natwijuka Bronia was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 28, 2023.**
10. The Senior Physical Planner, Kamugisha Michael was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 28, 2023.**
11. The Senior Accountant, Tukesiga Jackson was appraised by Mukobi Seleverio Byarufu, Town Clerk on **July 28, 2023.**
12. The Senior Internal Auditor, Amanyia Juliet was appraised by Mukobi Seleverio Byarufu, Town Clerk on June 30, 2023.
13. The Principal Human Resource Officer (Secretary DSC), Tumushabe Jackline was appraised by Bataringaya Willy, Chief Administrative Officer on June 30, 2023.

Performance management

Maximum 5 points on this Performance Measure

ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:

Score 1 or else 0

There was evidence that the LG had implemented administrative rewards and sanctions on time.

The Rewards and Sanctions Committee was constituted in a letter of appointment by the Town Clerk to Chairperson and Members dated August 18, 2021 ref.: BIMC/CR/153/1 titled "Appointment on the Municipal Rewards and Sanctions Committee"

The Committee was comprised of the following:

1. Mugenyi Dan, Principal Education Officer as Chairperson
2. Namara Jackline, Principal Community Development Officer as Member
3. Amanyu Juliet, Senior Internal Auditor as Member
4. Dr. Yekka Peter, Medical Officer as Member
5. Natwijuka Bronia, Senior Human Resource Officer as Secretary
6. Mugabe Andrew, Senior Assistant Town Clerk as Member
7. Byamukama Julius, Senior Health Inspector as Member

In the minutes of a meeting held on June 29, 2023 the Committee under Minute No. 16/2022/2023, the Committee considered among others the case of abscondment of Tumusiime Francis, Office Attendant and resolved that his case be submitted to the District Service Commission for retirement in Public Interest.

Another case of abscondment was of Ainekibunda Eva, Senior Education Assistant II due to prolonged mental illness and the Committee following medical advice recommended retirement on medical grounds, which was done w.e.f July 01, 2023.

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>There was evidence that the LG had established a Consultative Committee to handle staff grievances.</p> <p>The Committee was constituted through a letter from the Town Clerk appointing Chairperson and Members, dated March 24, 2022 ref.: BIMC/CR/153/1 titled "Appointment on the Municipal Consultative Committee for Staff Grievance Management" and was comprised of the following:</p> <ol style="list-style-type: none"> 1. Mugenyi Dan, Principal Education Officer as Chairperson 2. Kazooba Derrick, Senior Planner as Member 3. Namara Jackline, Principal Community Development Officer as Member 4. Ainomugisha Levi, IT Officer as Member 5. Natwijuka Bronia, Senior Human Resource Officer as Secretary 6. Ahebwa Mirriam, Enrolled Nurse as Member and Representative of UNMU 7. Kukunda Jackline, Enrolled Nurse as Member and Representative of UNMU 8. Byamukama Julius, Senior Health Inspector as Member and Representative of UNATU 9. Twinomugisha Boona Gilbert, Deputy Town Clerk as Member and Representative of UGAWU 10. Kansiime Patricia, Education Officer as Member and Representative of UNATU 11. Odwoori Martin Nsubuga, Education Officer and Representative of UNATU 	1
8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p>There was no evidence that 100% of the staff recruited during the previous FY had accessed the salary payroll not later than two months after appointment. Some files reviewed showed staff accessed the salary payroll as follows:</p> <ol style="list-style-type: none"> 1. Kumwesiga Samuel, Principal Treasurer assumed duty on June 04, 2023 and accessed the salary payroll on June 27, 2023, 23 days later. 2. Obed Mugume, Assistant Education Officer assumed duty on April 11, 2023 May 25, 2023, 44 days later. 3. Nayebare Costance, Stenographer assumed duty on February 27, 2023 and was neither on the March 2023, nor on the April 2023 salary payrolls. 4. Arinaitwe Deogratiuous, Education Officer assumed duty on February 22, 2023 and was neither on the March 2023, nor on the April 2023 salary payrolls. 	0

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.

There was no evidence that 100% of staff that retired during the previous FY had accessed the pension payroll not later than two months after retirement. Some files reviewed showed that staff were retired and accessed the pension payroll as follows:

1. Babimpa Lydia Kamukama, IPPS No. 539336 was retired on June 20, 2022 and accessed the pension payroll on October 25, 2022, **125 days later.**
2. Musunguzi George Wilson, IPPS No. 158230 was retired on July 28, 2022 and accessed the pension payroll on October 25, 2022, **87 days later.**
3. Monday Samuel, IPPS No. 539597 was retired on August 16, 2022 and accessed the pension payroll on October 25, 2022, **69 days later.**
4. Asiimwe Gordon, IPPS No. 560167 was retired on September 01, 2022 and accessed the pension payroll on October 25, 2022, **54 days later.**
5. Mumbere Apollo, IPPS No. 397864 was retired on October 15, 2022 and accessed the pension payroll on February 21, 2023, **126 days later.**
6. Atusasiire Venny, IPPS No. 539516 was retired on September 01, 2022 and accessed the pension payroll on February 21, 2023, **170 days later.**

Management, Monitoring and Supervision of Services.

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

Annual FY2022/2023 Bushenyi-Ishaka Municipality DDEG budget for LLGs was UGX83,217,788. What was transferred to 3 Divisions (Central, Ishaka and Nyakabirizi) during the FY according to the financial report was UGX83,217,787, which approximates to the amount budgeted, composed as follows:

Quarter one 0

Quarter two UGX27,739,262

Quarter three UGX55,478,525

Total UGX83,217,787

This means all the funds (100%) were transferred to LLGs in accordance with the requirements of FY2022/2023 budget.

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

For IBMLG, the DDEG funds were warranted and transferred to LLGs during FY2022/2023 as follows:

For Quarter 1, the MoFPED circular is dated 8th July 2022, the TC warranted on 2nd August 2022 and the funds were transferred on 11th August 2022 (24 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 13th October and the funds were sent on 21st October 2022 (13 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 13th January 2022 and the disbursements made on 27th February 2023 (15 days).

In all the three quarters, the warranting/verification of DDEG grants was effected beyond the 5 days' time limit. This was besides the first quarter disbursement not being sent in time.

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N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

There was evidence that 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.

The DDEG was released in the second quarter and third quarter. The second quarter release was warranted on October 24, 2022 and disbursement communicated to Central Division had already been made on October 13, 2022, 8 days earlier.

The third quarter release was warranted on February 01, 2023 and disbursement communicated to Central Division had already been made on January 11, 2023, 16 days earlier.

Second quarter release warranted on October 24, 2022 and disbursement communicated to Ishaka Division had already been made on October 13, 2022, 8 days earlier.

Third quarter release was warranted on February 01, 2023 and disbursement communicated to Ishaka Division had already been made on January 11, 2023, 16 days earlier.

Second quarter release was warranted on October 24, 2022 and disbursement communicated to Nyakabirizi Division had already been made on October 13, 2022, 8 days earlier.

Third quarter release was warranted on February 01, 2023 and disbursement communicated to Nyakabirizi Division had already been made on January 11, 2023, 16 days earlier.

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

Four reports were provided as evidence of supervision and mentoring activities in LLGs during FY2022/2023.

For Quarter one: A report dated 14/07/2022 on subject "SUPPORT SUPERVISION TO DIVISIONS". The supervision activity focused on the state of the budgeting process at the three Divisions of the MLG. For the same quarter a mentoring report dated 09/08/2022 focused on orienting staff on the LG planning and budgeting cycle. It was a training that aimed at equipping staff with knowledge on planning and budgeting. Participants in the training included 20 MLG HQ staff and 8 LLG staff. Topics handled included the LG planning cycle, Development planning, stakeholders in development and decentralized planning.

For Quarter two: A report dated 12/11/2023 on subject "SUPPORT SUPERVISION TO DIVISIONS". The monitoring activity was focused on establishing the progress of development planning among the LLGs. The

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Town Agents had been involved in collecting data for development planning and follow-up was done to see that LLGs staff are able to work within the set deadlines to submit data. The data was to be presented to Division subcommittees. For the same quarter, a mentoring report dated 21/10/2022 for a training activity: REPORT ON THE TRAINING OF LLGS STAFF ON FINAL BUDGET PREPARATION. The training was aimed at empowering LLG staff on final budget preparation.

For Quarter three: A report dated 24/03/2023 on subject "MULTI-SECTORAL MONITORING REPORT FOR Q3 FOR BUSHENYI MC". The monitoring team made of DEC and MLG staff carried out the monitoring from 21st to 24th March and the projects monitored included Kyeitembe P/S, Rwenjeru P/S, Bunyarigi P/S, Kashenyi HCII, Ruharo P/S, Ishaka Hospital P/S, St Kaggwa P/S and Nyamiko HCIII. For each project monitored a report was written highlighting the observations and recommendations made. For the same quarter, a mentoring report dated 17/03/2023 for a training event that took place on 17/03/2023. The training was focused on DDEG guidelines.

For Quarter four: A report dated 16/06/2023 on subject "MONITORING REPORTS FOR Q4 FOR BUSHENYI-ISHAKA MUNICIPAL COUNCIL". The monitoring team made of DEC and MLG staff carried out the monitoring from 13th to 16th June and the projects monitored included Irembezi P/S, Rwatukwire P/S, Buramba P/S, Ruharo HCII, Nyamiko P/S, Kaburengye P/S and Ryamabengwa P/S. For each project monitored a report was written highlighting the observations and recommendations made. For the same quarter, a mentoring report dated 16/05/2023 facilitated by the Principal Commercial Officer and Senior Planner on Local Economic Development.

BIMLG sufficiently carried out mentoring/monitoring/ supervision activities on the LLGs during FY2022/2023.

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

Four (04) sets of minutes were provided as evidence of presentation of monitoring /supervision reports for the four quarters to, and their discussion in TPC meetings. In addition, attendance registers of these meetings were provided and reviewed.

TPC minutes for a meeting on 26/07/2022 discussed quarter one mentoring and supervision report (Minute No. BIMC MIN 80 2022/2023 – UPDATE ON PROJECT IMPLEMENTATION – UNDER EDUCATION, HEALTH AND WORKS). The report was presented by Project Manager of the projects being implemented by the MLG. The construction of the 2 classroom block at Bunyarigi P/S had been completed and the quality of the work done was appreciated. The VIP latrines had been commissioned. The construction of the office block at Ruharo HCII had also been completed. The SEO said the projects did not attend to environmental and social safeguards.

TPC minutes for a meeting which sat on 15/11/2022 discussed quarter two monitoring and supervision report (Minute No. BIMC MIN 35 2022/23 – DISCUSSION OF THE MONITORING REPORT AND RECOMMENDATIONS). The Chair informed members that they had commissioned the monitored projects and the areas that still needed attention were social safeguards, fencing off of sites and project supervision and monthly monitoring.

TPC minutes for a meeting on 25/08/2023 discussed quarter four mentoring and supervision report (Minute No. BIMC MIN 133 2022/2023 – STATUS OF PROJECT IMPLEMENTATION). The construction of office block phase 2 had been completed and the construction of the maternity ward at Nyamiko HCIII had been completed. A number of projects a were being implemented by the UPDF and progress was slow. The contractor Reliefline Uganda had also promised to install 8 street lights.

There was evidence that the TPC sat and handled monitoring and supervision reports of the MLG during FY2022/2023.

Investment Management

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

The LG had an excel based electronic assets register, formatted as required by the LG Accounting Manual. A manual copy of the register was also availed for this assessment.

Quite a number of the LG's assets were not engraved, at least 30% on a random basis.

Eighteen (18) assets were sampled during this assessment including Council land and buildings; computers, equipment, furniture, motor vehicles and road equipment and some of them were not found adequately recorded in the register, including a Toyota Hilux pickup which was allocated about 2 years ago to the MLG during the Covid-19 pandemic. The DLG's main office building was recorded as part of land and not independently as buildings. This was in addition to a number of pieces of furniture which couldn't be identified in the register.

The LG had an asset register, but it was not well updated and its details and content did not satisfy the requirements.

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

IBMLG Board of Survey report for the year 2021/2022 was availed and contained six (06) recommendations:

1. Municipal Council should expeditiously take on processes of disposing off all non-functioning and old assets
2. Municipal Council should provide efficiently and spacious stores space
3. Titling of all Municipal Council and Divisions un-titled lands to avoid encroachments
4. Refurbishment of Municipal Council offices
5. Municipal council to ensure all assets are engraved to avoid theft and misplacements of Council equipment
6. Construction of general ward at health center iv as congestion was observed in current old wards

As on the date of this assessment on 04/12/2023, a minor asset disposal had taken place per report dated 12/10/2023, fetching UGX1,426,000. The majority of the items including old motor vehicles, motor cycles etc. are still not disposed. The issue of storage space is still a challenge and a number of disposable items such as old tires and broken machines lie around. Some progress has been made in titling Council land, including the MLG HQ office land and on construction of the general ward at the Municipal HCIV. As reported on the assets register, a number of MLG assets still remain un-engraved.

Even though some effort has been made to address the recommendations of the Board of survey, most of them still remain not implemented. This is especially so with the disposal of old assets of the MLG.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>Bushenyi-Ishaka MLG has a 7 member Physical Planning Committee. According to the documents provided/ seen, evidence of meetings was provided for this assessment as follows:</p> <p>Quarter 1 meeting - Meeting held on 29/08/2022 and minutes submitted to MoLHUD on 31/03/2023.</p> <p>Quarter 2 meeting - Meeting held on 14/10/2022 and minutes submitted to MoLHUD on 31/03/2023.</p> <p>Quarter 3 meeting - Meeting held on 05/01/2023 and minutes submitted to MoLHUD on 31/03/2023.</p> <p>Quarter 4 meeting - Meeting held on 08/05/2023 and minutes submitted to MoLHUD on 28/06/2023.</p> <p>The requirement of quarterly physical planning committee meetings and submission of four (04) sets of minutes of the year to MoLHUD was satisfied.</p>	2
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>Bushenyi-Ishaka MLG had two (02) DDEG funded infrastructural project in its FY2022/2023 annual workplan and budget.</p> <ul style="list-style-type: none"> 🏗️ Completion of two classroom block at Bunyarigi P/S UGX27,966,755 🏗️ Construction of Municipal offices - Phase II UGX40,450,000 <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Derived from the LG Development Plan -Consistent with sector guidelines & DDEG objectives -Financially feasible -Having costed project profiles. <p>Evidence of desk appraisal for the two (02) BIMLG DDEG project for FY2022/2023 was availed/ seen</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>Bushenyi-Ishaka MLG had two (02) DDEG funded infrastructural projects in its FY2022/2023 budget.</p> <ul style="list-style-type: none"> 📌 Completion of two classroom block at Bunyarigi P/S UGX27,966,755 📌 Construction of Municipal offices – Phase II UGX40,450,000 <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Technical feasibility -Environmental and social acceptability requirements. <p>Evidence was provided concerning field appraisal for the two (02) DDEG infrastructural projects of FY2022/2023.</p>
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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>Bushenyi-Ishaka MLG 5 year Development Plan 2020/2021-2024/2025 contained project profiles for the projects of the MLG (ANNEX 2 – PROJECT PROFILES – Pages 142-154). The profiles cover different aspects of the MLG including health centre construction, Infrastructure in divisions, Construction of Primary schools, construction/ rehabilitation of roads and construction of office blocks, etc., for the 5 years.</p> <p>According to the minutes, the costed Project Profiles for FY2023/2024 were presented in the TPC meeting which sat on 28/10/2022, per minute no. BIMC MIN 104 2022/2023 – PRESENTATION AND DISCUSSION OF PROJECT PROFILES FOR FY2023/2024. Project Profiles were presented for the different departments including Production, Health, Education, Works, Natural Resources etc.</p> <p>Evidence was provided/seen to the effect that project profiles for the current FY were discussed by TPC for all investments in the AWP for FY2023/2024.</p>
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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>There was evidence that the LG had screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists</p> <ol style="list-style-type: none"> 1. Screening for environmental and social risks for the construction of 2 classroom block at Bushenyi P/s was carried out on 4/7/23, signed and stamped by both SEO and PCDO, mitigation measures were suggested i.e. provision of PPEs, both desk and field-based appraisals were provided dated 2/11/22. 2. Screening for environmental and social risks for the construction of 5 lined VIP latrine with a urinal at Ntungamu P/s was carried out on 4/7/23, signed and stamped by both SEO and PCDO, mitigation measures were suggested i.e. provision of PPEs, both desk and field-based appraisals were provided dated 2/11/22. 3. Screening for environmental and social risks for the construction of 5 lined VIP latrine with a urinal at Bushenyi P/s was carried out on 4/7/23, signed and stamped by both SEO and PCDO, mitigation measures were suggested i.e. provision of PPEs, both desk and field-based appraisals were provided dated 2/11/22 	2
			<p>The following were on the appraisal committee</p> <ol style="list-style-type: none"> 1. Mr. Kazooba Derrick S/planner 2. Mrs. Namara Jackeline Kamulari PCDO 3. Mr. Mwebaze Abbot SEO 4. Mr. Banyenzaki Adam Ag.ME 5. Mr. Atubangira Ronald Labour officer 6. Mr. Mugyeyi Dan PEO 	
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>There was evidence that all infrastructure projects for the current FY (2023/24) to be implemented using the DDEG were incorporated in the MLG approved procurement plan. One project was listed as described below:</p> <ol style="list-style-type: none"> 1. Construction of Administration Office Block Phase III- BIMC703/WRKS/2023-24/00004. Contract Price at UGX 90,591,157/=. 	1

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	There is evidence that all infrastructure projects to be implemented in the current FY (2023/24) using DDEG were approved by the Contracts Committee before commencement of construction. The details of the sampled project are listed below: 1. Under Min. No. 50/CC/2023-2024 of the Contracts Committee meeting held on 29/9/2023, the Construction of the Administration Office Block Phase III was approved. •	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	There was NO evidence that Bushenyi-Ishaka MLG had properly established the Project Implementation team(s) as per guidelines. As per memo dated 13/9/2022, there was a joint appointment of the Senior Environment Officer and PCDO by the Town Clerk. However, there was no appointment of the: clerk of works, contract manager, project manager and labour officer.	0
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	There is evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the MLG Engineer. The sampled DDEG project is listed below: 1. Construction of the Administration Office Block Phase II- The scope of works comprises of: Masonry works, casting of reinforced concrete (i.e. suspended floor slab, columns and beams), roofing works, installation of electrical conduits. As per site inspection dated 15/12/2023, all works followed the technical designs. The structural integrity of the block was good and there were no cracks noticed on all the structural elements i.e. walls, floor, columns and beams. The roof had no leakages.	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 the MLG provided supervision by the relevant technical officers for infrastructure projects prior to verification and certification of works in previous FY (2022/23).

The following projects among others were sampled:

1. **Construction of a Maternity Ward at Nyamiko HC III-** The contractor's claim dated 10/6/2023 was certified for payment by the TC, MHO and ME. Joint inspections were done by the: Assistant Engineering Officer, Senior Environment Officer and PCDO on 3/5/2023 and 26/5/2023 and supervision reports prepared. A report was prepared by the site engineer on 4/6/2023 and another prepared on 22/5/2023 by the Senior Environment Officer after site inspections done on the respective dates. A payment certificate was prepared and signed on 14/6/2023 by the superintendent of works, Municipal Medical Officer and Senior Environment Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 14/6/2023.
2. **Completion of a Two Classroom Block at Bunyarigi P/S-** The contractor's claim dated 16/3/2023 was certified for payment by the TC, MEO and the ME. A joint inspection was done by the: Assistant Engineering Officer, Senior Environment Officer and PCDO on 13/3/2023 and a supervision report prepared. A payment certificate was prepared on 16/3/2023 and signed on 22/3/2023 by the assistant engineering officer, Municipal Medical Officer and Senior Environment Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 16/3/2023.
3. **Construction of 5 Lined Stance Pit Latrine at Ryamabengwa, Kibale, Kyeitembe and Ishaka Hospital P/S-** The contractor's claim dated 16/5/2023 was certified for payment by the TC, MEO and the ME. A joint inspection was done by the: Assistant Engineering Officer, Senior Environment Officer and PCDO on 3/5/2023 and a supervision report prepared. Another report was prepared by the assistant engineering officer on 16/5/2023. A payment certificate was prepared on 16/5/2023 and signed on 6/6/2023 by the assistant engineering officer, ME, PCDO and Senior Environment Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 6/6/2023.

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 is NO evidence that Busheny-Ishaka MLG has verified works (certified) and initiated payments of contractors within specified time frames as per contract (within 2 months if no agreement). The payments of 2 out of 3 sampled projects were issued on time (i.e. within the project period).

The sampled projects are listed below:

1. **Construction of a Maternity Ward at Nyamiko HC III-** The contractor's claim dated 10/6/2023 was certified for payment by the TC, MHO and ME. Joint inspections were done by the: Assistant Engineering Officer, Senior Environment Officer and PCDO on 3/5/2023 and 26/5/2023 and supervision reports prepared. A report was prepared by the site engineer on 4/6/2023 and another prepared on 22/5/2023 by the Senior Environment Officer after site inspections done on the respective dates. A payment certificate was prepared and signed on 14/6/2023 by the superintendent of works, Municipal Medical Officer and Senior Environment Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 14/6/2023.
2. **Construction of 5 Lined Stance Pit Latrine at Ryamabengwa, Kibale, Kyeitembe and Ishaka Hospital P/S-** The contractor's claim dated 16/5/2023 was certified for payment by the TC, MEO and the ME. A joint inspection was done by the: Assistant Engineering Officer, Senior Environment Officer and PCDO on 3/5/2023 and a supervision report prepared. Another report was prepared by the assistant engineering officer on 16/5/2023. A payment certificate was prepared on 16/5/2023 and signed on 6/6/2023 by the assistant engineering officer, ME, PCDO and Senior Environment Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 6/6/2023.
3. **Completion of a Two Classroom Block at Bunyarigi P/S-** The contractor's claim dated 16/3/2023 was certified for payment by the TC, MEO and the ME. A joint inspection was done by the: Assistant Engineering Officer, Senior Environment Officer and PCDO on 13/3/2023 and a supervision report prepared. A payment certificate was prepared on 16/3/2023 and signed on 22/3/2023 by the assistant engineering officer, Municipal Medical Officer and Senior Environment Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 16/3/2023.

Payments for projects 1 and 2 were initiated on time. Payment for project 3 was not initiated on time.

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

There was evidence of complete procurement files in place for the all projects/contracts; including the contract documents, approved evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals and/or minutes. The sampled projects are listed below:

1. **Construction of Administration Office Block Phase II- BIMC703/WRKS/2022-2023/00009**; approved by the Contracts Committee under Min. No. 040/CC/2022-2023 in a meeting held on 16/11/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 30/11/2022.
2. **Construction of Maternity Ward at Nyamiko HC III (Phase I)- BIMC703/WRKS/2022-2023/00001**; approved by the Contracts Committee under Min. No. 065/CC/2022-2023 in a meeting held on 10/2/2023 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 27/2/2023.
3. **Completion of a 2 Classroom Block at Bunyagiri Primary School- BIMC703/WRKS/2022-2023/00003**; approved by the Contracts Committee under Min. No. 036/CC/2022-2023 in a meeting held on 16/11/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 30/11/2022.

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>There was evidence that the municipality had 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>In a letter dated 23/11/22, the Town clerk Mr. Mukobi Seleverio Byarufu appointed Mrs. Namara Jackeline Kamurari as the focal person for the centralized Grievance Redress Committee (GRC), stamped and signed by Town clerk. In another letter dated 11/11/21, the Town Clerk appointed the following members on the centralized Grievance Redress Committee (GRC);</p> <ol style="list-style-type: none"> 1. Mr. Mugyeyi Dan PEO member 2. Mr. Mugume Peter Municipal engineer 3. Mr. Byamukama Julius SHI member 4. Mr. Mwebaze Abbot SEO member 5. Mrs. Namara Jackeline Kamurari PCDP Focal person 	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence that the LG had specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices</p> <p>A log book was in place with columns detailing on how complaints were captured including the Ref No, date, mode of receipt, name of compliant, contact description of the complaint, status of investigation and feedback to the complaint, complaints were recorded in the log book and a public display information was displayed on the district notice board.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>There was evidence that municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>In public display dated 15/9/20, the grievance redress mechanism was displayed and aggrieved parties can easily now where to report in case of a grievance.</p>	1

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

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

Bushenyi-Ishaka MLG Development Plan III and Annual Workplan and budget 2023/2024 encompass aspects of environment, social and climate change interventions as most are cross cutting and embedded throughout the plans. Specific examples of the sections where environment, social and climate change interventions are highlighted include:

In the BIMLG DDP, there are interventions incorporated on Pages 40-46: Section 2.6 - Environment and Natural Resources: 2.6.1 - Forests, 2.6.2 - Wetlands, 2.6.3 - Waste management (solid and liquid), 2.6.4 - Water resources (lakes, rivers and underground water), 2.6.5 - Air and 2.6.6 - Lands.

Page 45 - Effects of Climate change

Pages 37-40: Section 2.4.4 - Community Development and Social Protection. Section 2.4.1 - Community Development, Section 2.4.2 - Social Protection

Approved budget FY2023/2024:

For FY2023/2024, there is an approved budget for Natural Resources, Environment, Climate Change, Land and Water of UGX288,417,000 (page 32-33).

Program 06 - Natural resources, environment, climate change, land and water

Sub Programme 01 - Environment and natural resources management.

Community mobilisation and mindset change budget caters for social issues - FY2023/2024 budget UGX81,309,000 (page 34-35).

Environment and social safeguards.

Environmental, social and climate change interventions were integrated into BIMLG Development Plans, annual work plans and budgets.

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>score 1 or else 0</p>	<p>Evidence was provided/seen concerning dissemination to LLGs of the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management.</p> <p>The DDEG guidelines copies were disseminated by distributing them to LLG staff and this was evidenced by the LLG staff signing for the copies. A sheet was provided as evidence of the dissemination dated 02/05/2022 with signatures of the three Senior Assistant Town Clerks of Divisions acknowledging receipt.</p> <p>The MLG met the performance requirement.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>There was 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,</p> <p>1. Environmental, Social and Climate Change screening for the construction of the administration block phase II at Bushenyi Ishaka Municipal was carried out on 13/1/22, signed and stamped by both the PCDO and SEO. After screening the project didn't qualify for a detailed study, therefore a costed ESMP was prepared on 10/2/22 at a tune of Ugx800,000 signed and stamped by both the SEO and PCDO. A costed Environment and Social Management Plans (ESMP) was incorporated into designs, BoQs, bidding and contractual documents in element D for environment under item A to F at tune of Ugx 800,000</p>	3
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p>	<p>There was no evidence for examples of projects with costing of the additional impact from climate change</p>	0

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 evidence that all DDEG projects were implemented on land where the LG had proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances 1. Certificate of title, plot 1 to 7 Nyamushekyera road Bushenyi, dated 1/7/2002, signed by registrar of lands on 16/10/2002, Bushenyi Ishaka for the municipal headquarters.	1
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	There was evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports 1. Support supervision and monitoring of the construction of the administration block phase II at Bushenyi Ishaka Municipal was carried out 21/2/23, signed and stamped both SEO and PCDO, monthly reports were provided for review dated 21/2/23, 13/3/23, 31/3/23, 4/34/23 and 3/5/23, the project started on 30/11/22 and ended 28/3/23	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	There was 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 1. E&S compliance Certification forms for the construction of the administration block phase II at Bushenyi Ishaka Municipal was completed and approved on 15/5/23, payments were made on 14/4/23.	1

Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>According to KMGL FY2022/2023 financial report, the LG runs the following bank accounts:</p> <ul style="list-style-type: none"> ❑ Treasury single account ❑ General Fund account ❑ YLP recovery account ❑ UWEP recovery account ❑ Bushenyi-Ishaka MC Imprest account <p>The responsibility of reconciliation of the TSA is said to have been taken back to MoFPED.</p> <p>As on the date of this assessment on 15/12/2023, General Fund was reconciled to 30/11/2023.</p> <p>The state of reconciliation of the other bank accounts i.e. YLP Recovery and UWEP Recovery was not provided/seen. The default was that they were reconciled to 30/06/2023, which did not meet the requirement.</p> <p>The MLG's bank accounts were not reconciled as required under this manual.</p>	0
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The four quarterly reports of FY 2022/2023 were produced by the BIMLG Internal Audit department.</p> <p>Quarter 1 report is dated 29/10/2022, Quarter 2 dated 15/01/2023, Quarter 3 dated 30/04/2023 and Quarter 4 dated 28/07/2023.</p> <p>There was evidence that the reports were submitted to the Speaker, TC, RDC, Mayor, MoLG, LGPAC and Auditor General through dated acknowledgement signatures of the recipients on a copy of the reports and the audit submission memos.</p>	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The four BIMLG quarterly internal audit reports for FY2022/2023 did contain a brief section on follow-up of the status of implementation of prior audit findings/ recommendations. The section was brief and only highlighted the findings that were being retired and not the action status of all the prior period internal audit findings.</p> <p>The reports were delivered to the recipients including the LGPAC – quarter one on 06/12/2022, quarter two on 03/03/2023, quarter three on 20/06/2023 and quarter four on 15/09/2023.</p> <p>However, the LGPAC minutes did not show evidence of follow-up of previous recommendations by the LGPAC. The records in the minutes focused on current findings and not those of the prior period, thus it couldn't be ascertained that follow-up was done by the DPAC.</p> <p>We conclude that there was no evidence that previous period internal audit findings were followed by the DPAC.</p>	0
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>BIMLG records show that the four quarterly internal audit reports of FY2022/2023 were received by TC, Council and DPAC through witness of the acknowledgement signatures of the recipients on audit submission memos.</p> <p>According to the PAC reports availed/seen, the four quarterly internal audit reports were all discussed by the DPAC.</p> <p>PAC minutes for a meeting on 26/04/2023 discussed BIMLG Internal audit reports Q1 and Q2 (BUSHENYI DISTRICT LGPAC MEETING MINUTES FOR BIMC Q1 & Q2 FY2022/2023 HELD ON 26/04/2023). They produced two PAC reports dated 01/01/2023 for Quarters one and two, respectively.</p> <p>PAC minutes for a meeting on 28/09/2023 discussed BIMLG Internal audit reports Q3 and Q4 (BUSHENYI DISTRICT LGPAC MEETING MINUTES FOR BIMC Q3 & Q4 FY2022/2023 HELD ON 28/09/2023). They produced two PAC reports dated 03/10/2023 and 06/10/2023 for Quarters three and four, respectively.</p> <p>Internal audit reports of BIMLG were presented to the LGPAC and PAC sufficiently discussed and took actions on them.</p>	1

Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Bushenyi-Ishaka MLG OSR budget for FY 2022/2023 was UGX1,400,370,000. What was realised according to the financial report was UGX830,290,852.</p> <p>This was 60.2% of what was budgeted and falls outside the +/-10% range.</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>According to the financial reports, Bushenyi-Ishaka MLG OSR performance for FY 2021/2022 was UGX683,545,466. Performance for FY 2022/2023 was UGX830,290,852. This was an increase in revenue, which was UGX146,745,387 i.e. 21.4%.</p> <p>There was an increase of 21.4% in OSR performance between FY2021/2022 and FY2022/2023.</p>	2

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

During the year ended 2022/2023, what was collected by BIMLG as OSR was UGX830,290,852.

What was remitted to the 3 divisions (Southern, Western and Eastern) during the FY was UGX297,757,622 itemized as follows:

On 03/05/2023 The three Divisions UGX48,470,292

On 02/03/2023 The three Divisions UGX10,840,671

On 14/04/2023 The three Divisions UGX14,493,819

On 29/03/2023 The three Divisions UGX38,661,175

On 06/02/2023 The three Divisions UGX1,537,900

On 23/12/2022 The three Divisions UGX7,950,900

On 12/12/2022 The three Divisions UGX11,317,300

On 15/11/2022 The three Divisions UGX8,923,081

On 18/10/2022 The three Divisions UGX15,785,551

On 30/09/2022 The three Divisions UGX13,940,859

On 26/08/2022 The three Divisions UGX53,368,231

On 27/06/2023 The three Divisions UGX29,748,050

On 13/06/2023 The three Divisions UGX42,719,793

TOTAL UGX 309,074,922

This made 37.2%. This was below the 50% threshold.

The MLG did not comply with the 50% OSR remittance requirement to LLGs.

Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence that the Procurement Plan and the Awarded Contracts were duly published/displayed on the Bushenyi-Ishaka MLG Procurement Notice board for Public View.</p> <p>The sampled projects are listed below:</p> <ol style="list-style-type: none"> 1. Proc. Ref. No- BIMC703/Wrks/2022-2023/00009: Arthur Technical Services Smc Ltd; for the Construction of administration office block; with an amount of - UGX 87,045,060/=; Display date was 16/11/2023 and Removal date was 29/11/2023. The method of procurement was open domestic bidding. 2. Proc. Ref. No- BIMC703/Wrks/2022-2023/00001: Muhwezi Abert Construction Ltd; for the Construction of Maternity Ward at Nyamiko HC III Phase 1; with an amount of - UGX 77,526,000/=; Display date was 10/02/2023 and Removal date was 23/02/2023. The method of procurement was open domestic bidding. 3. Proc. Ref. No- BIMC703/Wrks/2022-2023/00003: Muhwezi Abert Construction Ltd; for the completion of 2 classroom block at Bunyarigi Primary School; with an amount of - UGX 27,000,760/=; Display date was 16/11/2023 and Removal date was 29/11/2023. The method of procurement was open domestic bidding. 	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's performance assessment results for FY2021/2022 were disseminated by displaying them on the MLG noticeboard.</p> <p>During this assessment, the results were found on the MLG noticeboard which could be easily accessed by the staff and the general public.</p> <p>The results were also disseminated through an extended TPC which sat on 09/09/2022 attended by 20 members from the MLG and the Divisions, as per minute (BIMC MIN 85 2022/2023 - OVERVIEW OF DIVISION ASSESSMENT RESULTS AND DISSEMINATOIN OF NATIONAL ASSESSMENT RESULTS). In this meeting the Planner presented the assessment results of the MLG in which it had become the 9th in the national assessment.</p> <p>The requirement of publishing the performance assessment results of the previous year was satisfied.</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>There was evidence that the different departments of Bushenyi-Ishaka MLG during the previous FY202/2023 carried out radio talk shows with different topics and thereby interacting with the public. They provided feedback on activity implementation and also handled various topics that pertain to the needs of the population. Some of the radio talks shows included:</p> <ul style="list-style-type: none"> 📻 Radio talk shows on Bushenyi FM (BFM) on 21/04/2023, 07/07/2023 and 17/03/2023 handling subjects of urban agriculture, production and self-sustenance. 📻 Radio talk shows on Bushenyi FM (BFM) on 08/08/2022 and 18/02/2023 handling subjects of a campaign to mobilise communities on child protection, the role of parents in education especially in provision of lunch to reduce school dropout rates, registration for ERIS etc. 📻 A Radio talk show on Crane Radio on 08/02/2023 on the subjects of property tax and generally, revenue mobilisation. 📻 A Radio talk show on Bushenyi FM (BFM) on 28/06/2023 handling subjects of public health and particularly, waste management. <p>In all the different radio talk shows the general public called in and interacted with the presenters on the pertinent subjects.</p> <p>The MC held radio talk shows, interacted with the public and updated on performance in FY2022/2023.</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>Information on BIMLG i) tax rates, ii) collection procedures, and iii) procedures for appeal was publicised by displaying it on the notice board.</p> <p>On the date of this assessment on 15/12/2023, the notice board was checked and displayed on it were schedules on BIMLG approved revenue rates 2022/2023 for the different categories of activities, the procedures for collection and the procedures for appeal in case any individual is dissatisfied with the process.</p> <p>The LG met the performance requirement.</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 MLG (TC) did prepare a report on actions taken on IGG recommendations of the previous financial year FY2022/2023. The report was dated 31/05/2023 and contained actions taken on four (04) IGG recommendations. However, there was no evidence that the report was presented and debated in the Council.

The MLG did avail an IGG file and it contained several interactions with the office of the IGG and communications on the cases that were being followed up.

The LG did prepare a report on the implementation status of IGG issues in the LG but the report was not presented to or otherwise discussed by Council.

**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 the PLE results for 2020 and 2022 and calculated the percentage improvement in performance as indicated below:</p> <p>☞ 1,408 out of 1,447 (97.3%) pupils who sat PLE in 2020 passed between grade 1 and 3 (Div1:703, Div2:648 & Div3:57=1,400. This excludes absentees (1,451-4=1,447).</p> <p>☞ 1,593 out 1,613 (98.7%) pupils who sat PLE in 2022 passed between grade 1 and 3 (Div1:912, Div2:632 & Div3:=49. This excludes absentees (1,624-11=1,613)</p> <p>Thus, improvement between years of 1.4% (improvement between 1 & 5%), the score is 2.</p>	2
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 the UCE results for 2020 and 2022 for USE schools and calculated the percentage improvement in performance as indicated below.</p> <p>☞ 172 out of 251 (68.5%) students who sat UCE in 2020 passed between grade 1 and 3 (Div1:19, Div2:77 & Div3:76=172. This excludes absentees (253-2=251)</p> <p>☞ 112 out of 182 (61.5%) students who sat UCE in 2022 passed between grade 1 and 3 (Div1:19, Div2:41 & Div3:52=112. This excludes absentees (0)</p> <p>Thus, a performance decrease of -7%, between the years (No improvement), the score is 0.</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 performance of BIMLG in its LLG Education assessment was 77% in FY2021/2022 and 100% in FY2022/2023, meaning an increase of 23%. This increase was more than 5%.</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>NB: If the previous average score was 95% and above, Score 2 for any increase.</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>There was evidence that the education development grant was used on eligible capital invest activities as per the planning, budgeting and implementation guidelines for LGs for the education sector FY 2023-2024 () page (17).</p>	2
	<p>Maximum 8 points on this performance measure</p>		<p>The review of the 2022-2023_ LG Approved budget estimates: Vote_703_Bushenyi-Ishaka MC, indicated that the total budget for development grant was Ugx.163,421,000. The total expenditure on capital investments was Ugx 155,249,607 against Ugx.163,421,000 representing 95% of the annual development budget performance..</p>	
			<p>Specific details below;</p> <ul style="list-style-type: none"> • Construction of 5 lined VIP latrines at Kibaare PS, Ishaka Hospital PS, Ryamabengwe PS and Kyeitembe PS at Ugx.120,918,852 • Completion of 2 classroom block at Bunyarigi PS at Ugx.27,966,755 • Retention for 20 VIP stances at Kanyamaboona, Kashenyi, Rwenjeru and Bushenyi Town School at Ugx.6,364,000 	
			<p>The expenditure on capital investments of 95% of the annual budget was compliant with sector guidelines. The score is 2.</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

BIMLG Education four (04) certified
infrastructural project payments of
FY2022/2023 were tested to check for
certification and timeliness of effecting
payments.

Payment to Muhwezi Albert Construction Ltd
for construction of 5 stance lined latrines at
Ryamabengwa P/S, Kibaale P/S and
Kyeitembe P/S and Ishaka Hospital P/S
(UGX109,913,199) – Requisition dated
07/06/2023, certified by the Municipal
Engineer, Environment Officer, CDO and TC
on 06/06/2023 and payment on 27/06/2023.

Payment to Muhwezi Albert Construction Ltd
for construction of retaining wall at Ishaka
Adventist P/S, (UGX1,898,305) – Requisition
dated 07/06/2023, certified by the Municipal
Engineer, Environment Officer, CDO and TC
on 23/06/2023 and payment on 27/06/2023.

Payment to Muhwezi Albert Construction Ltd
for construction of 2 classroom block at
Bunyarigi P/S, (UGX24/346,448) – Requisition
dated 22/03/2023, certified by the Municipal
Engineer, Environment Officer, CDO and TC
on 22/03/2023 and payment on 05/04/2023.

Payment to Muhwezi Albert Construction Ltd
for construction of retaining wall at Ishaka
Adventist P/S, (UGX1,898,305) – Requisition
dated 07/06/2023, certified by the Municipal
Engineer, Environment Officer, CDO and TC
on 23/06/2023 and payment on 27/06/2023.

Certification for the Education infrastructural
project was done as per the requirements.

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	There is evidence that the variations in the contract price are within +/-20% of the MoWT estimates. From the DE and DEO's offices, the following works contracts were sampled; and the Engineer's estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages; [(A - B)/A] *100%:	2
	Maximum 8 points on this performance measure		<ol style="list-style-type: none"> 1. Completion of a 2-Classroom Block at Bunyarigi P/S - BIMC703/WRKS/2022-23/00003. The Engineer's Estimate (A) was UGX 25,109,220/=; the Contract Sum/Price (B) was UGX 27,000,760/=. The Variation was at -7.53%. 2. Construction of 4 Lined Stance Pit Latrines at Rwamabengwa, Kibale, Kyeitembe and Ishaka Hospital Primary School- BIMC703/WRKS/2022-2023/00004. The Engineer's Estimate (A) was UGX 124,078,180/=; the Contract Sum/Price (B) was UGX 124,001,480/=. The Variation was at 0.062%. 	
3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY	Bushenyi-Ishaka MLG did not have a project on the construction of the seed secondary school and therefore the requirement of the indicator could not be assessed. Therefore, the LG earns the maximum score.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 		
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines	There was evidence that the LG had recruited primary school teachers as per the prescribed MoES staffing guidelines to fill 98.96% of the structure. Staff establishment registers from HRM indicated a ceiling for primary school teachers of 290 and staffs in post were 287 computing to 98.96% .	2
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 		

Achievement of standards: The LG has met prescribed school staffing and infrastructure standards

Maximum 6 points on this performance measure

b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,

- If above 70% and above score: 3
- If between 60 - 69%, score: 2
- If between 50 - 59%, score: 1
- Below 50 score: 0

The education department had consolidated schools' asset registers for FYs 2021/22 and 2022/2023 covering both UPE schools (25) and USE schools (02) respectively.

The review of the consolidated asset registers for the 2 financial years indicated that 05/ 25 UPE schools representing (20%) met all the basic requirements and minimum standards set out in the DES guidelines; requirement for permanent accommodation for at least four (4) teachers, classroom: pupil ratio of 53, Latrine stance: pupil ratio of 1:40 and desk: pupil ratio of 1:3.

On the other hand, none of the (2) USE schools met the minimum service delivery standards.

Therefore, the average percentage of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines is below 50%, the score is 0.

Performance Reporting and Performance Improvement

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

a) Evidence that the LG has accurately reported on teachers and where they are deployed.

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

The primary teacher deployment list 2023 obtained from MEO's office had a total of (287) teachers in post covering all the (25) UPE schools in Bushenyi-Ishaka MC.

Verification was done in the three (3) sampled UPE school and the following was established as per the deployment list from the MEO's office.

□ The number of teachers (9) on the MEO's deployment list was consistent with the number of teachers on the school staff list (9) in Kibaare II primary school, Nyakabirizi Division

The names of teachers verified:

1. Jane Kyahairwe
2. Grace Mirembe
3. Milton K.Mweheyo
4. Adah Natukuunda
5. Agnes Tusiime
6. Winfred Birungi
7. Christine Tumuhaise
8. Chrispas Atuhairwe
9. Nicholas Natukwatsa

□ The number of teachers (13) on the MEO's deployment list was consistent with the number of teachers on the school staff list

(13) in Bushenyi Town School, Central Division.

The names of teachers verified:

1. Arinaitwe Slvia
2. Twinomujjuni Daniel
3. Kyobutungu Adeodata
4. Nanseera Aziidah
5. Koconco Sarah
6. Sande Edmand
7. Rubimutsya Annasi
8. Kusiima Dickens
9. Nabagega Esther
10. Nduhukire Molly
11. Siima Syson
12. Natumanya Rose
13. Nankunda Afusa

□ The number of teachers (10) on the MEO's deployment list was consistent with the number of teachers on the school staff list (10) in Katungu Primary school, Ishaka Division

The names of teachers verified:

1. Mwijukye Abiaz
2. Amanyana Ronald
3. Natumanya Irene
4. Kamugisha Johnson
5. Mujjuni Milton
6. Turamy Prudence
7. Tumuramy Charrison
8. Nankunda Joan Ihorere
9. Tumuhereze Claire
10. Ayebazibwe Hellen

It was verified that the total number of teachers as indicated on the MEO's teacher deployment list was consistent with the number of teachers on the school staff lists in all the (3) sampled UPE schools as indicated above. Therefore, the information on deployment list for teachers was 100% accurate. The score is 2.

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

There was evidence that the information on the LG education departmental consolidated schools 'asset register for FY 2022/23 and school asset registers of the sampled 03 UPE schools was in place as per the consolidated asset register. Specific details as indicted below:

□ Kibaare II PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (08) classrooms, (14) latrine stances, (80) desks and teacher accommodation (04), while the school asset register had (08) classrooms, (14) latrine stances, (80) desks and teacher accommodation (04). Information was consistent.

□ Bushenyi Town School: The education department consolidated school asset register for FY 2022/23 indicated that the school had (12) classrooms, (20) latrine stances, (153) desks and teacher accommodation (09), while the school asset register had (12) classrooms, (20) latrine stances, (153) desks and teacher accommodation (09). Information was consistent.

□ Katungu PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (08) classrooms, (10) latrine stances, (96) desks and teacher accommodation (06), while the school asset register had (08) classrooms, (10) latrine stances, (96) desks and teacher accommodation (06). Information was consistent.

Based on the above, information was 100% accurate in all the 3 sampled UPE schools. The score is 2.

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

There was evidence of compliance to MoES annual budgeting and reporting guidelines.

All the 25 (100%) UPE schools submitted annual school reports and budgets to MEO by 30 January 2023. The review of submitted annual school reports on file revealed that all reports were compiled as per the reporting formants for annual school reports and budgets provided in the sector guidelines (Budgeting and implementation guidelines for primary and secondary schools, pages 21-25.

A sample of annual school reports on file showed that the annual school reports and budgets were duly signed by head teachers and chairpersons of school management committees (SMCs) and submitted by 30 January 2023;

Bushenyi Town School-21/12/22, Rwatukwire PS-22/12/22, Kibaare II PS-9/12/22, Ntungamo PS-6/12/22, Ryamabengwe PS-9/12/22, Kashenyi PS-9/12/22, and Ishaka Hospital PS-28/11/22 among others.

Information obtained from the three (3) sampled UPE schools confirmed that;

☐ Kibaare II PS, submitted a duly signed annual school report and budget for calendar year 2022 on 20 December 2022

☐ Bushenyi Town School : Submitted a duly signed annual school report and budget for calendar year 2022 on 21 December 2023

☐ Katungu PS: Submitted a duly signed annual school report and budget for calendar year 2022 on 30 December 2022

As indicated above, all the three sampled UPE schools had copies of duly signed annual school reports and budgets on file and compliant with the requirement of the indicator in the LGMSD manual (September 2020)

The score is 4.

School compliance and performance improvement:

Maximum 12 points on this performance measure

b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:

- If 50% score: 4
- Between 30- 49% score: 2
- Below 30% score 0

There was evidence that education department supported all the 25 (100%) UPE schools to prepare and implement the school improvement plans (SIPs) in line with inspection recommendations.

The review of school files in MEO's office revealed that all UPE schools submitted their SIPs as part of the annual school report and budget for calendar year 2022.

During the education department and head teachers' meeting held at Busy Bee Junior School on 14 September 2022, head teachers were trained on developing the school improvement plan under Min.25/2022. The attendance was 41 participants including head teachers and deputies. The inspectors of schools inducted head teachers on how to develop the school improvement plan (SIP) in the required format.

Verification done in all the three (3) sampled UPE schools revealed that copies of SIPs were displayed on the school notice boards as indicated below:

- Kibaare II PS had a SIP 2023 displayed on school notice board. The plan highlighted improving academic performance through conducting remedial lessons and support supervision among others.
- Bushenyi Town School: had a SIP for 2023 displayed on school notice board. Planned activities to improve academic performance included scheming, making instructional materials and support supervision
- Katungu PS: There was evidence of a SIP 2023 displayed on school notice board. Planned activities to improve academic performance included preparation of schemes of work, lesson plans and instructional materials, conducting extra teaching lessons, support supervision

Therefore, the submission of annual school reports with enclosed copies of SIPs stood at 100% hence the score is 4.

School compliance and performance improvement:

Maximum 12 points on this performance measure

c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:

- If 100% score: 4:
- Between 90 - 99% score 2
- Below 90% score 0

We obtained and reviewed the list of schools from LG performance contract and the EMIS data of schools from MoES. We established that the list of government aided primary schools (25) captured in 2022-2023 Approved Performance contract_703_Bushenyi-Ishaka MC was consistent with the number of schools (25) in excel data sheet (EMIS) for FY 2022/23. The score is 4.

Human Resource Management and Development

7

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

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:

The Municipality budgeted for a head teacher and minimum of (7) teachers per school or a teacher per class in all the (25) Government aided primary schools as per wage provision. The 2023-2024 Approved budget estimates Vote: 703_Bushenyi-Ishaka MC had a total salary budget of UGX.2,078,743,000 for (287) primary teachers in all the (25) UPE schools.

Maximum 8 points on this performance measure

Score 4 or else, score: 0

We noted that all the (25) UPE schools had substantive head teachers. Bwegiragye PS had the lowest number of teachers (6) with pupils up to P.4. While St.Kagwa Boarding PS had the highest number of teachers (20) with total enrolment of 1,091 pupils. The score is 4.

4

7

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,

Score 3 else score: 0

The primary schools staff deployment list 2023 obtained from the MEO's office and reviewed, indicated that a total of (287) teachers were deployed in (25) UPE schools as per sector guidelines e.g. all the (25) UPE schools had a minimum of (7) teachers per school or a minimum of one (1) teacher per class for schools with less than P.7.

Maximum 8 points on this performance measure

Verification was done in 3 sampled UPE school and the following was established as per the teacher deployment list 2023 / school staff lists.

□ The number of teachers (9) on the MEO's deployment list was consistent with the number of teachers on the school staff list (9) in Kibaare II primary school, Nyakabirizi Division

□ The number of teachers (13) on the MEO's deployment list was consistent with the number of teachers on the school staff list (13) in Bushenyi Town School, Central Division.

□ The number of teachers (10) on the MEO's deployment list was consistent with the number of teachers on the school staff list (10) in Katungu Primary school, Ishaka Division

We established that the number of teachers on the MEO's deployment list was consistent with the number of teachers on school staff lists in all the (3) sampled UPE schools. This was further confirmed by checking the teachers' attendance books. The score is 3.

3

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

Maximum 8 points on this performance measure

c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,

score: 1 else, score: 0

There was evidence that teacher deployment data had been displayed on school notice boards in all the 03 sampled UPE schools as indicated below:

□ Kibaare II PS (Nyakabirizi Division) the deployment staff list displayed on the notice board had (9) teachers i.e. Male (2) and Female (7)

□ Bushenyi Town School (Central Division) the deployment staff list displayed on the notice board had (13) teachers i.e. Male (4) and Female (9)

□ Katungu PS (Ishaka Division) the deployment staff list displayed on the notice board had (10) teachers i.e. Male (5) and Female (5). The score is 1.

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was no evidence that all primary school head teachers had been appraised with evidence of appraisal reports submitted to HRM with copy to MEO. The appraisals were conducted outside the stipulated time lines. Files reviewed showed the following:

1. Kakuru Daniel, the headteacher Kanyamabona Primary School in Ishaka Division was appraised by Mugyenyi Dan, Principal Education Officer on February 13, 2023.
2. Ahimbisibwe Christopher, the headteacher Kashenyi Primary School in Ishaka Division was appraised by Mugyenyi Dan, Principal Education Officer on February 17, 2023.
3. Kinombe Deborah Dickens, the headteacher Bushenyi Demo Primary School in Nyakabirizi Division was appraised by Mugyenyi Dan, Principal Education Officer on February 13, 2023.
4. Kiconco Lydia Batondeine, the headteacher Kaburengye Primary School in Ishaka Division was appraised by Mugyenyi Dan, Principal Education Officer on February 21, 2023.
5. Tumwebaze Francis Kareebi, the headteacher Buramba Primary School in Ishaka Division was appraised by Mugyenyi Dan, Principal Education Officer on March 07, 2023.
6. Bakunda John Vianey, the headteacher Irembezi Primary School in Nyakabirizi Division was appraised by Mugyenyi Dan, Principal Education Officer on February 13, 2023.
7. Nanseera Aziidah, the headteacher Bushenyi Town Primary School in Central Division was appraised by Mugyenyi Dan, Principal Education Officer on February 13, 2023.
8. Byamanyoha Emmy, the headteacher Ruharo Primary School in Central Division was appraised by Mugyenyi Dan, Principal Education Officer on February 18, 2023.
9. Nkahikaho Syliver, the headteacher Ryamabengwa Primary School in Central Division was appraised by Mugyenyi Dan, Principal Education Officer on February 13, 2023.
10. Ngabirano Gerald, the headteacher Bwegiragye Primary School in Ishaka Division was appraised by Mugyenyi Dan, Principal Education Officer on February 17, 2023.

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>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p> <p>Score: 2 or else, score: 0</p>	<p>There was no evidence that all secondary school head teachers had been appraised by D/TC (or Chair BoG) with evidence of appraisal reports submitted to HRM as no appraisal folders were availed during assessment.</p>	0
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>There was no evidence that all staff in the LG Education department had been appraised against their performance plans in accordance with guidelines as the appraisals were conducted outside the stipulated time lines. Files reviewed showed the following:</p> <ol style="list-style-type: none"> 1. The Principal Education Officer, Mugenyi Dan was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023. 2. The Senior Inspector of Schools, Tumubweine Bagira Annie was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on July 12, 2023. 3. The Inspector of Schools, Mugisha Fred was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on July 12, 2023. 	0
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>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>There was evidence of a Capacity Building Training Plan FY 2022/23 dated 12 April 2023. The plan was submitted to Senior Human Resource Officer (SHRO) for incorporation into the LG Capacity Building Plan.</p> <p>The plan highlighted the following training activities</p> <ul style="list-style-type: none"> <input type="checkbox"/> Orientation of teachers on a bridged curriculum of P4-P7 <input type="checkbox"/> Train head teachers and deputies on process of performance management <input type="checkbox"/> Train head teachers on developing mechanism for monitoring and daily report on Covid-19 	2

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>We noted from the MEO, that the education department was compliant and had no errors for correction regarding the submitted school lists and enrolment data in PBS for 2022_2023 Approved Performance Contrat_703_Bushenyi-Ishaka MC which was submitted to MoFPED.</p> <p>Therefore, there was no need of communicating corrections/ revisions of school lists and enrolment data submitted in PBS as well as adjusting the IPFs for Bushenyi-Ishaka MC</p> <p>The score is 2</p>	2
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>There was evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>We obtained and reviewed the LG Approved budget estimates FY 2022/23- Vote: 703-Bushenyi-Ishaka MC and established that under budget output: 000023 Inspection and monitoring; Ugx.20,708,000 was budgeted and spent on inspection and monitoring functions in line with MoES guidelines –page 17.</p> <p>The score is 2.</p>	2

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>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p>	<p>Bushenyi-Ishaka MLG timeliness of warranting schools' capitation grants for the school (calendar) year in FY2022/2023 and FY2023/2024 was tested in the three terms as follows:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>Term1 (which was quarter 3 FY2022/2023) cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 13th January 2023 and the disbursements made on 27th January 2023 (15 days).</p>	
			<p>For Term 2 (which was quarter 4 FY2022/2023), MoFPED circular is dated 6th April 2023 and the TC warranted on 26th April 2023 and the funds were transferred on 17th May 2023 (20 days).</p>	
			<p>For Term 3 (which was quarter 1 FY2023/2024), the MoFPED circular is dated 6th July 2023, the TC warranted on 17th July 2023 and the funds were transferred on 27th July 2023 (11 days).</p>	
			<p>In all the three cases, the 5 days' time limit for warranting was not met.</p>	
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>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>There was no evidence that MEO had communicated/ publicized capitation releases to schools within three working days of release from MoFPED as indicated below:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else, score: 0</p>	<p>□ QTR3 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 29 December 2022. The Town Clerk communicated to all head teachers of government primary and secondary schools on 19 January 2023 (14 days). This was not compliant to the three working days of release from MoFPED.</p>	
			<p>□ QTR4 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 6 April 2023. The Town Clerk communicated to all head teachers of government primary and secondary schools on 8 April 2023 (1 day). This was compliant to the three working days of release from MoFPED.</p>	
			<p>□ QTR 1 Expenditure limits FY 2023/24 were communicated through MoFPED release circular dated 6 July 2023. The Town Clerk communicated to all head teachers of government primary and secondary schools on 1 August 2023 (17 days). This was not compliant to the three working days of release from MoFPED.</p>	
			<p>Verification done in the sampled (3) UPE schools revealed that there was evidence of display of capitation releases on school notice</p>	

boards in all the 3 sampled UPE schools as indicated below:

Kibaare II PS: The display contained capitation releases for;

□ Q3 of FY 2022/23 (term1 2023), Ugx.1,489,167 dated 30 January 2023

□ Q4 of FY 2022/3 (term II 2023), Ugx.1,489,167 dated 18 May 2023

□ Q1 of FY 2023/24 (term1II 2023), Ugx.1,851,200 dated 28 July 2023

Bushenyi Town School: The display indicated UPE funds releases for;

□ Q3 FY2022/3 (term I 2023), Ugx.2,639,500 dated 30 January 2023

□ Q4 FY 2022/3 (term II 2023), Ugx.2,639,500 dated 18 May 2023

□ Q1 FY 2023/4 (term III 2023), Ugx.3,308,200 dated 28 August 2023

Katungu PS: The display indicated UPE funds releases for;

□ Q3 FY2022/3 (term I 2023), Ugx.1,648,667 dated 30 January 2023

□ Q4 FY 2022/3 (term II 2023), Ugx.1,648,667 dated 18 May 2023

□ Q1 FY 2023/4 (term III 2023), Ugx.2,157,400 dated 28 July 2023

The MEO 's communication/publicization of capitation releases was not done within the three working days of release from MoFPED for all the three quarters as indicated above. The score is 0.

10

Routine oversight and monitoring

Maximum 10 points on this performance measure

a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.

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

There was evidence that the education department prepared the schools' annual work plan FY 2022/23. The work plan was duly signed by Inspector of Schools (IS), Senior Inspector of Schools(SIS) and Municipal Education Officer (MEO)

Minutes of departmental pre-inspection meetings for term III of 2022, term I of 2023 and term II of 2023 were on file dated 17 August 2022, 8 January 2023 and 31 May 2023 respectively. The score is 2.

2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></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>There was evidence of three (3) school inspection reports as indicated below:</p> <ul style="list-style-type: none"> □ Term III 2022 Inspection Report and Accountabilities dated 25 November 2022. The inspection covered all the 25 UPE schools representing 100%. □ Inspection Report for Term I of 2023 (Q3-FY 2022/23), dated 30 March 2023. Conducted by the (2) inspectors of schools and covered all the (25) UPE schools representing 100%. □ Inspection Report for Term II of 2023 dated 28 September 2023. All the (25) UPE schools were inspected representing 100%. <p>Based on the above, the percentage of UPE schools inspected stood at 100%, the score is 2.</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>There was evidence that all the three inspection reports were presented and discussed during departmental staff meetings. We noted that departmental meetings were held with primary school head teachers during the discussion of inspection report findings.</p> <p>Specific details below:</p> <ul style="list-style-type: none"> □ Minutes of education departmental and head teachers' meeting held on 14 February 2023 at St.Kagwa Boarding PS and attended by 40 participants. The meeting discussed and disseminated the inspection findings for Term III 2022. Identified areas for improvement presented by Municipal Inspector of schools (MIS) included irregular lesson preparations, laziness in scheming, and tensions between head teachers and deputy head teachers among others. □ Minutes of education departmental and head teachers' meeting held on 7 June 2023 at Ruharo PS and attended by 40 participants. The meeting discussed and disseminated inspection findings for term I of 2023 under Min.16/2023. Issues highlighted included increase in enrolment in some schools like Bweranyanji Juniior, Buunyarigi and Kashenyi; conducive classroom learning environment, display of school improvement plans; inadequate classrooms, illegal boarding sections, among others □ Minutes of education departmental and head teachers' meeting held on 22 September 2023 at Ntungamo PS and attended by 40 participants. The meeting discussed and disseminated inspection findings for term II of 2023 under Min.24/2023. Issues discussed included inadequate classroom teaching supervision, failure to display capitation grants, feeding of learners at schools, and non 	2

compliance to Tela phone use among others

Verification was done at school level through the review of inspection files in the (3) sampled UPE schools, and established that:

□ Kibaare II PS in Nyakabirizi Division; had evidence of (3) feedback inspection report dated 27 November 2023, 26 July 2023 and 2 March 2023 conducted by Inspector of schools (IS) and Municipal Inspector of Schools (MIS)

□ Bushenyi Town School in Central division; had evidence of (3) feedback inspection reports on file dated 19 October 2023, 15 June 2023 and 19 September 2022 conducted by the Inspector of Schools

□ Katungu PS in Ishaka division; had evidence of (3) inspection feedback reports on file dated 28 November 2023, 19 June 2023 and 15 March 2023 by Inspector of Schools.

As above, there was evidence that all the 3 inspection reports for Term III 2022, Term 1 2023 and Term II 2023 were presented and discussed at departmental level. The score is 2.

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 evidence of submission of three (3) inspection reports to DES as indicated below:</p> <ul style="list-style-type: none"> □ Term III 2022 Inspection Report and Accountabilities was submitted and received by DES secretary (Komugabe Edith) on 14 February 2023. The report was submitted by the Municipal Inspector of Schools (MIS). □ Inspection Report for Term I of 2023 (Q3-FY 2022/23), was submitted and received by DES secretary (Komugabe Edith) on 5 July 2023. The report was submitted by MIS. □ Inspection Report for Term II of 2023 was submitted and received by DES secretary (Kirenda Winnie) on 20 November 2023. The report was submitted by MIS. <p>Verification was done through the review of inspection files in the (3) sampled UPE schools and established that copies of the inspection reports from the previous three terms were left behind as required in all the (3) sampled schools as indicated below;</p> <ul style="list-style-type: none"> □ Kibaare II PS in Nyakabirizi Division; had evidence of (3) feedback inspection report dated 27 November 2023, 26 July 2023 and 2 March 2023 conducted by Inspector of schools (IS) and Municipal Inspector of Schools (MIS) □ Bushenyi Town School in Central division; had evidence of (3) feedback inspection reports on file dated 19 October 2023, 15 June 2023 and 19 September 2022 conducted by the Inspector of Schools □ Katungu PS in Ishaka division; had evidence of (3) inspection feedback reports on file dated 28 November 2023, 19 June 2023 and 15 March 2023 by Inspector of Schools. <p>As above, all the (3) inspection reports were submitted to DES and the inspection reports from the previous three terms were left behind, the score is 2.</p>
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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>Education, Health, CBS, Trade & Commerce and Production issues at BIMLG are handled by the Social Services Committee of Council. Here below are some examples of committee meetings where Education specific issues were presented and discussed in FY2022/2023.</p> <p>Minutes of the Social Services Committee this sat on 17/08/2022 per minute number (BIMC SS MIN 31/2022 - PRESENTATION AND DISCUSSION OF DEPARTMENTAL REPORTS). Discussions included: 20 VIP stance latrines that had been constructed in different schools, renovations of schools in 20 schools, Inspection and monitoring of schools,</p>
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appraisal and assessment education sector staff, P7 mock and P6 Council examinations done, and PLE, UCE AND UACE national examinations to be done. Schools with poor enrolment were highlighted including Bwegiragye, Nyakatooma, Bushenyi Demo, Rukindo and Nyamiko P/Ss. A report on the performance of Education in the national assessment exercise by the OPM was also presented.

Minutes of the Social Services Committee this sat on 18/10/2022 per minute number (BIMC SS MIN 37/2022 - PRESENTATION AND DISCUSSION OF DEPARTMENTAL REPORTS). Reported on completion of two classroom block at Bunyarigi P/S, enforcement of Ebola virus SoPs, MLG Education staff appraisal done, UCE examinations were in progress, progress of preparation of budgets and workplans and fire outbreak at Bweranyangi P/S due to old wiring.

Minutes of the Social Services Committee which sat on 15/02/2023 per minute number (BIMC SS MIN 48/2022/23 - PRESENTATION AND DISCUSSION OF DEPARTMENTAL REPORTS) Funds had been released to the department including capitation grants to schools and inspection funds, reported on recently released PLE results and noted was at the first at national level. Also reported on UCE results and details on performance. Reported on inspection and monitoring done as schools opened for term 1 and also on the progress of sector projects e.g. pit latrines and classroom blocks.

Minutes of the Social Services Committee which sat on 12/05/2023 per minute number (BIMC SS MIN 47/2022/23 - DISCUSSION OF DRAFT BUDGET ESTIMATES - EDUCATION & SPORTS) The Education workplan and budget for FY2023/2024 were presented totalling UGX5,934,191,862. The report was received and seconded by members.

BIMLG Education issues were during FY2022/2023 adequately handled by the Council through its Executive Standing Committee.

Mobilization of parents to attract learners

Maximum 2 points on this performance measure

Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,

score: 2 or else score: 0

There was evidence that the LG Education department conducted activities to mobilize, attract and retain children at school as indicated below:

- Report on Community engagement on BFM Radio Bushenyi dated 9 September 2023. The report indicated that the Municipal Education Officer (MEO) attended 2 different radio talk shows dated 8 August 2022 and 18 February 2023. He was hosted by Head of programming-92.2 BFM Radio. Issues discussed included advocacy campaign to mobilize the community on their role towards child protection , registration of learners on EMIS, role of parents in provision of lunch to improve attendance and learning outcomes, and reduce school dropouts; sensitize parents, guardians and other stakeholders on new government policies-Tela, EMIS, TMIS and other new programs; and encouragement of parents and guardians in monitoring and assessing learning and participation in school programs.

- PTA general meeting held on 4 July 2023 at Bushenyi Town School and attended by 147 people. Under Min.7/2023, MEO requested parents to be vigilant about neighbours who bring animals to grass from school compound, provision of guidance to their children and ensure that children eat lunch at school

- PTA general meeting held on 30 March 2023 July 2023 at Ishaka Hospital PS and attended by 148 people. MEO appealed to parents to let their children report on the 1st day of the term to avoid absenteeism. He also shared his phone contact with the parents.

- PTA general meeting held on 24 February 2023 at Bushenyi Demo PS and attended by 41 people; under Min5/2023, MEO advised parents to play their role in education of their children by providing school uniforms, scholastic materials, meals and providing guidance and counselling services. He also appealed to parents to always implement what they discuss and agree in school meetings and concluded by saying that the school is developed by parents, teachers and pupils.

The score is 2.

Investment Management

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*

The information on the LG education department consolidated asset register for FY 2022/23 and school asset registers of the sampled 3 UPE schools was verified.

We noted that the education department prepared and submitted an asset register in the prescribed format (Planning, Budgeting and Implementation Guidelines for the Education and Sports Sub-Program FY 2023-2024- page 57).

The verification process carried out in the three sampled UPE schools showed that the LG had accurate up-to date asset register as indicated below:

□ Kibaare II PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (08) classrooms, (14) latrine stances, (80) desks and teacher accommodation (04), while the school asset register had (08) classrooms, (14) latrine stances, (80) desks and teacher accommodation (04). Information was consistent.

□ Bushenyi Town School: The education department consolidated school asset register for FY 2022/23 indicated that the school had (12) classrooms, (20) latrine stances, (153) desks and teacher accommodation (09), while the school asset register had (12) classrooms, (20) latrine stances, (153) desks and teacher accommodation (09). Information was consistent.

□ Katungu PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (08) classrooms, (10) latrine stances, (96) desks and teacher accommodation (06), while the school asset register had (08) classrooms, (10) latrine stances, (96) desks and teacher accommodation (06). Information was consistent.

Based on the above, the asset register was up to date in all the 3 sampled UPE schools. The score is 2.

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*

For FY 2022/2023, the BIMLG Education department had five (05) infrastructural projects:

🏗️ Construction of 5 stance lined pit latrine at Ryamabengwa P/S UGX30,229,713

🏗️ Construction of 5 stance lined pit latrine at Kibaare P/S UGX30,229,713

🏗️ Construction of 5 stance lined pit latrine at Kyeitembe P/S UGX30,229,713

🏗️ Construction of 5 stance lined pit latrine at Ishaka Hospital P/S UGX30,229,713

🏗️ Completion of 2 classroom block at Bunyarigi P/S UGX27,966,755

A Desk Appraisal aims to ensure that a project meets the following requirements.

-Derived from the LG Development Plan

-Consistent with sector guidelines & DDEG objectives

-Financially feasible

-Having costed project profiles.

Evidence of desk appraisal for the five (05) BIMLG Education Department projects for FY2022/2023 was availed/ seen.

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>For FY 2022/2023, the Education department had five (05) infrastructural projects:</p> <ul style="list-style-type: none"> 🏗️ Construction of 5 stance lined pit latrine at Ryamabengwa P/S UGX30,229,713 🏗️ Construction of 5 stance lined pit latrine at Kibaare P/S UGX30,229,713 🏗️ Construction of 5 stance lined pit latrine at Kyeitembe P/S UGX30,229,713 🏗️ Construction of 5 stance lined pit latrine at Ishaka Hospital P/S UGX30,229,713 🏗️ Completion of 2 classroom block at Bunyarigi P/S UGX27,966,755 <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Technical feasibility -Environmental and social acceptability requirements. <p>Evidence of the field appraisal for the five (05) BIMLG Education Department projects for FY2020/21 was availed/ seen.</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>Bushenyi-Ishaka MLG did not have a project on the construction of the seed secondary school and therefore the requirement of the indicator could not be assessed. Therefore, the LG earns the maximum score.</p> <p>However, the following education infrastructure projects were included in the procurement plan for the current FY (2023/24).</p> <ol style="list-style-type: none"> 1. Construction of 5 Lined Stance VIP Latrines at Ntungamo P/S and Bushenyi P/S; Budgeted at UGX 58,600,000/= 2. Construction of 2 Lined Stance VIP Latrines at Bushenyi Demo P/S; Budgeted at UGX 11,000,000/= 	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>There is evidence that school infrastructure projects were approved by the Contracts Committee (C.C) before commencement of Works. The sampled projects are listed below:</p> <ol style="list-style-type: none"> Under Min. No. 037/CC/2022-2023 of the Contracts Committee meeting held on 16/11/2022, the Construction of 4 Lined Stance Pit Latrines at Rwamabengwa, Kibale, Kyeitembe and Ishaka Hospital Primary Schools was approved. Under Min. No. 036/CC/2022-2023 of the Contracts Committee meeting held on 16/11/2022, the Completion of a 2 Classroom Block at Bunyarigi P/S was approved. 	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. <i>score: 1, else score: 0</i></p>	<p>There was NO evidence of proper establishment of the PIT for the school construction projects constructed within the last FY (2022/23) as per guidelines.</p> <p>A copy of joint appointment by the TC of the members of the PIT (i.e. Senior Environment Officer and PCDO) for the FY (2022/23) including construction works under Education Department dated 13/9/2022 was present; However, there was no appointment for the: clerk of works, project manager, contract manager and labour officer by the TC. The following projects were sampled:</p> <ol style="list-style-type: none"> Construction of 4 Lined Stance Pit Latrines at Rwamabengwa, Kibale, Kyeitembe and Ishaka Hospital Primary Schools. Completion of a 2 Classroom Block at Bunyarigi P/S. 	0
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>Bushenyi-Ishaka MLG did not have a project on the construction of the seed secondary school and therefore the requirement of the indicator could not be assessed. Therefore, the LG earns the maximum score.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>Bushenyi-Ishaka MLG did not have a project on the construction of the seed secondary school and therefore the requirement of the indicator could not be assessed. Therefore, the LG earns the maximum score.</p>	1

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 is 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.

The sampled education infrastructure projects are listed below:

1. **Construction of 4 Lined Stance Pit Latrines at Rwamabengwa, Kibale, Kyeitembe and Ishaka Hospital Primary Schools-** joint inspections were done by the assistant engineering officer, senior environment officer and PCDO and inspection reports prepared dated: 3/5/2023 and 19/5/2023. Minutes of meetings comprising of the above-mentioned technical staff were also present during the assessment and the following dates of meetings were noted: 21/2/2023, 5/3/2023, 7/3/2023, 10/3/2023, 19/5/2023, 13/6/2023, 15/6/2023.
2. **Completion of a 2 Classroom Block at Bunyarigi P/S-** joint inspections were done by the assistant engineering officer, senior environment officer and PCDO and inspection reports prepared dated: 13/3/2023, 4/4/2023. Minutes of meeting dated 4/4/2023 comprising of the above-mentioned technical staff were also present during the assessment.

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>	<p>BIMLG Education four (04) certified infrastructural project payments of FY2022/2023 were tested to check for certification and timeliness of effecting payments.</p> <p>Payment to Muhwezi Albert Construction Ltd for construction of 5 stance lined latrines at Ryamabengwa P/S, Kibaale P/S and Kyeitembe P/S and Ishaka Hospital P/S (UGX109,913,199) – Requisition dated 07/06/2023, certified by the Municipal Engineer, Environment Officer, CDO and TC on 06/06/2023 and payment on 27/06/2023 (20 days).</p> <p>Payment to Muhwezi Albert Construction Ltd for construction of retaining wall at Ishaka Adventist P/S, (UGX1,898,305) – Requisition dated 07/06/2023, certified by the Municipal Engineer, Environment Officer, CDO and TC on 23/06/2023 and payment on 27/06/2023 (20 days).</p> <p>Payment to Muhwezi Albert Construction Ltd for construction of 2 classroom block at Bunyarigi P/S, (UGX24/346,448) – Requisition dated 22/03/2023, certified by the Municipal Engineer, Environment Officer, CDO and TC on 22/03/2023 and payment on 05/04/2023 (14 days).</p> <p>Payment to Muhwezi Albert Construction Ltd for construction of retaining wall at Ishaka Adventist P/S, (UGX1,898,305) – Requisition dated 07/06/2023, certified by the Municipal Engineer, Environment Officer, CDO and TC on 23/06/2023 and payment on 27/06/2023 (20 days)</p> <p>In three (03) out of the four (04) BIMLG Education certified project payments, payments were effected beyond the 14 days' time limit</p>
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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 is evidence that Bushenyi-Ishaka MLG Education Department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit on 11/04/2022. . The following education infrastructure projects were included among other works; 1. Construction of a 5 Lined VIP Latrine at Kibaare, Ishaka Hospital, Rwamabengwa & Kyeitembe P/S; with an estimated amount of UGX 126,000,000/= 2. Completion of 2 Classroom Blocks at Bunyarigi P/S; with an estimated amount of UGX 29,000,000/=	1
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13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i>	There is evidence that Bushenyi-Ishaka MLG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA. The files included: the Contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals. The sampled project files are listed below: 1. Construction of 4 Lined Stance Pit Latrines at Rwamabengwa, Kibale, Kyeitembe and Ishaka Hospital Primary Schools- BIMC703/WRKS/2022-2023/00004. Approved by the Contracts Committee under Min. No. 037/CC/2022-2023 in a meeting held on 16/11/2022. The Contract was awarded on 30/11/2022. 2. Completion of a 2 Classroom Block at Bunyarigi P/S- BIMC703/WRKS/2022-2023/00003. Approved by the Contracts Committee under Min. No. 036/CC/2022-2023 in a meeting held on 16/11/2022. The Contract was awarded on 30/11/2022.	1
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Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, <i>score: 3, else score: 0</i>	There was evidence that grievances were recorded, investigated, responded to and recorded in line with the grievance redress framework On 18/3/23, the focal person recorded a complaint from board member Mr. Jossy who complained about an open site for the construction of a latrine at Kyeitembe P/s, amidst the presence of pupils at school to avoid accidents of falling into the open pit.	3
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Safeguards for service delivery.

Maximum 3 points on this performance measure

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

Score: 3, or else score: 0

There was evidence of a circular about dissemination of environmental safeguards to head teachers of primary schools in Bushenyi-Ishaka MC dated 16 September 2022. The guidelines were prepared and disseminated by the Senior Environment Officer.

The environment guidelines for schools were aimed at ensuring that:

Head teachers and teachers encourage tree planting in and around the schools that these trees can act as a source of fruits, wind breaks, and beautification

Schools uses biodegradable waste such as food refuse, banana peelings, slashed grass as source of manure for their school gardens

Schools carry out good solid waste management practices

Schools put up at least signage relating to climate change and environment conservation with the school premises

Schools at least sets up demonstration gardens relating to tree planting including fruit and medicinal plants

We noted copies of the school environment guidelines on file in all the 3 sampled UPE schools (Kibaare II PS, Bushenyi Town school and Katungu PS). The score is 3.

16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	There was evidence that the LG had in place a costed ESMP and this is incorporated within the BoQs and contractual documents <ol style="list-style-type: none"> 1. A costed ESMP for the construction of 5 stance VIP latrine with urinal and incinerator at Kibale P/s was prepared on 14/7/22 at cost of Ugx 2,400,000, this costed ESMP was incorporated within the BoQs and contractual documents of Proc No BIMC703/WRKS/22-23/00004 in element 9 under item F to H for environmental concerns at cost of Ugx 686,000 2. A costed ESMP for the construction of 5 stance VIP latrine with urinal and incinerator at Ishaka hospital P/s was prepared on 14/7/22 at cost of Ugx 2,400,000, this costed ESMP was incorporated within the BoQs and contractual documents of Proc No BIMC703/WRKS/22-23/00004 in element 9 under item F to H for environmental concerns at cost of Ugx 686,000 3. A costed ESMP for the construction of 5 stance VIP latrine with urinal and incinerator at Kyaitembe P/s was prepared on 14/7/22 at cost of Ugx 2,400,000, this costed ESMP was incorporated within the BoQs and contractual documents of Proc No BIMC703/WRKS/22-23/00004 in element 9 under item F to H for environmental concerns at cost of Ugx 686,000 	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was evidence for proof of land ownership, access of school construction projects <ol style="list-style-type: none"> 1. A consent for land ownership for infrastructural development at Kyaitembe P/s dated 23/1/23, signed between Bushenyi Ishaka municipality and west ankole diocese signed by Rev. Bernard Mushabe on behalf of the diocese, copied to Bishop west ankole diocese and Municipal education officer. 2. A consent for land ownership for infrastructural development at Kibaare P/s dated 23/1/23, signed between Bushenyi Ishaka municipality and west ankole diocese signed by Rev. Bernard Mushabe on behalf of the diocese, copied to Bishop west ankole diocese and Municipal education officer. 3. A consent for land ownership for infrastructural development at Bushenyi Ishaka P/s dated 7/11/22, signed between Bushenyi Ishaka municipality and Ishaka S.D.A Church signed by Pr. Matsiko Evans on behalf of the church. 	1

16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There was 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 <ol style="list-style-type: none"> 1. Support supervision and monitoring construction of 5 stance VIP latrine with urinal and incinerator at Kibale P/s was carried out on 24/1/23, signed and stamped by both PCDO and SEO, monthly monitoring reports were provided for review dated 24/1/23, 23/2/23, 13/3/23, 31/3/23, 4/4/23, 3/5/23,10/5/23 and 22/5/23. the project started on 30/11/22 and ended 30/5/23. 2. Support supervision and monitoring construction of 5 stance VIP latrine with urinal and incinerator at Kyaitembe P/s was carried out on 24/1/23, signed and stamped by both PCDO and SEO, monthly monitoring reports were provided for review dated 24/1/23, 23/2/23, 13/3/23, 31/3/23, 4/4/23, 3/5/23,10/5/23 and 22/5/23. the project started on 30/11/22 and ended 30/5/23. 3. Support supervision and monitoring construction of 5 stance VIP latrine with urinal and incinerator at Ishaka hospital P/s was carried out on 24/1/23, signed and stamped by both PCDO and SEO, monthly monitoring reports were provided for review dated 24/1/23, 23/2/23, 13/3/23, 31/3/23, 4/4/23, 3/5/23,10/5/23 and 22/5/23. the project started on 30/11/22 and ended 30/5/23. 	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments <i>Score: 1, else score:0</i>	There was evidence that the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments <ol style="list-style-type: none"> 1. E&S certifications for the construction of 5 stance VIP latrine with urinal and incinerator at Kibale P/s, St. Francis Rwamabengwa P/s, Ishaka hospital P/s and Kyaitembe P/s were completed on 6/6/23, payments were made to Muhwezi Abert construction Ltd on 29/6/23 	1

**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 evidence to confirm Bushenyi-Ishaka MLG registered an increased utilization of healthcare services, with a specific focus on total deliveries. The computation of healthcare services utilization was guided by the instructions provided during the orientation of Health Specialists, which indicated that the computation should be based on all the HCIIIs and HCIVs.</p> <p>Bushenyi-Ishaka MLG had one health facility conducting deliveries in the FY 2022/2023. The assessment team reviewed the annual reports (HMIS 107) for these health facilities for FY 2021/2022 and compared them with FY 2022/2023. The findings are as follows:</p> <p>The total number of deliveries for FY 2021/2022 was 1,401, and for FY 2022/2023, it was 1,824, representing an overall increase of 30.2%.</p> <p><i>As a result, Bushenyi-Ishaka MLG achieved the recommended 20% increase in the utilization of healthcare services, as required by the performance measure.</i></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>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 performance of BIMLG in its LLG FY2022/2023 Health assessment was 100%, making it fall within the '70% and above' range.</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 is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>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.</p>	<p>Bushenyi-Ishaka MLG did receive the Health Development Grant for FY2022/2023 and spent it on these two project:</p> <ul style="list-style-type: none"> 🏗️ Construction of maternity ward at Nyamoko HCIII UGX90,126,828 🏗️ Construction of general ward at Bushenyi HCIV UGX300,000,000 <p>Bushenyi-Ishaka MLG Health Development Grant budget for FY2022/2023 was UGX50,000,000 and the expenditure in the FY was UGX47,061,000.</p> <p>These activities were eligible under the Health Development Grant guidelines. They didn't involve purchase of land, procurement of vehicles etc.</p>	2
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3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>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</p>	<p>BIMLG Health three (03) certified infrastructural project payments of FY2022/2023 were tested to check for certification and timeliness of effecting payments.</p> <p>Payment (30% advance) to NEC Construction Works and Engineering Ltd for construction of general ward at Bushenyi HCIV phase 1 (UGX86,974,260) - Requisition dated 14/06/2023, certified by Municipal Engineer, Environmental Officer, CDO, Treasurer and TC on 22/06/2023 and payment on 27/06/2023.</p> <p>Payment to NEC Construction Works and Engineering Ltd for construction of general ward at Bushenyi HCIV phase 1 (UGX202,939,940) - Requisition dated 20/06/2023 certified by Municipal Engineer, Environmental Officer, CDO, Treasurer and TC on 22/06/2023 and payment on 27/06/2023.</p> <p>Payment to NEMM Engineering and Surveying Company Ltd for construction of double staff house at Ruharo HCII in Central Division (UGX12,869,799) - Requisition dated 25/05/2023 certified by Municipal Engineer, Environmental Officer, CDO, Treasurer and TC on 07/06/2023 and payment on 27/06/2023.</p> <p>Certification for the three (03) BIMLG Health infrastructural projects was done in accordance with the requirements.</p>	2
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3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>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</p>	<p>There is evidence that the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineer's estimates.</p> <p>From the DE and DHO, the following works contracts were sampled; and the Engineer's estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages; [(A - B)/A]*100%:</p>	2
			<ol style="list-style-type: none"> 1. Construction of a General Ward at Bushenyi HC IV Phase I- BIMC703/WRKS/2022-23/00002. The Engineer's Estimate (A) was UGX 289,914,200/=; the contract Sum/Price (B) was UGX 289,914,200/=. The Variation was at 0%. The project was executed by the UPDF Engineering Brigade. 2. Construction of Maternity Ward at Nyamiko HC III (Phase I)- BIMC703/WRKS/2022-23/00001. The Engineer's Estimate (A) was UGX 77,047,156/=; the contract Sum/Price (B) was UGX 77,526,000/=. The Variation was at -0.621%. 	
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	<p>Bushenyi-Ishaka DLG did not have a HC II to HC III upgrade and therefore the requirement of the indicator (that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY) could not be assessed. Therefore, the MLG earns the maximum score.</p>	2

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>There was no evidence to confirm whether Bushenyi-Ishaka MLG recruited staff for Nyamiko HC III and Bushenyi HC IV, in accordance with the staffing structure. The staffing structure provided by the Principal Health Office (PHO) indicated that HC IVs were required to have 48 staff, while HC IIIs were required to have 19 health workers.</p> <p>According to the approved budget for FY 2023/2024, the allocated conditional sector grant for wages was UGX 1,148,202,000. This funding covered the wages of 43 staff members, whereas the staffing norms for the existing HC IV and HC IIIs indicate a requirement for 68 staff members. Consequently, 63.2% of the health worker positions in the available HC IV and HC III have been filled.</p>	0
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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>Bushenyi-Ishaka DLG did not have a HC II to HC III upgrade and therefore the requirement of the indicator (that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs) could not be assessed. Therefore, the MLG earns the maximum score.</p>	2
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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 to confirm that information given by Bushenyi-Ishaka MLG on position of health workers filled accurate as evidenced by the findings from three (3) sampled facilities. The assessment team reviewed the staff list for FY 2023/2024 and compared it with the staff lists found at the sampled facilities. The details of the findings were as follows.</p> <ol style="list-style-type: none"> 1. Bushenyi HC IV: 38 health workers deployed as per staff list obtained from the PHO. There was no observed deviation between the staff list obtained from the PHO and the list found at the facility. 2. Nyamiko HC III: 6 health workers deployed as per staff list obtained from the PHO. There was no observed deviation between the staff list obtained from the PHO and the list found at the facility. 	2
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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>There was evidence to confirm that information on health facilities constructed and functional was accurate. The list obtained from the PHO included that the department undertook the construction of maternity ward at Nyamiko HC III and Construction of general ward at Bushenyi HC IV. The assessment team reviewed the annual PBS report (Quarter 4)- Page 44 submitted by town Clarke (Mukobi Seleverio Byarufu) on 26-07-2023 and established that information on their status and functionality was accurate.</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was evidence to confirm that health facilities in Bushenyi-Ishaka MLG prepared and submitted Annual Workplans & budgets to the PHO by March 31st of the FY 2022/2023 as per as per the LG Planning Guidelines for Health Sector.</p> <p>The assessment team sampled Annual Workplans & budgets for three health facilities and established their submissions where as follows.</p> <ol style="list-style-type: none"> 1. Nyamiko HCIII: <i>Prepared and submitted the Annual Workplan and budget to the PHO on 8th March 2022. The budget and workplan were also endorsed by the facility in charge, Kyomugisha Dativa, and by the chairperson of HUMC, Tinkamanyire John, on the same day.</i> 2. Bushenyi HC IV: <i>Prepared and submitted the Annual Workplan and budget to the PHO on 5th March 2022. The workplan and budget, totaling UGX 38,906,809 annually, were prepared and endorsed by the facility in charge, Dr. Yekka Peter, Arinaitwe Viscent (Chairperson HUMC) on the same day.</i> 3. Ruharo HC II: <i>Prepared and submitted the Annual Workplans and budgets to the PHO on 3rd March 2022. The facility's Annual Workplan and budget were prepared and endorsed by the facility in charge, Byamukama Robert, and Kyibutungo Ruth (HUMC Chairperson) on the same day.</i> <p>The review of the submitted Annual Workplans and budgets for FY 2022/2023 indicates that they are in conformity with the LG Planning Guidelines for the Health Sector.</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>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no sufficient evidence to confirm whether health facilities of Bushenyi-Ishaka MLG prepared and submitted to the PHO Annual Budget Performance Reports for the FY 2022/2023 by July 15th of the as per the Budget and Grant Guidelines. The assessment team reviewed the purported budget performance report dated 10th July 2023 and established that the facility had outlined the breakdown of how the UGX 45,925,344 received in the FY 2022/2023 had been spent. This report was only endorsed by the facility in charge, Dr. Vian Namanya. The assessment team observed that some of the requirements of the Budget and Grant Guidelines were not met. For instance, the report lacked the signature of the HUMC chairperson, did not include a reconciled cash flow statement, an annual expenditure and budget report, and did not contain an asset register.</p>	0
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no evidence to confirm whether health facilities in Bushenyi-Ishaka MLG had developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports. The assessment team established that the performance improvement plan for the sampled health facilities was submitted as detailed below.</p> <p>a) Bushenyi HC IV: The assessment team established that the facility had submitted its improvement plan on 30th July 2023. The improvement plan was endorsed by the HUMC chairperson and the facility in charge, Dr. Viane Namanya, on 20th July 2023. However, the assessment team noted that this improvement plan did not incorporate performance issues identified in monitoring and assessment reports for FY 2022/2023.</p> <p>b) Nyamiko HC II: The monitoring and assessment report was submitted to the PMO on 2nd March 2023. The improvement plan prioritized performance issues such as the lack of transport for EPI and delays in the delivery of drugs and other medical supplies. However, these issues were not reflected in the monitoring and assessment reports for FY 2022/2023.</p>	0
	<p>Maximum 14 points on this performance measure</p>			

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</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 to confirm that health facilities in Bushenyi-Ishaka submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter). The assessment noted that all the monthly HMIS reports for the sampled health facilities (Bushenyi HC IV, Nyamiko HC III, and Kashenyi HC II) were submitted in a timely manner. Bushenyi HC IV submitted the quarterly HMIS reports promptly on 1st October 2022, 6th January 2023, 5th April 2023, and 7th July 2023. However, Nyamiko HC III and Kashenyi HC II are not eligible to submit quarterly HMIS reports.</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>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 in this round of assessment due to changes in the management of the RBF program by the MoH.</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 Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</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 in this round of assessment due to changes in the management of the RBF program by the MoH.</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>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>BIMLG Planning unit did not have a system for acknowledging the submission of Health Department quarterly reports for integration into the PBS.</p> <p>The LG did not comply with the requirement.</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The assessment team established that the Bushenyi-Ishaka MLG MHT had developed a Performance Improvement Plan (PIP) for the weakest-performing health facilities, which was submitted to the PMO on 4th July 2022. The Performance Improvement Plan included, among other things, the procurement of fuel for the Bushenyi HC IV ambulance.</p>	1
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was evidence to confirm that the health department of Bushenyi-Ishaka MLG Implemented Performance Improvement Plan for weakest performing facility. The assessment reviewed the annual workplan and budget for Bushenyi HC IV and noted that a budget had been allocated for the procurement of fuel for the ambulance. Approximately UGX 1,200,000 had been earmarked for this purpose.</p>	1
<p>Maximum 14 points on this performance measure</p>				

Human Resource Management and Development

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 to confirm that** Bushenyi-Ishaka MLG Health Department budgeted for healthcare workers in accordance with staffing norms and guidelines. The approved staff structure, obtained from the PHO's office, indicates an approved structure of 84 healthcare workers.

A review of the approved Budget Estimates for FY 2023/2024 revealed that the allocated conditional Sector Conditional Grant (Wage) for Bushenyi-Ishaka MLG was UGX 1,148,202,000 intended to cover the wage of 56 healthcare workers in post out of the required 84 according to the staffing norm (66.6%). The assessment team determined that there was no surplus in the conditional wage grant allocated for FY 2023/2024. The assessment team also found that the second budget call circular (2nd BCC) regarding the finalization of the budget Estimates for the financial year 2023/2024, as indicated in item 43 (Page 11 of 23), stated: "Therefore, no vote will be authorized to recruit new staff except on a replacement basis, with evidence that the position(s) to be recruited have provisions in the budget for FY 2023/2024.

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 to confirm** whether the Bushenyi-Ishaka MLG Health Department deployed healthcare workers in accordance with staffing guidelines, which require that all health facilities have at least 75% of the staff required according to the staffing norms. The assessment team reviewed the deployment lists for FY 2023/2024 and observed that Nyamiko HC III only had 6 health workers deployed at the facility. Additionally, all the HC IIs did not meet the requirement of at least 75% of the staff required according to the staffing norms.

0

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

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

There was evidence to confirm that health workers in Bushenyi-Ishaka MLG were working in health facilities where they are deployed. The assessment team reviewed the deployment list for FY 2023/2024 and compared them with the logs in the attendance book at the randomly sampled health facilities and established that the two were in agreement. The assessment team sampled two health facilities (Bushenyi HCIV and Nyamiko HC III) and established that there was variation between the deployment list obtained from DHO's and logs in the staff attendance books found at the health facilities as summarized below.

1. **Bushenyi HC IV:** 38 health workers deployed as per the deployment obtained from the MHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the MHO.
2. **Nyamiko HC III:** 6 health workers deployed as per the deployment obtained from the MHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the MHO.
3. **Kashenyi HC II:** 4 health workers deployed as per the deployment obtained from the MHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the MHO.

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

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 to confirm** that Bushenyi-Ishaka MLG publicized the deployment of health workers through various means, including posting on facility notice boards. The assessment team visited two sampled health facilities and observed that staff lists for FY 2023/2024 were available on the notice boards at Bushenyi HCIV and Nyamiko HC III and Kashenyi HC II.

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

There was evidence that the MMOHs had 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. The files reviewed showed the following:

1. Namanya Vian, Senior Medical Officer In-Charge Bushenyi HC IV in Central Division was appraised by Mukobi Seleverio Byarufu, Town Clerk on June 30, 2023.
2. Kamukama Justus, Clinical Officer In-Charge Nyamiko HC III in Nyakabirizi Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
3. Byamukama Robert, Enrolled Nurse In-Charge Ruharo HC II in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
4. Namate Grace, Enrolled Nurse In-Charge Kashenyi HC II in Ishaka Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.

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

Maximum 6 points on this performance measure

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

There was no evidence that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through MMOH to HRO during the previous FY. Some of the appraisals were conducted outside the stipulated time lines. Files reviewed showed the following:

1. Kobucunguzi Jean, Enrolled Midwife posted to Bushenyi HC IV in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
2. Kyomukama Dativah, Assistant Nursing Officer posted to Bushenyi HC IV in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
3. Ayesiga Coleb, Enrolled Nurse posted to Bushenyi HC IV in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
4. Nduhukire Adrine, Enrolled Nurse posted to Ruharo HC II in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on **July 10, 2023.**
5. Mugisha John Patrick, Assistant Nursing Officer posted to Bushenyi HC IV in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
6. Atweta Syria, Enrolled Nurse posted to Nyamiko HC III in Nyakabirizi Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
7. Nuwahereza Edwig, Enrolled Midwife posted to Nyamiko HC III in Nyakabirizi Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on **July 11, 2023.**
8. Asiiimwe Domitira, Enrolled Midwife posted to Bushenyi HC IV in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
9. Muhwezi Fredrick, Enrolled Nurse posted to Nyamiko HC III in Nyakabirizi Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.
10. Lubega Dan, Medical Laboratory Assistant posted to Bushenyi HC IV in Central Division was appraised by Nuwankwasa Dorothy, Assistant Town Clerk on June 30, 2023.

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

Maximum 6 points on this performance measure

iii. Taken corrective actions based on the appraisal reports, score 2 or else 0

There was no evidence adduced during assessment to show that the Municipal Medical Officer of Health had taken any corrective action based on the appraisals.

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 no evidence to confirm whether health workers received training through Continuous Professional Development in accordance with the training plans. The assessment team observed that, there continuously held at the sampled health facilities (Bushenyi HCIV and Nyamiko HC III and Kashenyi HC II). By the end of day two of the assessment exercise, no other form of evidence was shared with the assessment team.</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>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was no evidence to confirm whether Bushenyi-Ishaka Municipal local government documented training activities in the training or CPD database. The assessment team did not access the evidence inform of training database or CPD database to confirm that CPD training activities were documented.</p>	0

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>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence to confirm that the Town Clerk of Bushenyi-Ishaka MLG confirmed the list of four health facilities (Government of Uganda and Private-Not-For-Profit) receiving Primary Health Care Non-Wage Recurrent (PHC NWR) grants and notified the Ministry of Health (MOH) in writing by September 30th if any health facility had been listed incorrectly or was omitted from the FY 2023/2024 list.</p> <p>The assessment team established that the letter, signed by the Town Clerk (Mukobi Seleverio Byarufu), was received by the MoH registry on 15th September 2023.</p>	2
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>Maximum 9 points on this performance measure</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>Bushenyi-Ishaka MLG FY2022/2023 budget - PHC NWR grant for Lower Level Health Facilities was UGX100,206,000.</p> <p>Total allocation in the MHO's budget for management and monitoring activities in the same year was UGX16,017,000 which 16% of the total. This was above the 15% minimum.</p>	2

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

The disbursements of all funds to government funded institutions and facilities follow the four quarterly routine. For BIMLG, PHC NWR grants were transferred to facilities as follows:

For Quarter 1, the MoFPED circular is dated 8th July 2022, the TC warranted on 2nd August 2022 and the funds were transferred on 11th August 2022 (24 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 13th October and the funds were sent on 21st October 2022 (13 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 13th January 2022 and the disbursements made on 27th February 2023 (15 days).

For Quarter 4, MoFPED circular is dated 6th April 2022 and the TC warranted on 26th April 2023 and the funds were transferred on 17th May 2023 (20 days).

In all the four quarters, the warranting/verification of PHC NWR grants was effected beyond the 5 days' time limit.

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

The disbursements of funds to government funded institutions and facilities follow the four quarterly routine.

For Quarter 1, the MoFPED circular is dated 8th July 2022, the TC warranted on 2nd August 2022 and the funds were transferred on 11th August 2022. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 04/08/2022 (26 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 13th October and the funds were sent on 21st October 2022. The communication concerning the disbursement of PHC NWR grants for quarter 2 was dated 11/10/2022 (11 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 13th January 2022 and the disbursements made on 27th February 2023. The communication concerning the disbursement of PHC NWR grants for quarter 3 was dated 17/01/2023 (19 days).

For Quarter 4, MoFPED circular is dated 6th April 2022 and the TC warranted on 26th April 2023 and the funds were transferred on 17th May 2023. The communication concerning the disbursement of PHC NWR grants for quarter 4 was dated 27/04/2023 (26 day).

In all the four quarters, the invoicing and communication of funds on the funds releases was done beyond the 5 working days' time limit.

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 sufficient evidence** to confirm whether Bushenyi-Ishaka DLG LG had 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. This is evidenced by the details below.

1. **Quarter 1:** Display on the notice board was made on 14th July 2022; Th expenditure limits received from MoFPED 8th July 2022. This implies that publication of quarterly financial releases to all health facilities was made within 6 days from the date of receipt of the expenditure limits from MoFPED.
2. **Quarter 2:** Display on the notice board was made on 4th October 2022; Th expenditure limits received from MoFPED on 30th September 2022. This implies that publication of quarterly financial releases to all health facilities was made within four days from the date of receipt of the expenditure limits from MoFPED.
3. **Quarter 3:** Display on the notice board was made on 12th January 2023; Th expenditure limits received from MoFPED on 29th December 2022. This implies that publication of quarterly financial releases to all health facilities was made within 14 days from the date of receipt of the expenditure limits from MoFPED.
4. **Quarter 4:** Display on the notice board was made on 14th April 2023; The expenditure limits received from MoFPED on 6th April 2023. This implies that publication of quarterly financial releases to all health facilities was made within eight days of the date of receipt of the expenditure limits from MoFPED.

Based on the evidence provided, it is apparent that the publicization for quarters 1, 3, and 4 occurred later than the recommended 5 working days from the date of receiving the expenditure limits from the Ministry of Finance, Planning, and Economic Development (MoFPED).

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 to confirm that the Bushenyi-Ishaka MLG Health Department implemented actions recommended by the DHMT Quarterly Performance Review Meetings held during FY 2022/23 on the following days;22nd December 2022,14th October 2022,6th April 2023 and 2023. For instance, upon reviewing the minutes of the MHT Quarterly Performance Review Meeting submitted to the MHO on 22nd December 2023</p> <p>For instance, upon reviewing the minutes of the MHT Quarterly Performance Review Meeting submitted to the MHO on April 14, 2023, it was noted that one of the critical challenges to service delivery was accommodation for staff, which affects 24-hour service delivery. The implementation report of the MHT Quarterly Performance Review Meeting, dated March 25, 2023, indicated that a staff accommodation facility accommodating 2 staff members was constructed and completed at Ruharo HC II.</p> <p>Furthermore, the MHT Quarterly Performance Review Meeting dated April 6, 2023, indicated that there were sufficient staff in the maternity department at Bushenyi HC IV. Consequently, Kyomukama Dativa (Nursing Assistant) was transferred from Nyamiko HC III to Bushenyi HC IV to fill this gap, as reflected in the letter dated August 3, 2023 (Ref BIMC/CR/161/2). This letter was signed by Twinimugisha Boona (Deputy Town Clerk)</p>	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 to confirm that the Bushenyi-Ishaka MLG Health Department's quarterly performance review meetings included all health facility in-charges and implementing partners, DHMTs, and key LG departments.</p> <p>The review of the attendance lists for the quarterly performance review meetings held on December 22, 2022, October 14, 2022, April 6, 2023, and [add a specific date for the fourth meeting, e.g., July 12, 2023] established that all health facility charges were in attendance. Also in attendance, among others, were the teams from the Municipal Education Officer, Tumubweine Bagira Annie, and the Principal Community Development Officer, Namara Jackline Kamurari.</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>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>There was evidence to confirm that Bushenyi-Ishaka MLG conducted supervision visits to 100% of the only HC IV available in the MLG .The assessment team reviewed the support supervision reports submitted to the M H O on the following days; 23rd October 2022,13th January 2023,17th March 2023, and 30th June 2023 and established that Bushenyi HC IV had been supervised by municipal health team in all the four Quarters for FY 2022/2023.</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>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>There was evidence to confirm that Bushenyi Ishaka MLG ensured that the Health Sub-District (HSD) conducted support supervision of lower-level health facilities during FY 2022/2023. The assessment team reviewed reports submitted by the HSD, confirming that the sampled health facilities were supervised by HSD on the following dates:</p> <ol style="list-style-type: none"> 1. Ruharo HC II: Supervised on 19th July 2023,2nd April 2023,2nd January 2023 and on 20th September 2022 2. Police HC II:5th July 2023,14th April 2023,4th January 2023 and on 21st September 2022 3. Kashenyi HC II:6th July 2023,31st March 2023,2nd January 2023 and on 20th September 2022 	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>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 Bushenyi-Ishaka MLG used results/reports from the 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 FY 2022/2023 as detailed in the account below;</p> <p>A t Bushenyi HC IV, during the support supervision visit by the MHT on September 19, 2022, the supervision team from the Bushenyi-Ishaka MLG Health Department noted that the facility had low latrine coverage in relation to the number of clients received. Subsequently, the assessment team observed that the department successfully lobbied development partners and the National Water and Sewerage Corporation to build a 5-stance VIP latrine at the health facility.</p> <p>At Nyamiko HC III, On the supervision visit dated September 15, 2022, the team noted that the EPI fridge was not functioning properly. The assessment team established that the matter was raised with the district, and the fridge was subsequently replaced by the district team.</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 to confirm that Bushennyi-Ishaka MLG provided support to all health facilities in the management of medicines and health supplies during the FY 2022/2023. The assessment reviewed medicines and health supplies supervision reports dated October 6, 2022, April 3, 2023, April 25, 2023, and May 3, 2023, and established that the four health facilities under the management of the MLG were visited and supported in the management of medicines and health supplies. For instance, the supervision visit dated May 3, 2023, recommended that all facilities should timely report to the NMS cases of shortages or stockouts, and all stock cards should be kept up to date to ensure accountability .</p>	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>Bushenyi-Ishaka MHO health office budget for FY 2022/2023 was UGX16,017,000. Out of this a total of UGX12,000,000 was allocated to health promotion and prevention activities.</p> <p>This was a proportion of 74.9%, which was above the 30% minimum.</p>	2

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 to confirm that the Bushennyi-Ishaka MLG led health promotion, disease prevention, and social mobilization activities as per the Terms of Reference (ToRs) for DHTs during the fiscal year 2022/2023</p> <p>For example, the MHT held a community sensitization meeting on garbage and waste management in Central Division. This was evidenced in the activity report submitted to the MHO on June 1, 2023. During this activity, various fees to be levied on each polluter were communicated.</p> <p>The health promotion report submitted to the MHO on May 8, 2023, indicated that community mobilization and sensitization activities were undertaken in Ryamabengwa Cell. Another similar activity was held on March 26, 2023, where it was agreed that Local Council 1 leaders should be involved in health promotion activities in all the communities where they reside within all divisions of the municipality.</p> <p>The report submitted to the MHO indicated that the MHT covered four villages, undertaking health promotion activities, and inspected 14 households for sanitation and hygiene.</p>	1
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11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>There was evidence to confirm that Bushennyi-Ishaka MLG followed-up actions taken by the Bushennyi-Ishaka MLG regarding health promotion and disease prevention issues is documented in their minutes and reports. For instance, in the review of the Quarter 2 performance review meeting minutes under Min: 9/2022/2023 - Health Facility Incharges and Health Inspector Report, the Health Inspector for Ishaka Town Council noted that garbage in the town council had been collected 48 times at the 8 gazetted sites. The collected waste was then taken to the Kabagarama landfill for disposal. Additionally, 301 households were visited to ensure proper sanitation, street cleaning, and the renovation of public toilets.</p>	1
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Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was evidence to confirm that Bushennyi-Ishaka MLG health department had an updated Asset register which sets out health facilities and equipment relative to basic standards. The register, which includes details such as serial number, book value, reference, description of the assets, date of purchase, location, and current condition, was last updated on August 29, 2023</p>	1
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <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>Bushenyi-Ishaka MLG Health Department implemented two (02) infrastructural projects in FY2022/2023:</p> <ul style="list-style-type: none"> ■ Construction of maternity ward at Nyamoko HCIII UGX90,126,828 ■ Construction of general ward at Bushenyi HCIV UGX300,000,000 <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Derived from the LG Development Plan -Consistent with sector guidelines & DDEG objectives -Financially feasible -Having costed project profiles. <p>Evidence of desk appraisal for the two (02) BIMLG FY2022/2023 Health department project was provided and reviewed during the assessment.</p>	1
<p>Maximum 4 points on this performance measure</p>	<p>score 1 or else score 0</p>			
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>Bushenyi-Ishaka MLG Health Department implemented two (02) infrastructural projects in FY2022/2023:</p> <ul style="list-style-type: none"> ■ Construction of maternity ward at Nyamoko HCIII UGX90,126,828 ■ Construction of general ward at Bushenyi HCIV UGX300,000,000 <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Technical feasibility -Environmental and social acceptability requirements. <p>Evidence of field appraisal for the two (02) projects of FY2022/2023 was provided/seen.</p>	1
<p>Maximum 4 points on this performance measure</p>				

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist</p>	1
	<p>Maximum 4 points on this performance measure</p>		<ol style="list-style-type: none"> 1. Screening for environmental and social risks for the construction of a general ward at Bushenyi HC IV phase I was carried out on 5/7/22, signed and stamped by both SEO and PCDO, after screening the project didn't qualify for detailed study, therefore a costed ESMP was prepared on 21/7/22 at cost of Ugx 52,000,000. 2. Screening for environmental and social risks for the construction of a maternity ward at Nyamiko HC III phase I was carried out on 5/7/22, signed and stamped by both SEO and PCDO, after screening the project didn't qualify for detailed study, therefore a costed ESMP was prepared on 21/7/22 at cost of Ugx 4,500,000. 	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There is evidence that Bushenyi-Ishaka MLG health department timely submitted all its infrastructure and other procurement requests to PDU (as signed by the DHO on 4/4/2023) for incorporation into the approved MLG annual work plan, budget and procurement plans; The following Projects were visible;</p>	1
	<p>Maximum 10 points on this performance measure</p>		<ol style="list-style-type: none"> 1. Construction of Maternity Ward at Nyamiko HC III Phase II. Estimated cost is UGX 62,680,000/=. 	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There is evidence that Bushenyi-Ishaka MLG Health department submitted Procurement Requisition Forms - LG PP Forms to the PDU by 1st Quarter of the current FY (2023/24). Submission was done for only one health infrastructure project as listed below:</p>	1
	<p>Maximum 10 points on this performance measure</p>		<ol style="list-style-type: none"> 1. Construction of Maternity at Nyamiko HC III Phase II- LG PP form 1 for the following project was submitted, forwarded (Confirmation of Need) by the DHO and confirmation of funding by TC on 28/7/2023. 	

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	There is evidence that the health infrastructure projects for the previous FY (2022/2023) were approved by the Contracts Committee before commencement of Works. The sampled projects are listed below:	1
	Maximum 10 points on this performance measure		<ol style="list-style-type: none"> 1. Under Min. No. 066/CC/2022-2023, the Construction of a General Ward at Bushenyi HC IV Phase I- BIMC703/WRKS/2022-2023/00002; approved by the Contracts Committee in a meeting held on 10/2/2023. 2. Under Min. No. 065/CC/2022-2023, the Construction of Maternity Ward at Nyamiko HC III Phase I- BIMC703/WRKS/2022-2023/00001; approved by the Contracts Committee in a meeting held on 10/2/2023. 	
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	There was NO evidence of proper establishment of the PIT for the health projects constructed within the last FY (2022/23) as per guidelines.	0
	Maximum 10 points on this performance measure	If there is no project, provide the score	A copy of joint appointment by the TC of the members of the PIT (i.e. Senior Environment Officer and PCDO) for the FY (2022/23) including construction works under Health Department dated 13/9/2022 was present; However, there was no appointment for the: clerk of works, project manager, contract manager and labour officer by the TC. The following projects were sampled:	
			<ol style="list-style-type: none"> 1. Construction of a General Ward at Bushenyi HC IV Phase I 2. Construction of Maternity Ward at Nyamiko HC III Phase I 	
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0	There is evidence that the health infrastructure followed the standard technical designs provided by the MoH.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	The sampled health infrastructure projects are listed below:	
			<ol style="list-style-type: none"> 1. Construction of Maternity Ward at Nyamiko HC III Phase I- The structure is being constructed in phases and is currently at ring beam level. The infrastructure conformed to the standard technical designs provided by the MOH. The foundation, ground floor slab and walling were all in good structural condition. The room sizes were as per the MOH designs. 2. Construction of a General Ward at Bushenyi HC IV Phase I- The project was managed and executed by the UPDF Engineering Brigade hence the design documents were with their team. 	

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>There is NO 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.</p> <p>There were inspection reports present during the time of assessment. However, there no daily/weekly inspection reports present for the health infrastructure projects.</p> <p>The sampled health infrastructure are listed below:</p> <ol style="list-style-type: none"> 1. Construction of Maternity Ward at Nyamiko HC III Phase I- Reports with the following dates were recorded: 29/5/2023 prepared by the superintendent of works, 19/5/2023 (joint inspection report), 3/5/2023 (joint inspection report). 2. Construction of a General Ward at Bushenyi HC IV Phase I- Reports with the following dates were recorded: 29/6/2023 prepared by assistant engineering officer and 16/8/2023 (from assistant engineering officer thru ME to TC). This project was mainly managed by the UPDF engineering brigade. 	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>Bushenyi-Ishaka MLG did not have a project on HC II to HC III upgrade and therefore the requirement of the indicator (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) could not be assessed. Therefore, the LG earns the maximum score.</p>	1

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

There is evidence that the MLG 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.

The sampled health infrastructure projects are listed projects:

1. **Construction of Maternity Ward at Nyamiko HC III Phase I-** Joint inspections were done by the supervising engineers, Senior Environment Officer and PCDO as noted in reports dated: 3/5/2023 and 19/5/2023. Another report dated 14/6/2023 was prepared after site inspection done by SEO and PCDO. Another report was prepared by the assistant engineering officer after site inspection conducted on 29/5/2023. Minutes of meeting dated 1/6/2023 were noted and the technical officers (i.e. supervising engineer, senior environment officer and PCDO) were present. The following site instructions were also noted, signed by the supervising engineers: No. 018 dated 20/6/2023, No. 014 dated 14/5/2023, No. 012 dated 11/5/2023, No. 011 dated 6/5/2023.
2. **Construction of a General Ward at Bushenyi HC IV Phase I-** Joint inspections were done by the Senior Environment Officer and PCDO as noted in Environment and Social Compliance dated: 12/6/2023. Site inspections were conducted by the assistant engineering officer as noted in reports dated 29/6/2023 and 16/8/2023. The following site instructions were also noted, signed by the supervising engineers: No. 551 dated 27/7/2023, No. 552 dated 29/7/2023, No. 553 dated 7/8/2023.

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

Maximum 10 points on this performance measure

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

BIMLG Health three (03) certified infrastructural project payments of FY2022/2023 were tested to check for certification and timeliness of effecting payments.

Payment (30% advance) to NEC Construction Works and Engineering Ltd for construction of general ward at Bushenyi HCIV phase 1 (UGX86,974,260) - Requisition dated 14/06/2023, certified by Municipal Engineer, Environmental Officer, CDO, Treasurer and TC on 22/06/2023 and payment on 27/06/2023 (13 days).

Payment to NEC Construction Works and Engineering Ltd for construction of general ward at Bushenyi HCIV phase 1 (UGX202,939,940) - Requisition dated 20/06/2023 certified by Municipal Engineer, Environmental Officer, CDO, Treasurer and TC on 22/06/2023 and payment on 27/06/2023 (7 days).

Payment to NEMM Engineering and Surveying Company Ltd for construction of double staff house at Ruharo HCII in Central Division (UGX12,869,799) - Requisition dated 25/05/2023 certified by Municipal Engineer, Environmental Officer, CDO, Treasurer and TC on 07/06/2023 and payment on 27/06/2023 (32 days).

In one (01) of the three (03) Health infrastructural project payments, payment was effected beyond the 14 days' time limit.

Score: 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>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>There is Evidence that the MLG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA. Complete procurement files for the health infrastructure contracts with Evaluation Reports and Minutes of the Contract Committee and contract agreements.</p> <p>Files for the following projects were sampled accordingly;</p> <ol style="list-style-type: none"> 1. Construction of Maternity Ward at Nyamiko HC III Phase I- BIMC703/WRKS/2022-2023/00001; approved by the Contracts Committee under Min. No. 065/CC/2022-2023 in the meeting held on 10/2/2023. The evaluation report was approved by the contracts committee. The contract was awarded on 27/2/2023. 2. Construction of a General Ward at Bushenyi HC IV Phase I- BIMC703/WRKS/2022-2023/00002; approved by the Contracts Committee under Min. No. 066/CC/2022-2023 in the meeting held on 10/2/2023. The evaluation report was approved by the contracts committee. The contract was awarded on 8/6/2023. 	1
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Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was evidence that the Local Government had recorded, investigated, responded and reported in line with the LG grievance redress framework</p> <p>On 28/6/23, a nurse Miss. Lilian complained about sexual harassment and trespass by the site workers at Bushenyi HC IV, a meeting was held to investigate the case and two workers were expelled from the site.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence to confirm that Bushenyi-Ishaka MLG Health Department had disseminated guidelines on health care/medical waste management to health facilities. The assessment team noted that the report submitted to the MHO on March 16, 2023, indicated that the department had disseminated healthcare waste management guidelines and approaches for FY 2022/2023. Additionally, the health department distributed copies of the national guidelines for managing healthcare waste generated from safe male circumcision to the facility in-charges. Additionally, the assessment identified charts on medical waste segregation displayed with the Bushenyi HC IV and Nyamiko HC III.</p>	2

15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	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	There was evidence to confirm that Bushenyyi-Ishaka MLG had a functional system/central infrastructure in with equipment for medical waste management and had a dedicated/operational budget. The assessment team established that the municipality was supported by Green Label Services Ltd (GLSL) to collect and dispose of medical waste from health facilities. The medical waste collection forms, dated November 13, 2023, were found on file in the MHO'office. The form indicated that the waste collection was carried out by GLSL staff, Tashobya Chris driving vehicle registration No. UBH 830S.	2	
Maximum 5 points on this performance measure	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 to confirm that Bushenyyi-Ishaka MLG has conducted training and created awareness in healthcare waste management. The assessment reviewed a training report submitted to the PHO on September 10, 2022, which indicated that the department conducted a training session with health workers on the management of medical waste. The report was endorsed by Byamukama Julius, Senior health inspector.	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	There was evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY	2
Maximum 8 points on this performance measure	<ol style="list-style-type: none"> 1. A costed ESMP for the construction of a general ward at Bushenyyi HC IV phase I was prepared on 21/7/22 at cost of Ugx 52,000,000. It was incorporated into designs, BoQs, bidding and contractual documents for project of Proc No BIMC703/WRKS/22-23/00002 under item T for safety, health and welfare of workers at cost of Ugx 1,500,000. 2. A costed ESMP for the construction of a maternity ward at Nyamiko HC III phase I was prepared on 21/7/22 at cost of Ugx 4,500,000. It was incorporated into designs, BoQs, bidding and contractual documents for project of Proc No BIMC703/WRKS/22-23/00001 under element No 6 for environmental and social safeguards in item 6.01 to 6.06 at tune of Ugx 1,150,000 				

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>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>	<p>There was evidence that all health sector projects were implemented on land where the LG had proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances.</p> <ol style="list-style-type: none"> 1. A letter of request for the land title for Bushenyi HC IV, dated 30/3/22 written by by the T/c of Bushenyi Ishaka municipal to CAO Bushenyi district to open boundaries of the land, copied to Mayor and Physical planner municipal. 2. Lease agreement between Diocese of west Ankole (lessor) and Bushenyi Ishaka municipal (lessee) dated 19/4/2012, signed and stamped by T/c Katunda Mukulu, witnessed by D/mayor Mr. Seth Beyeza and mayor Mr. Jackson Kamugasha 	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>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.</p>	<p>There was 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</p> <ol style="list-style-type: none"> 1. Support supervision and monitoring for the construction of a maternity ward at Nyamiko HC III phase I was carried out on 3/5/23 signed and stamped by both SEO and PCDO, monthly reports were provided for review dated 3/5/23, 10/5/23, 22/5/23, 5/6/23, the project started on 27/2/23 and ended on 29/6/23. 2. Support supervision and monitoring for the construction of a general ward at Bushenyi HC IV phase I was carried out on 21/7/23 signed and stamped by both SEO and PCDO, monthly reports were provided for review dated 21/7/23 and 7/8/23 the project started on 8/6/23 and ended on 8/10/23. 	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>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</p>	<p>There was 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</p> <ol style="list-style-type: none"> 1. Environment and Social Certification forms for the construction of a general ward at Bushenyi HC IV phase I was prepared on 12/6/23, signed and stamped by both SEO and PCDO, payments were made on 29/6/23. 2. Environment and Social Certification forms for the construction of a maternity ward at Nyamiko HC III phase I was prepared on 14/6/23, signed and stamped by both SEO and PCDO, payments were made on 29/6/23. 	2

**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>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</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>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> 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 	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0

2	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	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
2	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	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
3	New_Achievement of Standards: The LG has met WSS infrastructure facility standards <i>Maximum 4 points on this performance measure</i>	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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
3	New_Achievement of Standards: The LG has met WSS infrastructure facility standards <i>Maximum 4 points on this performance measure</i>	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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
Performance Reporting and Performance Improvement				
4	Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance <i>Maximum 3 points on this performance measure</i>	The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0

5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance <i>Maximum 7 points on this performance measure</i>	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	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance <i>Maximum 7 points on this performance measure</i>	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	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance <i>Maximum 7 points on this performance measure</i>	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 <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>	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0

Human Resource Management and Development

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff <i>Maximum 4 points on this performance measure</i>	a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
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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>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0

Management, Monitoring and Supervision of Services.

8	<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><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> • 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 	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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8	<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>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
	<p><i>Maximum 6 points on this performance measure</i></p>			
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>		<ul style="list-style-type: none"> • 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 	
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>b. Evidence that the DWO conducted quarterly 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</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>			
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>			

10	Mobilization for WSS is conducted <i>Maximum 6 points on this performance measure</i>	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: • If funds were allocated score 3 • If not score 0	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
10	Mobilization for WSS is conducted <i>Maximum 6 points on this performance measure</i>	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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0

Investment Management

11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG: Score 4 or else 0	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP/III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible: Score 4 or else score 0.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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>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:</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
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: Score 2, If not score 0</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0

Environment and Social Requirements

13	Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework <i>Maximum 3 points this performance measure</i>	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: Score 3, If not score 0	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
14	Safeguards for service delivery <i>Maximum 3 points on this performance measure</i>	Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs: Score 3, If not score 0	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 3, If not score 0	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects: Score 2, If not score 0	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0

15

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

Not
applicable
since the
Municipality
is served by
National
Water and
Sewerage
Corporation
(NWSC)

0

**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>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
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>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0

3	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	Not applicable because municipality does not implement Microscale irrigation program.	0
3	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	Not applicable because municipality does not implement Microscale irrigation program.	0
3	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	Not applicable because municipality does not implement Microscale irrigation program.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	Not Applicable.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF • If 100% score 2 or else score 0	Not applicable because municipality does not implement Microscale irrigation program.	0

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional • If 100% are functional score 2 or else score 0	Not applicable because municipality does not implement Microscale irrigation program.	0
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Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	Not Applicable.	0
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5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	Not Applicable.	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	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	Not Applicable.	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Not Applicable.	0
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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	Not Applicable.	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	Not Applicable.	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	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Not Applicable.	0
	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	Not Applicable.	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 Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	Not Applicable.	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Not Applicable.	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	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	Not Applicable.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	a) Evidence that the District Production Coordinator has: 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	Not Applicable.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	Not Applicable.	0

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Not Applicable.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	Not Applicable.	0

Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	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	Not applicable because municipality does not implement Microscale irrigation program.	0
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	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>Not applicable because municipality does not implement Microscale irrigation program.</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>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 <p>Less than 70% score 0</p>	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0

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	Not applicable because municipality does not implement Microscale irrigation program.	0
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	Not applicable because municipality does not implement Microscale irrigation program.	0
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	Not applicable because municipality does not implement Microscale irrigation program.	0
Investment Management				
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	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	Not Applicable.	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	Not Applicable.	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>Not Applicable.</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>Not Applicable.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>Not applicable because municipality does not implement Microscale irrigation program.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f)Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Not applicable because municipality does not implement Microscale irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0

Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	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	Not applicable because municipality does not implement Microscale irrigation program.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iv. Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	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. score 2 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0

15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Not applicable because municipality does not implement Microscale irrigation program.	0

**Crosscutting Minimum
Conditions**

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 in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	There was evidence that the position of Principal Treasurer was substantively filled by Kumwesiga Samuel appointed by the Town Clerk in a letter dated May 24, 2023 ref.: BIMC/CR/156/4 as directed by the District Service Commission under Minute No. 56/2023 (1). Kumwesiga Samuel was appraised by Bataringaya Willy, Chief Administrative Officer on June 30, 2023 since he was working at Bushenyi DLG before transferring to the Municipality.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	There was evidence that the position of Senior Planner was substantively filled by Kazooba Derrick appointed by the Town Clerk in a letter dated November 14, 2022 ref.: BIMC/CR/156/4/1 as directed by the District Service Commission under Minute No. 71/2022. Kazooba Derrick was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	There was evidence that the position of Principal Engineer was substantively filled by Mugumya Peter appointed by the Town Clerk in a letter dated April 27, 2023 ref.: BIMC/CR/156/1 as directed by the District Service Commission under Minute No. 30/2023 (1). Mugumya Peter was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 01, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	There was evidence that the position of Senior Environment Officer was substantively filled by Mwebaze Abbot appointed by the Town Clerk in a letter dated November 05, 2020 ref.: BIMC/CR/156/4/1 as directed by the District Service Commission under Minute No. 52/2020. Mwebaze Abbot was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on June 30, 2023.	3

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The approved structure of the LG provided for the position of Senior Agricultural Officer. There was evidence that the position of Senior Agricultural Officer was substantively filled by Byaruhanga Henry appointed by the Town Clerk in a letter dated February 03, 2022 ref.: BIMC/CR/156/4/1 as directed by the District Service Commission under Minute No. 11/2022. Byaruhanga Henry was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	There was evidence that the position of Principal Community Development Officer was substantively filled by Namara Jackline Kamurari appointed by the Town Clerk in a letter dated February 20, 2020 ref.: BIMC/CR/160/1 as directed by the District Service Commission under Minute No. 08/2020. Namara Jackline Kamurari was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	There was no evidence that the position of Principal Commercial Officer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	There was evidence that the position of Senior Procurement Officer was substantively filled by Nuwagira Roberto appointed by the Town Clerk in a letter dated March 01, 2012 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 19/2012 (1). Nuwagira Roberto was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023.	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	There was evidence that the position of Assistant Procurement Officer was substantively filled by Katungye Wilber appointed by the Town Clerk in a letter dated June 29, 2020 ref.: BIMC/CR/156/4/1 as directed by the District Service Commission under Minute No. 32/2020 (1). Katungye Wilber was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on July 13, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	There was evidence that the position of Senior Human Resource Officer (Administration) was substantively filled by Natwijuka Bronia appointed by the Town Clerk in a letter dated August 10, 2022 ref.: BIMC/CR/160/1 as directed by the District Service Commission under Minute No. 55/2022 (1). Natwijuka Bronia was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	There was evidence that the position of Senior Environment Officer was substantively filled by Mwebaze Abbot appointed by the Town Clerk in a letter dated November 05, 2020 ref.: BIMC/CR/156/4/1 as directed by the District Service Commission under Minute No. 52/2020. Mwebaze Abbot was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	There was evidence that the position of Senior Physical Planner was substantively filled by Kamugisha Michael appointed by the Town Clerk in a letter dated January 20, 2012 ref.: CR/M/156/4/1 as directed by the District Service Commission under Minute No. 4/2012 (1). Kamugisha Michael was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023.	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	<p>There was evidence that the position of Senior Accountant was substantively filled by Tukesiga Jackson appointed by the Town Clerk in a letter dated January 08, 2019 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 63/2018 (2). Tukesiga Jackson was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023.</p>	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	<p>There was evidence that the position of Senior Internal Auditor was substantively filled by Amanyia Juliet appointed by the Town Clerk in a letter dated April 27, 2023 ref.: BIMC/CR/156/1 as directed by the District Service Commission under Minute No. 35/2023. Amanyia Juliet was appraised by Mukobi Seleverio Byarufu, Town Clerk on June 30, 2023.</p>	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	<p>There was evidence that the position of Principal Human Resource Officer (Secretary DSC) was substantively filled by Tumushabe Jackline appointed by the Chief Administrative Officer in a letter dated May 18, 2015 ref.: CR/156/5/2 as directed by the District Service Commission under Minute No. 12/2015 (03). Tumushabe Jackline was appraised by Bataringaya Willy, Chief Administrative Officer on June 30, 2023.</p>	2

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

Maximum score is 15

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

There was evidence that the LG had recruited a Senior Assistant Town Clerk (Municipal Divisions) in all LLGs.

Bushenyi Ishaka Municipal LG had 3 Divisions of Central, Ishaka, and Nyakabirizi. The substantively appointed staffs in the divisions were deployed as follows:

1. Mugabe Andrew, Senior Assistant Town Clerk appointed by the Town Clerk in a letter dated November 24, 2017 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 30/2017 (1) and posted to Nyakabirizi Division. Mugabe Andrew was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 27, 2023.
2. Twinomujuni Nicholas Frankline, Senior Assistant Town Clerk appointed by the Town Clerk in a letter dated June 29, 2020 ref.: BIMC/CR/156/4/1 as directed by the District Service Commission under Minute No. 40/2020 (1) and posted to Central Division. Twinomujuni Nicholas Frankline was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 15, 2023.
3. Kushemererwa Primah, Senior Assistant Town Clerk appointed by the Town Clerk in a letter dated August 01, 2018 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 13/2018 (1) and posted to Ishaka Division. Kushemererwa Primah was appraised by Mukobi Seleverio Byarufu, Town Clerk on June 30, 2023.

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

Maximum score is 15

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

There was evidence that the LG had recruited a Community Development Officer in all LLGs.

The substantively appointed staffs were deployed as follows:

1. Barigye Rukundo Asaph, Community Development Officer appointed by the Town Clerk in a letter dated May 10, 2021 ref.: BIMC/CR/156/1 as directed by the District Service Commission under Minute No. 22/2021 (3) and posted to Ishaka Division. Barigye Rukundo Asaph was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on June 30, 2023.
2. Natukwasa Rabbecca, Community Development Officer appointed by the Town Clerk in a letter dated May 16, 2019 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 40/2019 (1) and posted to Central Division. Natukwasa Rabbecca was appraised by Mukobi Seleverio Byarufu, Town Clerk on June 30, 2023.
3. Atusasiire Saraphine, Community Development Officer appointed by the Town Clerk in a letter dated March 03, 2014 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 11/2014 91) and posted to Nyakabirizi Division. Atusasiire Saraphine was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on June 30, 2023.

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.

There was evidence that the LG had recruited a Treasurer in all LLGs.

The substantively appointed staffs were deployed as follows:

1. Musiime Abel Mwebaze, Treasurer appointed by the Town Clerk in a letter dated September 05, 2023 ref.: BIMC/CR/160/1 as directed by the District Service Commission under Minute No. 110/2023 (1) and posted to Nyakabirizi Division. Musiime Abel Mwebaze was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on June 29, 2023.
2. Kemiremba Prossy Linda, Treasurer appointed by the Town Clerk in a letter dated October 01, 2014 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 43/2014 (1) and posted to Central Division. Kemiremba Prossy Linda was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on June 30, 2023.
3. Muhumuza Arthur, Treasurer appointed by the Town Clerk in a letter dated May 16, 2019 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 41/2019 (2) and posted to Ishaka Division. Muhumuza Arthur was appraised by Twinomugisha Boona Gilbert, Deputy Town Clerk on June 30, 2023.

Environment and Social Requirements

Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.

Maximum score is 4

If the LG has released 100% of funds allocated in the previous FY to:

a. Natural Resources department,

score 2 or else 0

For IBMLG Natural Resources what was budgeted for FY2022/2023 was UGX288,417,405. What was spent according to the report of the year ended 30 June 2023 was UGX122,889,027. The ratio of the expenditure to the budgeted funds was 42.6%, which was way less than 100%.

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	For IBMLG Community Based Services what was budgeted for FY2022/2023 was UGX81,308,919. What was spent according to the report of the year ended 30 June 2023 was UGX71,783,670. The ratio of the expenditure to the budgeted funds was 88.2%, which was less than 100%.	0
	Maximum score is 4	b. Community Based Services department.		
		score 2 or else 0.		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening,	There was evidence that the LG had carried out Environmental, Social and Climate Change screening for all projects implemented using the DDEG for the previous FY.	4
	Maximum score is 12	score 4 or else 0	1. Environmental, Social and Climate Change screening for the construction of the administration block phase II at Bushenyi Ishaka Municipal was carried out on 13/1/22, signed and stamped by both the PDCO and SEO.	
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	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),	There was one project implemented using DDEG funds i.e. (screening for the construction of the administration block phase II at Bushenyi Ishaka Municipal was carried out on 13/1/22, that was implemented by the district in the previous FY, was screened by SEO and PCDO, however after screening the project didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.	4
	Maximum score is 12	score 4 or 0		

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);;</p> <p>score 4 or 0</p>	<p>There was evidence that the LG had Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG).</p> <p>1. Environmental, Social and Climate Change screening for the construction of the administration block phase II at Bushenyi Ishaka Municipal was carried out on 13/1/22, signed and stamped by both the SEO (Mr. Mwebaze Abbot) and PCDO (Miss. Namara Jackline). After screening the project didn't qualify for a detailed study, therefore a costed ESMP was prepared on 10/2/22 at a tune of Ugx 800,000 signed and stamped by both the SEO and DCDO.</p>	4
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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>Bushenyi-Ishaka MLG had an unqualified audit opinion for its FY2022/2023 final accounts.</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),</p> <p>score 10 or else 0.</p>	<p>As per the submissions at the IAG office and the records at Bushenyi-Ishaka MLG, a report on the implementation status of IAG recommendations for FY2021/2022 was submitted to the office of the Internal Auditor General on 05/12/2022. The report had actions taken on 2 IAG recommendations. Another report on the implementation status of OAG recommendations for FY2021/2022 was submitted to the office of the Internal Auditor General on 23/02/2023.</p> <p>The submissions on the IAG and OAG recommendations were made before the previous FY February end deadline.</p>	10

7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the MLG, Bushenyi-Ishaka MLG Performance Contract for FY 2023/2024, signed by the Accounting Officer (TC) was submitted on 04/07/2023.</p> <p>The submission was before the mandatory August 31st deadline.</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,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the MLG, Bushenyi-Ishaka MLG Annual Performance Report for FY 2022/2023, signed by the Accounting Officer (TC) was submitted on 25/07/2023.</p> <p>The submission was before the mandatory August 31st deadline.</p>	4
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> <p>Maximum score is 4</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the MLG, Bushenyi-Ishaka MLG Quarterly Performance Reports for FY 2022/2023, signed by the Accounting Officer (TC) were submitted as follows:</p> <p>Quarter 1 report on 07/12/2022</p> <p>Quarter 2 report on 27/01/2023</p> <p>Quarter 3 report on 27/04/2023</p> <p>Quarter 4 report on 25/07/2023</p> <p>All the quarterly performance reports for FY2022/2023 were submitted before the mandatory August 31 deadline.</p>	4

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.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	There was evidence that the position of Principal Education Officer was substantively filled by Mugyenyi Dan appointed by the Town Clerk in a letter dated April 04, 2013 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 13/2013/1. Mugyenyi Dan was appraised by Mukobi Seleverio Byarufu, Town Clerk on July 28, 2023.	30
	<i>The Maximum Score of 70</i>			
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.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The approved structure of the LG provided for a Senior Inspector of Schools and an Inspector of Schools. These positions were filled as follows: <ul style="list-style-type: none"> 1. There was evidence that the position of Senior Inspector of Schools was substantively filled by Tumubweine Bagira Annie appointed by the Town Clerk in a letter dated January 08, 2019 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 63/2018 (1). Tumubweine Bagira Annie was appraised by Twinimugisha Boona Gilbert, Deputy Town Clerk on July 12, 2023 2. There was evidence that the position of Inspector of Schools was substantively filled by Mugisha Fred appointed by the Town Clerk in a letter dated May 16, 2019 ref.: BIMC/156/4/1 as directed by the District Service Commission under Minute No. 89/2019 (1). Mugisha Fred was appraised by Twinimugisha Boona Gilbert, Deputy Town Clerk on July 12, 2023. 	40
	<i>The Maximum Score of 70</i>			

Environment and Social Requirements

2

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

If the LG carried out:
a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

There **was evidence** that the LG carried out Environmental, Social and Climate Change screening for all Education projects for the previous FY

1. Environmental, Social and Climate Change screening for the construction of 5 stance lived VIP latrine with an incinerator at Kibale P/s was carried out on 5/7/22, signed and stamped by both SEO and PCDO.
2. Environmental, Social and Climate Change screening for the construction of 5 stance lived VIP latrine with an incinerator at Kyeitembe P/s was carried out on 5/7/22, signed and stamped by both SEO and PCDO.
3. Environmental, Social and Climate Change screening for the construction of 5 stance lived VIP latrine with an incinerator at Ishaka hospital P/s was carried out on 5/7/22, signed and stamped by both SEO and PCDO.

The Maximum score is 30

15

2

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

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

Education projects i.e. (screening for the construction of 5 stance lived VIP latrine with an incinerator at Kibale P/s was carried out on 5/7/22, screening for the construction of 5 stance lived VIP latrine with an incinerator at Kyeitembe P/s was carried out on 5/7/22, screening for the construction of 5 stance lived VIP latrine with an incinerator at Ishaka hospital P/s was carried out on 5/7/22), that were implemented by the district in the previous FY, were screened by SEO and PCDO, however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore a costed ESMP was prepared.

The Maximum score is 30

15

**Health Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 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>e. Senior Health Educator, score 10 or else 0.</p>	
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>	
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>g. District Cold Chain Technician, score 10 or else 0.</p>	
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>	<p>There was evidence that the position of Medical Officer of Health Services was substantively filled by Byamukama Anacret appointed by the Town Clerk in a letter dated November 22, 2023 ref.: BIMC/CR/156/1 as directed by the District Service Commission under Minute No. 129/2023. Byamukama Anacret was still on probation and not due for appraisal. This recruitment was a replacement and thus was not affected by the ban.</p>
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>	<p>There was evidence that the position of Principal Health Inspector was substantively filled by Byamukama Julius appointed by the Town Clerk in a letter dated November 05, 2020 ref.: BIMC/CR/156/5/1 as directed by the District Service Commission under Minute No. 59/2020. Byamukama Julius was appraised by Mukobi Seleverio Byarufu Town Clerk on July 28, 2023.</p>

30

20

1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.	j. Health Educator, score 20 or else 0	There was no evidence that the position of Health Educator was substantively filled and there was no secondment from the line ministry.	0
	<i>Applicable to MCs only.</i>			
	<i>Maximum score is 70</i>			

Environment and Social Requirements

2	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)	If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	There was evidence that the LG carried out Environmental, Social and Climate Change screening for all Health projects for the current FY 1. Environmental, Social and Climate Change screening for the construction of maternity ward at Nyamiiko HC III phase II was carried on 5/7/22, signed and stamped by both SEO and PCDO.	15
	Maximum score is 30			
2	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)	b. Social Impact Assessments (ESIAs) , score 15 or else 0.	Health project i.e. (screening for the construction of maternity ward at Nyamiiko HC III phase II was carried on 5/7/22), that was implemented by the district in the current FY, was screened by SEO and PCDO, however after screening the project didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.	15
	Maximum score is 30			

**Micro-scale Irrigation Minimum
Conditions**

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 in the District Production Office responsible for Micro-Scale Irrigation <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer <i>score 70 or else 0.</i>	Not Applicable.	0
Environment and Social Requirements				
2	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. <i>Maximum score is 30</i>	If the LG: Carried out Environmental, Social and Climate Change screening score 30 or else 0.	Not applicable for municipality	0

**Water & Environment Minimum
Conditions**

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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	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>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0

Environment and Social Requirements

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0
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.	Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)	0