



LGMSD 2022/23

Hoima District

(Vote Code: 509)

Assessment	Scores
Crosscutting Minimum Conditions	73%
Education Minimum Conditions	70%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	90%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	73%
Educational Performance Measures	78%
Health Performance Measures	53%
Water & Environment Performance Measures	48%
Micro-scale Irrigation Performance Measures	70%

**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>Evidence provided showed infrastructure projects implemented using DDEG funding in FY 2022/2023 were functional and utilized as per purpose of the project. The amount was UGX. 273,697,335 (ABPR, page 4 AWP, page, 2).</p> <p>The projects were:</p> <ol style="list-style-type: none"> 1. Construction of Kikumba -Kwatamwana Road (AWP, page, 52: ABPR- page 67, 119). 2. Routine mechanized maintenance of access road (Kigorobya-Kibiro road) to Kibiro hot springs Tourism site 41,229,000 (AWP, page 73, ABPR page 82) 3. Processing land titles for government projects in respect to Kidukuru Seed School, Butema HC III, Wagesa Market, Buraru Sub County and Kapaapi HC, Kitoba Cocoa nursery, Kyabasengya HC (AWP, pages 63-64; ABPR page 125). 	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>LLGs assessment in 2021/2022 and 2022/2023 was calculated as follows:</p> <p>2022 performance average score was 33.7%</p> <p>2023 performance average score was 58.9%</p> <p>Implying $(33.7-58.9 \times 100) / 33.7 = 78.4\%$ hence improvement in performance.</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>Evidence provided showed the DDEG funded investment projects implemented were complete as per performance contract end of the FY 2022/2023.</p> <p>The projects were:</p> <ol style="list-style-type: none"> 1. Kikumba -Kwatamwana Road (AWP, page, 52: ABPR- page 67, 119). 2. Routine mechanized maintenance of access road (Kigorobya-Kibiro road (AWP, page 73). 3. Processing land titles for government projects (AWP, pages 63-64; ABPR, page 125). 	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>The LG budgeted and received DDEG, UGX 273,697,335 (ABPR, page 4 AWP, page,2) FY 2022/2023.</p> <p>a. HLG, UGX.124, 028,511.</p> <p>b. LLGs, UGX. 149,668,824, excluding urban councils</p> <p>Total, UGX. 273,697,335.</p> <p>DDEG Expenditure for HLG, UGX. 124,028,511 is as below:</p> <ol style="list-style-type: none"> 1. Rehabilitation) of Kikumba – Kwatamwana Road, UGX.30,591,000 (AWP, page, 5: ABPR- pages, 67, 119). 2. Routine mechanized maintenance of access road (Kigorobya-Kibiro road to Kibiro UGX.41,229,000, (AWP, page, 73 and ABPR, page, 82). 3. Processing land titles for government projects, UGX.15,000,000 – Kidukuru Seed School (AWP, pages, 63-64:ABPR page 125). 4. Performance Improvement, UGX.12,402,851 – 10% (AWP, pages, 8 and 10). 5. Performance Assessment for LLGs, UGX.6,201,425 (5%). 6. Data collection, UGX. 6,201,426 (5%) (AWPB pages 68-69). <p>Total , UGX.124,028,511.</p> <p>The above expenditure was eligible according to DDEG Grant, Budget and Implementation guidelines, page 8.</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	Evidence showed the infrastructure projects constructed using the DDEG were in place as per reports produced by the LG FY 2022/2023. The projects were: 1. Kikumba -Kwatamwana Road (AWP, page, 52: ABPR- pages- 67, 119). 2. Routine mechanized maintenance of access road, Kigorobya-Kibiro road to Kibiro (AWP, page, 73). 3. Processing land titles for government projects (AWP, pages 63-64; ABPR, page 125).	2
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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	A review staff list - obtained from HRM Division and staff list obtained from the three LLGs sampled by the assessor as well as attendance registers revealed that information on staffing position was accurate. Kigorobya Town Council had 25 staff members, Kisukuma sub-county had 11 staff members and Kitoba sub-county had 12 staff members.	2
4	Accuracy of reported information Maximum 4 points on this Performance Measure	b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG: • If 100 % in place: Score 2, else score 0. Note: if there are no reports produced to review: Score 0	Evidence showed the infrastructure projects constructed using the DDEG were in place as per reports produced by the LG FY 2022/2023. The projects were: 1. Kikumba -Kwatamwana Road (AWP, page, 52: ABPR- pages- 67, 119). 2. Routine mechanized maintenance of access road, Kigorobya-Kibiro road to Kibiro (AWP, page, 73). 3. Processing land titles for government projects (AWP, pages 63-64; ABPR, page 125).	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>There was no evidence to confirm that the Hoima DLG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled four LLGs and found that the Hoima DLG did not undertake credible assessment. Three out of four sampled Local Level Governments (LLGs) exhibited a deviation within the recommended range of +/-10%, while one LLG was out of the recommended range as outlined</p>	0
		<p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p>	<p>1. Kapapi SC: The district internal assessment awarded a perfect score of 33%, while the national assessment team awarded a slightly higher score of 87%. This indicated a deviation of +54%.</p>	
		<p>score 4 or else 0</p>	<p>2. Bulindi TC: The district internal assessment awarded a perfect score of 42%, while the national assessment team awarded a slightly higher score of 72%. This indicated a deviation of +30%.</p>	
		<p>NB: The Source is the OPAMS Data Generated by OPM.</p>	<p>3. Kigorobyia SC: The district internal assessment awarded a perfect score of 84%, while the national assessment team awarded a slightly higher score of 96%. This indicated a deviation of +12%.</p>	
			<p>4. Bombo SC: The district internal assessment awarded a perfect score of 66%, while the national assessment team awarded a slightly lower score of 91%. This indicated a deviation of +25%.</p>	
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>There was evidence that the district had developed performance improvement plans for at least 30% of the lowest performing LLGs for the previous FY. The assessor reviewed performance improvement plan for Bulindi Town Council which was the worst performing LLG and Kigorobyia Town Council which also performed poorly in the previous FY</p>	2
		<p>Score: 2 or else score 0</p>		
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>No evidence in the form of progress/implementation reports was provided to show that the performance improvement plans for the LLGs were implemented.</p>	0
		<p>Score 2 or else score 0</p>		

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 Hoima district had consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY. A copy of the letter submitting Hoima DLG Recruitment Plan for FY 2024/2025 was availed to the assessor as well as the Delivery sheet in which receipt of the letter by MoPs was dated 29th September 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>Evidence was provided to the assessor to confirm that Hoima District had conducted a tracking and analysis of staff attendance for the previous FY. Staff attendance book and monthly summaries analyzing attendance by departments were reviewed by the assessor</p>	2

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>There was evidence in the appraisal reports to confirm that HoDs had been appraised during the previous FY as per guidelines issued by MoPS (by 30th of June)</p> <ol style="list-style-type: none"> 1. The Chief Finance Officer (Isingoma Ephraim) was appraised on 30th June 2023 2. The District Natural Resource Officer (Nyangoma Joseline) was appraised on 30th June 2023 3. The District Production and Marketing Officer (Dr Kajura Charles) was appraised on 28th June 2023 4. The District Community Development Officer (Ebong Achembo Kenneth) was appraised on 30th June 2023 5. The Acting District Commercial Officer (Tumusiime John) was appraised on 30th June 2023. 6. The acting District Education Officer (Kihumuro Harriet) was appraised on 30th June 2023 7. The Acting Principal Human Resource Officer (Kiiza Flavia) was appraised on 29th June 2023 8. The District Water Officer (Adima Israel Donise) was appraised on 30th June 2023 9. The acting District Planner (Asiimwe Lydia) was appraised on 27th June 2023 10. The Principal Internal Auditor (Musana Aron) was appraised on 30th June 2023 11. The Principal Human Resource Officer (Secretary to District Service Commission)- Busobozi Francis was appraised on 30th June 2023 	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>There was evidence that Hoima district was implementing administrative rewards and sanctions as provided for in the guidelines. The Rewards and Sanctions Committee was in place and functional. The assessor accessed and reviewed minutes of meetings of the Rewards and Sanctions Committee which took place on 23rd September 2022, 31st March 2023 and 9th November 2023</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>There was evidence that Hoima District had established a Consultative Committee (CC) for staff grievance redress. The Consultative Committee had just been established (19th September 2023) with 10 members representing the different categories provided in the guidelines. The Consultative Committee had not yet received any case since establishment two months ago. They were reportedly raising awareness among staff members about the Consultative Committee and its purpose</p>	1

Payroll management

Maximum 1 point on this Performance Measure or else score 0

a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:

Score 1.

The assessor accessed files of 11 staff who were recruited in the previous FY and established that all of them accessed the salary payroll within two months after assumption of duty.

1. Kiiza Flavia (Human Resource Officer) assumed duty on 27th July 2023 and accessed the salary payroll of August 2023
2. Johnson Wamani (Driver) assumed duty on 19th April 2022 and accessed the salary payroll of June 2022
3. Tumukugize Nolbert (Assistant Agricultural Officer) assumed duties on 19th April 2023 and accessed the salary payroll of June 2023
4. Katusabe Mbabazi (Education Assistant) assumed duty on 29th July 2022 and accessed the salary payroll of September 2022
5. Karungi Beatrice (Education Assistant) assumed duty on 29th July 2022 and accessed the salary payroll of September 2022
6. Mbabazi Rosemary (Education Assistant) assumed duty on 29th July 2022 and accessed the salary payroll of September 2022
7. Kaahwa Angelina (Education Assistant) assumed duty on 19th April 2023 and accessed the salary payroll of June 2023
8. Kiiza Sarah (Education Assistant) assumed duty on 19th April 2023 and accessed the salary payroll of June 2023
9. Ntegeka Joslin (Education Assistant) assumed duty on 19th April 2023 and accessed the salary payroll of June 2023
10. Tusiime Justus (Education Assistant) assumed duty on 29th April 2023 and accessed the salary payroll of June 2023
11. Nakabiito Jane (Education Assistant) assumed duty on 29th April 2023 and accessed the salary payroll of June 2023

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.

The assessor accessed files of 6 staff who retired in the previous FY and established that all of them accessed the pension payroll within 2 months from the date of retirement:

1. Kaahwa Specioza (Education Assistant) retired on 30th July 2022 and accessed the pension payroll of August 2022
2. Bagadisa Sarah (Deputy Head Teacher Primary) retired on 15th June 2023 and accessed the pension payroll of July 2023
3. Beebwa Stuart Herbert (Senior Education Assistant) retired on 14th March 2023 and accessed the pension payroll of May 2023
4. Kweebiha Abeego (Head Teacher) retired on 28th July 2022 and accessed the pension payroll of August 2022
5. Bahemuka Patrick (Education Assistant) retired on 3rd July 2023 and accessed the pension payroll of August 2023
6. Timbigamba David (Senior Clinical Officer) retired on 11th May 2023 and accessed the pension payroll of June 2023

Management, Monitoring and Supervision of Services.

10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:</p> <p>Score 2 or else score 0</p>	<p>The evidence availed showed that direct transfers of DDEG were executed in accordance with the requirements of the budget as follows:</p> <p>The LG, budgeted for UGX.273,697,000 (ABPR, page, 4) and transfers to LLGs were executed in accordance with the requirements of the budget for FY 2022/2023.</p> <p>Share of HLG was UGX..UGX.124,028,511</p> <p>Share of LLGs, UGX.149,668,824.</p> <p>Transfers of UGX.149,668,824 to LLG's were as below:</p> <p>Entity</p> <ol style="list-style-type: none"> 1) Buhanika,UGX.17,980,032 2) Buseruka,UGX.30,061,672 3) Kigirobya,UGX.17,429,374 4) Kitoba,UGX.40,775,141 5) Kyabigambire,UGX.21,586,839 6) Kisukuma,UGX.3,118,099 7) Kapaapi,UGX.3,118,099 8) Bombo,UGX.3,118,099 9) Buraru,UGX.3,118,099 10) Kabaale,UGX.3,118,099 11) Kiganja,UGX.3,118,099 12) Kijonjo,UGX.3,118,099 <p>Total-UGX.149,668,824</p>
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>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).</p> <p>Score: 2 or else score 0</p>	<p>The LG did not timely warrant (Q 2, Q 3) DDEG transfers to LLGs FY 2022/2023.</p> <p>The status was as follows:</p> <p>Q 1- There was no disbursement for DDEG in this quarter</p> <p>Q 2- Warranted on 14/10/2022 and transferred on 02/11/2022. This was 17 days which was beyond 5 working days.</p> <p>Q 3- Warranted on 09/01/2023 and transferred on 06/02/2023. This was 27 days which was beyond 5 working days.</p> <p>In Q 2 and Q 3, transfer of funds to LLGs were not within 5 working days after warranting.</p>

10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>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:</p> <p>Score 2 or else score 0</p>	<p>The evidence shows that the LG did not invoice and communicate (Q 2, Q 3) DDEG transfers to the LLGs within 5 working days in FY 2022/2023.</p> <p>Q 1 - No release of DDEG in this quarter</p> <p>Q 2 - Cash release was on 10/11/2022, invoiced and communicated on 18/11/2022, 8 days after the release.</p> <p>Q 3 - Cash release was on 11/01/2023, invoiced and communicated on 06/02/2023, 26 days after the release.</p> <p>The LG did not invoice and communicate DDEG funds 5 days after the release of funds in Q 2 and Q 3</p>	0
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence provided by the LG that it supervised or mentored LLGs in the District at least once per quarter consistent with guidelines.</p>	0
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>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:</p> <p>Score 2 or else score 0</p>	<p>The was no evidence provided by the LG on supervision and monitoring reports on LLGs.</p>	0

Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p>	<p>The LG provided the assets registers the manual and IFMS system generated which were maintained by the District up to-date by the time of assessment on 13th November 2023. The printout from IFMIS assets registers was maintained according the Local Governments Financial and Accounting Manual 2007 and was printed from IFMIS system. The assets register included; transport equipment, buildings, land category, office equipment, ICT equipment, machinery, furniture and fittings: These included: description, site, plot number, block number, title number, and plot number, type, date of acquisition, cost, department section, physical location and status of date of registration for all respectful assets.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>The District provided the Board of Survey (BOS) report for FY 2021/2022 dated 29th August 2022 was signed by the committee chairperson Kyomuhangi Perez, with three other members: Musa Aron, Ngambeki Jotham and Kabagenyi Nathareth. The BOS was received by the Accountant Generals' Office on 23rd August, 2023. The BOS report included the following items; Cash balances and bank reconciliations; Bank accounts, medical stores, land, buildings and structures, transport equipment, machinery and equipment, works and engineering workshops and stores, dump trucks, plants and roads equipment, motor-cycles. Management decisions made in the previous FY 2021/2022 were contained in the BOS of FY 2022/2023 that showed Assets Management decisions on recommendations and action taken. This was on disposal of nonfunctional assets that had been recommended to be sold (pages, 17-19).</p>	1

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.

The evidence provided indicate the District had functional physical planning committee and all fully appointed of 10 members.

-The LG did not have the Approved Physical Development Plan

-The Physical planner Fred Isingoma availed the following documents for FY 2022/2023:

a. Plans submission register which was up to date on 19th July 2023-Tekakwo Francis for resettlement house.

b. Annual work-plan for FY 2022/2023, compiled under the Natural Resources Department.

c. Appointment letters dated 14th March 2012 and 9th June 2020 had a list for all the 10 members

d. The LG submitted four sets of minutes and the status was as below:

Set 1- Meeting held on 8th August 2022- Min. 01/HDPPC/08/2022, Submitted to MOLHUD on 14th September 2022 (with date stamp).

Set 2- Meeting held on 8th September 2022- Min.1/HDPPC/09/2022, Submitted to MOLHUD on 10th November 2022 (with date stamp).

Set 2- Meetings held on 24th November 202 - Min. 01/11/HDPPC/2022. Submitted to MOLHUD on 13th September 2022 (with date stamp)

Set -4- Meeting held on 13th February 2023- Min. 01/02/HDPPC/2023. Submitted to MOLHUD on 20th September 2023 (with date stamp).

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d. For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>The LG provided evidence that the District conducted a desk appraisal for all projects in the budget and the prioritized investments were derived from the LG Development Plan eligible for expenditure as per sector guidelines and funding source. The projects were from LG DP III, pages, 113-139. The desk appraisal was carried out on 17th February 2022, by the following; District Planner, Senior Environment Officer, DCDO, District Engineer and HODs.</p> <p>The desk appraisals were carried out on the following projects:</p> <ol style="list-style-type: none"> 1 Rehabilitation of Kikumba -Kwatamwana Road. 2. Routine mechanized maintenance of access road, Kigorobya-Kibiro road to Kibiro. 3. Processing land titles for government projects. 4. Signage, fencing and construction of a reception point with a latrine at Kibiro hot springs. 5. Fencing of Kibaire Health Centre Rehabilitation of Kikumba-Kwatamwana road. 	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>The LG provided evidence that showed it conducted field appraisals as per report dated, 26th April 2022, to check for technical feasibility, environmental and social acceptability and customized design for investment projects. They were appraised by, the, District Planner, Senior Environment Officer, DCDO, District Engineer and HODs.</p> <p>Field appraisals were carried out on the following projects:</p> <ol style="list-style-type: none"> 1. Rehabilitation of Kikumba -Kwatamwana Road. 2. Routine mechanized maintenance of access road, Kigorobya-Kibiro road to Kibiro. 3. Processing land titles for government projects. 4. Signage, fencing and construction of a reception point with a latrine at Kibiro hot springs. 5. Fencing of Kibaire Health Centre Rehabilitation of Kikumba-Kwatamwana road. 	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and</p>	<p>Evidence showed that project profiles with costing were developed by HODs from different departments and discussed in TPC meeting on 24th March 2023, under MIN. 7/8/DPTC-HDDL/2022/2023 with presentation developed from LG DP III, Annual Work plans and Approved Budget Estimates under, adoption of the Projects for the FY 2023/2024. AWP for FY 2023/2024 indicate all projects to be implemented in the FY 2023/2024 (LG DP III, pages- 113-139).</p>	1

DDEG guidelines: **The following projects were discussed:**

Score 1 or else
score 0. **Development Plan Implementation (AWP, page,85).**

- Construction of market stalls for Siiba and Kapaapi market.

Human Capital Development.

Health (AWPB page 85)

- Rehabilitation of a Staff house at Kigoroby HCIV;
- Construction of 2 stance VIP latrines at Mbarara HC III, Dwoli HC III and Butema HC III;
- Completion of a theatre at Kigoroby HCIV;
- Purchase of 2 motorcycles for Health Assistants and; Purchase of Furniture for DHO.

Education

- Fumigation of 30 primary Schools
- Emptying of VIP latrines in 11 Primary Schools
- Construction of a 3 Classroom block at Kibengeya Primary School
- Purchase of 3 seater Desks for the new Classroom block that will be constructed at Kibengeya Primary School

Natural Resources, Environment, Climate Change, Land and Water Management (AWP, page, 79)

Natural Resources

- Titling of 3 plots of Government land

Water (AWPB page 73-76)

- Extension of Kibanda Mini Piped scheme
- Drilling of 12 boreholes
- Rehabilitation of 10 boreholes
- Spring protection
- Construction of one water bone Latrine

Integrated transport and services (AWP, page, 65-71)

Roads

- Community Road Maintenance of Kibabwe-Kyeramy Kaburamuro
- Kitegwa -Zorobi-Ngemwa
- Kyeramy -Kikambagya-Kyabisagazi
- Bisenyi -Baliboona-Lyato
- Haibale-Hanga -Buhirigi
- Kapaapi-Runga
- Kihesi-Kababwa

- Grading of resettlement Roads
- Budaka-Iseisa
- Kiburwa -Rutooma
- Kihambya-Kyabanati-Miramura
- Butema -Kifumura
- Kyamongi-Kibugubya kasomoro Kibugubya
- Dwoli -Kibangwa

All the above projects were reflected in the Approved Annual work plan and Budget for FY 2023/24 under the respective programmes.

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 carried out Environmental, Social and Climate Change screening for DDEG Projects for current FY. The projects include;</p> <p>Rehabilitation of 2 Doctors houses at Kigoroby HC IV. Environmental, Social and Climate Change screening was carried out on by the DNRO on 10/7/2023</p> <p>Construction of two stance VIP Latrine at Dwoli HC III Environmental, Social and Climate Change screening was carried out on by the DNRO on 10/7/2023</p> <p>Construction of two stance VIP Latrine at Butema HC III Environmental, Social and Climate Change screening was carried out on by the DNRO on 11/7/2023</p> <p>Construction of two stance VIP Latrine at Mbaraara HC III Environmental, Social and Climate Change screening was carried out on by the DNRO on 10/7/2023</p> <p>Mitigation measures included; removal of debris from site, planting grass to control soil erosion and non-employment of children on site.</p>	2
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>There was evidence that all infrastructure projects for current FY were incorporated in the LG approved procurement plan</p> <p>The assessor reviewed a copy of the approved procurement plan referenced CR. dated 4th October 2023 submitted by the CAO to Executive Director PPDA. This procurement plan included all infrastructure projects planned for implementation this F/Y 2023-24</p>	1

<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p>There was evidence that all infrastructure projects for last FY implemented under DDEG were approved by contracts committee before commencement.</p> <p>Files of the following projects were sampled and reviewed.</p> <p>Construction of 4 stance latrine at Kyeramyia P/s. The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S Sidney Concepts Ltd at a cost of 23, 000, 009.00 through minute 55/CC/HDLG/2022-23 dated 12th December 2022</p> <p>Construction of 2 stance pit latrine at Kitoba S/C, The assessor looked through the file and found that there were evaluation report that the contracts committee based the award of the contract to M/S Bisoge EnterprisesLtd 10, 328, 300.00 through minute 55/CC/HDLG/2022 dated 12th December 2022</p> <p>Rehabilitation of two staff quarters at Kigorobya HC IV, The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S Aliko Consults Ltd at a cost of 40, 715, 026.00 through minute 55/CC/HDLG/2022-23 dated 12th December 2022</p>
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<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>There was evidence that Hoima Local Government established Project Implementation Team (PIT) as specified in the sector guidelines.</p> <p>The assessor saw a letter referenced CR dated 17th May 2022 signed by the CAO appointing members of PIT. The following members were appointed (1) Nyangoma Joseline - District Natural Resources Officer (2) Ebong Kenneth - District Community Development Officer (3) Irumba Vincent - Ag. District Engineer (4) Kihumuro Harriet - District Education Officer (5) Musana Aron - District Internal Auditor (6) Kabagyenyi Nazareth - District Health Officer (7) Asiimwe Lydia - District Planner (8) Dr. Kajura Charles - District Production Officer. In addition there were appointments of contract Supervisors</p> <p>The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).</p> <p>From the District Engineers' files it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.</p> <p>Monthly progress reports seen indicated attendance from the PIT members.</p> <p>All the field monitoring reports sampled had records of attendance of all PIT members.</p> <p>Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.</p>
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13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p>	<p>There was evidence that construction of school infrastructure followed standard technical designs</p> <p>Four school infrastructure projects were sampled. Copy of technical designs provided by MOES were reviewed jointly with District Engineer prior to a field visit to these construction sites.</p> <ol style="list-style-type: none"> 1. Construction of 3 classroom block at Buhamba COU P/S 2. Construction of 2 Classroom block at Kigoroby COU P/S 3. Construction of 2 Classroom block at Kibaire P/S 4. Construction of Kidukuru Seed School at Buhanka S/C is being implemented as per <p>Field visits were conducted to these schools on 14th November 2023 to have physical checks if the projects complied with the standard technical designs.</p> <p>During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs.</p> <p>At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOES headquarters.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0</p>	<p>There is evidence that the LG has provided supervision by key relevant technical officers at critical moments for infrastructure projects prior to verification and certification of works and initiated payments of contractors within specified timeframes as per contract.</p> <p>From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF:CR dated 17th May 2022</p> <p>Files of the following projects were reviewed to check timely initiation and certification of payments and supervision prior to certification</p> <ol style="list-style-type: none"> 1. For the project "construction of 2 classroom block at Kibaire P/S" - The contractor M/S Basingo Construction Co Ltd requested for payment through their letter to the CAO dated 24th January 2023. This certificate of payment was duly signed for payment by the CAO on 20th February 2023. Attached to the payment certificate is a field monitoring and inspection team report with relevant measure sheet dated 17th February 2023 signed by the District Engineer and endorsed by CDO, District Environment Officer and the District Education Officer. In addition, the Environment Officer and Community Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that to 	2

prepare environment and social certificate, the officers visit the project site to ascertain fulfillment of the safeguards and write a report. The assessor was shown copies of these certificates that were attached to the payment requests.

2. For the project construction of 2 stance lined VIP latrine at Kibaire HC II, - M/S Aliku Builders and Stone Ltd requested for payment through their letter dated 22nd May 2023 and by 2nd June 2023 the request had been fully verified by the CAO for payment. Attached to this verification is field inspection report and a measurement sheet signed by District Engineer and endorsed by District Community Development Officer, District Education Officer, District Environment officer. The report is referenced COU.112/2 dated 23rd May 2023. In addition the Environment Officer and Community Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that to prepare environment and social certificate, the officers visit the project site to ascertain fulfillment of the safeguards, write a report. The assessor was shown copies of these certificates that were attached to the payment requests.

3. For the project Siting, Drilling and installation of 11 boreholes and one production well, M/S Icon projects Ltd requested for payment through their letter ICON/2022-23/099 dated 25th May 2023. This payment request was fully certified for payment on 14th June 2023. Attached to this payment request is field inspection and monitoring report complete with a measurement sheet signed by District Water Officer and endorsed by District Engineer, District Community development Officer, District Environment Officer. In addition, the Environment Officer and Community Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that to prepare environment and social certificate, the officers visit the project site to ascertain fulfillment of the safeguards and write a report. The assessor was shown copies of these certificates that were attached to the payment requests.

The above is a clear evidence, that there was timely initiation and payments of contractors and that supervision prior to certification took place by district technical team as appointed by the CAO.

13

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

f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):

Score 1 or else score 0

There was evidence the Hoima District Local Government verified works (certify) and initiated payments of contractors within specified time frames as per contract.

Files of several projects were sampled and the following evidence was found as examples of timely initiation and certification of payments.

For the construction of the 5 stance lined VIP latrine at Kitana P/S M/S Basingo Construction Co. Ltd requested for payment through their letter signed by their Director Junjura Jeremiah dated 22nd February 2023. On 13th March 2023, the CAO signed off the payment request ready for payment

For the construction of 2 stance lined VIP latrine at Kibaire HCII. M/S Sidney Concepts Ltd requested for payment through their letter signed by their Director Norman Aliguma Mugyenyi. Baguma Sydney James dated 12th June 2023. On 14th June 2023, the CAO signed off the payment request ready for payment

For the renovation of Kitchen at Buhanika HC III M/S Aliku Builders Stone Ltd requested for payment through their letter signed by their Director Norman Aliguma Mugyenyi dated 6th June 2023. On 14th June 2023, the CAO signed off the payment request ready for payment

On receipt of Interim Payment requests, the District engineer prepares measurement sheet following site inspection/supervision. This measurement sheet is endorsed by all key heads of departments and is a key part of payment certification. The assessor was shown these measurement sheets.

In addition, the Environment Officer and Community Development Officer always prepare a separate "environment and social certificate" that are attached to the certificates. The assessor saw copies of these certificates and there is evidence that they do so after a site visit.

This is sufficient evidence that Hoima Local Government verifies works and initiates payments of contractors within specified time frames as per contract.

13

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

g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:

Score 1 or else 0

There was evidence that the LG had complete procurement files for each project.

The following files were reviewed for their completeness as required by PPDA law.

1. Sighting, drilling, casting and installation and pump testing of 11 boreholes and one production well – This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23. The Solicitor General gave approval of the contract through his letter referenced

DLAS/FPT/104/2022 and dated 21st December 2022

2. Phased construction of Kibanda mini piped water system. - This work was awarded to M/S Richat & Partners Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23

3. Spring protection Lot 1 - This work was awarded to M/S Muda Construction at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022

4. Fencing of Kasomoro HC II with chainlink - This work was awarded to M/S Karki Builders and Engineers' at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022, Engineer's estimate was UGX. 45,231,996.00 - This work was awarded to M/S Muda Construction at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/12/04/2023, Contract price was 42, 004, 020.00

5. Rehabilitation of OPD block at Kasomoro HC II - This work was awarded to M/S Wemba Logistics Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 Engineer's estimate was UGX. 40 Million, Contract price was UGX. 36, 838, 467.00

6. Construction of 2 stance lined latrine at Kiseke HC II - This work was awarded to M/S Rwabusu Contractors Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 Engineer's estimate was UGX. 35, 283, 517 while the contract price was UGX. 35, 265, 527.00

7. Construction of 2 stance lined latrine with a urinal at Kibaire HC II - This work was awarded to M/S Aliku Builders & Stones Ltd at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 Engineer's estimate was UGX. 18 Million, Contract price was UGX. 16, 004, 588.00

8. Construction of 3 classroom block at Buhamba COU P/S - This work was awarded to M/S Karki Builders and Engineers at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022, Engineer's estimate was UGX. 125 Million Contract price was UGX. 122, 425, 059.

9. Construction of 2 Classroom block at Kigorobya COU P/S - This work was awarded to M/S Basingo Construction Co. Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022, Engineer's estimate was UGX. 83 million, Contract price was UGX. 83, 043, 727.00

10. Construction of 2 Classroom block at Kibaire P/S - This work was awarded to M/S Basingo Construction Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 18/CC/HDLG/2022, Engineer's estimate was UGX. 83 million, Contract price was UGX. 83, 095, 647.00

11. Construction of 4 stance latrine at Kyeramyia P/s. The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S Sidney Concepts Ltd at a cost of 23, 000, 009.00 through minute 55/CC/HDLG/2022-23 dated 12th December 2022

12. Construction of 2 stance pit latrine at Kitoba S/C, The assessor looked through the file and found that there were evaluation report that the contracts committee based the award of the contract to M/S Bisoge EnterprisesLtd 10, 328, 300.00 through minute 55/CC/HDLG/2022 dated 12th December 2022

13. Rehabilitation of two staff quarters at Kigorobyia HC IV, The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S Aliko Consults Ltd at a cost of 40, 715, 026.00 through minute 55/CC/HDLG/2022-23 dated 12th December 2022

The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law

Apart from the above information on each project file many other details were seen on the files as follows: LGPP form 1 with Engineers' estimate, Newspaper extract for the call for bids, Bidding forms and Instructions to bidders, LGPP form 2 Request for approval of procurement method, Request for approval of bidding documents, Evaluation Reports, Minutes of contract award, Payment receipt and many other documents like progress reports and certificates for practical completion.

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 District 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. Example;</p> <p>Appointment of GRM coordinator Mr. Ebong Kenneth (DCDO) dated 28/2/2022 signed by CAO (Asaba Hannington Kiiza).Members of the committee include SLO, NGO representative (BAPANECO), Member representing teachers, Member representing SMC. Member representing PWDs which is in line with section 2b(B)I social health safeguards implementation guidelines issued by MGLSD dated 28/2/2022</p>	2
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14	Grievance redress mechanism operational.	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.	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. Example; There was evidence of a grievance log book (red in colour) detailing Date received, Name of complainant, Gender, village, parish, contacts, complaint description, solution sought, action taken, referral date, closure date, comments and signature of complainant. Example case of Byarugahara Absolom and 26 others of Kigorobya seed school registered a case of non-payment, the issue was referred to courts of Law for management, the DPC got involved, however, payments made and case closed on 16/6/2022	2
	Maximum 5 points on this performance measure	If so: Score 2 or else 0	Minutes of the GRM held on 29/9/2022 at Youth center, issues discussed include taking up assignments and giving feedback on grievances plus keeping up team spirit, attended by 5 members signed by CAO on 29/9/2022	
14	Grievance redress mechanism operational.	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.	The District had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress This information was publicized on the district notice boards of Hoima DHQ showing a referral pathway. The details were also on website of the Hoima DLG	1
	Maximum 5 points on this performance measure	If so: Score 1 or else 0		

15	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	<p>The evidence that was provided indicated environment, social and climate change interventions were integrated into, LG DP III, AWP and Budget Estimates.</p> <p>Environment and climate change interventions, section, 2.3.5 (page, 70-75); section, 3.6.1.6, (pages, 105-113); Social interventions, page, 68-70; 131-134)</p> <p>Approved Annual Budget Estimates FY 2023/24; environment and climate change allocations and interventions-pages,4, 6, 43, 49, 57, 59, 70, 73, 78-79; 84, 57 and 59; social interventions-pages, 81-83;</p> <p>Sample projects were.</p> <ol style="list-style-type: none"> 1. Environment, Social Impact assessment of DDEG projects, UGX. 2,000,000 (AWP, page 84) 2. Water Plants, pipelines, sewage networks, UGX 202,325,000 (AWP, page, 74). 3. Environment impact assessment for capital works under health amounting to UGX. 2,500,000, (AWP, page 43). 	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	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 score 1 or else 0	<p>Evidence provided indicates, DDEG Guidelines for FY 2023/2024 of 15th February 2023 were disseminated to LLGs as evidenced by the dissemination letter dated 24th March 2023 and discussed in a meeting under DTPC Min.8/8/DTPC-HDLG/2022/23. The dissemination letter were given to HoDs, S/C Chiefs and Town Clerks by the CAO, Kumakech Oulba Charles. In addition, a distribution list for DDEG guidelines to LLGs for FY 2023/2024 was availed on file.</p> <p>The activities included;</p> <p>Objectives;</p> <p>To disseminate new guidelines on DDEG 2023/2024 and unconditional Grant Guidelines.</p> <ul style="list-style-type: none"> • Changes in internal assessment guidelines on DDEG. • Planning for Parish Model at LLGs. • To guide LLGs on project DDEG selection for projects for FY 2023/2024 • To have all LLGs plans/budgets for 2023/2024 to follow DDEG guidelines. <p>DDEG guidelines were disseminated to LLGs as the attendance during TPC meeting as per attendance sheet which was seen during the assessment on 14th November 2023.</p>	1

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0	There was no evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects other than Health, Education, Water and Irrigation	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	There was no evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects other than Health, Education, Water and Irrigation	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 no Evidence that all DDEG projects implemented on land had proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances for the previous FY seen by the time of assessment	0

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There was evidence that Environmental officer and CDO conducted support supervision and monitoring for health, education and water projects. Monthly reports were done. Examples include; Monthly Report for compliance on Construction of 3 classroom block at Buhamba COU PS. Monitoring report for May and June dated signed by DCDO and DNRO on 13/06/2023 Monthly Report for compliance on Construction of Kidukuru seed secondary school. Monitoring report dated 13/6/2023 signed by DCDO and DNRO. Monthly Report for compliance on Construction of Kisomoro HC II for May and June. Monitoring report dated 27/06/2023 signed by DCDO and DNRO Monthly Report for Fencing of Kisomoro HC II for May and June. Monitoring report dated 26/06/2023 signed by CDO and DNRO Compliance issues included; safety of workers, presence of project instruments etc.	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 LG had E&S compliance Certification forms completed and signed by Environmental Officer and CDO. examples include; Construction of 4 stance VIP Latrine at Kyeramyia PS. Environmental and social certification was signed by the DNRO and DCDO on 25/5/2023 Construction of 3 classroom block at Buhamba COU PS Environmental and social certification was signed by the DNRO and DCDO on 31/5/2023 Rehabilitation of OPD at Kasomoro HC II Environmental and social certification was signed by the DNRO and DCDO on 30/6/2023	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>The LG monthly bank reconciliations were to-date at time of the assessment on 13th - 14th November 2023.</p> <p>The bank reconciliations were as at 30th September 2023.</p> <p>The 3 sampled banks were as follows;</p> <ol style="list-style-type: none"> 1. Hoima DLG, Agricultural Cluster Development Programme (ACDP) a/c. Stanbic a/c. no. 9030016875324, -UGX.6, 744. 2. Hoima DLG, General Fund a/c, Stanbic Bank, a/c. 903006387232, UGX. 17,292,200 3. Hoima DLG, UWEP RECOVERY A/C, Stanbic Bank, a/c. no. 11335544793436, UGX. 26,743,750. 	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>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>Evidence showed the LG produced all the four quarterly internal audit reports for FY 2022/2023. They were provided by Internal Auditor Nyaika Simon.</p> <p>Preparation dates were as follows:</p> <p>Q 1- 28/10/2022</p> <p>Q 2 -30/01/2023</p> <p>Q 3- 28/04/2023</p> <p>Q 4 -14/08/2023</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>Evidence showed the LG provided information on all the four quarterly reports to the Council and the Chairperson LG PAC on the status of implementation of internal audit findings for the FY 2022/2023.</p> <p>The status of submission dates to Council, LC V and Chairperson LG PAC for the four quarterly internal audit reports were as below:</p> <p>Q 1- report of 28/10/2022, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 31/10/2022.</p> <p>Q 2- report of 30/01/2023, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 01/02/2023.</p> <p>Q 3- report of 28/04/2023, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 11/05/2023.</p> <p>Q 4- report of 14/08/2023, submitted and acknowledged Council and LC V and the Chairperson LG PAC by on 17/08/2023.</p> <p>The LG provided all the four quarterly reports (Q 1, Q 2, 3 and Q 4) internal audit reports for implementation on internal audit findings and follow-up on audit queries.</p>	1
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>There was evidence that the internal audit reports for FY 2022/2023 for Quarter 1, Quarter 2, Quarter 3 and Quarter 4 were submitted to LG Accounting Officer and the LGPAC as per stamp received dates.</p> <p>The status of the quarterly reports were as follows:</p> <p>Quarter 1 report dated 28th October 2022 was submitted to LGPAC on 31st October 2022. The report was availed dated 6th December 2022 implied internal audit report had been discussed. But the report was not signed by members, neither were Minutes of the meeting availed to the assessor on the dates of assessment, 13th-14th November 2023.</p> <p>Quarter 2 report dated 30th January 2022 was submitted to LGPAC on 1st February 2023. The report was not reviewed by LG PAC.</p> <p>Quarter 3 report dated 28th April 2023 was submitted to LGPAC on 11th May 2023. The report was not reviewed by LG PAC.</p> <p>Quarter 4 report dated 14th August 2023 and submitted to LG PAC on 17th August 2023 was not reviewed by LGPAC.</p> <p>For FY 2022/2023, there was no evidence provided which proved Q 1- Q 4 for FY 2023 internal audit reports were discussed.</p>	0

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>Actual Revenue collected in FY 2022/23 was UGX. 620,599,541 against the planned of UGX. 830,773,665 (Final accounts, page, 15). The difference between actual and planned was UGX. 210,174,124. This was 25.3% which is not within the range of 10%.</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>The actual OSR for the FY 2022/23 was UGX. 620,599,541 and actual for 2021/2022 was UGX. 591,793,878 (Final accounts, page, 39). There was an increase of UGX. 28,805,663, which was 0.05%, which is less than 5%.</p>	0

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

There was evidence that the LG remitted the mandatory LLG share of the local revenue FY 2022/2023. The total revenue realized during the year was, UGX. 620, 599,541 (Final accounts, page, 15), out of which, UGX. 405,481,196 as District share and UGX. 215,118,345 for LLGs.

During the year, the District disbursed the entire UGX. 215,118,345 (100%) to LLGs as representing below:

Sub-county and UGX.

- 1) Buhanika,UGX.7,153,250:
- 2) Buseruka,UGX.48,623,434:
- 3) Kigorobya,UGX.9,625,870:
- 4) Kitoba,UGX.12,574,955:
- 5) Kyabigambire,UGX.6,244,250:
- 6) Kisukuma,UGX.3,670,210:
- 7) Kapaapi,UGX.14,808,922:
- 8) Bombo,UGX.8,905,811:
- 9) Buraru,UGX.3,656,250:
- 10) Kabaale,UGX.83,228,423:
- 11) Kiganja,UGX.8,940,720:
- 12) Kijongo,UGX.468,000:
- 13) Kigorobya,UGX.2,546,250:
- 14) Bulindi,UGX.4,672,000.

Total 215,118,345

Transparency and Accountability

LG shares information with citizens

Maximum 6 points on this Performance Measure

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

There was evidence that the procurement plan and the amounts of awarded contracts are published.

All the files reviewed had dates and periods of display. Some of these displays could still be seen on notice board. Dates of display for some of the projects as seen on the files are as follows:

1. Fencing of Kasomoro HC II with chainlink - This work was awarded to M/S Karki Builders and Engineers' at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023.
2. Rehabilitation of OPD block at Kasomoro HC II - This work was awarded to M/S Wemba Logistics Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023.
3. Construction of 2 stance lined latrine at Kiseke HC II - This work was awarded to M/S Rwabuso Contractors Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023.
4. Construction of 2 stance lined latrine with a urinal at Kibaire HC II - This work was awarded to M/S Aliku Builders & Stones Ltd at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023.
5. Construction of 3 classroom block at Buhamba COU P/S - This work was awarded to M/S Karki Builders and Engineers at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 7th November 2023 and removed on 18th November 2023.
6. Construction of 2 Classroom block at Kigoroby COU P/S - This work was awarded to M/S Basingo Construction Co. Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 7th November 2023 and removed on 18th November 2023.
7. Construction of 4 stance latrine at Kyeramya P/s. The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S Sidney Concepts Ltd at a cost of 23, 000, 009.00 through minute 55/CC/HDLG/2022-23 dated 12th December 2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023.

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 ranked 107th with a score of 44%, FY 2021/2022.</p> <p>Scores in percentage by sector were:</p> <p>Cross-cutting 41</p> <p>Education 50</p> <p>Health 55</p> <p>Water 32</p> <p>1. Dissemination of performance assessment results done on from 21st to 22nd August in a meeting with sub county staff as per letter dated 15/8/2023 and report dated 23/8/2023 on dissemination of LLG performance assessment Results for FY 2021/22.</p> <p>2. Dissemination circular dated 11th August 2023 to all HoDs, Sub County Chiefs and Town Clerks for Kigorobyia and Bulindi TCs and copies to District Chairperson and RDC, by the CAO.</p> <p>3. They were also displayed on the LG Notice Board at the District Headquarters as seen by the assessor on 13th November 2023.</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 no evidence that the LG during the previous FY 2022-2023 conducted discussions with the public to provide feed-back on status of activity implementation.</p>	0
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>The LG publicly avail information on, tax rates, collection procedures, and procedures for appeal as per evidence of circulars signed by the CFO, Isingoma Fred David 25th July 2022. These were on livestock market charges, animal movement permit loading fees, health and medical services, hotels and lodges, garages and workshops, educational institutions businesses, trading licenses, ground rent, trading licenses, security guard businesses, recreation and entertainment centers, liquor licenses, building plan inspection fees, slaughterer fees, milling machine fees, operational license, industry license and local service tax. They were also seen on the noticeboard and from filed copies by the assessor on 13th - 14th November 2023.</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

There were no frauds and corruption cases reported in Hoima DLG for FY 2022/2023 as stated by Clerk to Council, Jotham Ngambeki. This was confirmed by the internal auditor Simon Nyaika on the date of assessment, 13th November 2023.

**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>PLE 2020: Div. 1 - 130; Div. 2 - 1129; Div. 3 - 748 [Total 2007]. Total Candidates: 3074 - 79 absentees = 2995. Giving a pass rate of 67%.</p> <p>PLE 2022: Div. 1 - 182; Div. 2 - 1389; Div. 3 - 727 [Total 2298]. Total Candidates: 3839 - 166 absentees = 3673. Giving a pass rate of 62.6%. NB. District figures were not tallying with figures given by UNEB. I therefore used figures provided by UNEB.</p> <p>There was a decline of 4.4% points.</p>	0
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>UCE 2020: Div. 1 - 22; Div. 2 - 95; Div. 3 - 121 [Total 238]. Total Candidates: 458 - 01 absentees = 457. Giving a pass rate of 52.1%.</p> <p>UCE 2022: Div. 1 - 28; Div. 2 - 72; Div. 3 - 101 [Total 201]. Total Candidates: 411 - 04 absentees = 407. Giving a pass rate of 49.4%.</p> <p>There was a decline of 2.7% points.</p> <p>Source: District and UNEB UCE results 2022.</p>	0
2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> • 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>	<p>Education LLG average scores for the LG were 89% and 28% for 2022 and 2023 respectively, giving a decline of 61% points.</p>	0

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>Basing on vouchers:</p> <ol style="list-style-type: none"> 1. No. 6438549 dated 29/06/2022 of UGX. 20,475,721/= to Karki Builders and Engineers Ltd. in respect of construction of a 5-stance pit latrine at Buyanja P/S. 2. No. 6438593 dated 29/06/2023 of UGX. 29,170,201/= to Basingo Construction Company in respect of construction of a 2-classroom block at Kigoroby CoU P/S. 3. No. 6424613 dated 29/06/2023 of UGX. 1,333,380/= to Bisoge Enterprises in respect of retention for the construction of a 5-stance VIP latrine at Ndaragi P/S. <p>The education development grant was spent on eligible activities as per sector guidelines.</p>	2
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>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</p>	<p>The DEO, District Engineer, DCDO and Senior Environment Officer certified works on Education construction projects in FY 2022/2023 before the LG made payments to the contractors.</p> <p>The projects were as follows;</p> <ol style="list-style-type: none"> 1. Construction of 2(two) Classroom block at Kigoroby Muslim primary school, by Bisoge Enterprises. Procurement Number. Hoima834/WRKS/2022-23/00004. Requisition for funds 07/06/2023. Certified works on 15/5/2023 and paid on 28/06/2023 by EFT. 6424613, UGX. 23,024,758. 2. Construction of a 2(two) Unit Staff House with a 2(two) stance VIP Latrine at Kigaaga Primary School, by Karki Builders and Engineers Ltd. Procurement Number. Hoima834/WRKS/2022-2023/00005. Requisition for funds 09/01/2023. Certified works on 16/01/2023 and paid on 14/03/2023 by EFT. 42549148, UGX. 3,381,833. 3. Construction of a 5(five) Stance lined pit latrine at Haibale P/S, by Aliko Consults Limited. Procurement Number. Hoima834/WRKS/2022-2023/00016. Requisition for funds 28/02/2023. Certified works on 14/03/2023 and paid on 17/05/2023 by EFT. 5299797, UGX. 25,755,930. 	2

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p>	<p>There was evidence that the variations in contract price for sampled education projects are all within +/-20% of the LG Engineers estimates</p> <p>The evidence is as below for the following sampled projects.</p> <p>Construction of 3 classroom block at Buhamba COU P/S, Engineer's estimate was UGX. 125 Million Contract price was UGX. 122, 425, 059. Giving an absolute variance of - 2, 574, 941.00 and therefore a percentage variance of - 2.06%</p> <p>Construction of 2 Classroom block at Kigorobya COU P/S, Engineer's estimate was UGX. 83 million, Contract price was UGX. 83, 043, 727.00 Giving an absolute variance of +1, 546, 000.00 and therefore a percentage variance of +0.05%</p> <p>Construction of 2 Classroom block at Kibaire P/S, Engineer's estimate was UGX. 83 million, Contract price was UGX. 83, 095, 647.00 Giving an absolute variance of +95,647.00 and therefore a percentage variance of +0.12%</p> <p>All variations are all within the required threshold of +/-20%</p>	2
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 	<p>There was evidence that the Kidukuru Seed School at Buhanika S/C is being implemented as per approved work plan.</p> <p>The project started last financial year and is still ongoing. Project commencement date was 21st February 2023 and is scheduled to be completed on 21st August 2024</p> <p>All records on the project file clearly indicate that implementation is as per approved work plan.</p> <p>This is evidenced by:</p> <p>The signed contract by P&D Traders and contractors Ltd and progress reports on the project file seen by the assessor.</p> <p>On 14th November 2023 there was a site visit during which physical progress was witnessed and the work plan displayed at the site office of the contractor was reviewed. So far, the progress is as per plan.</p>	2

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	<p>According to information obtained from the HRM Officer, the staff ceiling for primary schools in Hoima is 801 teachers out of which 730 are filled which is 91% hence a score of 2</p>	2
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>According to the consolidated Assets Register 2022/2023 and 2023/2024, all the 64 [100%] UPE and 06 [100%] USE schools, had submitted their assets registers and had basic requirements and minimum standards as per DES guidelines.</p>	3

Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>As per Consolidated Staff List 2022/2023 dated 05/07/2023 the number of and names of teachers on the district staff list were tallying with those staff lists I found in primary schools [Buseruka, Katereiga, Butema BCS] I sampled and visited. For example: Busobozi Jimmy, Kiiza Jamilah, Bagonza Godfrey, and others [at Buseruka P/S]; Wobusobozi Francis, Sr. Kabajulizi Yasinta, Kibego Robert, and others [at Katereiga P/S]; Kabasomi Margaret, Baguma Richard, Sr. Tumushabe Dominitera, and others [at Butema P/S] were physically present at the schools.</p>	2
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5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>According to the consolidated assets register 2023 and the assets registers I found in primary schools [Buseruka, Katereiga, Butema BCS] I sampled and visited, the two registers [district and schools] had infrastructure and equipment tallying and they existed in the schools.</p>	2
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> • If 100% school submission to LG, score: 4 • Between 80 – 99% score: 2 • Below 80% score 0 	<p>Contrary to the guidelines, but at the end fulfilled, schools submitted [or are submitting] reports termly for both school and finance as indicated by schools sampled and dates of submission: Bulindi P/S [Term 3/2022 - 05/12/2022, Term 1/2023 - 05/05/202, Term 2/2023 - 25/0/2023; Nyahaira P/S [Term 3/2022 - 25/11/2022, Term 1/2023 - 10/05/2023, Term 2/2023 - 25/08/2023; Kibengeya P/S [Term 3/2022 - 04/12/2022, Term 1/2023 - 15/05/2023, Term 2/2023 - 25/08/2023]. Equally, the primary schools [Buseruka (Term 3/2022 - 30/11/2022, Term 1/2023 - 04/05/2023, Term 2/2023 - 28/08/2023); Katereiga (Term 3/2022 - 05/12/2022, Term 1/2023 - 16/05/2023, Term 2/2023 - 25/08/2023), Butema BCS (Term 3/2022 - 25/11/2022, Term 1/2023 - 05/05/2023, Term 2/2023 - 25/08/2023)] I sampled and visited had reports for the same terms submitted within the same period range.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0 	<p>Although there was no evidence of assisting schools to develop SIPs in the inspection reports, all the 64 [100%] UPE schools had submitted their SIPs. Equally the schools [Buseruka, Katereiga, Butema BCS] I sampled and visited had their SIPs in place displayed on the notice boards.</p>	4

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>Basing on the Approved Budget Estimates for FYs 2022/2023 and 2023/2024, PBS data, Enrolment figures given by MoES and the letter submitted to PS/MoES by CAO dated 24/10/2022, the LG submitted 64 UPE and 06 USE schools and their enrolments.</p>	4
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Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>Basing on the Approved Budget Estimates FY 2023/2024, PBS data and the letter submitted by CAO to PS/MoES dated 21/10/2022 and received on 24/10/2022, there was evidence that the LG submitted the 64 UPE and 06 USE schools and their enrolment figures.</p>	4
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p>	<p>Basing on the district consolidated staff list 2023 and the staff lists I found in the primary schools [Buseruka, Katereiga, Butema BCS] I sampled and visited, the two staff lists [district and schools] were tallying with same number and names of teachers. For example: Busobozi Jimmy, Kiiza Jamila, Bagonza Godfrey, and others [at Buseruka P/S]; Wobusobozi Francis, Sr. Kabajulizi Yasinta, Kibego Robert, and others [at Katereiga P/S]; Kabasomi Margaret, Baguma Richard, Sr. Tumushabe Dominitera, and others [at Butema BCS P/S] were physically found in the schools.</p>	3
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p> <p>score: 1 else, score: 0</p>	<p>At both the district and schools' notice boards [Buseruka, Katereiga, Butema BCS] I sampled and visited, I found teachers' staff lists displayed.</p>	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

The assessor accessed files of 10 primary school head teachers and established that all were appraised with evidence of appraisal reports in the previous calendar year (2022) according to guidelines. The appraisal reports were endorsed by the DEO and submitted to the HRM Office

1. Kabasomi Margaret (Head Teacher Betema BCS Primary School) was appraised on 13th December 2022

2. Kirungi Fred (Head Teacher Kyohairwe Primary School) was appraised on 8th December 2022

3. Kusiima Lydia (Head Teacher Kasenyi Lyato Primary School) was appraised on 13th December 2022

4. Kugonza Jane (Head Teacher Kibiro Primary School) was appraised on 13th December 2022

5. Birungi Jennifer (Head Teacher Kaburamuro Primary School) was appraised on 8th December 2022

6. Kyaligonza B Lawrence (Head Teacher Kifumura Primary School) was appraised on 13th December 2022

7. Kiiza Joab (Head Teacher Buhirigi Primary School) was appraised on 13th December 2022

8. Karungi Scholastic (Head Teacher Kisabagwa Primary School) was appraised on 15th December 2022

9. Bonabana Josephine (Head Teacher Kisiita Primary School) was appraised on 15th December 2022

10. Muhumuza Leonard (Head Teacher Kyeke Primary School) was appraised on 12th December 2023

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

Hoima District had 6 Secondary Schools but the appraiser was availed appraisal reports for 3 secondary school head teachers out of which 2 were appraised according to guidelines but one was appraised late in the previous FY as listed below:

1. Kirikarama Leonard Akunobere Bush (Head Teacher St Cyprian's Secondary School) was appraised on 31st December 2022

2. Amutuhairwe Chrysanata (Head Teacher St. Thomas More SS Kitara) was appraised on 10th November 2023

3. Tibaijuka John Bosco (Head Teacher Buseruka Secondary School) was appraised on 15th February 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>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>Evidence was provided in performance appraisal reports to confirm that Education department staff were appraised against their performance plans in the previous FY according to guidelines from MoPS:</p> <ol style="list-style-type: none"> 1. The Acting District Education Officer (Kihumuro Harriet) was appraised on 30th June 2023 2. Inspector of Schools (Akugizibwe Kenneth) was appraised on 26th June 2023 3. Senior Inspector of Schools (Kyomuhendo Robert) was appraised on 26th June 2023 4. Inspector of Schools (Nyamahunge Carolyne) was appraised on 26th June 2023 5. Inspector of Schools (Asiimwe Harriet) was appraised on 26th June 2023 6. Education Officer (Atugonza Lydia) was appraised on 30th June 2023 7. Sports Officer (Busing Didan) was appraised on 30th June 2023 	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>A training plan 2022/2023 dated 15/07/2022 for the department was in place with identified training needs on TELA, SNE, induction of new teachers and other issues.</p>	2
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Management, Monitoring and Supervision of Services.

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>Basing on the enrolment figures provided by MoES, PBS data, and submission letter dated 21/10/2022 and received on 24/10/2022 by CAO to PS/MoES, the district LG communicated schools list and their enrolment figures.</p>	2
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9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>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>According to the Approved Budget Estimates FY 2022/2023 the items - fuel, stationery, allowances were budgeted for the inspection and monitoring function as per sector guidelines dictate.</p>	2
<p>Maximum 8 points on this performance measure</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>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>A review of PBS timestamps from MoFPED of LG warrant submissions for school capitation grants revealed that the LG in FY 2022/203, warranted more than 5 working days (i.e, Q 3, Q 4) after cash limits for the LG were uploaded in the PBS by MoFPED.</p>	0
<p>Maximum 8 points on this performance measure</p>				
			<p>Evidence</p>	
			<p>Q 3 - FY 2022/2023-Cash limit uploaded on 29th December 2022 and LG warranted on 9th January 2023, after 10 working days.</p>	
			<p>Q 4 FY 2022/2023-Cash limit uploaded on 6th April 2023 and LG warranted on 17th April 2023 2023, after 11 days.</p>	
			<p>Q 1 Q 4 FY 2023/2024-Cash limit uploaded on 17th July 2023 and LG warranted on 19th July 2023, after 2 working days</p>	
			<p>LG did not warrant within 5 days (Q 3 and Q 4) after cash limits were uploaded in the PBS.</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>Release circulars for the 3 quarters were in place dated 08/07/2022, 21/01/2023, 07/06/2023 respectively, the invoices of capitation grants to schools: Buseruka P/S - No. 5876227 dated 16/06/2023; Katereiga P/S - No. 3586498 dated 12/02/2023; Butema BCS P/S - No. 3581585 dated 02/02/2023 had been raised and were available, and letters of communication to schools dated 02/02/2023,16/06/2023, 17/08/2023 were available. UPE releases to schools had been publicized on notice board. In the primary schools [Buseruka, Katereiga, Butema BCS] I sampled and visited had duplicates of communication letters and vouchers and UPE releases had been publicized on their notice boards.</p>	2
<p>Maximum 8 points on this performance measure</p>				

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	Inspection plans were in place prepared termly [Term 2/2023 dated 26/05/2023; Term 1/2023 dated 09/02/2023; Term 3/2022] and preparatory meetings were held every beginning of term and whose minutes were dated 01/09/2022, 05/01/2023, and 23/05/2023 respectively.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0	Term 3/2022 inspection report had 10/64 [15.6%] UPE schools inspected; Term 1/2023 report had 44/64 [68.6%] UPE schools inspected; Term 2/2023 report had 56/64 [87.5%] UPE schools inspected giving an average of 57.2% [37] of UPE schools inspected.	0
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up, Score: 2 or else, score: 0	Minutes of departmental meetings of 28/11/2022, 25/04/2023, 23/02/2023, 22/06/2023, and 28/08/2023 were in place. Issues like, increasing number of conflicts in schools, inducting new teachers, school structures, teachers planning, teachers' and learners' attendance, inadequate planning [lesson planning], support supervision at school level and punctuality were discussed. In the primary schools [Buseruka, Katereiga, Butema BCS] I sampled and visited, had similar issues raised in the inspection reports I found in these schools left behind by inspectors.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0	Term 3/2022 inspection report dated 22/12/2022 had DES/MoES acknowledgement letters dated 18/07/2023, Term 1/2023 [e-report] was dated 08/05/2023 13:43:20 as date of submission with DES/MoES acknowledgement letter dated 18/07, and Term 2/2023 [e-report] was dated 04/10/2023 15:20:31 as date of submission with DES/MoES acknowledgement letter dated 10/10/2023. Equally, in the primary schools [Buseruka, Katereiga, Butema BCS] I found inspection reports dated 14/04/2023 and 14/02/2023 [at Buseruka P/S]; dated 11/08/2023, 07/07/2023, and 23/06/2023 [at Katereiga P/S]; and dated 20/04/2023 [at Butema BCS] left behind by inspectors for the terms under scope.	2

10

Routine oversight and monitoring

Maximum 10 points on this performance measure

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

Evidence availed by Hoima LG showed the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results for FY 2022/2023.

This was from sector committee and council meetings and Minutes below:

- a. 22nd August 2022: MIN:05/08/2022, (page, 3).
- b. 20th October 2022: MIN:06/08/2022, (page,3).
- c. 16th December 2022: MIN:06/12/2022, (page,3).
- d. 21st February 2023: MIN: 01/02/2023, (page, 1).

The following were discussed:

- i. Utilization of land at Buyanja SC for construction of the District technical school.
- ii. Lobby for funds to fence Kigorobya Seed S S and also purchase motor-cycles for Education and Community Based Services department.
- iii. Find an approach for schools that did not perform well to improve in PLE, UCE and UACE national exams.
- iv. Fight absentee teachers and those who abscond.
- v. Avail water tanks to harvest rain water in schools.
- vi. To effect transfer of teachers who have stayed in schools for over 20 years as this affects performance.
- vii. Rehabilitation and construction of classroom blocks in selected needy schools.

11

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

Reports dated:

1. 16/06/2023 on inclusive playful parenting for a Brighter childhood at Liberty Fm [Radio Talk Show];
2. 24/02/2023 on mobilization of teachers, parents and children on go back to school, retaining in school and completing school campaign [attendance lists attached];
3. 23/01/2023 on go back to school campaign at Homeland Community Radio held on 19/01/2023;

were in place as evidence of mobilization school communities to attract and have learners stay at school.

2

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>The district consolidated school assets register 2023 for 64 UPE and 06 USE schools was in place. Similar copies were found in the primary schools [Buseruka, Katereiga, Butema BCS] I sampled and visited, with same infrastructure and equipment physically existing in these schools.</p>	2
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>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, <i>score: 1 or else, score: 0</i></p>	<p>The LG conducted desk appraisal for all sector projects in the budget and investments were obtained from the LGDP III-2019/2020 - 2024/2025. The projects were appraised by; District Education Officer, statistician, District Development Officer, District Natural Resource Officer, and Water Officer on 22nd February 2022.</p> <p>Desk appraisals were carried out on the following projects:</p> <ol style="list-style-type: none"> 1. Renovation of a 3 classroom block at Ruhamba PS, Kitoba SC. 2. Construction of a 5 stance latrine at Haibale PS at Kisukuma SC. 3. Renovation of a two classroom block at Kibaire PS at Bulindi TC. 4. Construction of a 5 stance latrine at Kitama PS. 5. Construction of a two classroom block at Kibengeya PS at Kigoroby TC. 6. Construction of a 5 stance latrine at Buyanja PS at Kyabigambire SC. 7. Construction of a 5 stance lined latrine at Kisabagwa PS at Kyabagambire SC. 8. Construction of 5 stance latrine at Kyereya PS at Kiganja SC. 9. Construction of a two classroom block at Kibengeya PS at Kapaapi SC. 	1

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0</p>	<p>The LG conducted desk appraisal for all sector projects in the budget and investments were obtained from the LGDP III-2019/2020 - 2024/2025. The projects were appraised by; District Education Officer, statistician, District Development Officer, District Natural Resource Officer, and Water Officer on 22nd March 2022.</p> <p>Filed appraisal were conducted for the following projects;</p> <ol style="list-style-type: none"> 1. Renovation of a 3 classroom block at Ruhamba PS, Kitoba SC. 2. Construction of a 5 stance latrine at Haibale PS at Kisukuma SC. 3. Renovation of a two classroom block at Kibaire PS at Bulindi TC. 4. Construction of a 5 stance latrine at Kitama PS. 5. Construction of a two classroom block at Kibengeya PS at Kigoroby TC. 6. Construction of a 5 stance latrine at Buyanja PS at Kyabigambire SC. 7. Construction of a 5 stance lined latrine at Kisabagwa PS at Kyabagambire SC. 8. Construction of 5 stance latrine at Kyereya PS at Kiganja SC. 9. Construction of a two classroom block at Kibengeya PS at Kapaapi SC. 	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>There was evidence that the education department has budgeted and ensured that the planned sector infrastructure projects have been approved and incorporated into the procurement plan</p> <p>The assessor reviewed a copy of the approved procurement plan referenced CR. dated 4th October 2023 submitted by the CAO to Executive Director PPDA. This procurement plan included planned education sector infrastructure projects scheduled for implementation this F/Y 2023-24</p>	1

Procurement, contract management/execution

Maximum 9 points on this performance measure

b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, *score: 1, else score: 0*

There was evidence that the school infrastructure projects were approved by the contracts committee and cleared by the Solicitor general before the commencement of construction. The approval of the Solicitor General was given through his letter DLAS/FPT/073/2023

1. Construction of 3 classroom block at Buhamba COU P/S - This work was awarded to M/S Karki Builders and Engineers at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022, Engineer's estimate was UGX. 125 Million Contract price was UGX. 122, 425, 059.

2. Construction of 2 Classroom block at Kigoroby COU P/S - This work was awarded to M/S Basingo Construction Co. Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022, Engineer's estimate was UGX. 83 million, Contract price was UGX. 83, 043, 727.00

3. Construction of 2 Classroom block at Kibaire P/S - This work was awarded to M/S Basingo Construction Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 18/CC/HDLG/2022, Engineer's estimate was UGX. 83 million, Contract price was UGX. 83, 095, 647.00

4. Construction of 4 stance latrine at Kyeramy P/s. The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S Sidney Concepts Ltd at a cost of UGX. 23, 000, 009.00 through minute 55/CC/HDLG/2022-23 dated 12th December 2022

5. Construction of Kidukuru Seed School Buhanka S/C - The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S P&D Traders and contractors Ltd at a cost of UGX. 3, 461, 440, 615.00 through minute 69/CC/HDLG/2021-22 dated 21st March 2022

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

There was evidence that Hoima District Local Government established Project Implementation Team (PIT) for education construction projects.

From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF: CR dated 17th May 2023.

The following eight officers were appointed

Nyangoma Joseline District Natural Resources officer

Ebong Kenneth District Community Development Officer

Irumba Vincent Ag. District Engineer

Kihumuro Harriet Ag. District Education Officer

Musana Aaron District Internal Auditor

Kabagyenyi Nazereth Ag. District Health Officer

Asiimwe Lydia Ag. District Planner

Dr. Kajura Charles District Production Officer

In addition, the CAO made appointments for contract Supervisors who would be the heads of the department within which the project falls. In this case all projects within Education Department would fall under the DEO

The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).

From the District Engineers' files it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.

Monthly progress reports seen indicated attendance from PIT members.

All the field monitoring reports sampled had records of attendance PIT members.

Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.

Procurement, contract management/execution

Maximum 9 points on this performance measure

d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES

Score: 1, else, score: 0

There was evidence that construction of school infrastructure followed standard technical designs

Four school infrastructure projects were sampled. Copy of technical designs provided by MOES were reviewed jointly with District Engineer prior to a field visit to these construction sites.

1. Construction of 3 classroom block at Buhamba COU P/S

2. Construction of 2 Classroom block at Kigoroby COU P/S

3. Construction of 2 Classroom block at Kibaire P/S

4. Construction of Kidukuru Seed School at Buhanka S/C is being implemented as per

Field visits were conducted to these schools on 14th November 2023 to have physical checks if the projects complied with the standard technical designs.

During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs.

At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOES headquarters.

Procurement, contract management/execution

Maximum 9 points on this performance measure

e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY *score: 1, else score: 0*

There was evidence that monthly site meetings were conducted for the construction of Kidukuru Seed School.

The file for Construction of Kidukuru Seed School was reviewed and copies of monthly site meetings could be seen on the file. An example of these monthly site meeting minutes are the minutes of the second monthly site meeting that took place on 4th September 2023. During that meeting, the Clerk of Works reported the absence of contractor's site engineer and that physical progress was 17.5% while time progress was 37.5%. On the file, apart from monthly site meeting minutes, there are quarterly PIT monitoring reports like second quarter report dated 27th December 2022 and many other documents.

On all the files sampled, among other documents, the following reports could be seen:

Minutes of site meetings indicating attendance of district heads of Departments.

Monthly progress reports prepared by project managers and distributed to all heads of departments.

Field monitoring reports made by technical officers to inform District management.

Regular reports prepared by Supervisor of works (SOW) as the project supervisor. In some cases these reports were consolidated into monthly reports by the Supervisor of Works (SOW).

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 infrastructure projects joint technical supervision involving engineers, environment officers & CDOs were conducted.

From the District Engineers' files it could be seen that all the projects conducted regular monthly site meetings. In these meetings, the minutes indicated active participation of all heads Departments of Hoima District Local Government.

Monthly progress reports seen indicated attendance from members.

All the field monitoring reports sampled had records of attendance of Heads of Departments.

Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all relevant Heads of Departments. As for the Environment Officer and Community Development Officer the two always prepare a separate "environment and social certificate" that are attached to the certificates. The assessor saw copies of these certificates.

On receipt of Interim Payment requests, the District Engineer prepares measurement sheet following site inspection/supervision. This measurement sheet is endorsed by all key heads of departments and is a key part of payment certification. The assessor was shown these measurement sheets.

Some of the key documents as evidence of participation of these officers are the following: (1) Project monitoring report held on 30th May 2022 (2) Second quarter project monitoring team report dated 27th December 2022 (3) Third quarter project monitoring team report dated 11th April 2023. In all these cases, heads of departments were in attendance as evidenced by the attendance lists.

This is sufficient evidence that there was participation of engineers, environment officers, CDOs at different stages of construction

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>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>	<p>The sector infrastructure projects were properly executed but payments to contractor number 2 was not made within specified timeframes within the contract.</p>	0
			<p>Evidence</p> <p>Payment terms as per contract was 30 days after a request for payment of invoice submitted by the contractor.</p> <p>1. Construction of 2(two) Classroom block at Kigorobya Muslim primary school, by Bisoge Enterprises. Procurement Number. Hoima834/WRKS/2022-23/00004. Requisition for funds 07/06/2023. Certified works on 15/6/2023 and paid on 28/06/2023 by EFT. 6424613, UGX. 23,024,758, i.e, the payment was made 21 days after the request was made, which was within 30 days.</p> <p>2. Construction of a 2(two) Unit Staff House with a 2(two) stance VIP Latrine at Kigaaga Primary School, by Karki Builders and Engineers Ltd. Procurement Number. Hoima834/WRKS/2022-2023/00005. Requisition for funds 0 9/01/2023. Certified works on 16/01/2023 and paid on 14/03/2023 by EFT.42549148, UGX.3,381,833, i.e, the payment was made 64 days after the request was made, which was after 30 days..</p> <p>3. Construction of a 5(five) Stance lined pit latrine at Haibale P/S, by Aliko Consults Limited. Procurement Number. Hoima834/WRKS/2022-2023/00016. Requisition for funds 28/02/2023. Certified works on 14/03/2023 and paid on 17/05/2023 by EFT. 5299797, UGX. 25,755,930, i.e, the payment was made 14 days after the request was made, which was within 30 days..</p> <p>Sampled payments to constructor no. 2 was not made within specified timeframes within the contract.</p>	
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>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></p>	<p>There was no evidence that the education department submitted procurement plans timely by 30th April as required by the guidelines. The documents that the assessor saw were dated in June.</p>	0
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else</i></p>	<p>There was evidence that the Hoima LG had complete procurement files for each of the school infrastructure projects including the file for Kidukuru Seed School. Examples of some of the files were the following:</p> <p>1. Construction of 3 classroom block at Buhamba COU P/S - This work was awarded to</p>	1

score 0

M/S Karki Builders and Engineers at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022, Engineer's estimate as per PP form 1 was UGX. 125 Million while the contract price was UGX. 122, 425, 059.

2. Construction of 2 Classroom block at Kigorobya COU P/S - This work was awarded to M/S Basingo Construction Co. Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022, Engineer's estimate as per PP form 1 was UGX. 83 million, Contract price was UGX. 83, 043, 727.00

3. Construction of 2 Classroom block at Kibaire P/S - This work was awarded to M/S Basingo Construction Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 18/CC/HDLG/2022, Engineer's estimate as per PP form 1 was UGX. 83 million, Contract price was UGX. 83, 095, 647.00

4. Construction of 4 stance latrine at Kyeramyia P/s. The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S Sidney Concepts Ltd, Engineer's estimate as per PP form 1 was UGX. 23.00 Million, while the contract sum was UGX. 23, 000. 009.00 through minute 55/CC/HDLG/2022-23 dated 12th December 2022

5. Construction of Kidukuru Seed School Buhanika S/C - The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to M/S P&D Traders and contractors Ltd at a cost of UGX. 3, 461, 440, 615.00 through minute 69/CC/HDLG/2021-22 dated 21st March 2022

The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law

Apart from the above information on each project file many other details were seen on the files as follows: LGPP form 1 with Engineers' estimate, Newspaper extract for the call for bids, Bidding forms and Instructions to bidders, LGPP form 2 Request for approval of procurement method, Request for approval of bidding documents, Evaluation Reports, Minutes of contract award, Payment receipt and many other documents like progress reports and certificates for practical completion.

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>There was no evidence of grievances redress framework nor did the LG have grievances recorded, investigated, responded to and redress reported under Education.</p>	0
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>Guidelines on Environmental and Social Mainstreaming [Clubs Formation in Schools] though not dated but signed on a headed paper and disseminated to schools on 13/08/2021 were in place [though needed review]. Secondly, basing on the primary schools [Buseruka, Katereiga, Butema BCS] I sampled and visited, had the same guidelines in place with files on environment opened up and environmental clubs established.</p>	3
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0</p>	<p>There was evidence that the LG had costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY example;</p> <p>Rehabilitation of OPD Block at Kasomoro HC II (Ref No: Hoim 834/WRKS/22-23/00009.contract amount 36,838,467UGX.Contractor; M/S Wemba Logistics Co Ltd. In the BOQ under Item No 9 Environmental and social safeguards costed 65,000UGX ESMP costed 1,841,923UGX and was signed by DNRO and DCDO on 24/3/2023</p>	2
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, score: 1, else score:0</p>	<p>There was no evidence availed by LG to show proof of land ownership for Education/school construction projects implemented in the previous year by the time of assessment</p>	0

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i></p>	<p>There was evidence that the LG had consistent monitoring and engagement of education projects throughout the contract period by CDO and Environment Officer. There were also monthly reports for supervision of the education projects</p> <p>Monthly Report for compliance on Construction of Kidukuru seed secondary school. Monitoring report dated 13/6/2023 signed by CDO and DNRO.</p> <p>Monthly Report for compliance on Construction of Kisomoro HC II for May and June. Monitoring report dated 27/06/2023 signed by DCDO and DNRO</p> <p>Corrective measures were done according to the monthly reports example; planting of fruit trees within sites, removal of debris at sites and landscaping</p>	2
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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></p>	<p>There was evidence that LG had E&S Contractor payment certificates and compliance Certification forms completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates. examples include;</p> <p>Construction of 2 Classroom block at Kibaire PS. Ref No Hoim834/wrks/22-23/00002.Certificate 2. Amount paid was 29,170,200UGX. signed by DEng, DEO, CAO, CDO and Environment officer on 6/6/2023</p> <p>Construction of 3 Classroom block at Kibaire PS. Ref No Hoim834/wrks/22-23/00002.certificate 3. Amount paid was 45,616,457UGX. signed by DEng, DEO, CAO, CDO and DNRO on 13/6/2023</p>	1

**Health
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	New_Outcome: The LG has registered higher percentage of the population accessing health care services. Maximum 2 points on this performance measure	a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries. • By 20% or more, score 2 • Less than 20%, score 0	The LG Health department registered an increase in population delivering at health facilities by 10% between FY 2021/2022 to 2022/2023. Delivery data was obtained for the FY 2021/2022 and 2022/2023 for all HC IVs and IIIs in the LG. Total deliveries for the FY 2021/2022(Old) was 4317 and FY 2022/2023(New) was 4746. Percentage change was calculated using (New-Old)/Old x100 = (4746-4317)/4317 x 100 = 9.93%. This percentage is lower than 20%, the LG therefore scores 0	0
2	N23_Service Delivery Performance: Average score in the Health LLG performance assessment. Maximum 4 points on this performance measure	a. If the average score in Health for LLG performance assessment is: • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0	Service Delivery Performance: LLGs performance in Health for FY2021/2022- 95% LLGs performance in Health for FY2022/2023- 21% Variance (-73%)	0
2	N23_Service Delivery Performance: Average score in the Health LLG performance assessment. Maximum 4 points on this performance measure	b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is: • 75% and above; score 2 • 65 - 74%; score 1 • Below 65; score 0	This indicator is NA, All LGs to score 0	0
3	Investment performance: The LG has managed health projects as per guidelines. Maximum 8 points on this performance measure	a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.	The LG budgeted and spent UGX.358,473,506 (ABPR, page, 18) the health development grant for FY 2022/2023 on eligible activities as per the health grant and budget guidelines. The expenditure were on the following eligible activities: 1 Stationery for support to capital projects UGX. 1,025,000. 2 Laptop for DHO's office UGX. 3,000,000 3 Latrine construction at Buseruka HC 111 UGX. 11,666,000. 4 Rehabilitation of Mbarara HC II-Kitoba S/C	2

UGX. 6,779,953.

5 Rehabilitation of two staff quarters at Kigoroby HC IV, UGX. 5,674,592.

6 Retention Mparangasi HC III, staff house- Kyabambire SC, UGX. 1,671,912.

7 Rehabilitation Kyabasengya HC II -Kitoba SC UGX. 937,000.

8 Rehabilitation for OPD Mbarara HC II UGX. 5,299,380.

9 Fencing of Buraru Heath Unit-Buraru SC UGX. 3,995,342.

10 Retention on rehabilitation of Kyabasengya OPD UGX. 972,119.

11 Latrine construction of pit latrine kiseke HCII , UGX. 13,823,070.

12 payment for renovation of drug store at District Headquarters 35,265,527.

13 Fencing at Kasomoro HC II and metallic gate, UGX. 6,885,831.

14 Furniture DHO'S Office-HQRS UGX. 7,200,000.

16 Retention on Kigoroby HC IV Ward UGX. 760,000

17 Rehabilitation of Kasomoro HC II- Buhanika SC UGX. 19,902,234.

18 Rehabilitation staff quarters Mparangasi HC III UGX. 6,341,916

19 Construction of Kasomoro HC II- Buwanika SC UGX. 15,094,310

20 Rehabilitation of OPD at Mparangasi HC II UGX. 8,610,708

21 payment for construction of pit latrine at Bulindi town council UGX. 15,204,358

22 Retention on Mparangasi Heath Unit- OPD UGX. 404,803

23 Fencing at Kasomoro HC II and metallic gate UGX. 35,867,988

24 Rehabilitation at Kyabasengya HC II- Kitoba SC UGX. 3,005,142

25 Retention of OPD block at Mbarara HC 11 UGX. 999,872

28 Construction of Kigoroby HC IV- staff house UGX. 80,000,000

29 Rehabilitation of 2 staff at Kigoroby HC IV UGX. 51,824,343

30 Monitoring, Supervision, Appraisal and Environmental and Social UGX. 16,262,106.

3

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

Maximum 8 points on this performance measure

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

The DHO, District Engineer, District Natural Resource Officer, DCDO certified works on health projects before the LG made payments to the Contractors and suppliers.

The payments made were as follows;

1.Construction of a 2 in one staff house at Kigoroby HC IV by Karki Builders and Engineers Ltd. Procurement Number. Requisition for funds on 24/10/2022. Certified works on 24/10/2022 and paid on 28/JUN/2023 by EFT.6438549, UGX. 75,200,000.

2.Construction of 3 Stance Lined Pit Latrine at Bulindi Town Council by Aliku Builders Stone Ltd. Procurement Number. Hoim834/WRKS/2022-2023/00020. Requisition for funds on 27/03/2023. Certified works on 27/03/2023 and paid on 03/05/2023 by EFT.5167598, UGX.16,691,400.

3.Rehabilitation of OPD Block At Kasomoro HC II by Wemba Logistics Company Ltd. Procurement Number. Hoim834/WRKS/2022-2023/00012. Requisition for funds on 10/02/2023. Certified works on 20/02/2023 and paid on 16/03/2023 by EFT.4281505, UGX.18,708,100.

2

3	Investment performance: The LG has managed health projects as per guidelines.	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	There was evidence that the variations in contract price for sampled health projects are within the +/-20% of the threshold.	2
	Maximum 8 points on this performance measure		The evidence is as below for the following sampled projects.	
			Fencing of Kasomoro HC II with chainlink, Engineer's estimate was UGX. 45,231,996.00, Contract price was UGX.42,004,020.00 Giving an absolute variance of - UGX. 19,920.00 and therefore a percentage variance of - 7.14%	
			Rehabilitation of OPD block at Kasomoro HC II - Engineer's estimate was UGX. 40 Million, Contract price was UGX. 36, 838, 467.00 Giving an absolute difference of - UGX. 3, 161, 533.00 and therefore a percentage variance of - 7.9%	
			Construction of 2 stance lined latrine at Kiseke HC II - Engineer's estimate was UGX. 35, 283, 517 while the contract price was UGX. 35, 265, 527.00 giving an absolute difference of - UGX. 17, 990.00 and therefore a percentage variance of - 0.05%	
			Construction of 2 stance lined latrine with a urinal at Kibaire HC II - Engineer's estimate was UGX. 18 Million, Contract price was UGX. 16, 004, 588.00 giving an absolute difference of - UGX. 1, 995, 412.00 and therefore a percentage variance of - 11.09%	
3	Investment performance: The LG has managed health projects as per guidelines.	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY	There was evidence that health sector investment projects implemented in the previous financial year were completed as per work plan by end of financial year.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	The health projects sampled were:	
			Fencing of Kasomoro HC II with chainlink,	
			Rehabilitation of OPD block at Kasomoro HC II	
			Construction of 2 stance lined latrine at Kiseke HC II	
			Construction of 2 stance lined latrine with a urinal at Kibaire HC II	
			Reviewing relevant documents (works contracts, annual budget performance reports) and conducting actual field visit to above four projects on 14th November 2023, it was evident that the projects were completed as per work plan within the financial year.	

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p>	<p>Hoima District had 1 HCIV and 8 HCIIIs staffing structure. According to the staffing structure provided by MoPS, a HCIV has 74 established positions and a HCIII has 29 established positions. Therefore, Hoima District has 306 established positions in HCIV and HCIIIs out of which 200 positions are filled which is 65% hence a score of 0 (below 75%)</p>	0			
<p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p>	<p>There was evidence that LG health infrastructure construction projects meet the approved MOH facility infrastructure designs</p>	2	
<p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • If 100 % score 2 or else score 0 	<p>The health projects sampled were:</p>	<p>Fencing of Kasomoro HC II with chainlink, Rehabilitation of OPD block at Kasomoro HC II</p>	<p>Construction of 2 stance lined latrine at Kiseke HC II</p>	<p>Construction of 2 stance lined latrine with a urinal at Kibaire HC II</p>	<p>Field visits were conducted on 14th November 2023 to all four projects. During the field visits, measurements were undertaken and visual observations were made to verify compliance with MOH standard technical designs.</p>	<p>At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOH headquarters.</p>

Performance Reporting and Performance Improvement

5	Accuracy of Reported Information: The LG maintains and reports accurate information	a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0	<p>There was evidence to show that health workers were in place as indicated in the staff list provided by the DHOs office for the FY 2023/2024 in all the sampled facilities. (Buraru HC III, Mparangasi HC III and Dwoli HC III) The assessment team compared the staff list obtained from the DHOs office for the FY 2023/2024 with what was available at the facility and observed the following;</p> <p>Buraru HC II: The deployment list provided by the DHOs office had 17 health workers. On verification at the facility, ALL the health workers were in place as indicated in the staff list with Muzinguzi Annet on study leave, Kwikiriza Richard on annual leave and Ewaku Julian and Namyalo on maternity health</p> <p>Mparangasi HC III: The deployment list provided by the DHOs office had 18 health workers. On verification ALL the health workers were in place as indicated in the staff list, with Tugume Violet, Ibrahim Kaisaja and Katusabe Christine on annual leave.</p> <p>Dwoli HC III: The deployment list provided by the DHOs office had 18 health workers. On verification ALL the health workers were in place as indicated in the staff list, with Zaituni Ahmed, Ahimbisibwe Alex and Kabanyoro Christine on annual leave</p>	2
5	Accuracy of Reported Information: The LG maintains and reports accurate information	b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0	No facility was upgraded in the last FY 2022/2023	2
	Maximum 4 points on this performance measure			

6

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

Maximum 14 points on this performance measure

a) Health facilities 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:

- Score 2 or else 0

There annual work plan and budgets for the sampled health facilities (Mparangasi HC III, Dwoli HC III and Buraru HC III) conformed to the prescribed formats in the planning guidelines but were not submitted by March 31st of the previous FY 2022/2023

Dwoli HC III: The workplan and budget was prepared by Kyagondeze David (Health Facility In charge) on 27th July 2023 and endorsed by the DHOs on 25th July 2023

Mparangasi HC III: The workplan and budget was prepared Kugonza Fred (Health Facility In charge) on 27th July 2023 and endorsed by CAO on 22nd August 2023

Buraru HC III: The workplan and budget was prepared by Kwikiriza Richard-Health Facility In charge on 30th March 2023

0

6

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

Maximum 14 points on this performance measure

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 :

- Score 2 or else 0

There was evidence that the sampled health facility Annual Budget Performance Reports for the previous FY 2022/2023 conformed to the Budget and Grant Guidelines but were not submitted timely ie 15th July of the current FY 2023/2024.

Dwoli HC III: The HF annual budget performance report was prepared by Kyagondeze David (Health Facility In charge) on 18th August 2023- No evidence of submission to the District Health Officer

Mparangasi HC III: The HF annual budget performance report was prepared Kugonza Fred (Health Facility In charge) on 15th July 2023-No evidence of submission to the District Health Officer

Buraru HC III: The HF annual budget performance report was prepared Kwikiriza Richard (Health Facility In charge) on 5th July 2023-No evidence of submission to the District Health Officer

0

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There was no evidence that the sampled health facility improvement plans for the current FY (2023/2024) incorporated performance issues identified in DHMT monitoring and assessment reports.

Dwoli HC III: Quarter 1 Integrated Support supervision visits noted a discrepancy in data at facility, most especially with regards to the vaccine control book. Daily reports were not being compiled and a recommendation was made to improve data quality through mentorship. This was not incorporated in the (PIP prepared by Kagondeze David HF In charge, date 29th June 2023

Mparangasi HC III: Quarter 1 supervision report also noted a discrepancy in data reporting and late submission of reports. A recommendation was made to mentor staff in reporting. This recommendation was not incorporated in the PIP. (PIP prepared by Kugonza Fred -HF in charge, dated 27th July 2023

Buraru HC III: Quarter 1 supervision visit also recommended for the HF to conducted monthly QI meetings and constitute the committee. This was not incorporated in the PIP (PIP prepared by Kwikiriza Richard-Health Facility In charge, dated 30th March 2023)

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

Maximum 14 points on this performance measure

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

- score 2 or else score 0

There was evidence that the sampled HFs (Buraru HC III, Mparangasi HC III and Dwoli HC III) did not submit 100% their monthly (12) and quarterly (4) reports for the FY 2022/2023 timely i.e. 7 days following the end of each month and quarter. Mparangasi HC III submitted the Q2 report on 9th Jan 2023. Dwoli HC III submitted the Dec 2022 report on 11 Jan 2023, Q1 report on 10th Oct 2022, Q2 on 11th Jan 2023 and Q4 on 14th July 2023. The details are summarized below;

Month Buraru HC III Mparangasi HC III Dwoli HC III

June 2023 6/7/2023 4/7/2023 7/7/2023

May 2023 7/6/2023 6/6/2023 6/6/2023

Api 2023 5/5/2023 5/5/2023 7/5/2023

March 2023 7/4/2023 5/4/2023 7/4/2023

Feb 2023 6/3/2023 4/3/2023 7/3/2023

Jan 2023 6/2/2023 7/2/2023 7/2/2023

Dec 2022 6/1/2022 6/1/2023 11/1/2023

Nov 2022 5/12/2022 7/12/2022 7/12/2022

Oct 2022 4/11/2022 4/11/2022 7/11/2022

Sep 2022 4/10/2022 5/10/2022 7/10/2022

Aug 2022 5/9/2022 5/9/2022 6/9/2022

Jul 2022 5/8/2022 4/8/2022 4/8/2022

Quarter Buraru HC III Mparangasi HC III Dwoli HC III

Q1 5/10/2022 7/10/2022 10/10/2022

Q2 6/1/2022 9/1/2022 11/1/2022

Q3 7/4/2023 5/4/2023 7/4/2023

Q4 7/7/2023 6/7/2023 14/7/2023

6 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.
Maximum 14 points on this performance measure

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
Note: Municipalities submit to districts

This indicator is NA, All LGs to score 0

0

6 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.
Maximum 14 points on this performance measure

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

This indicator is NA, All LGs to score 0

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>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>The LG DHOs office did not timely (by end of the first month of the following quarter) FY 2022/2023 compile and submit all quarterly (4) Budget Performance Reports and status were as follows;</p>	0
	<p>Maximum 14 points on this performance measure</p>		<p>The due dates for submission and submission by DHO's office for consolidation were as below:</p>	
			<p>Q-1- Due date for submission was 31/10/2022, submitted on 20/12/2022. This was late submission.</p>	
			<p>Q 2- Due date for submission was 31/01/2023, submitted on 03/03/2023. This was late submission.</p>	
			<p>Q 3- Due date for submission was 30/04/2023, submitted on 21/06/2023. This was late submission</p>	
			<p>Q 4 -Due date for submission was 16/08/2023, submitted on 19/08/2023. This was late submission</p>	
			<p>Submission of the four quarterly reports (Q 1 - Q 4) by DHOs office for consolidation to the Planner were not within the one month deadline after end of every quarter.</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>h) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>There was evidence the LG developed performance improvement plan for the lowest performing health facilities. The plan was submitted to CAO in a letter dated 30th March 2023(Letter prepared by Kabagenyi Nazareth- Ag. DHO, dated 30th March 2023). Key performance issues included</p>	1
	<p>Maximum 14 points on this performance measure</p>		<p>- Change of management at health facilities to boost service delivery - Community dialogue at Buseruka sub county to enhance utilization of health services. - Regular spot checks at health facility to confirm presence and attendance</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 that the LG implemented Performance Improvement Plan for the lowest performing health facilities.</p>	1
	<p>Maximum 14 points on this performance measure</p>		<p>- Transfers were made to health facilities in the bid to improve service delivery. Mutegeki Patrick- Clinical Officer was transferred to Tonya HC III as In charge (Transfer letter by CAO dated 23 August 2023)</p> <p>- The sectoral committee for health and education conducted sectoral monitoring in schools and health facilities to confirm attendance and presence at schools and health facilities respectively. (Report prepared Opaade John Francis- ADHO- Environmental Health, dated 18th October 2023)</p>	

Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that the LG-Health department budgeted for health workers as per guidelines. We reviewed the LG approved performance contract and wage analysis and noted that the department budgeted for 264(100%) of the health workforce with a wage of Ugx 4,644,005,000 (LG Approved Budget Estimates 2023/24 Page 37). The health facility list obtained from the District Health office indicated that, the LG health department has a total of 16 health facilities (1 HC IV, 8 HC IIIs and 7 HC IIs), with an approved staff structure of 264 health workers.</p>	2
	<p>Maximum 9 points on this performance measure</p>			
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that the LG health department deployed health workers as per guidelines/staffing levels and norms in the FY 2023/2024(i.e. at least all the HFs to have 75% of the staff required. All the HFs had over 75% of the required workforce</p>	2
	<p>Maximum 9 points on this performance measure</p>			

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 that health staff are working where they are deployed in all the sampled facilities (Buraru HC III, Mparangasi HC III and Dwoli HC III). The assessment team reviewed the deployment list provided by the DHOs office and HF list obtained at the sampled facilities and noted the following;

Buraru HC III: The deployment list provided by the DHOs office had 17 health staff. On verification at the facility, ALL the health staff were working where they were deployed with Muzinguzi Annet on study leave, Kwikiriza Richard on annual leave and Ewaku Julian and Namyalo on maternity leave

Mparangasi HC III: The deployment list provided by the DHOs office had 18 health staff. On verification, ALL the health staff were working where they were deployed with Tugume Violet, Ibrahim Kaisaja and Katusabe Christine on annual leave.

Dwoli HC III: The deployment list provided by the DHOs office had 18 health staff. On verification ALL the health staff were working where they were deployed, with Zaituni Ahmed, Ahimbisibwe Alex and Kabanyoro Christine on annual leave

3

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 that the list of health workers deployed in the sampled facilities (Buraru HC III, Mparangasi HC III and Dwoli HC III) were displayed on the health facilities notice boards

Buraru HC III had a list of 17 health staff displayed (List prepared by Kwikiriza Richard- Health Facility In charge, not dated)

Mparangasi HC III had a list of 18 staff displayed - Staff list not dated and signed

Dwoli HC III had a list of 18 health staff displayed (List dated 21st August 2023

2

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

A review personal files for 7 health in-charges revealed that all appraised during the previous FY according to guidelines from MoPS. The appraisal reports were endorsed by the DHO and submitted to the HRM Office

1. Kabagumya Cecilia (Enrolled Nurse) was appraised on 29th June 2023

2. Kyagondere David (Clinical Officer) was appraised on 26th June 2023

3. Tuhairwe Dan (Enrolled Nurse) was appraised on 25th June 2023

4. Akugizibwe Rostico (Clinical Officer) was appraised on 27th June 2023

5. Wamani Frank (Senior Clinical Officer) was appraised on 28th June 2023

6. Kugonza Fred (Senior Clinical Officer) was appraised on 23rd June 2023

7. Ssesaazi Emmanuel (Enrolled Nurse) was appraised on 13th June 2023

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0</p>	<p>The assessor reviewed personal files for a sample of 10 health workers and established that all were appraised by their Health Facility In-charges during the previous FY according to guidelines from MoPS. The appraisal forms were endorsed by the DHO and submitted to the HRM Office</p> <ol style="list-style-type: none"> 1. Abitegeka Stephen (Clinical Officer) was appraised on 30th June 2023 2. Muhumuza Rogers (Medical Laboratory Technician) was appraised on 30th June 2023 3. Isingoma Habert (Health Assistant) was appraised on 30th June 2023 4. Ayot Mary Jilida (Nursing Assistant) was appraised on 25th June 2023 5. Ojur Florence Opar (Senior Nursing Officer) was appraised on 30th June 2023 6. Hope Jamila (Enrolled Nurse) was appraised on 22nd June 2023. 7. Isingoma Philly (Enrolled Nurse) was appraised on 30th June 2023 8. Atugonza Immaculate (Enrolled Midwife) was appraised on 29th June 2023 9. Kyarisiima Annet (Enrolled Midwife) was appraised on 26th June 2023 10. Ithungu Fedlin (Enrolled Midwife) was appraised on 29th June 2023 	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>Corrective actions were documented in the performance appraisal reports of some of the health workers but no evidence was provided to confirm that they were implemented</p>	0

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>There was evidence that training activities for the FY 2022/2023 were conducted.</p> <p>District micro- planning and training on yellow fever campaign was conducted. It was attended by 32 participants. The main objective was to provide participants with key concepts on yellow fever vaccination. (Report prepared by Dr Baluku Lawrence – HSD Incharge, dated 6th June 2023)</p> <p>Training and mentorship on HMIS tools were also conducted for facilities that had recorded numerous errors in data. These included Bombo HC II, Kitana HC II, Kiseke HC II, Kibiro, Mbarara HVCII, Dwoli HC III, Butema HC III, Gloria HC II and Tonya HC III. (Report prepared by Asiiimwe Patricia- HMIS Focal Person, dated 4th April 2023)</p> <p>Health facility assessment and mentorship was conducted from 26th -31st March 2023. The purpose of the training was to establish the level of CQI implementation a cross selected health facilities in Hoima District. (Report prepared by Asiiimwe Patricia- CQI Focal Person, not dated)</p> <p>Facility base level mentorship and training on malaria prevention and control was done at Mparangasi HC III. The main objective of this training was to improve health provider communication with clients. ((Report prepared by Isingoma Thomson-District Vector Control Officer, dated 2nd May 2023)</p> <p>A training on integrated Management of Malaria for health workers was implemented. The main objective of the training was to improve health workers malaria cases management practices by bridging the gap between knowledge and practice. (Report prepared by Abaho Innocent, dated 11th April 2023)</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was no evidence to show that the LG health department documented training activities in the training/CPD database. The training data base was not availed to the assessment team</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>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence that the CAO confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing in a letter to the PS MoH (Letter dated 1st July 2023). The letter was written within the required timeline i.e. 30th Sep 2023</p>	2
	<p>Maximum 9 points on this performance measure</p>			
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>The LG PHC budget for FY 2022/2023 was UGX. 368,715,000 (ABPR, page, 47) and amount allocated was UGX. 89,950,000 (24%) for monitoring of health service delivery and management of district health services. This was more than 15% maximum.</p>	0
	<p>Maximum 9 points on this performance measure</p>			
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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</p>	<p>The LG did not warrant and transfer direct transferred to health facilities all quarters (Q 1- Q 4) in accordance to the requirements within 5 working days in FY 2022/2023.</p>	0
	<p>Maximum 9 points on this performance measure</p>		<p>Q 1- FY 2022/2023, warranted on 01/08/2022 and transferred 10/08/2022, after 9 working days.</p>	
			<p>Q 2- FY 2022/2023, warranted on 14/10/2022 and transferred 02/11/2022, after 17 working days.</p>	
			<p>Q 3 - FY 2022/2023, warranted on 09/01/2023 and transferred 19/01/2023, after 10 working days.</p>	
			<p>Q 4 - FY 2022/2023, warranted on 17/04/2023 and transferred 03/05/2023, after 14 working days.</p>	
			<p>The LG did not transfer within 5 working days after warranting for all the 4 quarters (Q 1 - Q 4) FY 2022/2023.</p>	

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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</p>	<p>The LG did not invoice and communicate PHC NWR Grant transfers for FY 2022/2023 to health facilities within 5 working days from the day of funds release in each quarter.</p>	0
	<p>Maximum 9 points on this performance measure</p>		<p>Q 1- FY 2022/2023, released funds on 04/08/2022, invoiced and communicated on 10/08/2022, after 20 working days which was beyond the 5 working days.</p>	
			<p>Q 2- FY 2022/2023, released funds on 13/10/2022, invoiced and communicated on 02/11/2022, after 20 working days, which was beyond the 5 working days.</p>	
			<p>Q 3 - FY 2022/2023, released funds on 13/01/2023, invoiced and communicated on 19/01/2023, after 7 working days, which was beyond the 5 working days.</p>	
			<p>Q 4 - FY 2022/2023, released funds on 24/04/2023, invoiced and communicated on 03/05/2023, after 8 working days, which was beyond the 5 working days.</p>	
			<p>The LG did not invoice and communicate all PHC NWR Grant transfers after release of funds for the FY 2022/2023 to health within 5 working days Q 1- Q 4, FY 2022/2023.</p>	
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>Evidence that the LG did not publicize all the quarterly financial releases through noticeboard on the release to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED FY 2022/2023.</p>	0
	<p>Maximum 9 points on this performance measure</p>		<p>Q 1 was publicized on 10th August 2022 which was 1 day after the release of the expenditure limits from MoFPED on 10th August 2022.</p>	
			<p>Q 2 was displayed on 2nd November 2022 which was 3 days after the release of the expenditure limits from MoFPED on 20th October 2022.</p>	
			<p>Q 3 was displayed on 25th January 2023 which was 3 days after the release of the expenditure limits from the MoFPED on 23rd January 2023.</p>	
			<p>Q 4 was displayed on 24th May 2023 which was 6 days from the release of the expenditure limits from MoFPED on 17th May 2023.</p>	

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

Maximum 7 points on this performance measure

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

There was no evidence that the health department implemented actions recommended by the DHMT/MMHT quarterly performance review meetings of the previous FY. Meeting minutes for the quarterly review meeting and implementation reports were reviewed;

Q1 meeting was held on 15th July 2022, attended by 25 participants. Key recommendations made under Min 6/09/2022 included

- The health department to intensify health education talks to mothers on the importance of completing the. There was no evidence of implementation of this recommendation.

- Q2 meeting was held on 17th November 2022, attended by 32 participants. Key recommendations included,

- Plan to disseminate performance targets a cross all departments

- Conduct integrated outreaches that are inclusive of ANC services

There was no evidence of implementation of these recommendations

Q4 meeting was meeting was held on 27th April 2023, attended by 23 participants. Key recommendations included;

- Follow up by the DHO on poor performing facilities

- Harmonize targets for all HFs by the District Biostatistician to address the issue of contradiction in information

- Engage DEO and teachers during child day

No evidence was provided on implementation of these recommendations.

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

Maximum 7 points on this performance measure

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

There was no evidence that the LG quarterly performance review meetings involved key LG departments e.g. WASH, Community Development, Education and implementing partners. The assessment team reviewed attendance for the quarterly review meeting and noted that;

Q1: The meeting was held on 15th July 2022, attended by 25 participants, including health facility in charges, District Planner, CAO and LC V. No implementing partners attended.

Q2: The meeting was held on 17th November 2022, attended by 32 participants, including health facility in charges, DHMT, implementing partner (International action Community of Women Leaving with HIV. Key departments like Community Development, Internal Audit and Education did not attend this meeting

Q3: The meeting was held on 23rd of April 2023, attended by 40 participants, including health facility in charges, DHMT, District Educator Officer, CAO and District Executive Committee members. No implementing partner attended this meeting

Q4: The meeting was held on 27th April 2023, attended by 23 participants including health facility in charges and DHMT. Implementing partners and Key departments like Community Development, Internal Audit and Education did not attend this meeting

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

Maximum 7 points on this performance measure

c. If the LG supervised 100% of HC IVs and General hospitals (including PNFs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0

If not applicable, provide the score

There was evidence that the LG supervised the HCIV at least once every quarter in the FY 2022/2023. The LG has 1 HC IV (Kigorobya HC IV). The assessment team reviewed the quarterly integrated support supervision reports and noted the following;

Q1: A total of 17 HFs were supervised this quarter including Kigorobya HC IV (Report prepared by Kabagenyi Nazareth- Assistant District Health Officer-Maternal and Child Health, dated 15th Sep 2023)

Q2: The HC IV and additional 17 facilities were supervised during this quarterly (Report prepared by Kabagenyi Nazareth-Assistant District Health Officer-Maternal and Child Health, dated 15th November 2022)

Q3: The HC IV and additional 7 facilities were supervised during this quarter. (Report prepared by Kabagenyi Nazareth-Assistant District Health Officer-Maternal and Child Health, dated 30th March 2023)

Q4: The HC IV and additional 6 facilities were supervised this quarter (Report prepared by Opaade John Francis-Assistant District Health Officer-Environmental Health, dated 19th May 2023)

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

Maximum 7 points on this performance measure

d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0

- If not applicable, provide the score

The LG 1 has 1 HSD (Bugahya HSD)- Supervised by Kigorobya HC IV. There was evidence that the Health Sub District (HSD) carried out support supervision of lower level health facilities within the previous FY 2022/2023

Q1: A total of 5 health facilities were supervised this quarter (Buraru HC III, Butema HC III, Mparangasi HC III, Kapapi HC III and Dwoli HC III)-Report prepared by Dr Lawrence Baluku-HSD In charge, not dated

Q2: A total of 5 health facilities were supervised this quarter. This included Kabaale HC III, Buseruka HC III, Mparangasi HC III, Butema HC III and Kapapi HC III- Report prepared by Dr Lawrence Baluku-HSD In charge, dated 19th February 2023

Q3: Supervision activities were conducted from 23rd – 24th March 2023. A total of 7 health facilities were supervised during this quarter (Report not dated and owned)

Q4: A total of 5 health facilities were supervised. This included Kabaale HC III, Buseruka HC III, Mparangasi HC III, Butema HC III and Kapapi HC III- Report prepared by Dr Lawrence Baluku-HSD In charge, dated 19th February 2023

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

Maximum 7 points on this performance measure

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

There was evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and implementation of those were followed during the FY 2022/2023.

Buraru HC III: The support supervision visit conducted on 27th July 2022 recommended that the HF should procure a notice board where all communication and notices can be posted. This was implemented and at the time of the assessment, the notice board was in place at the Outpatient department.

The same supervision visits also recommended that the HF should make a CQI workplan with a set of activities. This was implemented a copy of the workplan prepared by Bakwata Margret-CQI Focal Person and approved by Kwikiriza Richard-HF In charge was presented as evidence, HF CQI Workplan dated 14th Jan 2023 and a

Mparangasi HC III: The support supervision visit conducted on 1st August 2022 recommended that, the HF should put in place all monitoring charts by August 2022. This was implemented. Monitoring chats were placed on the notice board at the Outpatient department for;

- OPD utilization by children under 5 years for July and August 2023

- OPD utilization for people 5 years and above for July and August 2023

- ANC 1st time and ANC attendance 4th time

Dwoli HC III: The support supervision visit conducted by the District TB and Leprosy Supervisor and the District Laboratory Focal Person on 17th January 2023 recommended that the HF should put in place a cough monitor. This was implemented. Kugonza Aggrey the HIV Testing Services Screener was assigned this role.

The same support supervision visit also recommended for the reopening of the presumptive TB register for maternal and child health. This was implemented. HMIS TB 013: Presumptive TB register was opened on 21 Oct 2023 with one client registered was presented as evidence

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence that the LG provided support to health facilities in the management of medicines and health supplies.</p> <p>Quarterly Medicines Management Support Supervision reports were provided as evidence of implementation. In January – Feb 2023, a total of 3 health facilities were supervised. Noted in these facilities was incomplete labeling of envelopes and dispensing logs and lack of adequate medicine shelves at Kisababagwa and Mbarara HC IIs among others (Report prepared by Byarugaba Shadrach-Medicine Management Supervisor, dated 5th March 2023)</p> <p>Q1 supervision activities were carried out in 4 health facilities. 5 Supervision areas were looked, which included, dispensing quality, prescribing, stock management, storage and ordering and reporting. (Report prepared by Byarugaba Shadrach-Medicine Management Supervisor, dated 26th August 2022)</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>The LG DHOs health office budget was UGX. 89,950,000. The total amount allocated to health promotion and prevention activities was UGX. 52,962,000 (ABPR-page, 98). This was a proportion of 59% maximum more than 30%.</p>	2

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

Maximum 4 points on this performance measure

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

There was evidence that the DHT implemented health promotion, disease prevention and social mobilization activities in the FY 2022/2023

Community awareness to prevent the spread of diseases was conducted on 7th and 8th September 2023. The objective of this activity was to increase community awareness on disease causation, prevention and control. Key activities implemented included; 2 community dialogue meetings in Buraru and Butema; 8 community radio talk shows sponsored by TASO and Baylor and 13 dialogue meetings. (Report prepared Nsiimenta Rosemary- District Health Educator, dated 9th Sep 2022)

Community sensitization on hygiene, sanitation and physical planning was implemented on 15th, 22nd and 25th November 2022. This activity was intended to equip local leaders with the necessary health messages, so that they can pass them to other community members. The activity also emphasized the use of building plans as community members construct houses in the town council. (Report prepared by Wobusobozi Micheal-Health Inspector, not dated)

Community awareness sessions were also conducted In July 2022. Dialogue meetings were equally held in Bararu and Butema villages, with 8 community radio talk shows and 13 dialogue meetings. (Report prepared Nsiimenta Rosemary- District Health Educator, dated 27th July 2022)

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 that follow up action was taken by the LG on health promotion and disease prevention issues during the last FY 2022/23. We reviewed the DHMT meeting minutes and progress reports and noted the following;</p> <p>The environmental health meeting held on 1st June 2023, under Min 07/06/2023, there was a recommendation for all the Health Assistants to obtain sanitation data from the sub counties where they work in. This was implemented. A copy of the report on sanitation status in the district as of 30th June 2023 was presented as evidence for implementation (Report not dated and owned)</p> <p>The environmental health meeting held on 1st Sep 2022, under Min 05/09/2022 recommended that Health Assistants should prepare their workplans and submit to the HFs In charges. This recommendation was implemented copies of the Health Assistant workplans for Kapaapi HC III, Kibiro HC II, and Kitoba HC III were provided as evidence</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 is evidence that the LG had an Assets register that details health facilities and equipment in the LG, relative to the medical equipment list and service standards. Each individual health facility had a register detailing the asset description, engraved code, condition, user title, location, Date of purchase and initial cost</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>Maximum 4 points on this performance measure</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>score 1 or else score 0</p>	<p>There was no evidence provided by the LG on desk appraisals on investments.</p>	0
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>The LG did not provide evidence they conducted field appraisals on investments.</p>	0
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>The LG screened and prepared costed ESMPS and complied to risk mitigation plans for the following health projects;</p> <p>Rehabilitation of OPD Block at Kasomoro HC II (Ref No: Hoim 834/WRKS/22-23/00009. ESMP costed 1,841,923UGX and signed by DNRO and CDO on 24/3/2023</p> <p>Construction of 2 lined VIP latrine at Kiseke HC II. ESMP costed 365,000UGX signed by DNRO and CDO on 27/3/2023</p> <p>Fencing of Kasomoro HC II with a chain link and metallic gate. (Ref No: Hoim 834/WRKS/22-23/00022. ESMP costed 900,000UGX for signed by DNRO and CDO on 24/3/2023</p> <p>Compliance to the risk mitigation plan for projects implemented include, Waste management, planting grass to control soil erosion. During site visit the area had a functional incinerator but was full.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was no evidence that the Health department submitted procurement plans timely by 30th April as required by the guidelines. The documents that the assessor saw were dated in June.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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>Several PP1 forms were submitted beyond the prescribed deadline as follows:</p> <ol style="list-style-type: none"> 1. Fencing of Kasomoro HC II with chainlink - Submitted to PDU with PP form 1 dated 30th March 2023. Subsequently this project was awarded to M/S Karki Builders and Engineers' at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023. 2. Rehabilitation of OPD block at Kasomoro HC II - Submitted to PDU with PP form 1 dated 20th October 2022. Subsequently this project awarded to M/S Wemba Logistics Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023. 3. Construction of 2 stance lined latrine at Kiseke HC II - Submitted to PDU with PP form 1 dated 9th September 2022. Subsequently this project was awarded to M/S Rwabuso Contractors Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023. 4. Construction of 2 stance lined latrine with a urinal at Kibaire HC II - Submitted to PDU with PP form 1 dated 20th February 2023. Subsequently this project was awarded to M/S Aliku Builders & Stones Ltd at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023. 	0

<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>There was evidence health infrastructure investments were approved by the contracts committee and as all the contract sums were below the threshold, there was no need for approval by the Solicitor General.</p> <ol style="list-style-type: none"> 1. Fencing of Kasomoro HC II with chainlink – Submitted to PDU with PP form 1 dated 30th March 2023. Subsequently this project was awarded to M/S Karki Builders and Engineers’ at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023. The contract sum was UGX. 42, 004, 020.00 2. Rehabilitation of OPD block at Kasomoro HC II – Submitted to PDU with PP form 1 dated 20th October 2022. Subsequently this project awarded to M/S Wemba Logistics Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023. Contract sum was UGX. 36, 838, 467.00 3. Construction of 2 stance lined latrine at Kiseke HC II – Submitted to PDU with PP form 1 dated 9th September 2022. Subsequently this project was awarded to M/S Rwabusu Contractors Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023. The contract sum was UGX. 14, 999, 000.00 4. Construction of 2 stance lined latrine with a urinal at Kibaire HC II – Submitted to PDU with PP form 1 dated 20th February 2023. Subsequently this project was awarded to M/S Aliku Builders & Stones Ltd at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023. Contract sum UGX. 16, 004, 588.00
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13

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

Maximum 10 points on this performance measure

d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0

If there is no project, provide the score

There was evidence that Hoima Local Government established Project Implementation Team (PIT) for health construction projects.

From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF:CR dated 17th May 2023.

The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).

From the District Engineers' files it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.

Monthly progress reports seen indicated attendance from all the PIT members.

All the field monitoring reports sampled had records of attendance of all PIT members.

Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that LG health infrastructure construction projects followed the approved MOH technical infrastructure designs. The following four projects were sampled</p> <ol style="list-style-type: none"> 1. Fencing of Kasomoro HC II with chainlink 2. Rehabilitation of OPD block at Kasomoro HC II 3. Construction of 2 stance lined latrine at Kiseke HC II 4. Construction of 2 stance lined latrine with a urinal at Kibaire HC II <p>Field visits were conducted to these sites on 14th November 2023 to have physical checks if the projects complied with MOH standard technical designs.</p> <p>During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs.</p> <p>At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOH headquarters.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that daily site activities records that are consolidated into weekly reports and submitted to District engineer with a copy to DHO for each health infrastructure project. The projects were too small to attract a Clerk of Works but SOW from Works Department did this work.</p> <p>The health projects sampled were:</p> <p>Fencing of Kasomoro HC II with chainlink, Rehabilitation of</p> <p>Rehabilitation of OPD block at Kasomoro HC II</p> <p>Construction of 2 stance lined latrine at Kiseke HC II</p> <p>Construction of 2 stance lined latrine with a urinal at Kibaire HC II</p> <p>The assessor looked through the files and saw copies of daily reports prepared by SOW and copies of consolidated weekly reports submitted to District engineer with a copies to DHO</p>	1

13

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

Maximum 10 points on this performance measure

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

If there is no project, provide the score

There was evidence that Hoima Local Government held monthly site meetings for infrastructure projects. In attendance were the appointed PIT members including chairperson of the Health Unit Management Committee (HUMC).

Files of the sampled projects were scrutinized for information.

Fencing of Kasomoro HC II with chainlink, Rehabilitation of

Rehabilitation of OPD block at Kasomoro HC II

Construction of 2 stance lined latrine at Kiseke HC II

Construction of 2 stance lined latrine with a urinal at Kibaire HC II

On all the files sampled, among other documents, the following reports could also be seen:

Minutes of monthly site meetings indicating attendance of all PIT members with chairperson HUMC.

Monthly progress reports.

Field monitoring reports made by PIT members.

Regular reports prepared by Superintendent Of Works and consolidated into weekly and monthly reports.

All the files sampled had copies of other project site monitoring meetings.

13

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 was evidence that the LG carried out technical supervision of works at health infrastructure projects at least monthly by relevant officers of the PIT including engineers, environment officers, and community development officers at critical stages of construction.

Looking through the files, it can be seen that project supervision is taking place. For example health sector project monitoring report dated 30th May 2023, quarterly project monitoring team reports for the 2nd quarter dated 27th December 2022 and 3rd quarter dated 11th April 2023. These meeting are with full participation of District Health Officer, District Education Officer, District Environment Officer, District Community Development Officer, District Natural Resources Officer, District Engineer, Chief Internal Auditor, Chief Finance Officer, Chief Administrative Officer

There was evidence that the Hoima District Local Government verified works (certify) and initiated payments of contractors within specified timeframes as per contract.

Files of several projects were sampled and the following evidence was found as examples of timely initiation and certification of payments.

For the construction of the 5 stance lined VIP latrine at Kitana P/S M/S Basingo Construction Co. Ltd requested for payment through their letter signed by their Diector Junjura Jeremiah dated 22nd February 2023. On 13th March 2023, the CAO signed off the payment request ready for payment

For the construction of 2 stance lined VIP latrine at Kibaire HCII. M/S Sidney Concepts Ltd requested for payment through their letter signed by their Diector Norman Aliguma Mugenyi. Baguma Sydney James dated 12th June 2023. On 14th June 2023, the CAO signed off the payment request ready for payment

For the renovation of Kitchen at Buhanika HC III M/S Aliku Builders Stone Ltd requested for payment through their letter signed by their Diector Norman Aliguma Mugenyi dated 6th June 2023. On 14th June 2023, the CAO signed off the payment request ready for payment

On receipt of Interim Payment requests, the District engineer prepares measurement sheet following site inspection/supervision. This measurement sheet is endorsed by all key heads of departments and is a key part of payment certification. The assessor was shown these measurement sheets.

In addition, the Environment Officer and Community Development Officer prepare a separate "environment and social certificate" that are attached to the certificates. The assessor saw copies of these certificates and there is evidence that they do so after a site visit.

This is sufficient evidence that Hoima Local Government (1) Hoima Local Government PIT supervises projects regularly (2) Hoima Local Government PIT verifies works and initiates payments of contractors within specified time frames as per contract.

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>The LG provided evidence, the, DHO, District Engineer, and DCDO, Environment Officer verified works and initiated payments of contractors.</p> <p>The sample of payments were;</p> <ol style="list-style-type: none"> 1. Construction of a 2 in one staff house at Kigoroby HC IV by Karki Builders and Engineers Ltd. Procurement Number. Requisition for funds on 24/10/2022. Certified works on 24/10/2022 and paid on 28/06/2023 by EFT. 6438549, UGX. 75,200,000. This was paid within 14 days. 2 . Construction of 3 Stance Lined Pit Latrine at Bulindi Town Council by Aliku Builders Stone Ltd Procurement Number. Hoim834/WRKS/2022-2023/00020. Requisition for funds on 27/03/2023. Certified works on 27/03/2023 and paid on 03/05/2023 by EFT. 5167598, UGX. 16,691,400. This was after 35 days, which is beyond the 14 days. 3. Rehabilitation of OPD Block At Kasomoro HC II by Wemba Logistics Company Ltd. Procurement Number. Hoim834/WRKS/2022-2023/00012. Requisition for funds on 10/02/2023 . Certified works on 20/02/2023 and paid on 16/03/2023 by EFT. 4281505, UGX. 18,708,100. This was paid after 62 days which is beyond the 14 days. <p>From the sample contractors 3 and 4 were not paid the specified timeframe of 14 days.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 was evidence Hoima Local Government kept complete procurement files for health infrastructure projects. The following four files were sampled.</p> <ol style="list-style-type: none"> 1. Fencing of Kasomoro HC II with chainlink - Submitted to PDU with PP form 1 dated 30th March 2023. Subsequently this project was awarded to M/S Karki Builders and Engineers' at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023. The contract sum was UGX. 42, 004, 020.00 2. Rehabilitation of OPD block at Kasomoro HC II - Submitted to PDU with PP form 1 dated 20th October 2022. Subsequently this project awarded to M/S Wemba Logistics Co. Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023. Contract sum was UGX. 36, 838, 467.00 	1

3. Construction of 2 stance lined latrine at Kiseke HC II – Submitted to PDU with PP form 1 dated 9th September 2022. Subsequently this project was awarded to M/S Rwabuso Contractors Ltd at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th December 2023 and removed on 23rd December 2023. The contract sum was UGX. 14, 999, 000.00

4. Construction of 2 stance lined latrine with a urinal at Kibaire HC II – Submitted to PDU with PP form 1 dated 20th February 2023. Subsequently this project was awarded to M/S Aliku Builders & Stones Ltd at the contracts committee meeting of 12th April 2023 through minute 81/CC/HDLG/2022 - Best Evaluated Bid notice was displayed on 12th April 2023 and removed on 25th April 2023. Contract sum UGX. 16, 004, 588.00

The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law

Apart from the above information on each project file many other details were seen on the files as follows: LGPP form 1 with Engineers’ estimate, Newspaper extract for the call for bids, Bidding forms and Instructions to bidders, LGPP form 2 Request for approval of procurement method, Request for approval of bidding documents, Evaluation Reports, Minutes of contract award, Payment receipt and many other documents like progress reports and certificates for practical completion.

Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p> <p>There was no evidence that the LG had grievances recorded, investigated, responded to and redress reported under Health</p>	0
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was no evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities seen by the time of assessment</p>	0
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>Kibaire and Kasomoro Health Center II had open burning for medical waste pits seen during site visit. However, they were in poor condition. The health centers have no incinerators</p>	0
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>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was no evidence of training records and awareness raising on healthcare waste management seen by the time of assessment.</p>	0
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>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was evidence that the LG had costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY example;</p> <p>Rehabilitation of OPD Block at Kasomoro HC II (Ref No: Hoim 834/WRKS/22-23/00009.contract amount 36,838,467UGX.Contract; M/S Wemba Logistics Co Ltd. In the BOQ under Item No 9 Environmental and social safeguards costed 65,000UGX ESMP costed 1,841,923UGX and was signed by DNRO and DCDO on 24/3/2023</p>	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>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 no evidence showing the LG had proof of land ownership for health construction projects implemented at the time of assessment.</p>	0
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 of consistent monitoring and engagement throughout the contract period by CDO and DNRO and monthly reports for health projects</p> <p>Examples:</p> <p>Monthly Report for compliance inspection and monitoring checklist report for E&S of development projects on Construction of Kisomoro HC II for May and June. Monitoring report dated 27/06/2023 signed by DCDO and DNRO</p> <p>Monthly Report for compliance inspection and monitoring checklist report for E&S of development projects for fencing of Kisomoro HC II for May and June. Monitoring report dated 26/06/2023 signed by CDO and DNRO</p>	2

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

Maximum 8 points on this performance measure

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

There was evidence accessed in LG for payment certificates signed off by the Environment Officer and CDO for health projects examples include;

Payment Certificate No 1 for Rehabilitation of OPD at Kasomoro HC II. Amount due 18,708,100UGX. Signed by DEng, DNRO, DCDO, DHO and CAO on 20/2/2023

Payment Certificate No 1 for construction of 2 stance VIP Latrine at Kiseke PS. Amount due 12,993,686UGX. Signed by DEng, DNRO, DCDO, DHO and CAO on 25/3/2023

Payment Certificate No 1 for Fencing at Kasomoro HC II. Amount due 33,715,909UGX. Signed by SOW, DNRO, CAO, Ag DHO and CAO on 19/6/2023

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional. If the district rural water source functionality as per the sector MIS is: o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	As per the MWE-MIS for the FY 2022/23, the rural water functionality for Hoima District was 68% which falls far below 80%, thereby justifying a minimum score of zero (0).	0
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	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: o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	From the MWE -MIS for the FY 2022/23, the % of WSS facilities with functional WSCs in Hoima DLG, as seen under the Management Column, was 98%. This is in the range from 90% to 100%, thereby justifying a maximum score of 2 to be entered.	2
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment Maximum 8 points on this performance measure	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is; • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0	The water and environment LLGs performance assessment for the current FY 2023/24 indicated an overall average score for Hoima DLG of 31% which is far lower than 60%. Therefore, a score of zero (0) was entered.	0
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment Maximum 8 points on this performance measure	b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY. o If 100 % of water projects are implemented in the targeted S/Cs: Score 2	Safe Water Coverage (SWC) for Hoima District for the previous FY (2022/2023), as obtained from the DWO for Rural water, was 80.4%. The Sub-Counties (S/Cs) with their SWC were Kiganja S/C (43.87%); Kapapi S/C (47.25%); Burikya S/C (62.06%); Kigorobyia S/C (62.11%); Kisukuma S/C (72.05%); Bulyango S/C (79%); Karongo/Kibanjwa S/C (90.96%); Kiryagobe S/C (93.36%); Buraru S/C (93.40%); Kisabagwa S/C (77.22%), Buseruka (S/C	0

o If 80-99%: Score 1

o If below 80 %: Score 0

(65.88%), Kabaale S/C (69.70%), Nyakabingo S/C (90.37%), Toonya S/C (39.47%), and 95% SWC for Buhanika S/C, Butema S/C, Kitonya S/C, Kitoba S/C, Kiragura S/C, Budaka S/C, and Kijongo S/C. Therefore, the Sub-counties with their SWC below the district average that were to be targeted were Kyabigambire S/C, Bulindi S/C, Kibugubya S/C, Kijongo S/C, Kiganja S/C, Kapapi S/C, Burikya S/C, Kigorobya S/C, Kisukuma S/C, Bulyango S/C, Kisabagwa, Buseruka, Kabaale and Toonya.

The AWP and Annual Budget performance report for FY 2022/23 submitted by CAO on 11th/08/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 19th/09/2022 indicated the following budgeted water projects that were implemented in the targeted S/Cs:

(i) Construction of Public Lined Latrine: Construction of a 3-stance VIP lined latrine at Bulindi Trading Center in Kyabigambire S/C of which 1 out of 1 is to the target S/C.

(ii) Deep Borehole drilling (Hand Pumped: Siting, drilling, casting, installation and pump testing of 11 deep boreholes in Kisukuma S/C (1), Kapapi S/C (1), Kigorobya S/C (4), Buseruka S/C (2), Kabaale S/C (1), and Buraru S/C (2): Equivalent to a target of 9 out of 11.

(iii) Production well drilling (Motorized Pump): Siting, drilling, casting, installation, and pump testing of 1 Production well in Kigangya S/C: Equivalent to a target of 1 out of 1.

(iii) 11 Boreholes rehabilitated in Bombo S/C (2), Buraru S/C (2), Buhanika S/C (2), Kigangya S/C (1) and Kisukuma S/C (1), Kyabigambire S/C (2) and Buseruka S/C (1) of which 5 out of 11 were in the targeted S/Cs.

(iv) Survey and design of Kibanda mini-piped water supply scheme, in Kiganja S/C: Equivalent to 1 out of 1 to the target S/C.

(v) Phased construction of Kibanda mini-piped water supply scheme, in Kiganja S/C: Equivalent to 1 out of 1 to the target S/C.

(vi) Spring protection: Buraru S/C (1), Kyabigambire S/C (1), Bulyango S/C (1), Budak S/C (1), and Buhanika S/C (1). Equivalent to 2 out of 5 is to the target S/C.

Therefore, the total number of projects implemented in target S/Cs was 20 out of 31 budgeted projects in the Previous FY 2022/23, equivalent to 64.5%, which is far below 80% of water projects implemented in the targeted S/Cs, thereby justifying the zero (0) score to be entered.

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

A review of the Annual Work Plan and Budget for the previous FY 2022/2023 and the sample of 3 WSS contracts revealed the following percentage variation of the engineering estimates:

(a) Project with reference HOIM834/WRKS/2022-2023/00008: Siting, Supervision, Drilling, Casting and Installation of 11 Deep Boreholes in Hoima DLG for FY 2022/23, awarded to ICON Projects Ltd at a cost of UGX282,462,800, compared with the Engineer's estimate of UGX283,240,000 (Borehole drilling at UGX256,080,000 + Production well drilling at UGX23,280,000). This represents a negative variation of UGX777,200; equivalent to a percentage variation of -0.27%.

(b) Project with reference HOIM834/SRVS/2022-2023/00001: Surveying and design of Kibanda Mini-piped water supply system in Hoima DLG for FY 2022/23, awarded to IPMS at contracted cost of UGX37,393,091, compared with the Engineer's estimate of UGX39,596,019. This represents a negative variation of UGX2,202,928; equivalent to a percentage variation of -5.56%.

(c) Project with reference HOIM834/WRKS/2022-2023/00009: Phased construction of Kibanda Mini-piped water supply system in Hoima DLG for FY 2022/23, awarded to Richart Partners Ltd at a contracted cost of UGX190,044,900 (Transmission Line at UGX88,805,000 + Distribution line at UGX72,250,000 +18% total as VAT), compared with the Engineer's estimate of UGX190,486,120. This represents a negative variation of UGX441,220; equivalent to a percentage variation of -0.23%.

Therefore, given that the contracted prices of the sampled 3 WSS infrastructure investment contracts for the previous FY 2022/23 were all within +/-20% of the engineer's estimates, a score of 2 was entered.

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>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <ul style="list-style-type: none"> o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0 	<p>There was Annual Work Plan (AWP) and Budget for the DWSCG for FY 2022/23 but there was no Annual Budget Performance report (4th Quarter progress report for FY 2022/23) to determine whether the planned and budgeted WSS infrastructure projects were completed as per the AWP by end of FY 2022/23.</p> <p>Since there was no Annual Budget Performance report (4th Quarter progress report for FY 2022/23), it could not be determined that the WSS Infrastructure projects planned for implementation in the FY 2022/23 were completed by the end of the FY. Therefore, a score of zero (0) was entered.</p>	0
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3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> o If there is an increase: score 2 o If no increase: score 0. 	<p>From MWE-MIS for the assessment of Previous FY 2022/23, the rural water functionality for Hoima DLG as per June 30th, 2023 was 85%.</p> <p>From MWE-MIS for the assessment of Previous FY but one 2021/22, the rural water functionality for Hoima DLG per June 30th, 2022 was 84%.</p> <p>The variation in Functionality from 84% in FY 2021/22 to 85% in FY 2022/23, represents an increase of 1% which is an increase in the water supply facilities that were functional. Therefore, a maximum score of 2 was entered.</p>	2
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3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <ul style="list-style-type: none"> 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. 	<p>From MWE-MIS for the assessment of previous FY 2022/23, the rural water management for Hoima DLG was 98% while the management was also 96 % for the assessment of previous FY but one, FY 2021/22. This indicates an increase of 2% in the water supply facilities with functional water and sanitation committees, which is an increase more than 1% and therefore, a maximum score of 2 was entered.</p>	2
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Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>There was no Annual Performance Report at the DLG Water Sub-sector Department but the following 3 WSS facilities were sampled and visited from a list provided of the WSS facilities that were constructed in the FY 2022/23:</p> <p>(a) WSS facility source name: Public</p>	0
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Maximum 3 points on this performance measure

Lined VIP Latrine at Kabolwa Trading Center (RGC) in Kitikara village, Kibaire Ward in Bulindi TC, funded by DWSCG:

- It was constructed in FY 2022/23 and completed by Aliku Stone Ltd Contractor on 27th/02/2023 to serve approximately 800 market people.
- It has 3 stances, one for Males with a urinal, another stance for Females and a third one with wider door and a ramp for PWDs, there is a ramp also on the Males' side.
- There is no roof water harvesting and a tank for hand washing is placed in front of the facility but without water supply or connection to roof top, whose gutters were not in place.
- It had no WSC established yet and is not yet commissioned.

• The facility was completed and is ready for use, once commissioned and WSC established.

(b) WSS facility source name: Production Well (Deep Borehole) in Kyaramya Village, Kibanda Parish, Kiganja S/C, funded by DWSCG:

- It was drilled and installed on 28th/04/2023 to serve the villages Kibanda, Kyeramyia, Kiganja, Kiniraheru, Kibito and Kidongido.
- Approximately 16 pipes were installed in it.
- Sitting, feasibility studies and design was funded by the DWSCG while the Drilling, installation, casting of the production well was funded by UgIFT, which is to fund UGX200,000,000 each year for 4 years.
- Phase I construction which was completed covered (i) the sitting and Feasibility studies; (ii) Drilling and installation of the Deep Borehole (the production well), and (iii) Pipe work for 2.05 km transmission and 1.5 km distribution lines.
- Phase II construction will cover pipe network for 10 km of distribution line.
- Phase III construction will cover the protection of the production well site and the Tank works.
- The production well has a good yield of 13 m³/h and was capped after drilling and installation in phase I.
- There was no fence installed on the facility
- No grass was planted around the facility

to mitigate against erosion and no interceptor drain was dug to safely carry away surface runoff.

• **The facility phase I is completed.**

(c) WSS facility source name: Kijonjome P/S Deep Bore Hole in Kijonjome Village, Kapaapi S/C, with ID DWD 87714, funded by DWSCG:

- It was constructed on 8th/03/2023.
- Approximately 11 pipes were put
- The drainage channel is not clear and requires regular cleaning, even at the casted platform.
- There was no fence installed on the facility
- There was no soak pit constructed at the end of the drainage channel.
- No grass was planted around the facility to mitigate against erosion and no interceptor drain was dug to safely carry away surface runoff.

• **The facility is completed and in use.**

Therefore, the facilities were constructed and are functioning well, despite the challenges observed and noted during the field visits.

Since there was no annual performance report , it could not be established that the WSS facilities were accurately reported by the DWO and therefore, a score of zero (0) was accordingly entered.

5

Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance

Maximum 7 points on this performance measure

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

There was no evidence that the LG Water Office collects and compiles information on sub-county water supply and sanitation reported in each quarter since there were no Quarterly WSS reports provided by the DWO.

Therefore, a score of zero (0) was accordingly entered.

0

5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>There was no evidence that the LG Water Office updates the MIS (WSS data) as should be seen in all the Quarterly Reports that were not availed. For the newly constructed facilities should have been reported and their details filled in Form 1s as the data collection forms for point water sources, detailing location of the new facilities, population served, functionality of WSCs and WSS facilities, etc.). The Form 1s were to be attachments to the quarterly progress reports that were never availed.</p> <p>Therefore, a score of zero (0) was entered.</p>	0
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5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>There was no evidence that DWO supported the 25% lowest performing LLGs in the previous FY 2022/23 in developing PIPs.</p> <p>There was no previous assessment of the LLG performance in 2022.</p> <p>Since there was no previous assessment in 2022 that was used to determine the 25% (2) lowest performing LLGs, the basis on which the PIPs would have been developed for implementation in the current year 2023, justified a score of zero (0) to be entered.</p>	0
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Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>Evidence was provided through staff list, performance contract and recruitment plan to show that the District Water Officer budgeted for critical staff in the department including:</p> <ol style="list-style-type: none"> 1. District Water Officer (Civil Engineer - Water) 2. Assistant Engineering Officer (Hygiene and Sanitation) 3. Assistant Engineering Officer (Water) 4. Assistant Water Officer for Mobilization 5. Borehole Maintenance Technician 	2
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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>Evidence was provided through staff list, performance contract and recruitment plan to show that the District Natural Resources Officer has budgeted for critical staff in the Natural Resources department including:</p> <ol style="list-style-type: none"> 1. The District Natural Resources Officer 2. Environment Officer 3. Forestry Officer 	2
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>Evidence availed to the assessor confirmed that all District Water Office staff were appraised during the previous FY according to guidelines from MoPS.</p> <ol style="list-style-type: none"> 1. The District Water Officer (Adima Israel Donise) was appraised on 30th June 2023 2. Assistant Water Officer in charge of Mobilization (Alinda Andrew) was appraised on 30th June 2023 3. Assistant Water Officer (Mukidi Dean) was appraised on 29th June 2023 4. The Borehole Technician (Nyakoojo Denis) was appraised on 29th June 2023 	3
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>There was no evidence that the District Water Office identified capacity needs of staff from the performance appraisal process.</p> <ul style="list-style-type: none"> • There was no Hoima DLG Capacity Needs Assessment Report for FY 2022/23 that was prepared and no training database was developed by the Principal Human Resource Officer (PHRO) of Hoima DLG. • There was no training plan developed and no training of the LG Water Sub-departmental Staff was conducted. • Since no training was conducted for the District Water Office staff, there were no training reports. <p>Therefore, based on the above, a score of zero (0) was entered.</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>	<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 	<p>Safe Water Coverage (SWC) for Hoima District for the previous FY (2022/2023), as obtained from the DWO for Rural water, was 80.4%. The Sub-counties with their SWC below the district average that were to be targeted in the current FY 2023/24 were Kyabigambire S/C, Bulindi S/C, Kibugubya S/C, Kijongo S/C, Kiganja S/C, Kapapi S/C, Burikya S/C, Kigoroby S/C,</p>	1
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Maximum 6 points on this performance measure

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

Kisukuma S/C, Bulyango S/C, Kisabagwa, Buseruka, Kabaale and Toonya.

From the Annual Work Plan (AWP) and Budget for the current FY 2023/24, submitted by Hoima CAO on 14th/09/2023 to MWE PS, received by MWE Central Registry and approved by RWSSD on 18th/09/2023 showed the following budget allocations under the District Rural Water Supply-Development Fund part of the DWSCG and UgIFT:

(i) Construction of Public Latrines in RGCs (1): Construction of a 2-stance Lined VIP Latrine at Butema T/C at a **cost of UGX18,000,000** of which **none (0) went to Target S/Cs**.

(ii) Medium Spring Protection (03): Protection of 3(no) Medium Springs in Buhanika S/C, Kapapi S/C and Kitoba S/C at a **cost of UGX19,760,000** of which only **1 out of 3 went to Target S/C, equivalent to UGX6,586,667**.

(iii) Deep Borehole drilling (12): Drilling of 12(no) Deep Boreholes in Bombo S/C (2), Buseruka S/C (3), Kabaale S/C (1), Kigorobya S/C (1), Kisukuma S/C (1), Bulindi TC (2) and Kitoba S/C (2) at a **cost of UGX267,796,996** of which **8 out of 12 went to Target S/Cs**, Equivalent to **UGX178,531,331**.

(iv) Construction of Phase II of Kibanda Mini-Piped Water System (Borehole pumped), (01) under UgIFT in Kyaramya Village, Kibanda Parish, Kiganja S/C (1) at a **cost of UGX212,973,964** of which **all went to Target S/C**.

(v) Borehole Rehabilitation (12): Bombo S/C – 1 Borehole; Kisukuma S/C – 2 Boreholes; Kabaale S/C – 1 Borehole; Kapapi S/C – 1 Borehole; Kitoba S/C – 4 Boreholes, Kyabigambire S/C – 1 Borehole and Bulindi S/C – 2 Boreholes at a **cost of UGX62,700,000** of which **7 out of 12 is to the Target S/Cs**, equivalent to **UGX36,166,667**.

The Budget for FY 2023/24, therefore reflected a total of **UGX434,258,628 allocated to target S/Cs** out of **UGX580,530,960 allocated to Water developmental infrastructure projects**. This equated to **74.8% of the budget for water developmental infrastructure projects**, falling within the range of **60% to 79%**, and therefore a **score of 1** was entered.

8			3
	<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>	<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>There was evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY 2023/24.</p> <ul style="list-style-type: none"> • There were no sub-county advocacy meeting minutes seen and there were no District quarterly software reports that are always incorporated into the Quarterly progress reports. • However, for the sampled facilities in Kapapi S/C, Bulindi TC and Kiganja S/C, there was information on the current FY 2023/24 allocations to the target S/C that was displayed on their S/C notice boards. <p>For example, at Kapapi S/C Notice board, there was displayed on the notice board a letter by the DWO to the Senior Assistant Secretary (SAS) of Kapapi S/C with heading “Submission of projects to be implemented in Kapapi S/C for FY 2023/24 to the Senior Assistant Secretary (SAS) of Kapapi S/C by the DWO, dated 28th/07/2023”. The projects indicated included 3 borehole drilling, one borehole rehabilitation, and 3 spring protection.</p> <p>Therefore, a score of 3 was entered.</p>
9			4
	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>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> <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 	<p>There was significant evidence that the district Water Office monitored each of the previous FY 2022/23 WSS facilities at least quarterly.</p> <p>The list of sources for Rural Water Supply and Sanitation facilities for Hoima district constructed in FY 2022/23 included the following:</p> <p>(i) Construction of Public lined Latrine: Construction of a 3-stance VIP lined latrine at Bulindi Trading Center in Kyabigambire S/C.</p> <p>(ii) Deep Borehole drilling (Hand Pumped): Siting, drilling, casting, installation and pump testing of 11 deep boreholes in Kisukum S/C (1), Kapapi S/C (1), Kigorobya S/C (4), Buseruka S/C (2), Kabaale S/C (1), and Buraru S/C (2).</p> <p>(iii) Production well drilling (Motorized Pump): Siting, drilling, casting, installation and pump testing of 1 Production well in Kigungya S/C.</p> <p>(iii) 11 Boreholes rehabilitated in Bombo S/C (2), Buraru S/C (2), Buhanika S/C (2), Kigungya S/C (1) and Kisukuma S/C (1), Kyabigambire S/C (2) and Buseruka S/C (1).</p> <p>(iv) Survey and design of Kibanda mini-piped water supply scheme, in Kiganja S/C.</p> <p>(v) Phased construction of Kibanda mini-piped water supply scheme, in Kiganja S/C.</p>

(vi) Spring protection: Buraru S/C (1), Kyabigambire (1), Bulyango (1), Budaka (1), and Buhanika (1).

There was a Projects' Monitoring Plan for FY 2022/23 that indicated the following:

- Drilling of 12 Boreholes was to be done in 2nd Week and 4th Week of January 2023; 2nd Week and 4th Week of February; 2nd Weeks of March and April.
- Construction of 5 Springs was to be done in 1st Week and 3rd Week of January 2023; 1st Week and 4th Week of February.
- Construction of Bulindi Public Toilet was to be done on 4th Week of January, 2nd Week of February and 1st Week of March.
- Rehabilitation of 11 Boreholes was to be done in 1st Week and 3rd Week of January 2023; 1st Week and 3rd Week of February; 1st Week and 3rd Week of March, and 1st Week of April.
- Phase I Construction of Kibanda Piped Water System was to be done in 2nd Week and 4th Week of January 2023; 2nd Week and 4th Week of February; 2nd Weeks of March and 1st Week of April.

The following monitoring/supervision or inspection reports were found at the LG Water Department for WSS facilities implemented during the Previous FY 2022/23:

- Monitoring report on water, dated 23rd/01/2023, by the AWO to SAS of Kapapi S/C for the monitoring activities done in December 2022 and January 2023, and covered 10 Boreholes, 10 Springs and 21 Shallow Wells.
- Report on monitoring of Bishenyi piped water scheme project by AWO to CAO, dated 3rd/02/2023.
- Report on monitoring of water facilities to CO by AWO, dated 20th/12/2022, from which 42 sources were visited.
- Second Quarter monitoring report to CAO by AWO, dated 1st/11/2023, from which 9 springs and 30 boreholes were visited.
- Third Quarter monitoring report to CAO by AWO, dated 8th/02/2023, from which 7 springs and 37 boreholes were visited.
- Report by AWO to CAO, dated 23rd/02/2023, regarding construction of 3-stance lined pit latrine with urinal at Bulindi Trading Centre from which visits were made on 9th/02/2023, 13th/02/2023, 18th/02/2023 and 27th/02/2023 including the scope and progress of work on Substructure, Walling and Frame, Roof,

Doors and Finishes and Fittings.

It can therefore, be estimated that on average, 43 WSS facilities out of 45 facilities were monitored, at least quarterly, equivalent to 95.6% of the WSS facilities that were monitored.

- Therefore, this falls in the case of more than 95% of the WSS facilities monitored quarterly, and a maximum score of 4 was entered.

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>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>There was no evidence that the DWO conducted quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities discussed and remedial actions incorporated in the current FY AWP. Only the first quarter DWSCC meeting minutes were seen.</p> <ul style="list-style-type: none">• Minutes for the First Quarter Hoima DLG District Water and Sanitation Coordination Committee Meeting held on (Not dated but Attendance had a date: 24th/08/2022 at the (Venue not indicated), attended by 12 participants: Only agenda item 5 on "Presentation of reports". <p>Since the DWO did not conduct quarterly DWSCC meetings, then no key issues could be identified from quarterly monitoring of WSS facilities and were therefore not discussed. Therefore, a score of zero (0) was entered.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>There was no evidence that allocations for the Current FY 2023/24 to LLGs with SWC below the LG average were displayed at notice boards and the district website.</p> <ul style="list-style-type: none">• At the District Notice board, no information on the current FY 2023/24 allocations to the target S/C was displayed.• For the sampled facilities in Kiganja S/C, Kapapi S/C, and Bulindi TC, had no information on the current FY 2023/24 allocations to the target S/C that were displayed on their notice boards. <p>Therefore, a score of Zero (0) was entered.</p>	0

10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>The Total Non-Wage Recurrent (NWR) budget for the previous FY 2022/23 was UGX78,413,415 while the amount spend on Mobilization was UGX38,548,135, which is 49.2% of the NWR. This percentage is more than the Minimum of 40% as per sector guidelines. Therefore, a score of 3 was entered.</p>	3
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.</p>	<p>There is no evidence that the DWO in liaison with the CDO trained WSCs on their roles on O&M of WSS facilities.</p> <p>For the sample of 3 WSS facilities, the following was observed and noted regarding training of WSCs on O&M roles:</p> <p>(a) WSS facility source name: Public Lined VIP Latrine at Kabolwa Trading Center (RGC) in Kitikara village, Kibaire Ward in Bulindi TC, funded by DWSCG:</p> <ul style="list-style-type: none"> • It had no WSC established yet and is not yet commissioned. <p>(b) WSS facility source name: Production Well (Deep Borehole) in Kyaramya Village, Kibanda Parish, Kiganja S/C, funded by DWSCG:</p> <ul style="list-style-type: none"> • There was no fence installed on the facility and no WSC established. <p>(c) WSS facility source name: Kijonjome P/S Deep Bore Hole in Kijonjome Village, Kapapi S/C, with ID DWD 87714, funded by DWSCG:</p> <ul style="list-style-type: none"> • There was no fence installed on the facility and no WSC established. <p>Therefore, the District Water Officer in liaison with the Community Development Officer neither established nor train WSCs/WUCs on their roles on O&M of WSS facilities, thereby justifying a score of zero (0) to be entered.</p>	0

Investment Management

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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

There was an up-to-date LG Asset Register which sets out water supply and sanitation facilities by location and LLG.

The LG assets register, which sets out WSS facilities by location and LLG was provided by the DWO as "Hoima District Water Register" in a form of Excel Spreadsheet with column entries of:

(i) Name of Sub County/Div/TC;

(ii) Name of Parish/Ward;

(iii) Name of Village/Cell;

(iv) House Holds;

(v) Estimated Population;

(vi) Chairperson LCI details (Names of the Chairperson LCI, Telephone Number);

(vii) Water Sources (Total No. of water sources, Functional, Not Functional);

(viii) Distance from the Centre of the village (kms);

(ix) O/w No. of Safe Water Sources (Functional, Not Functional);

(x) O/W No. of Unsafe Water Sources (Functional, Not Functional);

(xi) o/w Boreholes (F/NF, Tested for Water Quality);

(xii) o/w Springs (Protected and Functional, Not protected and functional, Protected but not functional, Tested for Water Quality); and

(xiii) o/w Shallow wells (F/NF, Tested for Water Quality).

It has 320 water facilities listed with the above details, though the register must include the net worthies of the assets and could include WSCs/WUCs established and/or trained, WUCs/WSCs composition by gender as is indicated in the viewed Form 1s and Form 4s.

Since there was an assets register, that had WSS facilities by location and LLG that were updated with the previously constructed facilities in FY 2022/23, a score of 4 was entered.

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>The LG did not provide any evidence on desk appraisals for WSS projects in the current FY 2023/2024.</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>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>There was no evidence that the beneficiary communities applied for WSS investments for the current FY 2023/24.</p> <p>Therefore, all the budgeted investments for current FY 2023/24 did not have completed applications from beneficiary communities, and a score of Zero (0) was entered.</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>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>The LG did not provide any evidence on field appraisals for WSS projects.</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.</p> <p>Score 2</p>	<p>There was evidence of Environmental and Social Screening Forms for water projects for current FY, and mitigation measures put in place example;</p> <p>Installation and drilling of boreholes at Busonga village and Kinyabutuzi village. Screening was done by the Environment officer and DCDO on 21/7/2023 ESMPs costed 1,100,000UGX and signed by Environment officer and DCDO on 21/7/2023</p> <p>Kibanda production well in Kibanda village (phased project) Screening was done by the Environment officer and DCDO on 8/11/2021 ESMPs costed 28,000,000UGX and signed by Environment officer and DCDO on 9/11/2021</p> <p>Mitigations in place include fencing of the water points, proper drainage channels and no child labour allowed on site</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There is evidence that water and sanitation infrastructure projects have been incorporated in the LG approved procurement plan</p> <p>The assessor reviewed a copy of the approved procurement plan referenced CR. dated 4th October 2023 submitted by the CAO to Executive Director PPDA. This procurement plan included planned water and sanitation infrastructure projects.</p>	2

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

Maximum 14 points on this performance measure

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

There was evidence that the water supply and public sanitation infrastructure for the previous year was approved by the contracts committee before commencement of construction

Three projects were sampled and from the files, minutes of the contract committee were reviewed and the following was established.

1. Sighting, drilling, casting and installation and pump testing of 11 boreholes and one production well – This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23. The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022

2. Phased construction of Kibanda mini piped water system. – This work was awarded to M/S Richat & Partners Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23

3. Spring protection Lot 1 – This work was awarded to M/S Muda Construction at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022

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>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines</p> <p>Score 2:</p>	<p>There was evidence that District Water Officer properly established Project Implementation Team (PIT) as specified in water sector guidelines.</p> <p>The assessor saw a letter CR dated 17th May 2022 signed by the CAO appointing members of PIT for water projects.</p> <p>The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).</p> <p>From the District Engineers' files and that of Water officer it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.</p> <p>Monthly progress reports seen indicated attendance from all the PIT members.</p> <p>All the field monitoring reports sampled had records of attendance of all PIT members.</p> <p>Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was evidence that Water and Public Sanitation Infrastructure sampled and indicated below were constructed as per the standard Technical Designs provided by the DWO in the BOQs and Technical drawings:</p> <p>(a) WSS facility source name: Public Lined VIP Latrine at Kabolwa Trading Center (RGC) in Kitikara village, Kibaire Ward in Bulindi TC, funded by DWSCG:</p> <ul style="list-style-type: none"> • It was constructed in FY 2022/23 and completed by Aliku Stone Ltd Contractor on 27th/02/2023 to serve approximately 800 market people. • It has 3 stances, one for Males with a urinal, another stance for Females and a third one with wider door and a ramp for PWDs, there is a ramp also on the Males' side. • There is no roof water harvesting and a tank for hand washing is placed in front of the facility but without water supply or connection to roof top, whose gutters were not in place. • It had no WSC established yet and is not yet commissioned. 	2

- The design specifications and BOQs provided by the DWO for Public emptyable Lined Latrine involved (i) Excavation of pit, (ii) Lining of pit and Interconnections, (iii) Sub-structure, (iv) Super-Structure, (v) Urinal, and (vi) EIA and Roofing.

Overall, the Substructure, Walling, Roofing, Floor finishes, Door fixing/fittings, and painting were done well according to the technical designs and drawings provided by the DWO.

(b) WSS facility source name: Production Well (Deep Borehole) in Kyaramya Village, Kibanda Parish, Kiganja S/C, funded by DWSCG:

- It was drilled and installed on 28th/04/2023 to serve the villages Kibanda, Kyeramyia, Kiganja, Kiniraheru, Kibito and Kidongido.
- Approximately 16 pipes were installed in it.
- Siting, feasibility studies and design was funded by the DWSCG while the Drilling, installation, casting of the production well was funded by UgIFT, which is to fund UGX200,000,000 each year for 4 years.
- Phase I construction which was completed covered (i) the sitting and Feasibility studies; (ii) Drilling and installation of the Deep Borehole (the production well), and (iii) Pipe work for 2.05 km transmission and 1.5 km distribution lines.
- The production well has a good yield of 13 m³/h and was capped after drilling and installation in phase I.
- There was no fence installed on the facility
- No grass was planted around the facility to mitigate against erosion and no interceptor drain was dug to safely carry away surface runoff.
- The facility phase I is completed as reported.

The facility was drilled and installed as per the design specifications and BOQs provided by the DWO.

(c) WSS facility source name: Kijonjome P/S Deep Bore Hole in Kijonjome Village, Kapapi S/C, with ID DWD 87714, funded by DWSCG:

- It was constructed on 8th/03/2023.
- Approximately 11 pipes were put
- The drainage channel is not clear and requires regular cleaning, even at the casted platform.

- There was no fence installed on the facility
- There was no soak pit constructed at the end of the drainage channel.
- No grass was planted around the facility to mitigate against erosion and no interceptor drain was dug to safely carry away surface runoff.
- The facility was drilled and installed as per the design specifications and BOQs provided by the DWO, and is in use.

The technical design provided by the DWO for Deep Boreholes/ Production Wells included the following:

(i) Preliminaries; (ii) Drilling works; (iii) Well lining; (iv) Well development works; (v) Apron and Platform Casting; (vi) Engraving; (vii) Pump Installation; and (viii) Environmental works.

(a) Well Lining and Well Development Works

- Installation of 3m-jointed Plain Castings to the approval of Engineer Specification: 6-inch diam uPVC, Blue Bottom end plugged or capped.
- Installation of 3m-jointed Screen Castings to the approval of Engineer Specification: 6-inch diam uPVC Blue.
- Installation of lake-washed gravel packing (in 50kg bags) in saturation zones.
- Allow for sustained progressive blowing-out until water is clear and free of sediments and silts for the development of the well.
- Injection of cement grouting seal(s).
- Allow for inert backfilling, consolidated in layers.
- Installation of a 3-m-deep clay sanitary seal of the Well.
- Pumping Test.
- Well recovery monitoring.
- Allow for sampling and clinical water quality tests (Use a government-recognized Water Laboratory – prescribed in technical specifications).
- Spread level of all retrieved soil around the borehole site and landscape. Cart away mud and all waste from the site referring to technical specifications.

(b) Apron and Platform casting, Engraving, and Pump Installation

Construct hand pump platform with

drainage channel and soak pit to drawing details, Civil concrete works to BS8100, structure engraved.

- Concrete works – Apron finished smooth
- Reinforcement steel Y10; Wire stirrups R6
- Construct soak pit: Dimensions 1.2m Diameter x 1.3m deep, filled with hardcore stone, finished with a 200-micron water-tight membrane, and return the soil to natural ground profile and drawing details.
- Supply a 400mm x 300mm marble label placard for well engraving identification labels that include Borehole Number, Name of Source, Name of Village, Source of the fund, date of Completion; Affixed on the apron in fresh concrete.
- Supply and installation of Stainless-Steel Pipes/Rods riser main.
- Provisional sum for the supply of U2 handpump complete with above-ground superstructure Pedestal specification two-step 200mm/150mm diameter.
- Construct a wooden fence structure and storm cut-off drain around the completed borehole.
- Supply and plant tree seedlings at the borehole site.

(c) Other specifications: Tube Well; Drill diameter: 203mm; Cased: 152 mm 151/167 uPVC casing; Well depth: 55 – 120 m; and Risers: Stainless steel.

Therefore, the water and public sanitation infrastructure sampled were constructed as per the standard technical designs and BOQs provided by the DWO and a score of 2 is entered.

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

Maximum 14 points on this performance measure

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

There was evidence that the relevant technical officers carried out monthly technical supervision of WSS infrastructure projects, including engineers, environment officers, and community development officers at critical stages of construction. Three files were sampled.

1. Sighting, drilling, casting and installation and pump testing of 11 boreholes and one production well – This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23. The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022

2. Phased construction of Kibanda mini piped water system. – This work was awarded to M/S Richat & Partners Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23

3. Spring protection Lot 1 – This work was awarded to M/S Muda Construction at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022

Minutes of monthly site meetings indicating attendance of PIT members.

Monthly progress reports.

Field monitoring reports made by PIT members.

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

Maximum 14 points on this performance measure

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

o If 100 % contracts paid on time: Score 2

o If not score 0

The DWO, District Engineer, CDCO, and Senior Environment verified works and initiated payments of contractors were paid within the timeframe in the FY 2022/2023.

Payment terms as per contract was 30 days after a request for payment of invoice by the contractor.

Sample of 3 payments were.

1. Rehabilitation of 11 Boreholes by Hoima Pump Mechanical Association (HPMA). Procurement Number. HOIM834/WRKS/2022-2023. Requisition for funds on 17/04/2023. Certified works on 11/04/2023 and paid on 17/05/2023 by EFT. 5316423 UGX. 15,510,000. **This was before 30 days.**

2. Sighting drilling, casting, pump testing And installation by Icon Projects Ltd. Procurement Number. HOIM834/WRKS/2022-2023/00008. Requisition for funds on 25/05/2023. Certified works on 12/06/2023 and paid on 28/06/2023 by EFT. 6424786 UGX. 268,339,660. **Paid after 34 days which was not within the timeframe of 30 days.**

3. Protection Of 3 Large Springs by Muda Construction Co. Ltd. Procurement Number. HOIM834/WRKS/2022-23/00010. Requisition for funds on 03/05/2023. Certified works on 03/05/2023 and paid on 28/06/2023 by EFT. 643370, UGX. 12,975,790. **Paid after 58 days which was not within the timeframe of 30 days.**

For 3 the sampled projects, payments to the Contractors 2 and 3 were not affected within the timeframe of the contracts.

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p> <p>Score 2, If not score 0</p>	<p style="text-align: right;">2</p> <p>There was evidence that complete procurement files for water infrastructure investments are in place for each contract with all records as required by PPDA Law</p> <ol style="list-style-type: none"> 1. Sighting, drilling, casting and installation and pump testing of 11 boreholes and one production well – This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23. The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022 2. Phased construction of Kibanda mini piped water system. – This work was awarded to M/S Richat & Partners Ltd at the contracts committee meeting of 31st October 2022 through minute 35/CC/HDLG/2022-23 3. Spring protection Lot 1 – This work was awarded to M/S Muda Construction at the contracts committee meeting of 12th December 2022 through minute 55/CC/HDLG/2022 <p>The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law</p> <p>Apart from the above information on each project file many other details were seen on the files as follows: LGPP form 1 with Engineers’ estimate, Newspaper extract for the call for bids, Bidding forms and Instructions to bidders, LGPP form 2 Request for approval of procurement method, Request for approval of bidding documents, Evaluation Reports, Minutes of contract award, Payment receipt and many other documents like progress reports and certificates for practical completion.</p>
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Environment and Social Requirements

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p> <p>Score 3, If not score 0</p>	<p style="text-align: right;">0</p> <p>There was no evidence that the LG had grievances recorded, investigated, responded to and redress reported under water and environment</p>
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14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was no evidence that the LG had Water source and catchment protection and natural resource management guidelines disseminated to CDOs by the time of assessment</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There was no evidence in the LG to show water source protection plans and natural resource management plans for WSS infrastructure projects constructed during the previous FY prepared and implemented.</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>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:</p> <p>Score 3, If not score 0</p>	<p>There was no evidence that all WSS projects were implemented on land where the LG has proof of consent.</p> <p>For the sampled WSS projects</p> <p>(a) WSS facility source name: Public Lined VIP Latrine at Kabolwa Trading Center (RGC) in Kitikara village, Kibaire Ward in Bulindi TC, funded by DWSCG:</p> <ul style="list-style-type: none"> • <i>Hoima DLG had proof of consent for the land where the facility was implemented.</i> <p>(b) WSS facility source name: Production Well (Deep Borehole) in Kyaramya Village, Kibanda Parish, Kiganja S/C, funded by DWSCG:</p> <ul style="list-style-type: none"> • <i>Hoima DLG had proof of consent for the land where the facility was implemented.</i> <p>(c) WSS facility source name: Kijonjome P/S Deep Bore Hole in Kijonjome Village, Kapapi S/C, with ID DWD 87714, funded by DWSCG:</p> <ul style="list-style-type: none"> • <i>Hoima DLG had proof of consent for the land where the facility was implemented.</i> <p>From the sampled WSS facilities, it can be concluded that actually all WSS projects were implemented on land where the LG did not have proof of consent (e.g., a land title, agreement; Formal Consent, MoUs, etc.). Therefore, a score of zero (0) was entered.</p>	0

15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p> <p>Score 2, If not score 0</p>	<p>Evidence that showed Environment and Social Safeguards Certification forms were completed and signed by the Senior Environment Officer and DCDO prior to payments of contractor invoices and certificates at interim and final stages of projects.</p> <p>Sample of 3 payments were:</p> <ol style="list-style-type: none"> 1. Rehabilitation of 11 Boreholes by Hoima Pump Mechanical Association (HPMA). Procurement Number. HOIM834/WRKS/2022-2023. Requisition for funds on 17/04/2023. Certified works on 11/04/2023 and paid on 17/05/2023 by EFT. 5316423 UGX. 15,510,000. 2. Sighting drilling, casting, pump testing And installation by Icon Projects Ltd. Procurement Number. HOIM834/WRKS/2022-2023/00008. Requisition for funds on 25/05/2023. Certified works on 12/06/2023 and paid on 28/06/2023 by EFT. 6424786 UGX. 268,339,660. 3. Protection Of 3 Large Springs by Muda Construction Co. Ltd. Procurement Number. HOIM834/WRKS/2022-23/00010. Requisition for funds on 03/05/2023. Certified works on 03/05/2023 and paid on 28/06/2023 by EFT. 643370, UGX. 12,975,790. 	2
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 2, If not score 0</p>	<p>There was evidence in the LG that the CDO and Environment Officers undertook monitoring to ascertain compliance with ESMPs. The reports were include;</p> <p>Monitoring report for water projects for FY 2022/2023. Monitoring was done by Environment officer, DNRO on 26 and 27th June 2023</p> <p>Certification for Ngurwe borehole drilling done on 3/7/2023 by Environment officer. Mitigation measures implemented for water projects included; fencing off site, no conflicts registered and water user committees formed</p>	2

**Micro-scale
Irrigation
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>There was evidence that the LG has up to-date data on irrigated land for the last two FYs (2021/2022 & 2022/2023); disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries. Data on irrigated land for the two FYs were summarized below: Data on irrigated land in Hoima district LG as at June 30/2022 for Non-micro scale beneficiaries had total acreage of 121.20. Data on irrigated land in Hoima district as at June 30/2023- for both non-micro scale and micro scale beneficiaries had acreage 191.20, of which 4 acres are under micro irrigation.</p>	2
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>Data on irrigated land in Hoima district LG as of June 30/2022 for Non -micro-scale beneficiaries was 121.2 acres. Data on irrigated land in Hoima district as of June 30/2023 for both non-micro scale and micro scale beneficiaries was 191.2 acres. Increase in acreage = 70. Therefore, the percentage increase in acreage was $(70/121.2) \times 100 = 57.8\%$.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0 	<p>N/A (Hoima LG is under Phase 2 Districts).</p>	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	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	There was evidence that the development component of micro-scale irrigation grant had been used on eligible activities. From the budget performance report for UgIFT funds for the FY 2022/2023 report dated July 2023 titled the annual report for the production department for FY 2022/2023, 235,860,000/= was received and 235,860,000/= was utilized. Grant guidelines were provided dated 3rd April 2023, UgIFT micro-scale irrigation program technical guidelines. Phase 2 which was 100% complimentary services started FY2022/2023 looking at upscaling the program to the rest of the country covering the 95 roll-out districts where Hoima district LG was among them.	2
Maximum score 6				
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	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	N/A (Hoima LG is under Phase 2 Districts).	0
Maximum score 6				
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	There was evidence that the variations in the contract price for establishment of irrigation demonstration sites are within +/-20% of the Agricultural Engineers estimates. As per the contract document provided with procurement ref nos. Hoim834/SUPLS/2022-23/00009, Hoim834/SUPLS/2022-23/00010 and Hoim834/SUPLS/2022-23/00011 for the three irrigation Demos, budget for supply of solar powered irrigation schemes on the farm of Kigoroby seed school Lot1, Nyakoojo Lawrence lot 2 and Bigirwa Enock lot 3 was Ugx 22,506,312/=:, 22,597,515/=:, and 22,583,245/= respectively. The contract was signed on 10th January 2023 between Hoima district LG and Water fix Engineering (U) Ltd. The Engineer's estimate from the Report dated 27 July 2022 titled Farm visit report on sited identified to host irrigation demos under UGIFT micro-scale irrigation in the district provided the following estimates: Kigoroby seed school was 22,468,820/=:, Nyakoojo Lawrence 23,448,260/=: and Bigirwa Enock 22,774,100/=: . Therefore, the percentage variation in the contract price for Kigoroby seed school was - 0.2%, Nyakoojo Lawrence was 3.6% and Bigirwa Enock was 0.8%.	1
Maximum score 6				

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY	There was evidence that planned irrigation demonstration sites where contracts were signed during the previous FY 2022/2023 were installed/completed within the previous FY 2022/2023. The contract document was signed 10/01/2023. The work completion certificate was issued on May 04, 2023. From the budget performance report for UglIFT funds for the FY 2022/2023 report dated July 2023, 235,860,000/= was received and 235,860,000/= was utilized.	2
	Maximum score 6	<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 staffing and micro-scale irrigation standards	a) Evidence that the LG has recruited LLG extension workers as per staffing structure	Hoima district had not recruited extension workers as per staffing structure. According to the structure, the district has 76 established positions of extension workers in the LLGs out of which 18 are filled which is 24% (less than 75%) hence a score of 0	0
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF	There was evidence that irrigation demonstration site(s) in different LLGs met standards as defined by MAAIF.	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 or else score 0 	Kigorobyia seed school (lot 1) had one acre under irrigation in the Kisukuma sub-county of which 0.25 acres were under sprinkler irrigation, 0.25 acres were under drip irrigation and 0.5 drag hose system. There was a water tank of capacity 5000 litres, surface solar pump, Tank stand, flexible hosepipe with spray nozzle, sprinklers, dripline, and hydrant valves.	
			Nyakoojo Lawrence (lot 2) had 1.5 acres under irrigation in Buhanka subcounty of which 0.25 acres under sprinkler irrigation, 0.25 acres under drip irrigation and 1 acre drag hose system. There was a water tank of capacity 5000 liters, surface solar pump, Tank stand, flexible hosepipe with spray nozzle, sprinklers, dripline, and hydrants valves.	
			Bigirwa Enock (lot 3) had 1.5 acres under irrigation in Kisukuma subcounty of which 0.25 acres under sprinkler irrigation, 0.25 acres under drip irrigation and 1 acre drag hose system. There was a water tank of capacity 5000 liters, surface solar pump, Tank stand, flexible hosepipe with sprat nozzle, sprinklers, dripline, and hydrants valves.	

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the installed micro-scale irrigation systems during last FY are functional	The three demonstration sites, Kigoroby seed school (lot1), Nyakoojo Lawrence (lot 2) and Bigirwa Enock (lot 3) were installed in the FY 2022/2023 and were functional.	2
	Maximum score 6	• If 100% are functional score 2 or else score 0		

Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	Comparison of information obtained from the HRM Officer and information got from the sampled 3 LLGs confirmed that positions of extension workers filled is accurate. Kigoroby Town Council had 2 extension staff (Kabaramagi Veronica - Assistant Veterinary Officer and Nyakoojo Lawrence - Agriculture Officer), Kitoba Sub-county had 3 extension workers (Nanyonga Deborah - Fisheries Officers, Ssentalo Patrick - Veterinary Officer and Nuwagaba Bernard - Agriculture Officer and Kisukuma sub-county had 2 extension workers (Ndayhoza John - Agriculture Officer and Kitembo Gerald - veterinary Officer)	2
	Maximum score 4			
5	Accuracy of reported information: The LG has reported accurate information	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	The two sites were functioning and accurate. The third site was not functional though it's accuracy could not be determined since it was situated in a waterlogged area, and this affected its performance.	0
	Maximum score 4			

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>There was evidence that information is collected quarterly on; newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer Expression of Interest. Quarterly reports were prepared. Quarters 1 and 2 had online training (Modules 1, 2, 3, 4, 5 and 6). This was evidenced in the following reports: In Q1, there was a report dated 4th October 2022 titled Monitoring and supervision of undertaking of online training modules under micro-scale irrigation program. In Q2, there was a report dated 5th January 2023 on monitoring and supervision of undertaking online training modules under the micro-scale irrigation program for Q2 FY 2022/2023. In quarter 3, there was a quarterly monitoring and supervision report for quarter 3 dated 4th May 2023. The report included awareness-raising activities, a total of 14 awareness sessions were conducted at the sub-county level and 55 at the parish level. In Q4, indicated monitoring and supervision report dated 28th June 2023 titled "Monitoring and supervision of preparation and conducting of farm visits".</p>	2
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>There was Evidence that the LG has entered up to-date LLG information into MIS/Irritrack and has reached their target EOIs. EOIS submitted 368 and those that succeeded were 289, and the target was 273. Therefore, the target for EOIs was met. Awareness activities carried out were 67, farm visits were 169 which exceeded the target of 137.</p>	1
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	<p>There was no evidence that the LG had prepared a quarterly report using information compiled from LLGs in the MIS/Irritrack.</p>	0

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	There was approved Performance Improvement Plan in place for the FY 2023/2024 showing capacity building for staff in key technical areas. This was demonstrated in a report titled submission of the performance improvement plan for the FY 2023/2024 dated 16th September 2022. The plan was trying to address the service delivery issues which were identified in the field, reports and trainings conducted over the FY 2022/2023. Areas of improvement for the production department were clearly planned.	1
	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	There was a report on PIP implementation reports titled Report for Specialized Training of Production Staff in Specialized Fields for the Second Quarter 2022. Report on the training of staff on the PDM PRFs roll out in the sub-counties in Hoima district dated 10th March 2023 was provided.	1
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	The extension workers were budgeted as per guidelines or in accordance with the staffing norms. They were 27 extension workers in production department. The extension workers wage was 740,142,000/= for FY 2022/2023. There was no performance contracts for the FY 2022/2023 for the extension workers.	1
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	The extension workers were deployed as per guidelines and were engaged in program implementation activities. From the staff register, they were 27 extension workers in production department. The extension workers wage was 740,142,000/= for FY 2022/2023.	1
	Maximum score 6			

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p>	<p>There was evidence that extension workers were working in LLGs where they had been deployed according to information obtained from staff lists, attendance book and discussions with respondents found in the sampled LLGs. Kigorobyia Town Council had 2 extension staff (Kabaramagi Veronica - Assistant Veterinary Officer and Nyakoojo Lawrence - Agriculture Officer), Kitoba Sub-County had 3 extension workers (Nanyonga Deborah - Fisheries Officers, Ssentalo Patrick - Veterinary Officer and Nuwagaba Bernard - Agriculture Officer and Kisukuma sub-county had 2 extension workers (Ndayhoza John - Agriculture Officer and Kitembo Gerald - veterinary Officer)</p>	2
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0</p>	<p>The list of extension workers deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. This was confirmed in the 3 LLGs visited by the assessor.</p>	2

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>The District Production Officer had Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and had submitted copies to HRO during the previous FY as seen in the sample of 10 extension workers listed below:</p> <ol style="list-style-type: none"> 1. Kayongo Geoffrey (Agriculture Officer) was appraised on 27th June 2023 2. Kasiri Dorothy (Assistant Veterinary Officer) was appraised on 26th June 2023 3. Ahuura David (Assistant Veterinary Officer) was appraised on 30th June 2023 4. Mbehwereze Christopher (Assistant Veterinary Officer) was appraised on 30th June 2023 5. Nyakoojo Lawrence (Agriculture Officer) was appraised on 16th June 2023 6. Kaija Catherine (Principal Agriculture Officer) was appraised on 30th June 2023 7. Dr Ndorwa Patrick (Principal Veterinary Officer) was appraised on 30th June 2023 8. Kaija Innocent (Assistant Veterinary Officer) was appraised on 30th June 2023 9. Kyomuhangi Perez (Senior Entomologist) was appraised on 30th June 2023 10. Nanyonga Deborah (Assistant Fisheries Officer) was appraised on 30th June 2023 	1
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<p>a) Evidence that the District Production Coordinator has:</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>No evidence was provided to prove that the DPO took corrective actions on performance gaps identified in the performance appraisal reports</p>	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p>	<p>There was no evidence that training activities were conducted in accordance with the training plans at District level.</p>	0
Maximum score 4	Maximum score 4	Maximum score 4		

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	There was no evidence that training activities were documented in the training database.	0
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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	The LG i) Did not get Capital Development ii) Complimentary services was allocated of 100%.	2
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9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum 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	The LG provided evidence which showed budget allocations made towards complementary services in line with the sector guidelines as follows. i. Complementary, UGX.235,860,000 a. Awareness of raising local leaders (Max. 15%), UGX. 35,379,000. b. Awareness of raising famers (Min.40%), UGX.94, 344,000. c. Farm visits, (Min.15%), UGX.35, 379,000. d. Demonstrations (Min.30%), UGX.70,758,000 Total, UGX.235, 860,000.	2
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>- N/A (Hoima LG is under Phase 2 Districts).</p>	0
<p>Maximum score 10</p>				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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>N/A (Hoima LG is under Phase 2 Districts).</p>	0
<p>Maximum score 10</p>				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>There was evidence that the LG had disseminated information on the use of the farmer co-funding through the the distribution of brochures to farmers. There were no minutes from meetings between the DPO, DTPC and LLGs. There was minutes of the 9th DTPC meeting held on 28th March 2023 at the district youth Centre. Min.6/9/DTPC-HDLG/2022/23 on departmental presentation, bullet seven points out the dissemination information on co-funding to a tune of 25% (3.5-6.0 million shillings) of the total cost, as government invests 75% (about 18-25 million shillings).</p>	2
<p>Maximum score 10</p>				

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	<p>There was evidence that the DPO had monitored monthly the installation of equipment for the irrigation demonstration sites (key areas to include the functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.). There was a report dated May 04, 2023 titled Report on supply and installation of irrigation demonstration sites under UGIFT micro-scale irrigation program in Hoima district. Inventory of micro-scale irrigation equipment installed for three sites seen and these included Kigorobyia seed secondary school, Nyakoojo Lawrence and Bigirwa Enock. Environmental assessment for the three sites seen conducted on 20/04/2023, 24/4/2023 and 20/04/2023 respectively. The percentage of the micro-irrigation equipment monitored was $(3/3) \times 100 = 100\%$.</p>	2
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>There was evidence that the LG has overseen approved farmer training & support (to farmers, to achieve servicing and maintenance during the warranty period). This was evidenced in a report dated 28th June 2023 titled monitoring and supervision of preparation and conducting of farm visits for quarter 4.</p>	2
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>There was evidence that the LG provided hands-on support to the LLG extension workers during the implementation of complementary services as per the guidelines. This was evidenced in a report dated 28th June 2023 titled Monitoring and supervision of preparation and conducting of farm visits for quarter 4. The objective was to evaluate the effectiveness of extension workers in planning and executing farm visits with a focus on the quality of the information provided to farmers, adherence to program guidelines and overall support extended to the beneficiaries.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>There was no evidence that the LG has established and run farmer field schools/irrigation demo sites as per the guidelines. Though there was a report on demonstration establishment and farmer field school dated 24th April 2023, this date was before the installation of irrigation Demos. Irrigation demo establishment date from the same report indicated 16th August 2023.</p>	0

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	There was evidence that the LG had conducted activities to mobilize and sensitize farmers as per guidelines. Below is the evidence collected; Attendance sheets dated 27/3/2023 about parish level sensitization were in place. On 20/01/2023, there was sensitization and mobilization Bururu sub-county. On 17/01/2023, there was mobilization at the district level. On 23/06/2023, there was sensitization. Field based photos were attached.	2
	Maximum score 4			

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was evidence that the district has trained staff and sensitized political leaders at the District and LLG levels. This was evidenced in a report titled Awareness raising about ugift micro-scale irrigation program at district level dated 17th January 2023. There was training report on irri-track usage for extension workers dated 3rd April 2023.	2
	Maximum score 4			

Investment Management

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	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	There was evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY 2022/2023 as per the format. Inventory of micro-scale irrigation equipment installed were three, with equipment supplier and ref numbers Hoim834/SUPLS/2022-23/00009, Hoim834/SUPLS/2022-23/00010 and Hoim834/SUPLS/2022-23/00011. The three site names were Kigorobya seed school (Lot1), Nyakoojo Lawrence (lot 2) and Bigirwa Enock (lot 3). The financial year for the installation was 2022/2023.	2
	Maximum score 8			

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	There was evidence that the LG keeps an up-to-date database of applications (EOIs) for the current FY 2023/2024 and previous FY 2022/2023 at the time of the assessment. Database of the applications, FY 2022/2023; EOIs was 368 and 169 farm visits. Database of the applications FY 2023/2024 for EOIs were 31. There was a letter dated June 28, 2023, titled Submission of list of farmers that expressed interest for the benefit under UGIFT micro-scale irrigation program. Copies of application from LLGs seen from the form showing expression of interest in the micro scale irrigation program.	2
	Maximum score 8			

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>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>There was no evidence that the district had carried out farm visits to farmers that submitted complete Expressions of Interest (EOI).</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:</p> <p>Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>The District Senior Agricultural Engineer had not yet publicized the eligible farmers that have been approved by posting on the District and LLG noticeboards because the selection process was still ongoing at the time of the assessment</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>There was evidence that micro-scale irrigation systems were incorporated in the Hoima District Local Government approved procurement plan</p> <p>The assessor reviewed a copy of the approved procurement plan referenced CR. dated 4th October 2023 submitted by the CAO to Executive Director PPDA. Micro-scale irrigation systems have been included in this approved procurement plan.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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>There was evidence that Hoima District Local Government requested for quotation from irrigation equipment supplier prequalified by MAAIF. The assessor checked the project files and read the evaluation report dated 2nd December 2022. The requirement was for "supply of solar powered irrigation systems on the farm of Kigorobyia Seed School LOT 1.</p> <p>The invitation of bid was approved by the contracts committee on 31st October 2022. Bidding was closed on 28th November 2022. It was a sole bidder by M/S Waterfix Engineering (U) Ltd.</p>	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was evidence that Hoima LG concluded selection of the irrigation equipment supplier based on set criteria. Review of evaluation criteria and the evaluation report dated 2nd December 2022 indicate compliance with MAAIF criteria.	2
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	There is evidence that the micro-scale irrigation systems for the previous FY was approved by the contracts committee The project "Supply of solar powered irrigation systems on the farm of Kigorobya Seed School LOT 1" was approved through contracts committee minute 55/CC/HDLG/2022-23 dated 2nd December 2022. The best evaluated bidder notice was displayed on 12th December 2022 and the notice was due for removal on 23rd December 2022	1
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	There is evidence that Hoima LG signed the contract with the lowest priced technically responsive irrigation equipment supplier. The assessor read the bid evaluation reports that confirmed that the final winner was Waterfix Engineering (U) Ltd. It was a sole bidder after following the legal requirements.	2
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	There was evidence that the micro-scale irrigation equipment installed is in line with the design output sheet. The standard technical designs for three irrigation Demos were provided by the senior Agric Engineer. For the Demos, the design output sheet is not applicable. A submission letter titled Submission of UGIFT micro-scale irrigation work plan for Hoima district dated 21st November 2022, was provided.	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	There was evidence that the LG had conducted regular technical supervision of the irrigation demonstration sites by the relevant technical officers. This was evidenced by a report titled regular technical supervision for the supply and installation of irrigation demonstration sites dated 28th March 2023. The report included site handover, marking and site layout, trenching, installation of irrigation system components, placement of sub-main lines and lateral lines according to the design specifications, installation of pumps, filters and control units, irrigation system testing. All the three sites had site books which indicated regular supervision of the installation works.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	There was evidence that the LG oversaw the irrigation equipment supply, installation, and testing for functionality. Report on supply and installation of irrigation demonstration sites under UGIFT micro-scale irrigation program in Hoima district dated May 04, 2023, provided summary of the activities on equipment supply, installation, and testing functionality.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	There was evidence that the LG has overseen the irrigation equipment handover to the Approved host/beneficiary Farmer. A report on the handover for the installed UGIFT microscale irrigation Demo sites to host farmers dated June 28, 2023, was provided. A completion certificate was issued by the Hoima district LG to Water fix Engineering (U) Ltd dated May 04, 2023.	1

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

Evidence showed the Local Government made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form:

Payment terms as per contract was 30 days after a request for payment of invoice submitted by the contractor.

Payments to the following supplier was as below:

1. Supply of solar powered irrigation schemes on the farm of Nyakoojo Lawrence, lot 2 by WaterFix Engineering (U) Ltd. Procurement Number. Hoim834/SUPLS/2022-23/000010. Requisition for funds on 06/06/2023. Certified works on 16/06/2023 and paid on 29/06/2023 by EFT. 6438361, UGX. 21,241,664. **Paid within 30 days**

2. Supply of solar powered irrigation schemes on the farm of Birigwa Enock, lot 2 by WaterFix Engineering (U) Ltd. Procurement Number. Hoim834/SUPLS/2022-23/000011. Requisition for funds on 06/06/2023. Certified works on 16/6/2023 and paid on 29/06/2023 by EFT. 6438361, UGX. 21,228,250. **Paid within 30 days.**

3. Supply of solar powered irrigation schemes on the farm of Kigoribya Seed School, Lot 2 BY WaterFix Engineering (U) Ltd. Procurement Number. Hoim834/SUPLS/2022-23/00009. Requisition for funds on 06/06/2023. Certified works on 16/06/2023 and paid on 29/06/2023 by EFT. 6438361, UGX. 21,155,933. **Paid within 30 days.**

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

There was evidence that Hoima LG has a complete procurement file for each of the micro-irrigation contracts with all records as required by PPDA Law. The files are the following:

Supply of solar powered irrigation system on the farm of Kigorobyia Seed School LOT 1 – Submitted to the PDU through PP form 1 dated 30th September 2022 and subsequently, the contracts committee awarded it to M/S Waterfix Engineering (U) Ltd through minute 55/CC/HDLG/2022-23 dated 2nd December 2022. The contract sum was UGX. 22, 506, 312.00

Supply of solar powered irrigation system on the farm of Nyakoojo Lawrence LOT 2 – Submitted to the PDU through PP form 1 dated 30th September 2022 and subsequently, the contracts committee awarded it to M/S Waterfix Engineering (U) Ltd through minute 55/CC/HDLG/2022-23 dated 2nd December 2022. The contract sum was UGX. 22, 597, 515.00

Supply of solar powered irrigation system on the farm of Birigwa Enock School LOT 3 – Submitted to the PDU through PP form 1 dated 30th September 2022 and subsequently, the contracts committee awarded it to M/S Waterfix Engineering (U) Ltd through minute 55/CC/HDLG/2022-23 dated 2nd December 2022. The contract sum was UGX. 22, 583, 245.00

The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law

Apart from the above information on each project file many other details were seen on the files as follows: LGPP form 1 with Engineers' estimate, Newspaper extract for the call for bids, Bidding forms and Instructions to bidders, LGPP form 2 Request for approval of procurement method, Request for approval of bidding documents, Evaluation Reports, Minutes of contract award, Payment receipt and many other documents like progress reports and certificates for practical completion.

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	There was evidence that the Local Government had displayed details of the nature and avenues to address grievance in public areas on production department and LLG noticeboards. There was a checklist for reporting a grievance in public service pinned on 5th April 2023. There were also notices on grievance handling mechanism in the public service of Uganda and public service grievance procedure.	2
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	There was no evidence that the LG had grievances recorded, investigated, responded to and redress reported under Micro-scale irrigation	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	There was no evidence that the LG had a grievance framework for Micro-scale irrigation grievances investigated	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	There was no evidence that the LG had a grievance responded to under microscale irrigation	0

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence that the LG had a grievance framework for Micro-scale irrigation grievances were reported, however a main log book to be opened under Micro-scale irrigation grievances</p>	0
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Environment and Social Requirements

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p>	<p>There was evidence that LGs had disseminated Micro-scale irrigation guidelines to provide for proper siting, land access, proper use of agro-chemicals and safe disposal of chemical waste containers. This was demonstrated in a report on dissemination of micro irrigation guidelines to farmers dated 4th June 2023. The report summarized what was discussed with farmers on microscale irrigation guidelines for proper siting, land access and agro-chemicals use. MOUs between LGs and Demo hosts Bigirwa Enoch, Nyakoojo Lawrence were signed on 14th December 2022 and Kigorobya seed SS signed on 11 January 2023, indicated that the farmer had to commit to provide the land free of encumbrances for purposes of establishing the irrigation system.</p>	2
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15	Safeguards in the delivery of investments Maximum score 6	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	<p>There was evidence that the LG had screened and costed ESMP that were incorporated into designs, BoQs, bidding and contractual documents example;</p> <p>Supply of solar powered irrigation schemes on the farm of Kigorobyia seed school lot 1 for ¼ Acre (site of Demo) Ref No: Hoim834/Supls/22-23/00009. Screening was done on 20/4/2023 by Environment officer and DCDO. ESMP costed at 1.125,000UGX and signed by Environment officer and CDO on 25/4/2023. In the BoQs under B6.2-Environmental protection allow for water conservation methods including tree planting and water source protection at 200,000UGX</p> <p>Supply of solar powered irrigation schemes on the farm of Birigwa Enock lot3 for ¼ Acre (site of Demo) Ref No: Hoim834/Supls/22-23/00011. Screening was done on 20/4/2023 by Environment officer and DCDO. ESMP costed at 1,125,000UGX and signed by Environment officer and CDO on 24/4/2023. In the BoQs under B6.2-Environmental protection allow for water conservation methods including tree planting and water source protection at 200,000UGX</p> <p>Supply of solar powered irrigation schemes on the farm of Nyakoojo Lawrence for ¼ Acre (site of Demo) Ref No: Hoim834/Supls/22-23/00010. Screening was done on 24/4/2023 by Environment officer and DCDO. ESMP costed at 1,129,000UGX and signed by Environment officer and CDO on 25/4/2023. In the BoQs under B6.2-Environmental protection allow for water conservation methods including tree planting and water source protection at 200,000UGX</p>	1
15	Safeguards in the delivery of investments Maximum score 6	<p>ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0</p>	<p>There was no evidence that the LG monitored irrigation impacts for Microscale irrigation projects for the demo site at Kigorobyia seed school, demo site at Nyakoojo Lawrence and demo site for Birigwa Enock</p>	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	There were no E&S certification forms completed and signed by environment officer prior to payment of contractor invoices/certificates at interim and final stages of projects at the time of assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There were no E&S certification forms completed and signed by CDO prior to payment of contractor invoices/certificates at interim and final stages of projects at the time of assessment.	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	The position of Chief Finance Officer was substantively filled. Isingoma Ephraim was appointed on accelerated promotion and transfer of service to position of Chief Finance Officer under DSC minute no.182/2008. The Chief Finance Officer (Isingoma Ephraim) was appraised on 30th June 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.	b. District Planner/Senior Planner, score 3 or else 0	The position of District Planner was vacant. Asiimwe Lydia was appointed in acting capacity for a period of 6 months as District Planner under DSC minute no. 109/2020 (ii). The acting District Planner (Asiimwe Lydia) was appraised on 27th June 2023	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.	c. District Engineer/Principal Engineer, score 3 or else 0	The position of District Engineer was filled by an officer on secondment from Central Government. Norbert Zungu Nshuti was seconded to Hoima District by Ministry of Works and Transport in a letter dated 8th June 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	The position of District Natural Resources Officer was substantively filled. Nyangoma Joseline was appointed on promotion as a District Natural Resource Officer under DSC minute no. 26/2017. The District Natural Resource Officer (Nyangoma Joseline) was appraised on 30th June 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 position of District Production Officer was substantively filled. Dr Kajura Charles was appointed on accelerated promotion to position of District Production and Marketing Officer under DSC minute no. 104/2010. The District Production and Marketing Officer (Dr Kajura Charles) was appraised on 28th June 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	The position of District Community Development Officer was substantively filled. Ebong Achembo Kenneth was appointed on transfer of service from Kaberamaido District to Hoima District as District Community Development Officer under DSC minute no. 137/2011 (iii). The District Community Development Officer (Ebong Achembo Kenneth) was appraised on 30th June 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	The position of District Commercial Officer was vacant and there was no evidence of secondment from Central Government. Tumusiime John was appointed in acting capacity for 6 months under DSC minute no. 109/2022 (i). The Acting District Commercial Officer (Tumusiime John) was appraised on 30th June 2023.	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.	The position of Senior Procurement Officer was vacant and there was no evidence of secondment from Central Government	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.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	The position of Procurement Officer was substantively filled. Baguma Daniel was appointed on probation as Procurement Officer under DSC minute no. 34/2018. The performance appraisal report for the Procurement Officer was not availed to the assessor.	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	The position of Principal Human Resource Officer was vacant. Kiiza Flavia was appointed in acting capacity (6 months) as Principal Human Resource Officer under DSC minute no. 199/2022 (iv). The Acting Principal Human Resource Officer (Kiiza Flavia) was appraised on 29th June 2023	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.	j. A Senior Environment Officer, score 2 or else 0	The position of Senior Environment Officer was vacant and there was no evidence of secondment from Central Government	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.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	The position of Senior Land Management Officer was substantively filled. Mwangusha Robert was appointed to the position of Senior Land Management Officer under DSC minute no. 97/2019. The Senior Land Management Officer (Mwangusha Robert) was appraised on 30th June 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	The position of Senior Accountant was substantively filled. Kusiima Kansiime Grace was appointed on accelerated promotion as Senior Accountant under DSC minute no. 4/2018. The Senior Accountant was appraised on 30th June 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.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	The position of Principal Internal Auditor was substantively filled. Musana Aron was appointed on accelerated promotion to position of Principal Internal Auditor under DSC minute no. 120/2019. The Principal Internal Auditor (Musana Aron) was appraised on 30th June 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.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	The position of Principal Human Resource Officer (Secretary DSC) was substantively filled. Busobozi Francis was appointed on accelerated promotion as Principal Human Resource Officer under The DSC minute no. 18/2020 (1). The Principal Human Resource Officer (Secretary to District Service Commission)- Busobozi Francis was appraised on 30th June 2023	2
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	Hoima district had not substantively recruited Senior Assistant Secretaries in all sub-counties in the district. 7 out of the 12 Senior Assistant Secretaries were serving in acting capacity. 1. Balyesima Francis Baganja was appointed on promotion to position of	0

Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).

Senior Assistant Secretary under DSC minute no. 4/2018

2. Tumuhairwe Davis was appointed in acting capacity (6 months) to position of Senior Assistant Chief Administrative Officer under minute no.107/2022

3. Kabagenyi Monica was appointed in acting capacity (6 months) as Senior Assistant Chief Administrative Officer under DSC minute no.107/2022

4. Tinkasimire Jackson was appointed in acting capacity (6 months) as Senior Assistant Chief Administrative Officer under DSC minute no.107/2022

5. Mutegeki Jackson was appointed in acting capacity (6 months) as Senior Assistant Chief Administrative Officer under DSC minute no.107/2022

6. Kasigwa Rasito was appointed in acting capacity (6 months) as Senior Assistant Chief Administrative Officer under DSC minute no.107/2022

7. Bantu Tito was appointed in acting capacity (6 months) as Senior Assistant Chief Administrative Officer under DSC minute no.107/2022

8. Busobozi Dan was appointed in acting capacity (6 months) as Senior Assistant Chief Administrative Officer under DSC minute no.107/2022

9. Masiga Job Nabukiisa was appointed on promotion and transfer within as Senior Assistant Chief Administrative Officer under DSC minute no. 86/2021

10. Asiiimwe Zachaeus was appointed on transfer of service from Kibaale District to Hoima District as Senior Assistant Secretary under DSC minute no. 97/2019 (i)

11. Byensi Kenneth was assigned duty as Sub-County Chief/Senior Assistant Chief Administrative Officer in a letter dated 26th June 2022

12. Mwesigwa Rwamukaga Stephen was appointed on promotion and transfer within service as Senior Assistant Chief Administrative Officer under DSC minute no. 86/2021

The two Town Clerks were substantively appointed for the 2 Town Councils in the district

1. Kiiza Asaba Hannington was appointed on promotion and transfer of service to position of Principal Township Officer under DSC minute no. 175/2008 (i)

2. Musinguzi Moses was appointed on promotion as Principal Township Officer

2

0

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.

Hoima district had not appointed a Community Development Officer or Senior CDO for all the 12 Sub-counties and 2 Town Councils respectively. 6 of them were serving in acting capacity.

1. Aliguma Wenceslas was appointed on promotion on attainment of higher qualifications as a Community Development Officer under DSC minute no. 88/2018

2. Alinda Andrew was appointed on probation as a Community Development Officer under DSC minute no. 36/2021

3. Achobi Elizabeth was appointed on probation as a Community Development Officer under DSC minute no. 91/2021 (iv)

4. Kyomugisa Joan was appointed on probation as a Community Development Officer under DSC minute no. 57/2021

5. Kusiima Samuel was appointed on probation as a Community Development Officer under DSC minute no. 91/2021 (iv)

6. Kabatalya Joyce was reported to be a Senior Community Development Officer but the appointment letter was not availed.

The following Parish Chiefs were assigned duties to act as Community Development Officers by the CAO

7. Kamihanda Godfrey

8. Museveni Jovan

9. Nyamahunge Evelyne

10. Mwesigye Richard

11. Balinda Henry

12. Tumusiime Moses

13. Mapanyi Teddy

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.

Hoima District had recruited Senior Accounts Assistant/ Senior Assistant Accountants/Senior Accountant Assistants or Assistant Accountants in all LLGs albeit with different titles as listed below:

1. Mugisa Edward Raphael was appointed on promotion as Senior Accounts Assistant under DSC minute no. 17/2014 (ii)
2. Kiiza Samuel was redesignated to Senior Assistant Accountant under DSC minute no. 41/2023
3. Baguma James was appointed on probation as Senior Accountant Assistant under DSC minute no. 61/2019 (i)
4. Businge Rooney was appointed on promotion to position of Senior Assistant Accountant under DSC minute no. 40/2023
5. Businge R Wilfred was redesignated as Senior Assistant Accountant under DSC minute no. 87/2016 (ii)
6. Namaliky Florence was appointed on transfer of service as Senior Accountant Assistant under DSC minute no. 61/2019 (i)
7. Atulinde Susan was appointed on probation as Senior Accountant Assistant under DSC minute no. 89/2021
8. Nyakato Jane was appointed on probation as Senior Accountant Assistant under DSC minute no. 61/2019 (i)
9. Busobozi Everce was appointed on probation as Senior Accountant Assistant under DSC minute no. 61/2019 (i)
10. Mbongiro John Bosco was appointed as Senior Accounts Assistant under DSC minute no. 178/2015
11. Taldema Julius was appointed on probation as Assistant Accountant under DSC minute no. 68/2022 No. 7
12. Wabyona Stuart was appointed on probation as Assistant Accountant under DSC minute no. 68/2022 No. 1
13. Ruhigwa K B Jackson was appointed on probation as Assistant Accountant under DSC minute no. 68/2022 No 5
14. Kunihira Immaculate was appointed on probation as Assistant Accountant under DSC minute no. 68/2022 No. 6

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:	The LG released 100% of funds allocated to Natural Resources Department .The amount allocated for FY 2022/2023 (Final accounts, FY 2022/2023, page, 17) was UGX. 69,198,038 and released UGX. 69,198,038.	2
	Maximum score is 4	a. Natural Resources department, score 2 or else 0		
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:	The LG released 100% of funds allocated for Community Based Services .The amount allocated for FY 2022/2023 (Final accounts, FY 2022/2023, page, 17) was UGX. 60,148,265 and released UGX. 60,148,265.	2
	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, score 4 or else 0	There was evidence that the LG carried out Environmental, Social and Climate Change screening for all DDEG Projects and ESMPs including child protection plans developed prior to commencement of civil works. These were some of the project(s); Rehabilitation of 2 staff quarters at Kigorobya HC IV, Kirobya Town council (Ref No: Hoim834/WRKS/22-23/00014). Contractor M/s Aliko Consults Ltd. Contract Value 40,795,026 UGX. Screening was done by DNRO and DCDO on 23/3/2023 Construction of 4 stance line latrine at Kyeramya PS (Ref No: Hoim834/WRKS/22-23/00019). Contractor M/s Sidney Concepts. Contract Value 23,000,029 UGX. Screening was done by DNRO and DCDO 9/1/2023	4
	Maximum score is 12			

4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),</p> <p>score 4 or 0</p>	<p>There was evidence that the LG carried out Environment and Social Impact Assessments (ESIAs/ESMPS) prior to commencement of civil works for project(s) implemented using the DDEG. Basing on the results of the screening, ESMP was a required safeguard document.</p> <p>Rehabilitation of 2 staff quarters at Kigoroby HC IV, Kigoroby Town council (Ref No: Hoim834/WRKS/22-23/00014). ESMP was undertaken by DNRO and DCDO on 23/03/2023</p> <p>Construction of 4 stance line latrine at Kyeramy PS (Ref No: Hoim834/WRKS/22-23/00019). ESMP was undertaken by DNRO and DCDO on 23/3/2023</p>	4
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4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>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 costed ESMPs for all project(s) implemented using the DDEG example;</p> <p>Rehabilitation of 2 staff quarters at Kigoroby HC IV, Kigoroby Town council (Ref No: Hoim834/WRKS/22-23/00014). ESMPs prepared by DNRO and DCDO on 23/3/2023 and costed at 2,039,757UGX</p> <p>Construction of 4 stance line latrine at Kyeramy PS (Ref No: Hoim834/WRKS/22-23/00019). ESMPs prepared by DNRO and DCDO on 9/1/2023 and costed at 1.1150,000UGX</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>Evidence showed the LG had a qualified audit opinion for FY 2022/2023.</p>	5
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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>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>The LG provided information to PS/ST on the status of the implementation of Internal Auditor General and Auditor General's findings for FY 2021/2022. The submission dated 20th February 2023, signed by the CAO Kumakech Oluba Charles was received by the Office of the Auditor General on 21st March 2023. The report contained actions taken on 32 recommendations against all findings (pages, 1-29). The report was signed by the CAO Kumakech Oluba Charles on 20th February 2023. The submission was made within the February end deadline.</p>	10
	<p>maximum score is 10</p>	<p>score 10 or else 0.</p>		
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p>	<p>The LG submitted the Annual Performance Contract for FY 2023/2024, signed by the Accounting Officer (CAO) Kumakech Oluba Charles and acknowledged by PS/ST on 19th June 2023. This was before the deadline of 31st August.</p>	4
	<p>Maximum Score 4</p>	<p>score 4 or else 0.</p>		
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p>	<p>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>The LG submitted the Annual Performance Report for FY 2022/23, signed by the Accounting Officer (CAO) Kumakech Oluba Charles on 25th August 2023 This was before the deadline of 31st August.</p>	4
	<p>maximum score 4 or else 0</p>	<p>score 4 or else 0.</p>		
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p>	<p>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>LG submitted Quarterly Performance Reports, for all the four quarters for FY 2022/23. They were signed by the Accounting Officer (CAO) Kumakech Oluba Charles and submission dates were as follows:</p>	4
	<p>Maximum score is 4</p>	<p>score 4 or else 0.</p>	<p>Quarter 1 - 19/02/2023 Quarter 2 - 19/02/2023 Quarter 3 - 24/08/2023 Quarter 4 - 25/08/2023</p>	
			<p>All the reports were submitted before the mandatory August 31 deadline.</p>	

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The position of District Education Officer was vacant. Kihumuro Harriet was appointed in acting capacity as District Education Officer (for a period of 6 months) under DSC minute no.109/2022 (iii). The acting District Education Officer (Kihumuro Harriet) was appraised on 30th June 2023	0
<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.	<p>All District Inspector of Schools positions were filled</p> <p>1. Sanyu Maureen was appointed on probation as Inspector of Schools under DSC minute no. 67/2022 No. 2</p> <p>Inspector of Schools (Sanyu Maureen) was appraised on 26th June 2023</p> <p>2. Akugizibwe Kenneth was appointed on promotion and transfer of service from Hoima City to Hoima District as Inspector of Schools under DSC minute no.65/2022 No. 1. Inspector of Schools (Akugizibwe Kenneth) was appraised on 26th June 2023</p> <p>3. Kyomuhendo Robert was appointed on promotion as Senior Inspector of Schools under DSC minute no. 07/2020 (3). Senior Inspector of Schools (Kyomuhendo Robert) was appraised on 26th June 2023</p> <p>4. Nyamahunge Carolyne was appointed on transfer of service as Inspector Schools under DSC minute no. 61/2019 (ii). Inspector of Schools (Nyamahunge Carolyne) was appraised on 26th June 2023</p> <p>5. Asimwe Harriet was appointed on promotion and transfer of service from Hoima City to Hoima District as Inspector of Schools under DSC minute no 61/2019 (ii). Inspector of Schools (Asimwe Harriet) was appraised on 26th June 2023</p>	40
<i>The Maximum Score of 70</i>				

Environment and Social Requirements

2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p>	<p>If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There were Environmental and Social and Climate Change Screening Forms for Education projects for the previous FY. examples include;</p> <p>Construction of 2 classroom bock at Kigoroby COU PS. (Ref No Hoim834/WRKS/22-23/00003). Contract Amount 83,000,000 UGX, Contractor M/S Basingo Construction Co Ltd. Screening forms were signed by the DNRO and CDO on 18/1/2023</p> <p>Construction of 2 classroom bock at Kibaire PS. (Ref No Hoim834/WRKS/22-23/00002). Contract Amount 83,000,000 UGX, Contractor M/S Basingo Construction Co Ltd. Screening forms were signed by the DNRO and CDO on 17/1/2023</p> <p>Construction of seed secondary school at Kidukuru in Buhamuka SC. Ref No MOES/UglIFT/Wrks/21-22/00004) Contract Amount 3,461,440,615 UGX. Contractor M/S P&D Traders and contractors Ltd. Screening forms were signed by the DNRO and CDO on 10/7/2023</p>	15
	<p>The Maximum score is 30</p>			
2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p>	<p>If the LG carried out: b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>There was evidence that LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for the following projects; Basing on screening results ESMP were required as a safeguard document;</p> <p>Construction of 2 classroom bock at Kigoroby COU PS. (Ref No Hoim834/WRKS/22-23/00003). ESMPs undertaken and were signed by the DNRO and CDO on 18/1/2023</p> <p>Construction of 2 classroom bock at Kibaire PS. (Ref No Hoim834/WRKS/22-23/00002). ESMPs undertaken and were signed by the DNRO and CDO on 17/1/2023</p> <p>Construction of seed secondary school at Kidukuru in Buhamuka SC. Ref No MOES/UglIFT/Wrks/21-22/00004) ESMPs undertaken and were signed by the DNRO and CDO on 10/7/2023</p>	15
	<p>The Maximum score is 30</p>			

**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.	The position of District Health Officer was vacant. Kabagenyi Nazareth, who was substantively appointed as Assistant District Health Officer Maternal, Child Health and Nursing (Kabagenyi Nazareth) was acting in the position	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	The position of Assistant District Health Officer Maternal, Child Health and Nursing was substantively filled. Kabagenyi Nazareth was appointed to the position of Assistant District Health Officer (Maternal, Child Health and Nursing) under DSC minute no. 119/2019. The Assistant District Health Officer ((Maternal, Child Health and Nursing) - Kabagenyi Nazareth was appraised on 10th July 2023	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The position of Assistant District Health Officer (Environmental Health) was substantively filled. Opaade John Francis was appointed on promotion and transfer of service as Assistant District Health Officer (Environment Health) under DSC minute no. 87/2021. The Assistant District Health Officer (Environment Health) - Opaade John Francis was appraised on 30th June 2023	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	The position of Principal Health Inspector was substantively filled. Byenumu Fredrick was appointed on accelerated promotion from post of Health Inspector to position of Principal Health Inspector under DSC minute no. 14/2011 (ii). The Principal Health Inspector (Byenumu Fredrick) was appraised on 30th June 2023	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.	<ul style="list-style-type: none"> The position of Senior Health Educator was vacant. Nsimenta Rosemary who was appointed on promotion to position of Health Educator under DSC minute no. 97/2019 was acting. The Health Educator (Nsimenta Rosemary) was appraised on 30th June 2023 	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>f. Biostatistician, score 10 or 0.</p>	<p>The position of Biostatistician was substantively filled. Tumwesige David Kabagambe was appointed on probation as Biostatistician under DSC minute no. 46/2012 (i). The performance appraisal report of the Biostatistician was not availed to the assessor.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>The position of Cold Chain Technician was substantively filled. Khainza Miriam Sheila was appointed on probation as Cold Chain Technician under DSC minute no. 90/2021 (i). Performance appraisal reports of the Cold Chain Technician (Khainza Miriam Sheila) was not availed to the assessor</p>	10
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>		
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>		
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>j. Health Educator, score 20 or else 0</p>		

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)

Maximum score is 30

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 Forms for Health projects for the previous FY. examples include;
Rehabilitation of OPD Block at Kasomoro HC II (Ref No: Hoim 834/WRKS/22-23/00009. Contractor M/S Wemba Logistics Co Ltd. Contract amount 36,838,467 UGX. Screening forms were signed by DNRO and CDO on 24/3/2023

Construction of 2 lined VIP latrine at Kiseke II (Ref No: Hoim 834/WRKS/22-23/00021. Contractor M/S Rwabuso contractors Ltd Contract amount 14,999,000UGX. Screening forms were signed by DNRO and CDO on 27/3/2023

Fencing of Kasomoro HC II with a chain link and metallic gate. (Ref No: Hoim834/WRKS/22-23/00022. Contractor M/S Karki builders and Engineers Ltd. Contract amount 45,004,020 UGX. Screening forms were signed by Environment officer and CDO on 24/3/2023

15

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)

Maximum score is 30

b. Social Impact Assessments (ESIAs) , score 15 or else 0.

There was evidence that the LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for the following projects; basing on screening results ESMP were required as a safeguard documents for health projects for the previous year, these include;

Rehabilitation of OPD Block at Kasomoro HC II (Ref No: Hoim 834/WRKS/22-23/00009. ESMPs undertaken and were signed by the DNRO and CDO on 24/3/2023

Construction of 2 lined VIP latrine at Kiseke HC II (Ref No: Hoim 834/WRKS/22-23/00021). Contractor M/S Rwabuso Contractors Ltd. ESMP's undertaken and were signed by the DNRO and CDO on 27/3/2023

Fencing of Kasomoro HC II with a chain link and metallic gate.(Ref No:Hoim 834/wrks/22-23/00022). ESMP's undertaken and were signed by the DNRO and CDO on 24/3/2023

15

**Micro-scale Irrigation
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited; a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The position of Senior Agriculture Engineer was substantively filled. Mpeeka Mathew was appointed on probation as Senior Agriculture Engineer under DSC minute no. 16/2020 (2). The senior Agriculture Engineer was appraised on 30th June 2023</p>	70
Environment and Social Requirements				
2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG: Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p>	<p>There was evidence that the LG carried out Environmental and Social and Climate Change Screening Forms for Micro-scale Irrigation projects for the previous FY examples include;</p> <p>Supply of solar powered irrigation schemes on the farm of Kigoroby seed school lot 1 for ¼ Acre (site of Demo) Ref No: Hoim834/Supls/22-23/00009.contractor: Waterfix Engineering (U) Ltd. contract amount 22,506,312UGX. Screening forms were signed by the Environment officer and CDO on 20/4/2023</p> <p>Supply of solar powered irrigation schemes on the farm of Birigwa Enock lot3 for ¼ Acre (site of Demo) Ref No: Hoim834/Supls/22-23/00011.contractor: Waterfix Engineering (U) Ltd. contract amount 22,583,245UGX. Screening forms were signed by the Environment officer and CDO on 20/4/2023</p> <p>Supply of solar powered irrigation schemes on the farm of Nyakoojo Lawrence for ¼ Acre (site of Demo) Ref No: Hoim834/Supls/22-23/00010.contractor: Waterfix Engineering (U) Ltd. contract amount 22,597,515UGX. Screening forms were signed by the Environment officer and CDO on 24/4/2023</p>	30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The Position of Civil Engineer (Water) was filled by an officer seconded from Central Government. Adima Israel Donise was seconded to Hoima District as District Water Officer by Ministry of Water and Environment in a letter dated 7th April 2022. The District Water Officer (Adima Israel Donise) was appraised on 30th June 2023	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The position of Assistant Water Officer for mobilization was filled. Alinda Andrew was assigned duties as Assistant Water Officer in charge of Mobilization in a letter dated 3rd July 2023. Assistant Water Officer in charge of Mobilization (Alinda Andrew) was appraised on 30th June 2023	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The position of Borehole Maintenance Technician was substantively filled. Nyakooja Denis was redesignated as Borehole Technician under DSC minute no. 146/2017. The Borehole Technician (Nyakoojo Denis) was appraised on 29th June 2023	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The position of Natural Resources Officer was vacant but the position of District Natural Resource Officer was substantially filled as reflected in indicator 1 d above	15

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The position of Environment Officer was substantively filled. Birungi Harriet was appointed on probation as Environment Officer under DSC minute no. 14/2020 (1). The Environment Officer (Birungi Harriet) was appraised on 30th June 2023	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	The position of Forestry Officer was substantively filled. Tusabege Stuart was appointed on probation as Forestry Officer under DSC minute no. 52/2021. The Forestry Officer (Tusabege Stuart) was appraised on 30th June 2023	10

Environment and Social Requirements

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects

If the LG:

a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.

There was evidence that the LG carried out Environmental and Social and Climate Change Screening Forms for water projects for the previous FY examples include;

Sitting Drilling and casting installation and pump testing of 11 Boreholes and 1 production well (Ref No Hoim834/WRKS/22-23/00008). contract Amount 282,462,800UGX. Contractor M/S Icon Projects. Screening forms e.g. for (Borehole at Ngurwe and Busanga were signed by the Environment officer and DCDO on 10/11/2023)

Protection of 3 large spring wells Lot 1 (Ref No Hoim834/WRKS/22-23/00010). Kihohoro contract Amount 14,530,560UGX. Contractor M/S Muda construction Co Ltd. Screening forms for Kihohoro were signed by the Environment officer and CDO on 8/11/21

Phased construction of Kibanda mini piped water scheme (Ref No Hoim834/WRKS/22-23/00009). contract Amount 190,044,960UGX. Contractor M/S Richart Partners Ltd. Screening forms were signed by the Environment officer and CDO on 8/11/21

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.

There was evidence that LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for the following projects; Basing on screening results ESMP were required as a safeguard document;

Phased construction of Kibanda mini piped water scheme (Ref No Hoim834/WRKS/22-23/00009). ESMPs undertaken and were signed by the Environment officer and CDO on 8/11/21

Sitting Drilling and casting installation and pump testing of 11 Boreholes and 1 production well (Ref No Hoim834/WRKS/22-23/00008). ESMPs undertaken for Borehole at Busanga and Ngurwe and were signed by the Environment officer and CDO on 10/11/21

Protection of 3 large spring wells Lot 1 (Ref No Hoim834/WRKS/22-23/00010). ESMPs undertaken for kihohoro and were signed by the Environment officer and CDO on 8/11/21

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.

There was no abstraction permit seen at the LG water department that was obtained from DWRM for piped water supply systems.

Therefore, a score of zero (0) was entered.