



## **LGMSD 2022/23**

Kabale Municipal Council

(Vote Code: 757)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	87%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	0%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	69%
Educational Performance Measures	69%
Health Performance Measures	69%
Water & Environment Performance Measures	0%
Micro-scale Irrigation Performance Measures	0%

**Crosscutting  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>If so: Score 4 or else 0</li> </ul>	<p>Kabale MLG implemented three (03) infrastructure USMID funded project in FY2022/2023.</p> <ul style="list-style-type: none"> <li>Road construction UGX5,817,932,400</li> <li>Drainage construction UGX2,021,092,238</li> <li>Solar lights installation UGX1,999,874,000</li> </ul> <p>The solar street lights project has been completed and is at the level of functionality. The drainage construction project started in May 2023, is ongoing and on track. The three road construction projects which commenced in 2021 hit a snag with contractor dysfunctionality. Even though the payments have reached about 45%, the progress of the works on the ground as at the end of Quarter 4 of FY2022/2023 was still far behind, as below:</p> <p>Rushoroza road (29%)</p> <p>Bwankosya road (8.9%)</p> <p>Bushekwire road (2.4%)</p> <p>The completion and functionality of the road construction is still far below the expected level.</p>	<b>0</b>
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"> <li>By more than 5%, score 3</li> <li>1 to 5% increase, score 2</li> <li>If no increase, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>Overall, the performance of KMLG in its LLG assessment was 82% in FY2021/2022 and 98% in FY2022/2023, meaning an increase of 16%. This increase was greater than 5%.</p>	<b>3</b>

2

N23\_Service Delivery Performance

Maximum 6 points on this performance measure

b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.

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

Kabale MLG implemented three (03) USMID funded capital investment projects in FY2022/2023.

🚧 Road construction (Bwankosya road, Bushekwire road and Rushoroza road) UGX5,817,932,400

🚧 Drainage construction UGX2,021,092,238

🚧 Solar lights installation UGX1,999,874,000

The LG's 4th quarter Performance Report for FY 2022/2023 shows that USMID total amount budgeted including investment projects was UGX21,722,477,257 and what was so far spent on the three projects was UGX9,838,898,638 which made about 45.2%.

Road construction makes the bulk of USMID budget, yet by the end of Q4 FY2022/2023, even though about 45% of the committed funds were already paid the roads were far from completion. Though commencement of construction started in 2021, some of them still have barely taken off. The state of completion at quarter 4 was as follows:

Rushoroza road (29%)

Bwankosya road (8.9%)

Bushekwire road (2.4%)

Even though the solar street lights has been completed and the drainage project which has just started is ongoing, the roads projects hit snags with the contractor and haven't progressed according to schedule.

0

3

Investment Performance

Maximum 4 points on this performance measure

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

Score 2 or else score 0.

Kabale MLG implemented one (01) USMID funded project in FY2022/2023.

🚧 Road construction UGX5,817,932,400

🚧 Drainage construction UGX2,021,092,238

🚧 Solar lights installation UGX1,999,874,000

The LG's 4th quarter Performance Report for FY 2022/2023 shows that USMID total amount budgeted including investment projects was UGX21,722,477,257 and what was so far spent on the three projects was UGX9,838,898,638 which made about 45.2%.

The projects were all eligible under USMID guidelines (USMID Program Operations Manual, Section 2.6 - Eligible Expenditures/Investment Menu, Table 2 - Activities which can be funded by the municipalities/districts under MDG and LDG, Pages 11-13)

2

Investment  
Performance

Maximum 4 points on  
this performance  
measure

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

score 2 or else  
score 0

There is evidence that the variations in the contract price for sample of USMID funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates. The AWP and Budget for the FY 2022/23 indicated a number of projects funded under the USMID and of those, the implemented infrastructure projects had contract amounts according to contract documents as follows:

1. **Supply and Installation of solar-powered street lights along the paved roads in Kabale Municipality- KABA/708/WRKS/2022-23/00025.** The Engineer's Estimate (A) was UGX 2,000,000,000/=; the contract Sum/Price (B) was UGX 1,999,874,000/=. The Variation was at 0.0063%  $\{[(A - B)/A] * 100\}$ .
2. **Construction of storm water drainage at Mwanjari Business Centre, Mukombe Road Along Katuna Highway- KABA/708/WRKS/2022-23/00026.** The Engineer's Estimate (A) was UGX 2,058,000,000/=; the contract Sum/Price (B) was UGX 2,021,092,238/=. The Variation was at 1.79%  $\{[(A - B)/A] * 100\}$ .

## Performance Reporting and Performance Improvement

Accuracy of reported information

Maximum 4 points on this Performance Measure

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

score 2 or else score 0

In Kabale Municipal Council, **there was inadequate staffing** in place as **per minimum standards and staff list** at LLGs as per the three sampled lower local governments of Northern Division, Southern Division, and Central Division.

At Northern Division with a staff strength of 10 out of a staff establishment ceiling of 12, the staff included:

1. Biryomumeisho Ben Victor, Law Enforcement Assistant
2. Katushabe Pearl, Assistant Law Enforcement Officer
3. Kiconco Peace, Community Development Officer
4. Ankunda Anita Christine, Principal Town Agent
5. Ainembabazi Lorian, Office Attendant
6. Tumuheereze Julius, Principal Town Agent
7. Turyamubona Mike Mooror, Principal Town Agent
8. Turyamureeba Christopher, Senior Assistant Accountant
9. Magara Silver, Assistant Law Enforcement Officer
10. Agaba Denis, Principal Town Agent

Some of the staff that were substantively deployed at Southern Division, with a staff strength of 11 against a staff establishment ceiling of 13, were:

1. Agumenaitwe Rose, Treasurer
2. Aharizira Zakaria, Principal Town Agent
3. Baingana Alex, Principal Assistant Town Clerk
4. Kashemeire Hildah, Assistant Town Clerk
5. Kyampeire Annet H, Office Attendant
6. Muhimbise Ferediana, Assistant Librarian
7. Natuhurira Precious, Law Enforcement Assistant
8. Nkwasiwe Brian, Principal Town Agent
9. Sayuuni Claire, Office Attendant
10. Tugiramasiko Costance, Community Development Officer
11. Atwongyeire Shallon, Principal Town Agent

At Central Division, with a staff strength of 10 out of a staff establishment of 12, some of the staff substantively deployed were:

1. Turyamwijuka David, Principal Town Agent
2. Mwongyera Julius, Principal Town Agent
3. Nankunda Lydia, Treasurer
4. Mugisha John, Senior Assistant Accountant
5. Ahimbisibwe Moses, Principal Assistant Town Clerk
6. Byaruhanga Pius, Principal Town Agent
7. Byebiroha Naris, Law Enforcement Officer
8. Akampurira Richard, Assistant Town Clerk
9. Bainomugasho Grace, Principal Town Agent
10. Mutaremwa Sam, Community Development Officer

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul> <p><b>Note: if there are no reports produced to review: Score 0</b></p>	<p>For the three (03) USMID infrastructure project of FY2022/2023:</p> <ul style="list-style-type: none"> <li>🚧 Road construction UGX5,817,932,400</li> <li>🚧 Drainage construction UGX2,021,092,238</li> <li>🚧 Solar lights installation UGX1,999,874,000</li> </ul> <p>The solar street lights project is in place and functional. The drainage project is ongoing, progressing towards completion. The three road construction projects are also in place though they hit contractor challenges.</p> <p>Quarter 4 of FY2022/2023 USMID report gives the level of completion of the three USMID projects and the levels of completion on the ground during this assessment were found as reported.</p>	2
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p> <p><b>NB: The Source is the OPAMS Data Generated by OPM.</b></p>	<p>There <b>was evidence that the Kabale MLG</b> conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled two LLGs and found that the LG undertook credible assessment. All two sampled Local Level Governments (LLGs) exhibited a deviation within the recommended range of +/-10%, as outlined below.</p> <ol style="list-style-type: none"> <li>1. <b>Central Division:</b> The district internal assessment awarded a score of 97%, while the national assessment team awarded a slightly lower score of 96%. This indicates a deviation of only +1%</li> <li>2. <b>Southern Division:</b> The district internal assessment awarded a perfect score of 98%, while the national assessment team awarded a slightly lower score of 96%. This indicates a deviation of only -2%.</li> </ol>	4
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	<p><b>There was no evidence that the Municipality had developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</b></p>	0

5	N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:  Score 2 or else score 0	<b>There was no evidence that the Municipality had implemented the performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</b>	0
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### Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff  Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.  Score 2 or else score 0	<b>There was evidence that the LG had 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.</b>  Submission was made in a letter dated September 25, 2023 ref.: CR/115/1 titled "SUBMISSION OF WAGE REQUIREMENTS FOR FINANCIAL YEAR 2024/2025" received by Harriet at Ministry of Public Service on September 28, 2023 and copied to Ministry of Finance, Planning, and Economic Development, and Ministry of Local Government.	2
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7	Performance management  Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):  Score 2 or else score 0	<b>There was evidence that the Municipality had conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI).</b>  Tracking was done by use of a Daily Attendance Register and summaries were made in an excel schedule to get the percentage attendance forwarded to the Town Clerk for action in monthly reports.. For example in a report dated April 03, 2023 titled "Submission of Attendance Register for Kabale Municipal Head Office Staff for March 2023" Sunday Eric, Deputy Town Clerk attended duty for 11 days out of 22; Tuijukye Wilbert, Superintendent of Works attended for 22 days out of 22; and Turinawe Fred, Mechanic attended for 22 days out of 22.	2
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Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

**There was evidence that HODs had been appraised as per guidelines issued by MoPS during the previous FY.**

Some files reviewed included:

1. The Principal Treasurer, Nahabwe Hilda was appraised by Barekye Justine, Town Clerk on June 30, 2023.
2. The Principal Engineer, Kusemererwa Adolf Kahuma was appraised by Barekye Justine, Town Clerk on June 30, 2023.
3. The Senior Environment Officer, Ahimbisibwe Alfred was appraised by Barekye Justine, Town Clerk on June 30, 2023.
4. The Senior Veterinary Officer, Beyendera Brian was appraised by Barekye Justine, Town Clerk on June 30, 2023.
5. The Principal Community Development Officer, Nuwagaba Emmanuel was appraised by Barekye Justine, Town Clerk on June 30, 2023.
6. The Principal Commercial Officer, Akankwasa Fidelis was not appraised. On interdiction w.e.f February 09, 2023.
7. The Senior Procurement Officer, Katushabe Pamela was appraised by Barekye Justine, Town Clerk on June 30, 2023.
8. The Assistant Procurement Officer, Sekalema Abdu Hasib was appraised by Katushabe Pamela, Senior Procurement Officer on June 29, 2023.
9. The Principal Human Resource Officer (Administration), Twinobusingye Gudura was appraised by Barekye Justine, Town Clerk on June 30, 2023.
10. The Senior Physical Planner, Auma Sharon was appraised by Barekye Justine, Town Clerk on June 30, 2023.
11. The Senior Internal Auditor, Mwesigwa Bernard was appraised by Barekye Justine, Town Clerk on June 30, 2023.



Performance management

Maximum 5 points on this Performance Measure

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

Score 1 or else 0

**There was evidence that the LG had also implemented administrative rewards and sanctions on time as provided for in the guidelines.**

The Rewards and Sanctions Committee was constituted in a letter ref.: CR/R/157 dated April 28, 2022 from the Town Clerk, Barekye Justine titled "APPOINTMENT OF MUNICIPAL REWARDS AND SANCTIONS COMMITTEE" and was comprised of the following:

1. Beyendera Brian, Senior Veterinary Officer as Member
2. Ahimbisibwe Moses, Principal Assistant Town Clerk as Chairperson
3. Auma Sharon, Senior Physical Planner as Member
4. Dr. Tumwesigye Ronald, Principal Medical Officer as Member
5. Twinobusingye Gudula, Principal Human Resource Officer as Secretary

In the minutes of a meeting held on October 25, 2022 under Min 12/2022/23: Disciplinary Cases, the Committee considered cases of five technical tutors (Mujuni Lucky, Ariho Dan, Kansiime Moses, Ndairije Precious, and Mugisha Valence) accused of absenteeism following a report that they were studying without official study leave. Since they argued that they were not the only ones studying, the Committee recommended that the Principal give a status report on all instructors who were studying and their case be handled by the Cost Centre and update the permanent Secretary Ministry of Education and Sports.

Other cases involved Tugumisiriza Smith, an Askari accused of theft of construction materials from Kamukira HC IV. The Committee recommended that he replace the stolen materials since he had admitted his crime, was contrite, and had been on interdiction.

Performance management

Maximum 5 points on this Performance Measure

iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.

Score 1 or else 0

**There was evidence that the LG had established a Consultative Committee (CC) for staff grievance redress which is functional.**

The Committee was constituted in a letter ref.: CR/R/157 dated June 20, 2022 titled

"APPOINTMENT ON THE MUNICIPAL NEGOTIATION, CONSULTATIVE AND DISPUTES SETTLEMENT MACHINERY COMMITTEE" signed by Barekye Justine, Town Clerk and was composed of the following:

1. Niwagaba Emmanuel, Principal Community Development Officer - Chairperson
2. Ahimbisibwe Alfred, Senior Environment Officer - Member
3. Asimwe Gloria, Senior Inspector of Schools - Member
4. Ahimbisibwe Moses, Principal Assistant Town Clerk - Member
5. Kyomugasho Naome, Senior Medical Officer - Member
6. Kayabuki Bartholomew, UNATO Representative - Member
7. Musiimenta Ruth, UNATO Representative - Member
8. Tukwasibwe Johnan, UPSTU Representative - Member
9. Kebirungi Lillian, UNMU Representative - Member
10. Namara nancy, UNMU Representative - Member
11. Twinobusingye Gudula, Principal Human Resources Officer - Secretary

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.

**There was evidence that 100% of staff recruited during the previous FY accessed the payroll not later than 2 months after appointment.**

From a list obtained from HRM titled "List of New Employees from July 2022 to April 2023 - Kabale Municipal Council" some of the files reviewed indicated the following:

1. Tumwesigye Ronald, Principal Medical Officer assumed duty on August 15, 2022 and accessed the salary payroll on September 15, 2022, 30 days later.
2. Sunday Eric, Deputy Town Clerk assumed duty on July 05, 2022 and accessed the salary payroll on August 16, 2022, 41 days later.
3. Niwanyine Elizabeth, Enrolled Midwife assumed duty on July 21, 2022 and accessed the salary payroll on August 16, 2022, 25 days later.
4. Owomugisha Aloysius, Enrolled Nurse assumed duty on July 21, 2022 and accessed the salary payroll on August 16, 2022, 25 days later.
5. Owoyesiga Jasper, Education Assistant II assumed duty on January 16, 2023 and accessed the salary payroll on February 15, 2023, 29 days later.
6. Tugarukye Alphonse, Education Assistant II assumed duty on January 16, 2023 and accessed the salary payroll on February 15, 2023, 29 days later.
7. Alezeyo Amina, Education Assistant II assumed duty on January 16, 2023 and accessed the salary payroll on February 15, 2023, 29 days later.
8. Rukundo Grace, Education Assistant II assumed duty on January 16, 2023 and accessed the salary payroll on February 15, 2023, 29 days later.
9. Byamukama Alex, Education Assistant II assumed duty on January 16, 2023 and accessed the salary payroll on February 15, 2023, 29 days later.
10. Niwaha Boris, Education Assistant II assumed duty on January 16, 2023 and accessed the salary payroll on February 15, 2023, 29 days later.

Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

**There was no evidence that 100% of staff retired during the previous FY accessed the pension payroll not later than 2 months after retirement.**

From a list of retirees presented by HRM, some of the files reviewed indicated that not all retirees who left service in FY 2022/2023 accessed the pension payroll not more than 2 months from date of retirement as follows:

1. Happy Doreen, IPPS No. 222330 retired on September 01, 2022 and accessed the pension payroll on October 18, 2022, 47 days later.
2. Twikirize Athanasious, IPPS No. 223487 retired on March 05, 2022 and accessed the pension payroll on April 18, 2022, 43 days later.
3. Barugahare John, IPPS No. 289682 retired on September 10, 2022 and accessed the pension payroll on October 18, 2022, 38 days later.
4. Magara Pius Edward, IPPS No. 436705 retired on August 28, 2022 and accessed the pension payroll on October 18, 2022, 50 days later.
5. Minyeto Gordiano, IPPS No. 223441 retired on September 10, 2022 and accessed the pension payroll on October 18, 2022, 38 days later.
6. Asiiimwe Loy, IPPS No. 222096 retired on August 30, 2022 and accessed the pension payroll on October 18, 2022, 48 days later.
7. **Tukwasibwe Alex, IPPS No. 223159 retired on June 01, 2023 and accessed the pension payroll on August 19, 2023, 78 days later.**
8. Tatwendera Emilly, IPPS No. 222193 retired on September 01, 2022 and accessed the pension payroll on October 18, 2022, 47 days later.
9. Kyokushaba Annah, IPPS No. 224520 retired on September 01, 2022 and accessed the pension payroll on October 18, 2022, 47 days later.
10. Kyomukama Clare, IPPS No. 225261 retired on September 01, 2022 and accessed the pension payroll on October 18, 2022, 47 days later.

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

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:	Annual FY2022/2023 Kabale Municipality DDEG budget for LLGs was UGX123,870,583. What was transferred to 3 Divisions during the FY according to the financial report was UGX123,870,583, composed as follows:  Quarter one 0  Quarter two UGX41,290,194  Quarter three UGX82,580,389  Total UGX123,870,583  This means all the funds (100%) were transferred to LLGs in accordance with the budget.	<b>2</b>
	Maximum 6 points on this Performance Measure	Score 2 or else score 0		

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).	For KMLG, the DDEG funds were warranted and transferred during FY2022/2023 to LLGs as follows:  For Quarter 1, the MoFPED circular is dated 8th July 2022 and the TC warranted on 12th August 2022. However, no DDEG funds were transferred to LLGs during quarter one. They were all sent in quarter two and three (34 days).  For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 17th October and the funds were sent on 19th October 2022 (17 days).  For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 19th January 2023 and the disbursements made on 25th January 2023 (27 days).  In all the three quarters, the warranting/verification of DDEG grants was effected beyond the 5 days' time limit. This was besides the first quarter disbursement not being sent in time.	<b>0</b>
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0		

N23\_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

**There was evidence that the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter.**

The DDEG was released in the second quarter and third quarter. The second quarter release was warranted on October 17, 2022 and disbursement communicated to Northern Division on October 19, 2022, 3 days later.

The third quarter release was warranted on January 19, 2023 and disbursement communicated to Northern Division on January 25, 2023, 5 days later.

Second quarter release warranted on October 17, 2022 and disbursement communicated to Southern Division on October 19, 2022, 3 days later.

Third quarter release was warranted on January 19, 2023 and disbursement communicated to Southern Division on January 25, 2023, 5 days later.

Second quarter release was warranted on October 17, 2022 and disbursement communicated to Central Division on October 19, 2022, 3 days later.

Third quarter release was warranted on January 19, 2023 and disbursement communicated to Central Division on January 25, 2023, 5 days later.

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

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

For Quarter one: A report dated 10/08/2022 on subject "SUBMISSION OF KABALE MUNICIPAL FIRST QUARTER MONITORING REPORT ON PROJECTS DONE IN FY2022/2023". The monitoring activity which was conducted on 26/09/2022 focused on following up on permits and approvals, storm water management, stakeholder engagement, road safety, PAPS on the roads under construction and damage to utilities.

For Quarter two: A report dated 21/01/2023 on subject "SUBMISSION OF KABALE MUNICIPAL SECOND QUARTER MONITORING REPORT ON THE OPENING OF KIGONGI - RUSHAKI ROAD, JANUARY 2023". The monitoring activity which was conducted on 26/09/2022 focused on loss of trees, illegal dumping of rock fill, dust pollution and improvement of the access road to the construction site. The monitoring activity involved the Municipal Engineer, Environment Officer, PCDO and Planner.

For Quarter three: A report dated 25/04/2023 on subject "SUBMISSION OF KABALE MUNICIPAL THIRD QUARTER MONITORING REPORT ON THE CONSTRUCTION OF DOCTORS' HOUSE AT KAMUKIRA, MARCH 2023". The monitoring activity focused on air pollution caused by lime from cement, waste management, water usage on the construction site, paint solvents used in mixing process, dealing with empty paint containers, safety issues on site and site organisation. The monitoring activity involved the Municipal Engineer, Environment Officer, PCDO and Planner.

For Quarter four: A report dated 25/07/2023 on subject "SUBMISSION OF KABALE MUNICIPAL FOURTH QUARTER MONITORING REPORT ON PROJECTS DONE IN FY2022/2023". The monitoring activity focused on the performance of various MLG projects including Rutooma HCIII, Rushaki-Kigongi bridge, Mbarara road, Jackson road near NSSF, Jackson road extension near DLG HDs, Ngorogoza road, Johnson road and Kiyooro road. The monitoring activity involved the Municipal Engineer, Environment Officer, PCDO and Planner.

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

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

Three (03) sets of minutes were provided as evidence of presentation of monitoring /supervision reports for the four quarters to, and their discussion in TPC meetings. In addition, attendance registers of these meetings were provided and reviewed.

TPC minutes for a meeting on 15/08/2022 discussed quarter one mentoring and supervision report (Minute No. 33/2022/23/TPC - Discussion of status report on Roads/USMID). Issues handled included road residents who haven't consented to road construction, finished roads - Runaku, Ruyendeira, Rushaki, incomplete roads e.g. Lama-Kagunga.

TPC minutes for a meeting which sat on 17/01/2023 discussed quarter two monitoring and supervision report (Minute No. 77/2022/2023/TPC - Presentation of status report on road projects FY2022/23). Among the issues discussed was the state of various roads projects in FY2022/2023. These included Kasi, Kiyora, Nyakambu, Rushaki and Kashanje. Also discussed were Rukonjo road, Kisoro park Bugongi road.

TPC minutes for a meeting on 12/06/2023 discussed quarter four supervision report (Minute No. MIN.133/ 2022-23 - Presentation of monitoring report for FY2022/23 projects). Issues handled included updates on Rushaki-kigongi road, Ngorogoza road, Rutooma HCIII, Kiyora road and Johnson road.

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

## Investment Management



Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:

Score 2 or else score 0

**Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0**

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

The LG's assets were engraved and the new government assets register system has assigned new numbers to the assets.

Sixteen (16) assets were sampled during this assessment including Council land and buildings, computers, equipment, furniture, motor vehicles and road equipment and they were all were found recorded in the register.

The LG had an asset register it was updated and its details and content did satisfy the requirements.

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>KMLG Board of Survey report for the year 2021/2022 was devoid of any recommendations. However, the report had a section on follow-up of previous year report recommendations with a table of items which were recommended for boarding off in the previous (FY2020/2021) report. The same list was found in the current FY2022/2023 board of survey report as not yet boarded off. The assets were:</p> <ul style="list-style-type: none"> <li>❑ Photocopier</li> <li>❑ 2 sofa sets</li> <li>❑ Old fashioned office tables</li> <li>❑ Printers</li> <li>❑ Computer sets</li> <li>❑ Wooded cupboard</li> <li>❑ Office chairs (old)</li> <li>❑ Filing cabinet</li> <li>❑ Old payroll printing machine</li> <li>❑ 6 high back office chairs</li> </ul> <p>As on the date of this assessment on 06/11/2023, these assets had not yet been boarded off yet. The fact that these recommendations had come from the previous year but two means that action on recommendations of board of survey reports is taking really long.</p> <p>The LG did not comply with the requirement.</p>
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>Kabale MLG has a 13 member Physical Planning Committee, and the appointment letters for each of the members were provided/seen . According to the documents seen/provided, evidence of meetings was as follows:</p> <p>Quarter 1 meeting - Meeting held on 27/09/2022 and minutes submitted to MoLHUD on 25/10/2022.</p> <p>Quarter 2 meeting - Meeting held on 27/09/2022 and minutes submitted to MoLHUD on 25/10/2022.</p> <p>Quarter 3 meeting - Meeting held on 09/03/2023 and minutes submitted to MoLHUD on 06/04/2023.</p> <p>Quarter 4 meeting - Meeting held on 28/04/2023 and minutes submitted to MoLHUD on 25/07/2023.</p> <p>The requirement of quarterly physical planning committee meetings and submission of four (04) sets of minutes of the year to MoLHUD was satisfied.</p>
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>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>Kabale MLG had three (03) USMID funded infrastructural project in its FY2022/2023 annual workplan and budget.</p> <ul style="list-style-type: none"> <li>▣ Road construction UGX5,817,932,400</li> <li>▣ Drainage construction UGX2,021,092,238</li> <li>▣ Solar lights installation UGX1,999,874,000</li> </ul> <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Derived from the LG Development Plan</li> <li>-Consistent with sector guidelines &amp; USMID objectives</li> <li>-Financially feasible</li> <li>-Having costed project profiles.</li> </ul> <p>Evidence of desk appraisal for two (02) KMLG USMID project for FY2022/2023 was availed/ seen i.e. Road construction (UGX5,817,932,400) and Solar lights installation (UGX1,999,874,000). However, the desk appraisal for the Drainage construction (UGX2,021,092,238) was not availed/seen.</p>	0
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>Kabale MLG had three (03) USMID funded infrastructural projects in its FY2022/2023 budget.</p> <ul style="list-style-type: none"> <li>▣ Road construction UGX5,817,932,400</li> <li>▣ Drainage construction UGX2,021,092,238</li> <li>▣ Solar lights installation UGX1,999,874,000</li> </ul> <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Technical feasibility</li> <li>-Environmental and social acceptability requirements.</li> </ul> <p>No evidence was provided concerning field appraisal for the three (03) USMID infrastructural projects of FY2022/2023.</p>	0

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>Kabale MLG 5 year Development Plan 2020/2021-2024/2025 contained project profiles for the projects the MLG (Appendix 1 – PROJECT PROFILES – Pages 153-208). The profiles cover different aspects of the MLG including health centre construction, Infrastructure in divisions, Construction of Primary schools, construction/rehabilitation of roads and construction of office blocks, for the 5 years.</p> <p>KMLG FY2023/2024 Project profiles (costed) were presented and discussed in the TPC meeting which sat on 11/04/2023, per Minute number MIN.114/2022/23/TPC. Project profiles for FY2023/2024 were also presented for verification during this assessment.</p> <p>The Municipal Development Plan, DTPC minutes and their accompanying attendance registers and the separate costed profiles were availed for the assessment and seen/reviewed.</p> <p>Project profiles with costing were developed and discussed by TPC for all investments in the AWP for FY2023/2024.</p>
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There <b>was evidence</b> that the LG had screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists</p> <ol style="list-style-type: none"> <li>1. Screening for environmental and social risks/impact for the renovation of facilities at junction P/s, was carried out on 29/6/2023, stamped and signed by both the SEO and PCDO, the project didn't qualify for detailed study, therefore a costed ESMP was prepared at cost of Ugx 4,300,000</li> <li>2. Screening for environmental and social risks/impact for the renovation of facilities at Kikungiri P/s, was carried out on 29/6/2023, stamped and signed by both the SEO and PCDO, the project didn't qualify for detailed study, therefore a costed ESMP was prepared at cost of Ugx 4,000,000</li> <li>3. Screening for environmental and social risks/impact for the construction of retention wall for Rutooma HC III, was carried out on 15/7/2023, stamped and signed by both the SEO and PCDO, the project didn't qualify for detailed study, therefore a costed ESMP was prepared at cost of Ugx 9,500,000</li> </ol>
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13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan	There was evidence that all infrastructure projects for the current FY (2023/24) to be implemented using the DDEG were incorporated in the LG approved procurement plan. These include:	1
		Score 1 or else score 0	1. <b>Item 65- Mechanized Maintenance of Roads in Central Division</b> , Estimated (Budget) at UGX 43,001,117/=.	
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	<ul style="list-style-type: none"> <li>This indicator is Not Applicable since there is only one project that will be implemented under Force Account mechanism. Therefore, there will not be a procurement process conducted for the project. The name of the project is listed below.</li> </ul>	1
			1. Mechanized Maintenance of Roads in Central Division.	
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:	<ul style="list-style-type: none"> <li>There was NO evidence that LG had properly established the Project Implementation team(s) as per guidelines since there was no appointment from the CAO to the Clerk of Works as per the sampled projects below:</li> </ul>	0
		Score 1 or else 0	<ol style="list-style-type: none"> <li><b>Supply and Installation of Solar Powered Street Lights Along Paved Roads in Kabale Municipality.</b> A PIT was appointed by the TC through Memo dated 7/6/2023 and it comprised of: Project Manager, Senior Environment Officer, PCDO, Labor Officer. However, there was no appointment of the Clerk of Works and Contracts Manager by the TC.</li> <li><b>Construction of Storm Water Drainage at Manjari Business Centre, Mukombe Road Along Katuna Highway.</b> A PIT was appointed by the TC through two Memos both dated 7/6/2023 and it comprised of: Project Manager, Senior Environment Officer, PCDO, Labor Officer. Furthermore, there was a consultancy firm (Athwax Consultants-SMC Limited) hired to perform the duties of the Clerk of Works. However, there was no appointment of the Contracts Manager by the TC.</li> <li><b>Renovation of Kabale P/S.</b> A PIT was appointed by the TC through two Memos both dated 14/2/2023 and it comprised of: Project Manager, Senior Environment Officer, PCDO, Labor Officer. However, there was no appointment of the Clerk of Works and Contracts Manager by the TC.</li> </ol>	

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 is evidence that all infrastructure projects implemented using USMID followed the standard technical designs provided by the Municipal Engineer. Infrastructure projects under USMID Funding were found to be complaint with the standard designs and specifications as provided by the Municipal Engineer. For example;</p> <ol style="list-style-type: none"> <li>1. <b>Supply and Installation of Solar Powered Street Lights Along Paved Roads in Kabale Municipality-</b> Scope of Works comprised of: pit excavation works, pole installation, solar lamp and battery installation, solar panel installation, earthing, installation of precast RC pillar protection. All Works were satisfactory and were executed as per the technical designs and installations done were in good condition at the time of Assessment. However, the Municipality is facing a challenge of theft of the solar panels and batteries by the community.</li> <li>2. <b>Construction of Storm Water Drainage at Manjari Business Centre, Mukombe Road Along Katuna Highway-</b> Scope of Works comprised of: relocation of utilities, trench excavation works, culvert installation, reinforced concrete works for construction of manholes/inspection chambers, solar panel installation, earthing, installation of precast RC pillar protection. The works are still ongoing and all works were satisfactory and executed as per the technical designs.</li> </ol>	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 was evidence that the LG provided supervision by the relevant technical officers for infrastructure projects prior to verification and certification of works in previous FY (2022/23).</p> <p>A Project Implementation Team was specifically set up for each project and it comprised of several technical officers that jointly inspected the infrastructure prior to its verification and certification.</p> <p>The following projects among others were sampled:</p> <ol style="list-style-type: none"> <li>1. <b>Supply and Installation of Solar Powered Street Lights Along Paved Roads in Kabale Municipality-</b> The contractor's claim dated 14/6/2023 was certified for payment by the TC and Project Manager (Municipal Engineer). A joint inspection was done by the Project Manager, Senior Environment Officer and PCDO on 15/6/2023 and a supervision report prepared. Certificate No. 1 was prepared and signed on 15/6/2023 by the Municipal Engineer, PCDO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 26/5/2023.</li> <li>2. <b>Renovation of Kabale Primary School-</b> The contractor's claim dated 2/5/2023 was certified for payment by the TC and Municipal Engineer. A joint inspection was done by the</li> </ol>	2

Works superintendent, Senior Environment Officer and PCDO on 10/5/2023 and a supervision report prepared. Certificate No. 1 was prepared on 12/5/2023 and signed by the Project Engineer, PCDO, Environment Officer, TC and Principle Education Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 15/6/2023.

3. **Construction of a Ramp at Kamukira HC IV-** The contractor's claim dated 16/6/2023 was certified for payment by the TC and Project Manager (Municipal Engineer). A joint inspection was done by the Project Manager, District Environment Officer and PCDO on 29/5/2023 and a supervision report prepared. Certificate No. 1 was prepared and signed on 30/5/2023 by the Town Clerk, Project Engineer, Municipal Engineer, PCDO and Environment Officer. A joint inspection was done by the superintendent of works, Environment Officer and PCDO. The contractor's 2nd claim for the final payment certificate was submitted on 16/6/2023 and certified by the Town Clerk and Municipal Engineer. A joint inspection was done by the superintendent of works, Environment Officer and PCDO on 18/6/2023. The completion certificate was prepared and signed on 26/6/2023 by the Project Manager, Senior Environment Officer, Town Clerk and PCDO. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 26/6/2023.

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

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

Score 1 or else score 0

There was evidence that Kabale Municipal Council verified works (certified) and initiated payments of contractors timely for example;

1. **Supply and Installation of Solar Powered Street Lights Along Paved Roads in Kabale Municipality-** The contractor's claim dated 14/6/2023 was certified for payment by the TC and Project Manager (Municipal Engineer). A joint inspection was done by the Project Manager, Senior Environment Officer and PCDO on 15/6/2023 and a supervision report prepared. Certificate No. 1 was prepared and signed on 15/6/2023 by the Municipal Engineer, PCDO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 26/5/2023.
2. **Renovation of Kabale Primary School-** The contractor's claim dated 2/5/2023 was certified for payment by the TC and Municipal Engineer. A joint inspection was done by the Works superintendent, Senior Environment Officer and PCDO on 10/5/2023 and a supervision report prepared. Certificate No. 1 was prepared on 12/5/2023 and signed by the Project Engineer, PCDO, Environment Officer, TC and Principle Education Officer. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 15/6/2023.
3. **Construction of a Ramp at Kamukira HC IV-** The contractor's claim dated 16/6/2023 was certified for payment by the TC and Project Manager (Municipal Engineer). A joint inspection was done by the Project Manager, District Environment Officer and PCDO on 29/5/2023 and a supervision report prepared. Certificate No. 1 was prepared and signed on 30/5/2023 by the Town Clerk, Project Engineer, Municipal Engineer, PCDO and Environment Officer. A joint inspection was done by the superintendent of works, Environment Officer and PCDO. The contractor's 2nd claim for the final payment certificate was submitted on 16/6/2023 and certified by the Town Clerk and Municipal Engineer. A joint inspection was done by the superintendent of works, Environment Officer and PCDO on 18/6/2023. The completion certificate was prepared and signed on 26/6/2023 by the Project Manager, Senior Environment Officer, Town Clerk and PCDO. An Environment and Social compliance certificate was also signed by the Senior Environment Officer and PCDO on 26/6/2023.



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 of Complete procurement files in place for the all projects/contracts; including the Contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals and/or minutes. These included:

1. **Renovation of Kabale P/S- KABA/708/WRKS/2022-23/00002**; approved by the Contracts Committee under Min. No. CC/13/2022 in a meeting held on 12/9/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 1/1/2023.
2. **Supply and Installation of Solar Powered Street Lights Along Paved Roads in Kabale Municipality- KABA/708/WRKS/2022-23/00025**; approved by the Contracts Committee under Min. No. CC/07/2023 (8a) in a meeting held on 22/5/2023 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 6/6/2023.
3. **Construction of Storm Water Drainage at Manjari Business Centre, Mukombe Road Along Katuna Highway- KABA/708/WRKS/2022-23/00026**; approved by the Contracts Committee under Min. No. CC/05/2023 (11) in a meeting held on 3/3/2023 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 7/6/2023.

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## 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 <b>was evidence</b> that the District/Municipality had i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>In a letter dated 9/9/2020, No CR/1205/3, the Town Clerk appointed (Mr Deo Ndimu) <b>appointed Mr Chance Hillary</b> as the complaint handling focal person, signed and stamped by Town Clerk, copied to Mayor, Chairman, Principal Treasurer KMC and personal file.</p> <p>In a letter dated 3/11/2020 No CR/151/3, the town clerk appointed Rv.Canon Lauben Byomuhangi as a member, in a letter dated 4/4/2022, No CR/1205/3 the town clerk appointed Mr Ahimbisibwe Vincent as a member, in a letter dated 4/5/2023 NO CR/1205/3 town clerk appointed Ms. Nyesigire Sonia as a member, in letters dated 18/11/2020 No CR/M/101092, CR/M/10248, CR/M/10128, the town clerk appointed Mr Abimbisibwe Alfred, Mr Niwagaba Emmanuel and Ms. Auma Sharon, all appointment letters were stamped and signed by the Town Clerk (Mr Deo Ndimu)</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There <b>was evidence</b> that LG had specified a system for recording, investigating and responding to grievances, which included a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices</p> <p>A log book was in place with columns detailing on how complaints are captured including the Ref No, date, mode of receipt, name of compliant, contact description of the complaint, status of investigation and feed to the client, complaints were recorded in the log book and a public display information was displayed on the LG notice board.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>There <b>was evidence</b> Municipality had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress</p> <p>On the notice board a publicized the grievance redress mechanisms was displayed and aggrieved parties knew where to report, and detailing the mechanism of how grievances are resolved at each stage.</p>	1

<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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>	<p>Kabale MLG Development Plan III and Annual Workplan and budget 2022/2023 encompass aspects of environment, social and climate change interventions as most are cross cutting and embedded throughout the plans. Specific examples of the sections where environment, social and climate change interventions are highlighted include:</p> <p>In the KMLG DDP, there are interventions incorporated on Pages 60-63: Section 2.3.4) Environment and Natural Resources. Included are the following: i) Ecology systems ii) Environmental services iii) Land use</p> <p>Section 2.3.4.1) Forests, Section 2.3.4.2) Wetlands, Section 2.3.4.3: Waste management, Section 2.3.4.4) Water resources, Section 2.3.4.5) Air and Section 2.3.4.6) Land.</p> <p>Social issues are included in the plan, example pages 54-60: Social protection, community development, population demographics, special interest groups etc.</p> <p>Approved budget FY2023/2024</p> <p>For FY2023/2024, there an approved budget for Natural Resources, Environment, Climate Change, Land and Water of UGX149,037,000.</p> <p>Program 06 – Natural resources, environment, climate change, land and water</p> <p>Sub Programme 01 – Environment and natural resources management.</p> <p>Community mobilisation and mindset change budget caters for social issues - FY2023/2024 budget UGX135,311,000.</p> <p>Environment and social safeguards.</p> <p>Environmental, social and climate change interventions were integrated into KMLG Development Plans, annual work plans and budgets.</p>
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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	No evidence was provided/seen concerning dissemination to LLGs of the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management.	0
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>There <b>was evidence</b> that LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for <b>USMID</b> infrastructure projects of the previous FY</p> <p>1. For the construction of storm water drainage at Mwanjari business centre Mukonde road along Katuna highway <b>Proc No KABA/708/WRKS/22-23/00026</b>, a costed ESMP was incorporated under section 1700, environment protection and waste disposal at cost of Ugx 142,200,00</p>	3
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	<p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p>	There <b>was no</b> evidence for examples of projects with costing of the additional impact from climate change	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:	<b>Not applicable</b> because the projects implemented under USMID were implemented within the gazetted road reserve i.e. installation of solar powered street lights (sector roads and construction of storm water drainage at Mwanjari business centre Mukonde road along Katuna highway	<b>1</b>
		Score 1 or else score 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:	Not applicable since the project has just kicked off on 28/6/2023 in this current financial year,	<b>1</b>
		Score 1 or else score 0		
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:	There <b>was no evidence</b> that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects ie construction of storm water drainage at Mwanjari business centre Mukonde road along Katuna highway and installation of solar powered street lights (sector roads)	<b>0</b>
		Score 1 or else score 0		

**Financial management**

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p>	<p>According to KMGL FY2022/2023 financial report, the LG runs the following bank accounts:</p> <ul style="list-style-type: none"> <li>☑ Treasury single account</li> <li>☑ General Fund account</li> <li>☑ Capacity building grant USMID</li> <li>☑ Kabale MC Revenue Collection Account</li> <li>☑ YLP operations account</li> <li>☑ YLP revolving fund</li> <li>☑ UWEP recovery account</li> <li>☑ UWEP enterprise fund</li> <li>☑ Kabale MC Imprest account</li> </ul> <p>The responsibility of reconciliation of the TSA is said to have been taken back to MoFPED.</p> <p>As on the date of this assessment on 13/11/2023, all the other bank accounts were reconciled to 31/10/2023.</p> <p>The MLG's bank accounts were reconciled as required under this manual.</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>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The four quarterly reports of FY 2022/2023 were produced by the KMLG Internal Audit department.</p> <p>Quarter 1 report is dated 27/10/2022, Quarter 2 dated 30/01/2023, Quarter 3 dated 10/05/2023 and Quarter 4 dated 26/07/2023.</p> <p>There was evidence that the reports were submitted to the Speaker, TC, RDC, Mayor, LGPAC and Auditor General through dated acknowledgement signatures of the recipients on a copy of the reports and the audit delivery book.</p>	2

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

Maximum 4 points on this performance measure

b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.

Score 1 or else score 0

The four KMLG quarterly internal audit reports for FY2022/2023 did contain a section for follow-up on the status of implementation of prior audit findings/ recommendations.

The accounting officer writes to staff and other individuals who are queried in internal audit reports in a way of taking action on report findings, and they respond.

The internal audit reports were submitted to the LGPAC and acknowledged through the Council Delivery book as follows: Quarter one report acknowledged on 27/10/2022, Quarter two acknowledged 30/01/2023, Quarter three acknowledged 10/05/2023 and Quarter four acknowledged on 26/07/2023.

According LGPAC report dated 26/10/2023, Quarters 1 to 3 of KMLG internal audit reports for FY2022/2023 were handled. The details were as (on Pages 33-61):

Quarter one report – KMLG head office

Quarter one report – KMLG payroll audit

Quarter one report – KMLG Central division audit

Quarter one report – Southern division audit

Quarter one report – Northern division audit

Quarter two report – KMLG payroll audit

Quarter two report – KMLG Central division audit

Quarter two report – Southern division audit

Quarter two report – Northern division audit

Quarter three report – KMLG special audit

Quarter three report – KMLG Central division audit

Quarter three report – Southern division audit

Quarter three report – Northern division audit

We conclude that the LG has made effort to have a documented mechanism for follow-up of previous internal audit findings.

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>KMLG records show that the four quarterly internal audit reports of FY2022/2023 were received by TC, Council and DPAC through witness of the acknowledgement signatures of the recipients in the central registry report delivery book.</p> <p>According LGPAC report dated 26/10/2023, Quarters 1 to 3 of KMLG internal audit reports for FY2022/2023 were handled. The details were as (on Pages 33-61):</p> <p>Quarter one report – KMLG head office</p> <p>Quarter one report – KMLG payroll audit</p> <p>Quarter one report – KMLG Central division audit</p> <p>Quarter one report – Southern division audit</p> <p>Quarter one report – Northern division audit</p> <p>Quarter two report – KMLG payroll audit</p> <p>Quarter two report – KMLG Central division audit</p> <p>Quarter two report – Southern division audit</p> <p>Quarter two report – Northern division audit</p> <p>Quarter three report – KMLG special audit</p> <p>Quarter three report – KMLG Central division audit</p> <p>Quarter three report – Southern division audit</p> <p>Quarter three report – Northern division audit</p> <p>Internal audit reports of KMLG were presented to the LGPAC and PAC sufficiently discussed and took actions on them.</p>
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### Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Kabale MLG OSR budget for FY 2022/2023 was UGX2,934,575,000. What was realised according to the financial report was UGX1,740,745,868. This was 59.3% of what was budgeted and falls outside the +/-10% range.</p>	0
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% -10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>According to the financial reports, Kabale MLG OSR performance for FY 2021/2022 was UGX2,232,129,337. Performance for FY 2022/2023 was UGX1,740,745,868. This was a reduction in revenue, which was UGX491,383,469 i.e. 22%.</p> <p>There was a reduction in OSR performance between FY2021/2022 and FY2022/2023.</p>	<b>0</b>
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>During the year ended 2022/2023, what was collected by KMLG as OSR was UGX1,740,745,868.</p> <p>What was remitted to the 3 divisions (Central, Southern and Northern) during the FY was UGX920,392,848 itemized as follows:</p> <p>Central division UGX539,785,202</p> <p>Southern division UGX246,437,766</p> <p>Northern division UGX134,169,880</p> <p>TOTAL UGX920,392,848</p> <p>This made 52.8%. This was above the 50% threshold.</p> <p>The MLG complied with the 50% OSR remittance requirement to LLGs.</p>	<b>2</b>

**Transparency and Accountability**

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence that the Procurement Plan and the Awarded Contracts were duly published/displayed on the Kabale Municipal Council Procurement Notice board for Public View.</p> <p>Examples of Projects include;</p> <ol style="list-style-type: none"> <li>1. <b>Proc. Ref. No-KABA708/WRKS/22-23/00025:</b> Geses Uganda Ltd; for the Supply and Installation of Solar Powered Street Lights along Paved Roads in Kabale Municipality with an amount of UGX 1,999,874,000/=; Display date was 22/5/2023 and Removal date was 2/6/2023 under open bidding.</li> <li>2. <b>Proc. Ref. No-KABA708/WRKS/22-23/00002:</b> Famdec Technical Services; for the Renovation of Kabale Primary School with an amount of UGX 92,519,080/=; Display date was 12/9/2022 and Removal date was 23/9/2022 under open bidding.</li> <li>3. Proc. Ref. No-KABA708/WRKS/22-23/00024: Famdec Technical Services Ltd; for the Construction of Ramp at Kamukira HC IV with an amount of UGX 81,961,620/=; Display date was 5/4/2023 and Removal date was 17/4/2023 under open bidding.</li> </ol>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>The LG's performance assessment results for FY2021/2022 were disseminated by displaying them on the MLG noticeboard.</p> <p>During this assessment, the results were found on the MLG noticeboard which could be easily accessed by the staff and the general public.</p> <p>The results were also disseminated through TPC and the TPC which sat on 31st October 2022 (24/07/2023 for the TPC), as per minute (MIN/49/2022/2023). In this meeting the USMID Coordinator presented the performance of the MLG which had come as the first among urban councils in the country. The minutes were disseminated in the meeting.</p> <p>The performance measure was satisfied.</p>	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>Three reports were provided as evidence of barazas in FY2022/2023. Barazas were held in each of the three divisions.</p> <p>The Central Division Baraza took place on 08/08/2022 at the Division headquarters. Participants included the Technical staff from the MLG and the issues handled were presentation of MC performance, presentation and sensitizations by heads of department and responses from the community members. Attendance for the Central Division baraza was 127 people.</p> <p>The Northern Division Baraza took place on 09/08/2022 at the Division headquarters. Participants included the Technical staff from the MLG and the issues handled were presentation of MC performance, waste disposal management, and issues raised by community members and responses.</p> <p>The Southern Division Baraza took place on 08/08/2022 at the Division headquarters. Participants included the Technical staff from the MLG and the issues handled were presentation of MC performance, presentation and sensitizations by heads of department and responses from the community members. A total of 111 people attended the baraza.</p> <p>The MC held barazas, interacted with the public and updated on performance in FY2022/2023.</p>	1
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>Information on KMLG i) tax rates, ii) collection procedures, and iii) procedures for appeal was publicised by displaying it on the notice board.</p> <p>On the date of this assessment on 13/11/2023, the notice board was checked and displayed on it were schedules on KMLG approved revenue rates 2022/2023 for the different categories of activities, the procedures for collection and the procedures for appeal in case any individual is dissatisfied with the process.</p> <p>The LG did comply with the requirement on publicising tax rates, collection procedures and procedures for appeal.</p>	1

Reporting to IGG

Maximum 1 point on this Performance Measure

a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0

The MLG (TC) did prepare a report, dated 11/07/2022 on actions taken on IGG recommendations of the previous financial year FY2022/2023. The report addressed to the IGG contained actions on absenteeism of health workers at Kamukira HCIV.

The MLG did have an IGG file which contained a number of issues in process by the IGG during the FY. A review of the file showed that the cases were handled each as they came and by the close of the year the outstanding one was the one of absenteeism at the health centre.

The report was presented to Council in its sitting on 11/08/2023 and discussed under minute MIN.5/KMC/2022/2023 - PRESENTATION STATUS ON IGG CASES - The case of worker absenteeism was presented and discussed and it was agreed that a Principal Medical Officer be recruited to supervise and monitor the work of health workers in the MLG.

The LG did prepare a report on the implementation status of IGG issues in the LG and the report was discussed by Council.

**Educational  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed the PLE results for 2020 and 2022 and calculated the percentage change in performance as indicated below</p> <p>☞ 1,470 out of 1,565 (93.9%) pupils who sat PLE in 2020 passed between grade 1 and 3 (Div1:645, Div2:1695 &amp; Div3:130=1,470). This excludes absentees (1,574-09=1,565).</p> <p>☞ 1,661 out 1,787 (92.9%) pupils who sat PLE in 2022 passed between grade 1 and 3 (Div1:847, Div2:646 &amp; Div3:168=1,661. This excludes absentees (1,815-28=1,787)</p> <p>Thus, a percentage decrease between years of -1% (No improvement), the score is 0.</p>	<b>0</b>
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 3</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed the UCE results for 2020 and 202 for (2) USE schools and calculated the percentage improvement in performance as indicated below;</p> <p>☞ 47 out of 129 (36.4%) students who sat UCE in 2020 passed between grade 1 and 3 (Div1:0, Div2:14 &amp; Div3:33=47. This excludes absentees (130-1=129)</p> <p>☞ 61 out 119 (51.2%) students who sat UCE in 2022 passed between grade 1 and 3 (Div1:6, Div2:23 &amp; Div3:32=61. This excludes absentees (124-5=119)</p> <p>Thus, a performance improvement of 14.8%, between the years (improvement by more than 5%). Therefore, the score is 3</p>	<b>3</b>

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"> <li>• By more than 5%, score 2</li> <li>• Between 1 and 5%, score 1</li> <li>• No Improvement, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>The performance of KMLG in its LLG Education assessment was 84% in FY2021/2022 and 100% in FY2022/2023, meaning an increase of 16%. This increase was greater than 5%.</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>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>There was evidence that the education development grant was spent on eligible capital investments as per the planning, budgeting and implementation guidelines for LGs for the education sector FY 2023-2024, page (17).</p> <p>The review of the approved work plan and budget for education department FY 2022/2023 submitted to PS- MoES on 12 July 2022, indicated that Ugx.95,000,000 was budgeted under SFG for renovation of Kabale PS. The expenditure was Ugx.92,519,080 representing 97% of the annual development budget.</p> <p>Specific details outlined below:</p> <p>🔗 Procurement No.KABA/708/WRKS/22-23/00002-Renovation of Kabale primary school at Ugx 92,519,080</p> <p>The expenditure was within the sector guidelines. The score is 2.</p>	2

Investment Performance: The LG has managed education projects as per guidelines

Maximum 8 points on this performance measure

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

Three (03) KMLG Education infrastructure projects of FY2022/2023 were sampled to check certification before payment.

Payment Famdec Technical Services Ltd for completion works on main hall at Kabale P/S (UGX31,568,641) – Requisition dated 16/06/2023, certified by the Municipal Engineer, Municipality Education Officer, Environment Officer, CDO and TC on 26/06/2023 and payment on 28/06/2023.

Payment Famdec Technical Services Ltd for renovation works at Kabale P/S (UGX49,915,315) – Requisition dated 15/05/2023, certified by the Municipal Engineer, Municipality Education Officer, Environment Officer, CDO and TC on 22/05/2023 and payment on 15/06/2023.

Payment Famdec Technical Services Ltd for renovation works at Butobere, Kitumba and Kijuguta Primary Schools (UGX6,578,091) – Requisition dated 04/04/2023, certified by the Municipal Engineer, Municipality Education Officer, Environment Officer, CDO and TC on 04/04/2023 and payment on 26/06/2023.

In all the three (03) sampled projects, certification for Education infrastructural projects certification was done before payments were effected in accordance with the requirements.

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/- 20% of the MoWT estimates score 2 or else score 0	<p>There is evidence that the variations in the contract price are within +/-20% of the MoWT estimates.</p> <p>From the ME's office and Education department, the following Works contract was sampled; and the Engineer's estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding variation percentages; [(A - B)/A] *100%:</p> <ol style="list-style-type: none"> <li><b>Renovation of Kabale P/S- KABA/708/WRKS/2022-23/00002.</b> The Engineer's Estimate (A) was UGX 95,004,160/=; the Contract Sum/Price (B) was UGX 92,519,080/=. The Variation was at 2.62%.</li> <li><b>Supply and Installation of solar powered street lights along paved roads in Kabale Municipality- KABA/708/WRKS/2022-23/00025.</b> The Engineer's Estimate (A) was UGX 2,000,000,000/=; the Contract Sum/Price (B) was UGX 1,999,874,000/=. The Variation was at 0.0063%.</li> <li><b>Construction of storm water drainage channels- KABA/708/WRKS/2022-23/00026.</b>The Engineer's Estimate (A) was UGX 2,058,000,000/=; the Contract Sum/Price (B) was UGX 2,021,092,238/=. The Variation was at 1.79%.</li> </ol>	2
	Maximum 8 points on this performance measure			
3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects (Seed Secondary Schools)were completed as per the work plan in the previous FY	This indicator is Not Applicable because there was no seed secondary school construction in the previous FY (2022/23) at Kabale Municipal Council.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80% score 0</li> </ul>		



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"> <li>• If 100%: score 3</li> <li>• If 80 - 99%: score 2</li> <li>• If 70 - 79% score: 1</li> <li>• Below 70% score 0</li> </ul>	<p><b>There was evidence</b> that the LG had recruited primary school teachers to fill <b>94.4%</b> of the structure.</p> <p>The staff establishment structure for primary school teachers indicated a ceiling of <b>355</b> positions and the filled positions were established to be <b>335</b> computing to <b>94.4%</b>.</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"> <li>• If above 70% and above score: 3</li> <li>• If between 60 - 69%, score: 2</li> <li>• If between 50 - 59%, score: 1</li> <li>• Below 50 score: 0</li> </ul>	<p>The education department had consolidated schools' asset registers for FY 2021/2022 and 2022/2023. The two (2) registers had both UPE schools (22) and USE schools (2) respectively.</p> <p>We noted that the consolidated schools' asset registers for both FY 2021/22 and 2022/23 had the same content for all the UPE and USE schools. The register for FY 2022-2023 was not updated.</p> <p>We obtained and reviewed the consolidated asset registers for FY 2021/2022 and 2022/23 and calculated the percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines as indicated below;</p> <ul style="list-style-type: none"> <li>• Only (3) out of 22 (13.6%) UPE schools met all the basic requirements and minimum standards set out in the DES guidelines-requirement for permanent accommodation for at least four (4) teachers, classroom: pupil ratio of 53, Latrine stance: pupil ratio of 1:40 and desk: pupil ratio of 1:3. The schools include Ndorwa PS, Makanga PS, and Butobere PS</li> <li>• None of the (2) USE schools met the DES standards.</li> </ul> <p>In view of the above analysis;</p> <p>(i) The percentage of UPE schools that met the basic requirements and minimum standards set out in the DES guidelines for schools to LGs was 13.6% for the two previous FYs</p> <p>(ii) The percentage of USE schools that met the basic requirements and minimum standards set out in the DES guidelines for schools to LGs was 0%.</p> <p>The overall percentage computed is below 50%, the score is 0.</p>	0

## Performance Reporting and Performance Improvement

5

Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.

Maximum 4 points on this performance measure

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

- If the accuracy of information is 100% score 2

- Else score: 0

The staffing list with effect from Term II 2023 obtained from PEO's office (duly signed and stamped) had a total of (335) teachers in post covering all the (22) UPE schools in Kabale MC.

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

□ The number of teachers (14) on the PEO's deployment list was not consistent with the number of teachers on the school staff list (17) in Kikungiri primary school, Southern Division.

□ The number of teachers (15) on the PEO's deployment list was consistent with the number of teachers on the school staff list (15) in Junction Primary school, Central Division.

□ The number of teachers (12) on the PEO's deployment list was not consistent with the number of teachers on the school staff list (13) in Kijuguta PS, Northern Division.

It was verified that the total number of teachers as indicated on the PEO's teacher deployment list was not matching with the number of teachers on the school staff lists in (2) out of the (3) sampled UPE schools as indicated above. Therefore, the information on the deployment list for teachers was not 100% accurate. The score is 0.

0

Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.

Maximum 4 points on this performance measure

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

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

There was no evidence that the LG education department had a consolidated schools' asset register accurately reporting on the infrastructure in all the 22 UPE schools for FY 2022/23.

Specific details as indicted below:

□ Kikungiri PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (21) classrooms, (07) latrine stances, (240) desks and teacher accommodation (06), while the school asset register had (19) classrooms, (30) latrine stances, (252) desks and teacher accommodation (06). Information was not consistent.

Junction PS: The education department consolidated school asset registers for FY 2022/23 indicated that the school had (07) classrooms, (04) latrine stances, (119) desks and teacher accommodation (04), while the school asset register had (09) classrooms, (09) latrine stances, (129) desks and teacher accommodation (01). Information was not consistent.

□ Kijuguta PS: The education department consolidated school asset registers for FY 2022/23 indicated that the school had (09) classrooms, (04) latrine stances, (130) desks and teacher accommodation (01), while the school asset register had (09) classrooms, (04) latrine stances, (130) desks and teacher accommodation (01). Information was consistent.

As above, it was verified that information on the LG consolidated school's asset register FY 2022/23 was not consistent in (2) out of the (3) sampled UPE schools. Therefore, the score is 0.

School compliance and performance improvement:

Maximum 12 points on this performance measure

a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:

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

There was evidence of compliance to MoES annual budgeting and reporting guidelines. All the 22 (100%) UPE schools submitted their annual school reports and budgets to PEO by 30 January 2023. The review of submitted school reports on file revealed that all reports were compiled as per the reporting formats for annual school report and budget provided in the sector guidelines (Budgeting and implementation guidelines for primary and secondary schools, pages 21-25)

The list of submitted school annual reports and budgets shows that all reports were submitted by 30 January 2023 as required e.g. Rutooma, Bugongi, Hornby High Junior, Rushaki, Nyabikomi, Butobere, Ndorwa, Makanga, Kabale Preparatory, Kabale PS, Kigenzi High, etc.

We noted that all three (3) sampled UPE schools had copies of annual school reports and budgets as evidenced below;

□ Kikungiri PS, had a copy of annual school report and budget for 2022 (signed but not dated)

□ Junction PS: Had a copy of annual school report and budget for 2022 dated 30 October 2023

□ Kijuguta PS: Had a copy of annual school report and budget for 2022 not dated

As indicated above, compliance with MoES annual budgeting and reporting guidelines stood at 100%, the score is 4.

School compliance and performance improvement:

Maximum 12 points on this performance measure

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

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

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

The review of school files in PEO's office revealed that all 22 (100%) submitted their SIPs as part of the annual school report and budget for FY 2022/23.

The review of the education departmental report on sensitization of head teachers on making a SIP held on 23 July 2023 at Kabale PS, revealed that teachers were given hands-on support on how to make a school improvement plan. The facilitator (SIS) pointed out that SIP highlights areas of poor performance identified during school inspection, intervention to address the gaps, time frame for the implementation of planned activities by head teachers, monthly review meetings to evaluate the implementation of SIP, and submission of progress reports to PEO.

Verification done in all the three (3) sampled UPE schools revealed that all the schools had copies of SIP displayed on the school notice boards. For example,

(i) Kikungiri PS SIP highlighted areas that needed improvement including reading and writing skills, absenteeism of learners and curriculum implementation

(ii) Junction PS SIP indicated the planned activities including monitoring teacher attendance, teaching and learning process

(iii) Kijuguta PS) SIP identified absenteeism of learners as a key area to be addressed.

Therefore, the percentage of schools supported to prepare and implement SIPs in line with inspection recommendation stood at 100% which was above 50% hence the score is 4.

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> <li>• If 100% score: 4:</li> <li>• Between 90 – 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>The list of government aided primary schools (22) captured in 2022-2023 Approved Performance contract_708_Kabale MC is consistent with the number of schools (22) in excel data sheet (EMIS) from MoES for FY 2022/23</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>Kabale MC budgeted for a head teacher and a minimum of (7) teachers per school or a teacher per class in all the (22) Government aided primary schools. The 2023-2024_Approved budget estimates_708 -Kabale MC (page 26) had a total budget of Shs.2,393,116,000 for staff salaries covering 335 primary teachers in all the 22 UPE schools. We noted that Kabale PS had the highest number of teachers at 35 while Butobere PS had the least number of teachers at 10.</p>	4
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>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>The primary schools staffing list with effect from Term II 2023 obtained from the PEO’s office and reviewed, indicated that a total of (335) teachers were deployed in (22) UPE schools as per sector guidelines e.g. all the (22) had a minimum of (10) teachers per school.</p> <p>However, verification done in the 3 sampled UPE schools revealed that teachers as indicated in the staff list were not deployed in those schools. Specific details below:</p> <ul style="list-style-type: none"> <li>□ The number of teachers (14) on the PEO’s deployment list was not consistent with the number of teachers on the school staff list (17) in Kikungiri primary school, Southern Division.</li> <li>□ The number of teachers (15) on the PEO’s deployment list was consistent with the number of teachers on the school staff list (15) in Junction Primary school, Central Division.</li> <li>□ The number of teachers (12) on the PEO’s deployment list was not consistent with the number of teachers on the school staff list (13) in Kijuguta PS, Northern Division. The score is 0.</li> </ul>	0
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p>	<p>The teacher deployment data had been displayed on school notice boards in all the 03 sampled UPE schools as indicated below:</p>	1
	<p>Maximum 8 points on this performance measure</p>	<p>score: 1 else, score: 0</p>	<p>📌 Kikungiri PS (Southern Division) deployment staff list displayed on the notice-board had (17) teachers i.e. Male (5) and Female (12)</p>	
			<p>📌 Junction PS (Central Division) deployment staff list displayed on the notice-board had (15) teachers i.e. Male (5) and Female (10)</p>	
			<p>📌 Kijuguta PS (Northern Division) deployment staff list displayed on the notice-board had (13) teachers i.e. Male (6) and Female (7)</p>	
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO</p>	<p><b>There was evidence</b> that all primary school head teachers had been appraised with evidence of appraisal reports submitted to HRM with copy to MEO.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>Score: 2 or else, score: 0</p>	<p>Some of the files reviewed included the following:</p>	
			<ol style="list-style-type: none"> <li>1. Komuhangi Winfred, the headteacher of Bushuro Primary School in Southern Division was appraised by Baingana Alex, Principal Assistant Town Clerk on December 30, 2022.</li> <li>2. Tumuheirwe Resta, the headteacher of Rushaki Primary School in Southern Division was appraised by Baingana Alex, Principal Assistant Town Clerk on December 30, 2022.</li> <li>3. Lobur Martina, the headteacher of St. Maria Goretti Preparatory School Primary School in Southern Division was appraised by Baingana Alex, Principal Assistant Town Clerk on December 30, 2022.</li> <li>4. Turyaijuka Brichards, the headteacher of Kabale Preparatory School Primary School in Northern Division was appraised by Ndahura Isabella, Principal Assistant Town Clerk on December 27, 2022.</li> <li>5. Mugabirwe Justine, the headteacher of Lower Bugonji Primary School in Northern Division was appraised by Ndahura Isabella, Principal Assistant Town Clerk on December 30, 2022.</li> <li>6. Anasire Godfrey, the headteacher of Kengoma Primary School in Southern Division was appraised by Baingana Alex, Principal Assistant Town Clerk on December 30, 2022.</li> <li>7. Kiiza Caroline, the headteacher of</li> </ol>	

Butobere Primary School in Central Division was appraised by Ahimbisibwe Moses, Principal Assistant Town Clerk on December 22, 2022.

8. Asiimwe Medius, the headteacher of Rutooma Primary School in Central Division was appraised by Ahimbisibwe Moses, Principal Assistant Town Clerk on December 22, 2022.
9. Ziribumwe Silver, the headteacher of Mugabi Primary School in Southern Division was appraised by Baingana Alex, Principal Assistant Town Clerk on December 20, 2022.
10. Twasingwire Phabias, the headteacher of Kikungiri Primary School in Southern Division was appraised by Baingana Alex, Principal Assistant Town Clerk on December 15, 2022.



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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

**There was no evidence** that all secondary school head teachers had been appraised in accordance with the guidelines, by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM.

Some of the head teachers were appraised outside the stipulated timelines. Files reviewed included the following:

1. Byaruhanga Mweigwa Amon, the headteacher of Kabale Secondary School in Central Division was appraised by Tushemerirwe Henry, Chairperson Board of Governors on December 31, 2022.
2. Kafeero Ismail Lukwago, the headteacher of Ndorwa Secondary School in Southern Division was appraised by Siisah Kaduyu, Chairperson Board of Governors on November 29, 2022.
3. Akampurira Abraham, the headteacher of Kigezi High School in Northern Division was appraised by Turyagenda Henry, Chairperson Board of Governors on December 31, 2022.
4. Masiko Justus, the headteacher of Kigezi College Butobere in Central Division was appraised by Bavakule Ruth, Chairperson Board of Governors on December 31, 2022.
5. Byaruhanga Evaristo, the headteacher of St. Maria Goretti Secondary in Southern Division was appraised by Kamusiime B. Maclean, Chairperson Board of Governors on December 13, 2022.
6. Muhairwe Enid, the headteacher of Hornby High School in Northern Division was appraised by Sunday Eric, Deputy Town Clerk on **January 20, 2023.**
7. Monday Christopher, the headteacher of St. Mary's College Rushoroza in Southern Division was not appraised. He assumed duty on December 05, 2022.

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><b>There was evidence</b> that all staff in the LG Education department had been appraised against their performance plans.</p> <p>Some of the files reviewed included the following:</p> <ol style="list-style-type: none"> <li>1. The Principal Education Officer, Munyambabazi Grace was appraised by Barekye Justine, Town Clerk on June 29, 2023.</li> <li>2. The Senior Inspector of Schools, Asiimwe Gloria was appraised by Munyambabazi Grace, Principal Education Officer on June 29, 2023.</li> <li>3. The Assistant Inspector of School, Asiimwe Agnes was appraised by Asiimwe Gloria, Senior Inspector of Schools on June 29, 2023.</li> </ol>	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>There was evidence of a training plan to address identified staff capacity gaps at the school and LG level during FY 2022-23.</p> <p>There was a capacity building plan for teachers for FY 2022/23 dated 26 September 2022.</p> <p>The training content (areas) included;</p> <ul style="list-style-type: none"> <li>• Training of teachers and head teachers in appropriate scheming in line with the approved curriculum</li> <li>• E-inspection training for head teachers</li> <li>• Financial management, book keeping, asset management and filling performance appraisal forms</li> </ul>	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>We noted from PEO, that the Municipality was compliant and had no errors for correction regarding the submitted school lists and enrolment data. Therefore, there was no need of communicating corrections/revisions of school lists and enrolment numbers submitted in PBS as well as adjusting the IPFs for Kabale MC</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>There was evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 else, score: 0</p>	<p>We obtained and reviewed the LG quarterly performance Report-Q4-Vote: 708-Kabale MC and established that, under budget output: 000023 Inspection and monitoring; Ugx.12,400,000 was approved for inspection and monitoring functions in line with MoES guidelines - page 17.</p>	
			<p>The score is 2.</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>Kabale MLG timeliness of warranting schools' capitation grants for the school (calendar) year in FY2022/2023 and FY2023/2024 was tested in the three terms as follows:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>Term1 (which was quarter 3 FY2022/2023) cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 19th January 2023 and the disbursements made on 25th January 2023 (21 days).</p>	
			<p>For Term 2 (which was quarter 4 FY2022/2023), MoFPED circular is dated 6th April 2023 and the TC warranted on 24th April 2023 and the funds were transferred on 2nd May 2023 (18 days).</p>	
			<p>For Term 3 (which was quarter 1 FY2023/2024), the MoFPED circular is dated 6th July 2023, the TC warranted on 27th July 2023 and the funds were transferred on 3rd August 2023 (21 days).</p>	
			<p>In all the three cases, the 5 days' time limit for warranting was not met.</p>	
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p>	<p>There was no evidence that DEO had communicated/ publicized capitation releases to schools within three working days of release from MoFPED as indicated below:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else, score: 0</p>	<p>□ QTR3 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 29 December 2022.</p>	
			<p>The DEO publicized capitation releases for Term 1 2023 on LG notice board on 17 April 2023 (75 days).</p>	

This was not compliant to the three working days of release from MoFPED.

□ QTR4 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 6 April 2023.

The DEO publicized capitation releases for Term I1 2023 on LG notice board on 28 April 2023 (15 days). This was not compliant to the three working days of release from MoFPED.

□ QTR 1 Expenditure limits FY 2023/24 were communicated through MoFPED release circular dated 6 July 2023.

The DEO communicated capitation releases for term II1 2023 to all head teachers through a letter dated 1 August 2023 (17 days)..

This was compliant to the three working days of release from MoFPED.

Invoices of capitation to schools were not availed to the Assessor at the time of the assessment.

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

Verification done in the sampled (3) UPE schools revealed that there was evidence of display of capitation releases on school notice boards in all the 3 sampled UPE schools as indicated below:

- Kikungiri PS: The display contained capitation releases for;

- (i) Q3 of FY 2022/23 (term1 2023), Ugx.4,399,400 dated 27 January 2023

- (ii) Q4 of FY 2022/3 (term II 2023), Ugx.3,533,677 dated 3 May 2023

- (iii) Q1 of FY 2023/24 (term1II 2023), Ugx.4,399,400 dated 4 August 2023

- Junction PS: The display contained UPE capitation grant releases for;

- i. Q3 of FY 2022/23 (term1 2023), Ugx.3,282,333 dated 30 January 2023

- ii. Q4 of FY 2022/3 (term II 2023), Ugx.3,328,233 dated 11 May 2023

- iii. Q1 of FY 2023/24 (term1II 2023), Ugx.4,095,660 dated 14 August 2023

- Kijuguta PS: The display indicated UPE funds releases for;

- i. Q3 FY2022/3 (term I 2023),Ugx.

3,475,667 dated 30 January 2023

ii. Q4 FY 2022/3 (term II 2023), Ugx.3, 475,667 dated 3 May 2023

iii. Q1 FY 2023/4 (term III 2023), Ugx.3,550,000 dated 1 August 2023

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	There was evidence that the education department had prepared an inspection plan and conducted inspection preparatory meetings during FY 2022/23. The inspection plan for FY 2022/23 was dated 2 May 2022 (signed by SIS, PEO and copied to TC) and highlighted the following planned activities- dissemination of inspection findings, conducting monitoring and inspection activities and routine inspection.  The inspection preparatory meetings discussed school inspection schedules and allocation of schools to different inspectors under minutes of term III, 2022 dated 29 September 2022, minutes for term I 2023 dated 27 January 2023 and minutes for term II of 2023 dated 24 May 2023	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	School inspection/monitoring reports for FY 2022/23 were obtained and reviewed to establish the number of UPE schools inspected/monitored as indicated below:  🔗 Inspection Report Term 3 of 2022 dated December 2022. It was conducted between 5 September and 9 December 2022 by the senior inspector of schools (SIS) and Assistant inspector of schools (AIS). All the 22 UPE schools were inspected representing 100%  🔗 Inspection Report for Term I 2023 dated 14 June 2023. The school inspection exercise was carried out from 6 February to 5 May 2023 by SIS & AIS. Schools inspected were 18 out of 22 UPE schools representing 82%  🔗 Inspection Report for Term II 2023 dated 12 September 2023. The school inspection exercise was carried out from 29 May to 25 August 2023 by SIS & AIS. All the 22 UPE schools were inspected representing 100%  In view of the above, the percentage of schools inspected stood at 94% (between 80-99%), the score is 1.	1

10 Routine oversight and monitoring

Maximum 10 points on this performance measure

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

There was evidence that all the three inspection reports were presented and discussed during departmental staff meetings. Specific details below:

□ Dissemination of inspection findings for Term 1 of 2023 during the head teachers' meeting held on 26 May 2023 under Min/04/EDUC/May 2023. Key findings discussed included late coming and absenteeism of teachers, inadequate teacher accommodation, school feeding, lack of schemes of work in the following primary schools Butobere, Bugongi, Mugabi and Bushuro

□ Dissemination of inspection findings for Term III of 2022 during the head teachers' meeting held on 31 August 2022 under Min/04/EDUC/AUG/ 2022

□ Dissemination of inspection findings for Term 1I of 2023 during the head teachers' meeting held on 26 May 2023 under Min/04/EDUC/May 2023

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

□ Kikungiri PS in Southern Division; had evidence of (3) feedback inspection reports on file dated 14 March 2023, 13 June 2023 and 9 November 2022. Conducted by SIS.

□ Junction PS in Central Division; had evidence of (2) feedback inspection reports on file dated 5 April 2023, and 19 September 2022. Conducted by SIS.

□ Kituguta PS in Northern Division; had evidence of (2) feedback inspection reports on file dated 15 March 2023, and 8 September 2022. Conducted by SIS.

In regard to corrective actions taken, there was evidence of warning letters from the Rewards and Sanctions committee addressed to the following teachers.

□ A strong warning letter addressed to Mr.Nyesigire Duncan (Ndorwa PS), for irregular attendance to duty, coming to duty when drunk and failure to prepare lesson plans, signed by TC and dated 19 June 2023

□ Ms.Birungi Grace was invited to appear before Rewards and Sanctions committee on 13 June 2023 to explain her abandonment of duty

Based on the above, there was evidence that inspection reports were discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up. The

score is 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	There was evidence of submission of three (3) inspection reports to DES as indicated below: <ul style="list-style-type: none"><li>• School inspection report for Term 3 of 2022 was submitted and received by DES secretary (Kirenda Winnie ) on 11 January 2023 (signed &amp; stamped).</li><li>• School inspection report for Term 1 of 2023 was submitted and received by DES secretary (Kirenda Winnie) on 14 June 2023 (signed &amp; stamped)</li><li>• School inspection report for Term 1 of 2023 was submitted and received by DES secretary (Komugabe Edith) on 12 September 2023 (signed &amp; stamped)</li></ul> Verification was done through the review of inspection files in the (3) sampled UPE schools and established that copies of the inspection reports from the previous three terms were left behind in all the (3) sampled schools as indicated below; <ul style="list-style-type: none"><li>□ Kikungiri PS in Southern Division; had evidence of (3) feedback inspection reports on file dated 14 March 2023, 13 June 2023 and 9 November 2022. Conducted by SIS.</li><li>□ Junction PS in Central Division; had evidence of (2) feedback inspection reports on file dated 5 April 2023, and 19 September 2022. Conducted by SIS.</li><li>□ Kituguta PS in Northern Division; had evidence of (2) feedback inspection reports on file dated 15 March 2023, and 8 September 2022. Conducted by SIS.</li></ul>	2
10	Routine oversight and monitoring  <i>Maximum 10 points on this performance measure</i>	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	Education and Health issues at KMLG are handled by the Education and Health Committee of Council. Here below are some examples of committee meetings where Education specific issues were presented and discussed in FY2022/2023.  Minutes of the Education and Health Committee which sat on 25/07/2022 discussed Education issues as per minute MIN.4/EDUC/2022/2023 – PRESENTATION AND DISCUSSION OF PERFORMANCE REPORTS FOR 2021/22 AND QUARTER ONE WORKPLANS 2022/2023. Discussions focussed on Education department budget performance for FY2021/22 and presentation of workplan and budget for FY2022/2023. Also discussed is a report	2

on school inspection, registration of candidates for 2022 PLE, challenges with the new curriculum.

Minutes of the Education and Health Committee which sat on 05/12/2022 per minute No. (MIN.20/EDUC/2022/2023 – PRESENTATION AND DISCUSSION OF DEPARTMENTAL REPORTS). Among the issues discussed included the school feeding and nutrition, PLE 2022, conduct of joint promotional exams, Education workplan 2023/2024, monitoring Education projects for primary schools - Kijuguta, Butobere, Kitumba, Ndorwa and Kabale.

Minutes of the Education and Health Committee which sat on 09/02/2023 per minute number (MIN.27/EDUC/2022/2023 – PRESENTATION AND DISCUSSION OF DEPARTMENTAL REPORTS AND WORKPLAN). Issues discussed mainly centred on PLE results of 2022. Also discussed was budget performance report for Education department.

Minutes of the Education and Health Committee which sat on 26/04/2023 per minute No. (MIN.34/EDUC/2022/2023 – REPORT ON SCHOOL INSPECTION FOR TERM ONE). Among the issues discussed included attendance of pupils and teachers, enrolment and dropout rates, follow-up on implementation of Covid 19 SoPs, completion rate for pupils of P7, following on utilisation of UPE funds by schools, parents role in supporting children in school and rewarding best performing children.

KMLG Education issues are being adequately handled by the Council through its Education and Health Standing Committee.

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*

There was evidence of community engagement activities carried out in FY 2022/ 2023. During the PTA general meeting held on 21 May 2023 at Kabale Preparatory School; under Min.3/2023 communications, the PEO sensitized parents on their roles of providing lunch and scholastic materials to their children.

2

## Investment Management



Planning and budgeting for investments

*Maximum 4 points on this performance measure*

a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, *score: 2, else score: 0*

The education department had a consolidated schools 'asset register FY 2022/23 which was prepared in the prescribed format but not updated.

Specific details as indicted below:

□ Kikungiri PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (21) classrooms, (07) latrine stances, (240) desks and teacher accommodation (06), while the school asset register had (19) classrooms, (30) latrine stances, (252) desks and teacher accommodation (06). Information was not consistent

Junction PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (07) classrooms, (04) latrine stances, (119) desks and teacher accommodation (04), while the school asset register had (09) classrooms, (09) latrine stances, (129) desks and teacher accommodation (01). Information was not consistent

□ Kijuguta PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (09) classrooms, (04) latrine stances, (130) desks and teacher accommodation (01), while the school asset register had (09) classrooms, (04) latrine stances, (130) desks and teacher accommodation (01). Information was consistent.

As above, it was verified that information in the LG consolidated schools asset register FY 2022/23 was not consistent in (2) out of the (3) sampled UPE schools. Therefore, the score is 0

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>For FY 2022/2023, the KMLG Education department had the following infrastructural projects:</p> <ul style="list-style-type: none"> <li>🏗️ Renovation of Kabale P/S UGX81,483,956</li> <li>🏗️ Renovation of Butobere P/S, Kitumba P/S, Kijuguta P/S UGX37,017,039</li> </ul> <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Derived from the LG Development Plan</li> <li>-Consistent with sector guidelines &amp; USMID objectives</li> <li>-Financially feasible</li> <li>-Having costed project profiles.</li> </ul> <p>Evidence of desk appraisals for the two (02) KMLG Education Department projects for FY2022/2023 was availed/ seen.</p>	<b>1</b>
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, <i>score 1 else score: 0</i></p>	<p>For FY 2022/2023, the Education department had the following infrastructural projects:</p> <ul style="list-style-type: none"> <li>🏗️ Renovation of Kabale P/S UGX81,483,956</li> <li>🏗️ Renovation of Butobere P/S, Kitumba P/S, Kijuguta P/S UGX37,017,039</li> </ul> <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Technical feasibility</li> <li>-Environmental and social acceptability requirements.</li> </ul> <p>No evidence of field appraisals for the two (02) KMLG Education Department projects for FY2020/21 was availed/ seen.</p>	<b>0</b>

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>Kabale Municipal Council did not have a project on the construction of the seed secondary school and therefore the requirement of the indicator (If the MC Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan) could not be assessed. Therefore, the Municipal Council earns the maximum score.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>There is evidence that School infrastructure Projects were approved by the Contracts Committee (C.C) before commencement of Works. Only one school was implemented in the last FY (2022/23) and the details are listed below:</p> <ol style="list-style-type: none"> <li>1. Under Min. No. CC/13/2022 of the Contracts Committee meeting held on 12/9/2022, the Renovation of Kabale P/S was approved .</li> </ol>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was evidence of proper establishment of the PIT for the school construction projects constructed within the last FY (2022/23) as per guidelines</p> <p>A copy of joint appointment by the CAO of the members of the PIT for Construction Works under Education Department dated 14/2/2023 was present; Only one school project was implemented within the last FY i.e.</p> <ol style="list-style-type: none"> <li>1. <b>Renovation of Kabale Primary School-</b> The team comprised of: Project Manager, Principal Education Officer, Senior Environment Officer, PCDO, and Labor Officer. However, no Contract Manager nor Clerk of Works were selected appointed on the PIT by the CAO.</li> </ol>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>Kabale Municipal Council did not have a project on the construction of the seed secondary school and therefore the requirement of the indicator (that the school infrastructure followed the standard technical designs provided by the MoES) could not be assessed. Therefore, the Municipal Council earns the maximum score.</p>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>There was NO evidence that monthly Site Meetings were conducted for School infrastructure projects during the previous FY (2022/2023). Kabale Primary School project was sampled as seen in the details below:</p> <ol style="list-style-type: none"> <li>1. The following monthly reports were present: 27/2/2023, 28/2/2023, 30/3/2023, 31/3/2023, 28/4/2023, 30/5/2023, 16/6/2023.</li> <li>2. The following Minutes of meetings were present: 28/2/2023, 7/3/2023, 20/4/2023, 12/5/2023 and 12/6/2023. However, there are no signed attendance sheets attached.</li> </ol>	<b>0</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i></p>	<p>There is evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted.</p> <p>Monthly Joint Technical supervisions of the construction of planned sector infrastructure projects were regular (with regards to critical stages) and included some key staff e.g senior environment officer and PCDO.</p> <p>Only one project under the education department was implemented in the previous FY (2022/23) i.e. Renovation of Kabale P/S. It involved the participation of the environment officer and DCDO among other officers as seen in the minutes of meetings dated; 27/2/2023, 28/2/2023, 30/3/2023, 31/3/2023, 28/4/2023, 30/5/2023, 16/6/2023.</p>	<b>1</b>

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>Three (03) KMLG Education projects of FY2022/2023 were sampled to check certification and timeliness of effecting payments for infrastructural projects.</p> <p>Payment Famdec Technical Services Ltd for completion works on main hall at Kabale P/S (UGX31,568,641) – Requisition dated 16/06/2023, certified by the Municipal Engineer, Municipality Education Officer, Environment Officer, CDO and TC on 26/06/2023 and payment on 28/06/2023 (12 days).</p> <p>Payment Famdec Technical Services Ltd for renovation works at Kabale P/S (UGX49,915,315) – Requisition dated 15/05/2023, certified by the Municipal Engineer, Municipality Education Officer, Environment Officer, CDO and TC on 22/05/2023 and payment on 15/06/2023 (30 days).</p> <p>Payment Famdec Technical Services Ltd for renovation works at Butobere, Kitumba and Kijuguta Primary Schools (UGX6,578,091) – Requisition dated 04/04/2023, certified by the Municipal Engineer, Municipality Education Officer, Environment Officer, CDO and TC on 04/04/2023 and payment on 26/06/2023 (82 days).</p> <p>In the two (02) of the three (03) sampled projects, payments were effected beyond the 14 days’ time limit.</p>	0
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 is evidence that Kabale Municipal Council Education Department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit on 21/04/2022.</p> <p>. The following projects were included among other Works/Supplies;</p> <ol style="list-style-type: none"> <li>1. Renovation of Kabale P/S.</li> </ol>	1

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 score 0</i></p>	<p>There was no seed secondary school implemented during the previous FY (2022/23) at Kabale Municipal Council.</p> <p>However, there is evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA.</p> <p>The file included: the Contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals. The project File sampled was for Kabale P/S with details as listed below;</p> <ol style="list-style-type: none"> <li>1. <b>Renovation of Kabale P/S-KABA/708/WRKS/2022-23/00002;</b> Approved by the Contracts Committee under Min. No. CC/13/2022 in a meeting held on 12/9/2022. The Contract was awarded on 1/2/2023.</li> </ol>
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### Environment and Social Safeguards

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>There <b>was evidence</b> that grievances were recorded, investigated, responded to and recorded in line with the grievance redress framework</p> <p>In the log book, Mr Chance Hillary recorded a complaint from Miss Niwamanya Dorcus a teacher at Hornby high junior on 19/8/2022 about missed salary for the month of July 2022, it was investigated and confirmed that she had missed her salary, the case was forwarded to the office of PHRO and arrears were paid.</p>
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15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was evidence of dissemination of Environment Guidelines for the Education Sector covering siting of schools dated September 2022.</p> <p>The guidelines covered the following areas</p> <ul style="list-style-type: none"> <li>• Principles behind the guidelines</li> <li>• Encouraging physical activity</li> <li>• Reducing environmental impacts on air, water and land</li> <li>• Land</li> <li>• Environmental risks related to school infrastructure development</li> <li>• Solid waste management</li> </ul> <p>We noted copies of the guidelines on environment for schools in all the 3 sampled UPE schools (Kikungiri PS , Junction PS and Kijuguta PS)</p>	<b>3</b>
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p>	<p>There <b>was no evidence</b> that LG had in place a costed ESMP and this was incorporated within the BoQs and contractual documents</p>	<b>0</b>
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p>	<p>There <b>was evidence</b> for proof land ownership, access of school construction projects</p> <ol style="list-style-type: none"> <li>1. Certificate of title at plot 275, block 2 at Butobere for Kigezi college Butobere dated 7/1/2021, signed and stamped by registrar of titles on 11/1/20221</li> <li>2. Consent of land ownership at Kabale P/s dated 6/10/202, was signed between Town clerk and Ag. Headteacher, copied to Mayor, Municipal Engineer, PEO SIA and SPO</li> </ol>	<b>1</b>

16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	Support supervision and monitoring for the renovation of Kabale P/s main hall was carried out , <b>however monthly reports were not available for review</b>	0
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments  <i>Score: 1, else score:0</i>	There <b>was evidence</b> that the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments  1. E&S certifications were approved for the renovation of Kabale P/s main hall on 15/6/2023, signed and stamped by both SEO and PCDO, payments were made on 26/6/2023	1



**Health  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>There <b>was no evidence to confirm whether</b> Kabale MLG registered an increased utilization of healthcare services, with a specific focus on total deliveries. The computation of healthcare services utilization was guided by the instructions provided during the orientation of Health Specialists, which indicated that the computation should be based on all the HCIIIs and HCIVs.</p> <p>Kabale MLG has only One HC IV ( Kamukira HC IV). The assessment team reviewed the annual reports (HMIS 107) for Kamukira HC IV for FY 2021/2022 and compared them with FY 2022/2023. The findings are as follows:</p> <p>The total number of deliveries for FY 2021/2022 was 650, and for FY 2022/2023, it was 767, representing an overall increase of 18%.</p> <p>As a result, <b>Kabale MLG did not achieve</b> the recommended 20% increase in the utilization of healthcare services, as required by the performance measure.</p>	0
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• 70% and above, score 2</li> <li>• 50% - 69%, score 1</li> <li>• Below 50%, score 0</li> </ul>	<p>The performance of KMLG in its LLG FY2022/2023 Health assessment was 100%, making it fall within the 70% and above range.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> <li>• 75% and above; score 2</li> <li>• 65 - 74%; score 1</li> <li>• Below 65; score 0</li> </ul>	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0

3	Investment performance: The LG has managed health projects as per guidelines.	a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.	<p>Kabale MLG did receive the Health Development Grant for FY2022/2023 and spent it on these two project:</p> <p>Construction of ramp at Kamukira HCIV (UGX86,000,000)</p> <p>Upgrading Rutooma HCII to HCIII (UGX920,000,000)</p> <p>Completion of doctors house at Kamukira HCIV (UGX107,083,046)</p> <p>Kabale MLG Health Development Grant budget for FY2022/2023 was UGX1,038,943,000 and the expenditure in the FY was UGX696,282,000.</p> <p>These activities were eligible under the Health Development Grant guidelines. They didn't involve purchase of land, procurement of vehicles etc.</p>	2
3	Investment performance: The LG has managed health projects as per guidelines.	b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0	<p>For Kabale MLG Health four (04) project payments in FY2022/2023 availed were tested to check for certification before payments.</p> <p>Payment to Famdec Technical Services Ltd for completion works of ramp at Kamukira HCIV (UGX59,131,826) – Requisition dated 16/06/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk on 30/05/2023 and payment on 26/06/2023.</p> <p>Payment to Famdec Technical Services Ltd for construction of ramp at Kamukira HCIV (UGX20,154,359) – Requisition dated 30/05/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk on 30/05/2023 and payment on 26/06/2023</p> <p>Payment to Geses Uganda Ltd for upgrade of Rutoma HCII to HCIII (UGX276,284,430) – Requisition dated 23/01/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk – Advance payment and payment on 01/02/2023</p> <p>Payment to Geses Uganda Ltd for upgrade of Rutoma HCII to HCIII (UGX276,284,430) – Requisition dated 30/03/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk on 30/03/2023 and payment on 06/04/2023</p> <p>In all the four (04) certification for infrastructural projects was done before payments were effected in accordance with the requirements.</p>	2

3

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

Maximum 8 points on this performance measure

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

There is evidence that the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates.

From the DE and DHO, the following Works contracts were sampled; and the Engineer's estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages; [(A - B)/A]\*100%:

1. **Construction of a Ramp at Kamukira HC IV - KABA/708/WRKS/2022-23/00024.** The Engineer's Estimates (A) was UGX 86,117,580/=; the contract Sum/Price (B) was UGX 81,961,620/=. The Variation was at 4.83%.
2. **Upgrade of Rutooma HC II to HC III - MOH-UGIFT/WRKS/22-23/00001-LOT 21.** The Engineer's Estimates (A) was UGX 1,000,000,000/=; the contract Sum/Price (B) was UGX 920,948,099/=. The Variation was at 7.91%.

2

3

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

Maximum 8 points on this performance measure

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

There is evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY. The sampled projects include:

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

1. **Upgrade of Rutooma HC II to HC III- MOH-UGIFT/WRKS/22-23/00001-LOT 21.** The contract agreement was signed on 5/12/2022, commenced on 11/1/2023 and was completed on 11/9/2023. The project was incorporated in the Annual Budget report for the previous FY (2022/23) under Development Expenditure.
2. **Construction of a Ramp at Kamukira HC IV- KABA/708/WRKS/2022-23/00024.** The contract agreement was signed on 24/4/2023, commenced and was completed on 15/6/2023. The project was incorporated in the Annual Budget report for the previous FY (2022/23) under Development Expenditure.

2

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	<p>There was <b>evidence to confirm that Kabale MLG</b> recruited staff for Kamukira HC IV, in accordance with the staffing structure. The staffing structure provided by the Principal Health Office (PHO) indicated that HC IVs were required to have 48 staff, while HC IIIs were required to have 19 health workers.</p> <p>According to the approved budget for FY 2023/2024, the allocated conditional sector conditional grant for wages was 1,318,129,000 UGX. This allocation covered the wages of 44 staff members out of the required 48, as per the staffing norms for the available HC IVs. This indicates that <b>91.7%</b> of the health worker positions for the available Kamukira HC IV were filled.</p>	2
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4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>	<p>There is evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <p>The project sampled is the Upgrade of Rutooma HC II to HC III. A site inspection was done during the assessment period to check whether the facility conforms to the approved designs. All the rooms were positioned and constructed as per the approved designs from MOH without alteration. The structures inspected include: Waste pit, Maternity Ward, 4 stance VIP Latrine and one 2 unit staff house.</p>	2
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**Performance Reporting and Performance Improvement**

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was <b>evidence to confirm that</b> information given by Kabale MLG on position of health workers filled accurate as evidenced by the findings from three (3) sampled facilities. The assessment team reviewed the staff list for FY 2023/2024 and compared it with the staff lists found at the sampled facilities. The details of the findings were as follows.</p> <ol style="list-style-type: none"> <li>1. <b>Kamukira HC IV:</b> 44 health workers deployed as per staff list obtained from the PHO. There was no observed deviation between the staff list obtained from the PHO and the list found at the facility.</li> <li>2. <b>Mwanjari HC II:</b> 7 health workers deployed as per staff list obtained from the PHO. There was no observed deviation between the staff list obtained from the PHO and the list found at the facility.</li> <li>3. <b>Rutooma HC II:</b> 7 health workers deployed as per staff list obtained from the PHO. There was no observed deviation staff between the list obtained from the PHO and the list found at the facility.</li> </ol>	2
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5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There <b>was evidence to confirm</b> that information on health facilities constructed and functional was accurate. The list obtained from the PHO included the following items.</p> <ul style="list-style-type: none"> <li>• • Upgrade of Rutooma HC II to HC III budgeted at UGX 920,948,099,</li> <li>• • Construction of ramp at Kamukira HC IV budgted at UGX 81,961,620.</li> <li>• • Installation of Sollar at Kamukira HC IV.</li> <li>• • Renovation of Doctors house at Kamukira HC IV.</li> </ul>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There <b>was evidence to confirm that</b> health facilities in Kabale MLG prepared and submitted Annual Workplans &amp; budgets to the PHO by March 31st of the FY 2022/2023 as per as per the LG Planning Guidelines for Health Sector.</p> <p>The assessment team sampled Annual Workplans &amp; budgets for three health facilities and established their submissions where as follows.</p> <ol style="list-style-type: none"> <li>1. <b>Kamukira HCIV:</b> Prepared and submitted Annual Workplans &amp; budgets to the PHO on 23rd March 2022. The budget and workplan was also endorsed by the facility in charge (Tumwesigye Daniel) on the same day.</li> <li>2. <b>Rutooma HC III:</b> Prepared and submitted Annual Workplan &amp; budget to the PHO on 21st March 2022. The Annual Workplan &amp; budget was prepared and endorsed by the facility in charge ( Besigye Evas) on 20th March 2022.</li> <li>3. <b>Mwanjari HC II:</b> Prepared and submitted Annual Workplans &amp; budgets to the PHO on 30th March 2022. The facility Annual Workplan &amp; budget was prepared and endorsed by the facility in charge (Agaba Keneth) on the same day.</li> </ol>	2
			<p>The review of the submitted Annual Workplans and budgets for FY 2022/2023 indicates that they are in conformity with the LG Planning Guidelines for the Health Sector.</p>	

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

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 no evidence to confirm whether** health facilities of Kabale MLG prepared and submitted to the PHO Annual Budget Performance Reports for the FY 2022/2023 by July 15th of the as per the Budget and Grant Guidelines. The assessment team randomly sampled three health (Kamukira HC IV, Mwanjari HC II and Rutooma HC II) and established that submissions were made as follows:

1. **Mwanjari HC III:** Submitted its Annual Budget Performance Report on 11th July 2023. The report was endorsed by the in-charge (Ainembabazi Jackline).
2. **Rutooma HC III:** Submitted its Annual Budget Performance Report on 3rd January 2023. The report was endorsed by the facility in charge, Chairperson HUMC (Busingye Evas) on the same day.
3. **Kamukira HC IV:** Submitted its Annual Budget Performance Report on 6th July 2023. The report was endorsed by the in-charge and HUMC Chairperson (Tumwesigye Daniel) on the same day.

The assessment team noted that the above submitted Annual Budget Performance **Reports did not conform to the format** prescribed in the guideline as they did not have a reconciled cash flow statement an asset register and where not signed by the HUMC chairperson.

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

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

- Score 2 or else 0

There **was evidence to confirm that** health facilities in Kabale MLG had developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports. The assessment team established that the performance improvement plan for Kamukira HC IV was submitted on 13th July 2023. The PIP among other things highlighted the need to purchase essential drugs such as ARVs and the medicine at UGX 4,354,960. This gap was reflected in the monitoring and assessment report dated 29th September 2022, which showed that the health facility had a lot of expired drugs including ARVs and other medicines.

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> <li>• score 2 or else score 0</li> </ul>	<p>There <b>was evidence to confirm that</b> the health facilities in Kabale MLG submitted monthly and quarterly HMIS reports in a timely manner, meeting the requirement of submission within 7 days following the end of each month and quarter. The quarterly HMIS reports were submitted timely on <b>6th October 2022, 3rd January 2023, 7th April 2023 and 7th July 2023</b>. The assessment team further established that all the monthly HMIS report were submitted timely within the stipulated 7-day timeframe.</p>	2
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0
	<p>Maximum 14 points on this performance measure</p>			

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>Kabale MLG Planning Unit did not have a system for capturing the submissions of Health department monthly report submissions.</p>	0
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>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>The <b>assessment team established that the Kabale MLG</b> MHT had developed a Performance Improvement Plan (PIP) for the weakest performing health facilities on 5th July 2023. This PIP for the municipal Health department endorsed by PHO, Mubangizi Ivan on the same date. The PIP indicated that Mwanjari HC II registered the least performance in the FY 2022/2023.</p>	1
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There <b>was evidence to confirm that</b> the health department of Kabale MLG Implemented Performance Improvement Plan for weakest performing facility. The Review of the Performance Improvement Plan indicated the facility was required to have procure assign post to improve it's visibility. The assessment team found this signpost in the in charge's office waiting to be planted.</p>	1
	<p>Maximum 14 points on this performance measure</p>			

**Human Resource Management and Development**



Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

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

There **was evidence to confirm that** Kabale MLG Health Department budgeted for healthcare workers in accordance with staffing norms and guidelines. The approved staff structure, obtained from the PHO's office, indicates an approved structure of 93 healthcare workers.

A review of the approved Budget Estimates for FY 2023/2024 revealed that the allocated conditional Sector Conditional Grant (Wage) for Kabale MLG was **UGX 1,318,129,000** intended to cover the wage of 70 healthcare workers in post out of the required 93 according to the staffing norm (75.2%). The assessment team determined that there was no surplus in the conditional wage grant allocated for FY 2023/2024. *The assessment team also found that the second budget call circular (2nd BCC) regarding the finalization of the budget Estimates for the financial year 2023/2024, as indicated in item 43 (Page 11 of 23), stated: "Therefore, no vote will be authorized to recruit new staff except on a replacement basis, with evidence that the position(s) to be recruited have provisions in the budget for FY 2023/2024.*

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

- a) Evidence that the LG has:
- ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0

There **was evidence to confirm that the Kabale MLG** Health Department deployed healthcare workers in accordance with staffing guidelines, which require that all health facilities have at least 75% of the staff required according to the staffing norms. The assessment team reviewed the deployment lists for FY 2023/2024 and observed that all the four health facilities met the requirement of having at least 75% of the required staff deployed in accordance with staffing norms. The details of staff deployment are provided below.

1. **Kamukira HC IV:** 44 out of the required 48 health workers deployed at the facility (91.7%)
2. **Kabale Municipal HC II:** 9 out of the required 9 health workers deployed at the facility (100%)
3. **Mwanjari HC II:** 7 out of the required 9 health workers deployed at the facility (77.8%)
4. **Rutooma HC II:** 7 out of the required 9 health workers deployed at the facility (77.8%)

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>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>The <b>was no evidence to confirm whether</b> health workers in Kabale MLG were working in health facilities where they are deployed. The assessment team reviewed the deployment list for FY 2023/2024 and compared them with the logs in the attendance book at the randomly sampled health facilities and established that the two were not in agreement. The assessment team sampled three health facilities (Rutooma HC II, Mwanjari HC II and Kamukira HC IV) and established that there was a variance between the deployment list obtained from MHO's and logs in the staff attendance books found at the health facilities. For example, at Mwanjari HC II, Munyambabazi Jonan (Health Assistant) was transferred to Kabale Municipal HC II and was subsequently replaced by Kyoshabire Prudence. However, upon reviewing the list obtained from MHO, it was noted that Munyambabazi Jonan (Health Assistant) was deployed at Mwanjari HC II.</p>	0
	<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>c) Evidence that the LG has publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY score 2 or else score 0</p>	<p>There <b>was evidence to confirm that</b> Kabale MLG publicized the deployment of health workers through various means, including posting on facility notice boards. The assessment team visited three sampled health facilities and observed that staff lists for FY 2023/2024 were available on the notice boards at Mwanjari HC II, Kabale Municipal HC II, and Kamukira HC IV.</p>	2
	<p>Maximum 9 points on this performance measure</p>			
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p>	<p>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</p>	<p><b>There was evidence</b> that the DHO had conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY.</p>	1
	<p>Maximum 6 points on this performance measure</p>		<p>Some of the files reviewed indicated that:</p> <ol style="list-style-type: none"> <li>1. Nankunda Catherine, Enrolled Nurse In-Charge Kabale Municipal Council HC II in Central Division was appraised by Ahimbisibwe Moses, Principal Assistant Town Clerk on June 23, 2023.</li> <li>2. Tumwesigye Daniel, Senior Clinical Officer In-Charge Kamukira HC IV in Southern Division was appraised by Tumwesigye Ronaald, Principal Mediacal Officer on June 22, 2023.</li> <li>3. Agaba Kenneth, Enrolled Nurse In-Charge Mwanjari HC II in Southern Division was appraised by Baingana Alex, Principal Assistant Town Clerk on June 12, 2023.</li> <li>4. Busingye Evas, Enrolled Nurse In-Charge Rutooma HC II in Northern Division was appraised by Ndaula Isabella, Principal Assistant Town Clerk on June 20, 2023.</li> </ol>	

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

Maximum 6 points on this performance measure

ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0

**There was evidence** 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.

Some of the files reviewed included the following:

1. Biryomumeisho Patrick, Enrolled Nurse posted to Kamukira HC IV in Southern Division was appraised by Tumwesigye Daniel, Senior Clinical Officer on June 23, 2023.
2. Byomuhangi Deus, Nursing Assistant posted to Kamukira HC IV in Southern Division was appraised by Namara Nancy, Assistant Nursing Officer on June 27, 2023.
3. Binagwaho Fausta, Nursing Assistant posted to Kamukira HC IV in Southern Division was appraised by Namara Nancy, Assistant Nursing Officer on June 22, 2023.
4. Tindimwebwa Moses, Laboratory Assistant posted to Kamukira HC IV in Southern Division was appraised by Tumwesigye Daniel, Senior Clinical Officer on June 23, 2023.
5. Kabajurizi Eunice, Enrolled Nurse posted to Kabale Municipal Council HC II in Central Division was appraised by Nankunda Catherine, Enrolled Nurse on June 23, 2023.
6. Majipe Leonia, Enrolled Nurse posted to Kamukira HC IV in Southern Division was appraised by Tumwesigye Daniel, Senior Clinical Officer on June 20, 2023.
7. Twinomugisha Gloria, Health Information Assistant posted to Rutooma HC II in Northern Division was appraised by Busingye Evas, Enrolled Nurse on June 23, 2023.
8. Mubangizi Martin, Enrolled Nurse posted to Rutooma HC II in Northern Division was appraised by Busingye Evas, Enrolled Nurse on June 30, 2023.
9. Namara Nancy, Assistant Nursing Officer posted to Kamukira HC IV in Southern Division was appraised by Tumwesigye Daniel, Senior Clinical Officer on June 21, 2023.
10. Nsimire Racheal Tina, Enrolled Nurse posted to Kamukira HC IV in Southern Division was appraised by Tumwesigye Daniel, Senior Clinical Officer on June 22, 2023.
11. Tukachungurwa Julius, Assistant Vector Control Officer posted to Kamukira HC IV in Southern Division was appraised by Tumwesigye Daniel, Senior Clinical Officer on June 26, 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>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p><b>There was no evidence</b> to show that the Municipal Medical Officer of Health had taken corrective action based on the appraisals.</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 <b>no evidence to confirm whether</b> health workers received training through Continuous Professional Development in accordance with the training plans. The assessment team observed that, there were no continuous medical education (CME) held at Mwanjari HC II. The MHO did not provide evidence to confirm whether the department conducted training of Health workers (Continuous Professional Development) in accordance with the training plans at MC level. By the end of day two of the assessment exercise, no other form of evidence was shared with the assessment team.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was <b>no evidence to confirm whether</b> Kabale Municipal local government documented training activities in the training or CPD database. The assessment team did not access the evidence inform of training database or CPD database to confirm that CPD training activities were documented.</p>	0

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

9	<p>N23 Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNF 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 <b>evidence to confirm that the Town Clerk of Kabale MLG</b> ( Barekye Justine) confirmed the list of health facilities (Government of Uganda and Private-Not-For-Profit) receiving Primary Health Care Non-Wage Recurrent (PHC NWR) grants and notified the Ministry of Health (MOH) in writing by September 30th if any health facility had been listed incorrectly or was omitted from the FY 2023/2024 list.</p> <p>A letter addressed to the MoH dated 7th July 2023 was found on file. The content of the letter indicated that Ndorwa Prison HC II and Kabale Barracks HC II had been missed on the list of health facilities to benefit from PHC in the FY 2023/2024.</p>	2
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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>Kabale MLG FY2022/2023 budget - PHC NWR grant for Lower Level Health Facilities was UGX 100,876,000.</p> <p>Total allocation in the MHO's budget for management and monitoring activities in the same year was UGX 19,795,000 which 19.6% of the total. This was above the 15% minimum.</p>	2
9	<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 disbursements of all funds to government funded institutions and facilities follow the four quarterly routine. For KMLG, PHC NWR grants were transferred to facilities as follows:</p> <p>For Quarter 1, the MoFPED circular is dated 8th July 2022, the TC warranted on 12th August 2022 and the funds were transferred on 2nd September 2022 (34 days).</p> <p>For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 17th October and the funds were sent on 19th October 2022 (17 days).</p> <p>For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 19th January 2022 and the disbursements made on 18th January 2023 (21 days).</p> <p>For Quarter 4, MoFPED circular is dated 6th April 2022 and the TC warranted on 24th April 2023 and the funds were transferred on 2nd May 2023 (18 days).</p> <p>In all the four quarters, the warranting/verification of PHC NWR grants was effected beyond the 5 days time limit.</p>	0
	<p>Maximum 9 points on this performance measure</p>			

N23\_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

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

For Quarter 1, the MoFPED circular is dated 8th July 2022, the TC warranted on 12th August 2022 and the funds were transferred on 2nd September 2022. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 02/09/2022 (24 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 17th October and the funds were sent on 19th October 2022. The communication concerning the disbursement of PHC NWR grants for quarter 2 was dated 19/10/2022 (19 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 19th January 2023 and the disbursements made on 18th January 2023. The communication concerning the disbursement of PHC NWR grants for quarter 3 was dated 25/01/2023 (27 days).

For Quarter 4, MoFPED circular is dated 6th April 2023 and the TC warranted on 24th April 2023 and the funds were transferred on 2nd May 2023. The communication concerning the disbursement of PHC NWR grants for quarter 4 was dated 02/05/2023 (26 days).

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

N23\_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards; score 1 or else score 0

There **was no evidence to confirm** that Kabale MLG LG had publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards. This is evidenced by the details below.

1. **Quarter 1:** Display on the notice board was made on 1st September July 2022; Th expenditure limits received from MoFPED 8th July 2022.
2. **Quarter 2:** Display on the notice board was made on 31st October 2022; Th expenditure limits received from MoFPED on 30th September 2022.
3. **Quarter 3:** Display on the notice board was made on 31st January 2023; Th expenditure limits received from MoFPED on 29th December 2022
4. **Quarter 4:** Display on the notice board was made on 1st May 2023; Th expenditure limits received from MoFPED on 6th April 2023.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>There <b>was evidence to confirm that the Kabale MLG</b> Health Department implemented actions recommended by the DHMT Quarterly Performance Review Meetings held during FY 2022/23 on the following days; 13th September 2022, 15th December 2022. 7th March 2023 and on 30th May 2023. For instance, the review of the review of the minutes for the DHMT Quarterly Performance Review Meeting submitted to the MHO on 30th May 2023 indicated that health facility charges whose facilities performed poorly in immunization should look for the actual catchment population. The assessment team established that each facility had developed micro plans that harmonized this issue.</p> <p>Similarly, the minutes for MHMTs Quarterly Performance Review Meeting held on 7th March 2023, indicated that there was a need to solve the problem of inadequate transport means for patients in the municipality. This action was addressed through a letter written to the MoH through the department of emergency medical services on 25th April 2023. Review of this letter indicated that it was endorsed by the PHO and the Town Clerk on 24th April 2023.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>There <b>was no evidence to confirm</b> whether the Kabale MLG Health Department's quarterly performance review meetings included all health facility in-charges and implementing partners, MHMTs, and key LG departments. The review of the attendance list for the quarterly performance review meetings held on 13th September 2022, 15th December 2022. 7th March 2023 and on 30th May 2023 established that key LG departments e.g. WASH, Community Development, Education department were not in attendance.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>There was <b>evidence to confirm that Kabale MLG</b> conducted supervision visits to 100% of the only available HC IV. (Kamukira HC IV). The assessment team reviewed the support supervision reports submitted to the MHO on the following days; 29th September 2023, 28th December 2022, 30th March 2023 and 30th June 2023 and established that Kamukira HC IV was supervised by in all the four Quarters for FY 2022/2023.</p>	1

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <ul style="list-style-type: none"> <li>• If not applicable, provide the score</li> </ul>	<p>There <b>was no evidence to confirm</b> whether Kabale MLG ensured that Health Kabale MLG Health Sub-District (HSD) conducted support supervision of lower-level health facilities during FY 2022/2023. The assessment team sought to ascertain whether three health facilities; namely Mwanjari HC II, Ndorwa HC II and Kabale MC HC II were supervised by the HSD housed at Kamukira HSD in the FY 2022/2023. The assessment team only accessed and reviewed the HSD support supervision report submit to the MHO on 19th October 2022. The assessment team did not confirm whether MHT undertook supervision of these health facilities in the rest of the three quaters since there were no reports shared to verify this. By the end of day 2 of the assessment exercise in the district, no additional evidence was shared with the assessment team.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was evidence to confirm that Kabale MLG used results and reports from the discussions during support supervision and monitoring visits to make recommendations for specific corrective actions, and these recommendations were followed up during the FY 2022/2023. This is demonstrated by the following instances: The assessment team reviewed the support supervision book logs at sampled health facilities and identified the following:</p> <ul style="list-style-type: none"> <li>• • At Rutooma the support supervision visits by the MHT dated 6th October 2022 recommended that the in charge should display the duty roster and update the facility's annual workplan. At the time of assessment, the assessment team noted that these actions had been implemented as the duty roader was found displayed at facility notice board.</li> <li>• • At Kamukira HC IV, the support supervision visits by the MHT dated 12th December 2022 recommended to have the compound to be slashed. The assessment team noted that the compound was slashed and the grass maintained.</li> <li>• • AT Mwanjari HC II, support supervision visits by the MHT dated among other things recommended that Akankwatsa Betty should write to the PHO explaining her continued absenteeism despite several previous stern warnings. The assessment team established that on 22 June 2023, the Inchage followed up with Betty about this issue and she wrote back to the PHO explaining her situation on 7th August 2023.</li> </ul>	1



10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There <b>was evidence no evidence</b> to confirm whether Kabale MLG provided support to all health facilities in the management of medicines and health supplies during the FY 2022/2023. By the end of day two of the assessment exercise, no evidence had been shared with the assessment team inform of support supervision or feedback to health facility incharges on medicines management supervision recommendation.</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>Kabale MHO health office budget for FY 2022/2023 was UGX19,795,000. Out of this a total of UGX9,050,000 was allocated to health promotion and prevention activities.</p> <p>This was a proportion of 45.7%, which was above the 30% minimum.</p>	2
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0</p>	<p>There <b>was evidence to confirm that</b> the Kabale MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the FY 2022/2023. For instance, The assessment team reviewed the quarterly progress report dated 3rd June 2023 and established the following health promotion and social mobilization activities were undertaken in the previous FY.</p> <p>School outreaches to sensitize learners on preventable diseases such AIDs and STIs. The department also provided vitamin A and deworming tablets to school going children.</p> <p>Evidence in the quarterly progress report submitted to PHO on 3rd June 2023 indicated that the department had among other activities held advocacy meetings with religious leaders, to sensetise the community on the importance of polio vaccination. The report also indicated that the department held radio talk shows to sensitize the community about Ebola virus and the importance of proper breast feeding.</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>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 <b>was evidence</b> of follow-up actions taken by the Kabale MHT regarding health promotion and disease prevention issues is documented in their minutes and reports. The review of the MHT minutes dated 13th September 2022 (Min 3/2022/2023) noted that there was an increase in malaria cases and tasked the in charges to sensitize the community about it. In the subsequent meeting held on 15th December 2022 (Min 12/2022/2023), it was noted that health education talks about Malaria were being done at all facilities.</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 <b>was evidence to confirm</b> that Kabale MLG health department had an updated Asset register which sets out health facilities and equipment relative to basic standards. A comprehensive assets register was found on file in the PHO's office. The assets register was last updated on 7th July 2023. The assets register detailed among others, Asset number, Initial cost, Description of the assets, Date of purchase, location, and current condition</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>Kabale MLG Health Department implemented three infrastructural projects in FY2022/2023:</p> <p>Construction of ramp at Kamukira HCIV (UGX86,000,000)</p> <p>Upgrading Rutooma HCII to HCIII (UGX920,000,000)</p> <p>Completion of doctors house at Kamukira HCIV (UGX107,083,046)</p> <p>Evidence of desk appraisals for the three KMLG FY2022/2023 Health department projects was provided and reviewed during the assessment.</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>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>Kabale MLG Health Department implemented three infrastructural projects in FY2022/2023:</p> <ul style="list-style-type: none"> <li>Construction of ramp at Kamukira HCIV (UGX86,000,000)</li> <li>Upgrading Rutooma HCII to HCIII (UGX920,000,000)</li> <li>Completion of doctors house at Kamukira HCIV (UGX107,083,046)</li> </ul> <p>Evidence field appraisal for Upgrading Rutooma HCII to III was provided/seen. Evidence of field appraisals for the other two projects of FY2022/2023 was not provided/seen.</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>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There <b>was evidence</b> that the health facility investment was screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist</p> <ol style="list-style-type: none"> <li>1. Screening for environmental and social risks for the construction of retention walls at Rutoma HC III, was carried out on 15/7/2023, stamped and signed by both SEO and PCDO, after screening the project didn't qualified for detailed study therefore a costed ESMP was prepared at cost of Ugx 9,500,000, stamped and signed by both SEO and PCDO</li> </ol>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There is NO evidence that Kabale Municipal Council 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.</p>	0
<p>Maximum 4 points on this performance measure</p>	<p>Maximum 4 points on this performance measure</p>	<p>Maximum 10 points on this performance measure</p>		

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There is NO evidence that Kabale Municipal Council Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY (2023/24).</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>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 is evidence that the health infrastructure investments for the previous FY (2022/23) was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) , before commencement of construction as listed below:</p> <ol style="list-style-type: none"> <li>1. Under Min. No.CC/04/2023 (4), the Construction of a Ramp at Kamukira H/C IV- KABA/708/WRKS/2022-23/00024; approved by the Contracts Committee in a meeting held on 24/02/2023.</li> <li>2. Under Min. No. CC0031/October/2022, Upgrade of Rutooma HC II to HC III- MoH-UgIFT/WRKS/2022-23/00001-LOT 21; approved by the Contracts Committee in a meeting held on 24/10/2022, approved by the Contracts Committee in a meeting held on 24/10/2022. This Project was cleared by the Solicitor General in memo dated 29/11/2022.</li> </ol>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was NO evidence of proper establishment of the PIT for the Health construction projects within the last FY (2022/23) as per guidelines.</p> <p>Through the memo dated 24/4/2023, The Town Clerk appointed a PIT for the Construction of a Ramp at Kamukira HC IV that comprised of: a Municipal Engineer/Project Manager, Senior Environment Officer, PCDO, Labor Officer, Contract Manager and Assistant DHO Environmental Health. The Project Manager of the same project was specifically appointed on 22/4/2023. However, there was no Clerk of Works and Contract Manager appointed.</p> <p>There was no evidence that PIT was appointed for the Upgrade of Rutooma HC II to HC III project.</p>	0

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

Maximum 10 points on this performance measure

e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0

If there is no project, provide the score

There is NO evidence that the health infrastructure followed the standard technical designs provided by the MoH. The walling, floor and roof structure were constructed following the standard technical designs. However, slight variances were generally noted in the Maternity facility dimensions. Furthermore, according to the MOH designs, the designed foundation was meant for a flat area and not a hilly terrain like Kabale. Therefore, the entire foundation design was altered and there were no provisions for excavation in rock or deep excavations in the BoQ. Deep excavations were done due to the terrain of the area.

The project sampled is the Upgrade of Rutooma HC II to HC III. Measurements of various structures were taken as listed below:

1. Waste pit overall internal dimensions- 2350x2300x2100m depth.
2. Delivery room overall internal dimensions- 7130mx4960m.
3. Male ward overall internal dimensions- 3400mx4990m with window size; 1470mx1460m and door size; 2360mx1470m.
4. Waiting circulation area overall internal dimensions; 9000mx7060m.
5. Overall external dimensions for the maternity ward; 34000mx7550m.

Measurements of the staff house were taken as follows:

1. Sitting room overall internal dimensions- 2990mx3840m.
2. Bedroom 1 overall internal dimensions- 3530mx3460m.
3. Bedroom 2 overall internal dimensions- 2260mx3110m.
4. Kitchen door dimensions- 900x2430m.
5. Sitting room window dimensions- 1190x1170m.

The facility was substantially complete and awaiting commissioning. However, a few snags were noted during inspection that were brought to the contractor's attention. These include:

1. Re-alignment of the wash hand basin in the postnatal room.
2. Re-alignment of the roof sheets and fascia board and roof at the 4 stance pit latrine.
3. Applying the floor screed in the external bathroom.
4. Cleaning all the areas with spilled paint.
5. Applying one more coat of emulsion paint on the ceiling.

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There is evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project.</p> <ol style="list-style-type: none"> <li>1. <b>Upgrade of Rutooma HC II to HC III</b> - The following reports prepared by the Clerk of Works were listed during the assessment as follows: 3/11/2023; 11/9/2023; 1/8/2023; 30/6/2023; 1/6/2023; 22/5/2023; 2/5/2023; 30/3/2023.</li> <li>2. <b>Construction of Ramp at Kamukira HC</b>- The following reports prepared by the Clerk of Works were listed during the assessment as follows:18/6/2023, 31/05/2023.</li> </ol>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There is evidence that the LG held monthly site meetings by project site committee: chaired by the 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.</p> <p>The sample project was the <b>Upgrade of Rutooma HC II to HC III</b>. The dates of the meetings are as follows; 31/8/2023; 31/7/2023; 27/6/2023; 31/5/2023; 28/4/2023; 29/3/2023; 27/2/2023; 30/1/2023; 27/6/2023;</p>	1

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

Maximum 10 points on this performance measure

h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0

If there is no project, provide the score

There is NO evidence that Kabale Municipal Council 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.

Joint technical supervisions of the construction of health infrastructure projects (by the Engineer's team - including the Environment Officer and DCDO among other officers) were conducted only once during the entire course of the projects (with regards to Critical stages). Site instruction and visitor's books were used during the course of the projects at any of the Health facilities.

The following projects below were sampled:

1. **Upgrade of Rutooma HC II to HC III** - Joint inspections were done according to the monthly reports dated: 27/1/2023, 28/2/2023, 27/3/2023, 26/4/2023, 29/5/2023, 26/6/2023, 28/7/2023, 30/8/2023.

However, there were no joint inspections conducted for the project- Construction of a Ramp at Kamukira HC IV.

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

Maximum 10 points on this performance measure

i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0

For Kabale MLG Health four (04) project payments in FY2022/2023 that were made were tested to check for certification and the timeliness of payments to vendors.

Payment to Famdec Technical Services Ltd for completion works of ramp at Kamukira HCIV (UGX59,131,826) - Requisition dated 16/06/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk on 30/05/2023 and payment on 26/06/2023 (10 days).

Payment to Famdec Technical Services Ltd for construction of ramp at Kamukira HCIV (UGX20,154,359) - Requisition dated 30/05/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk on 30/05/2023 and payment on 26/06/2023 (27 days)

Payment to Geses Uganda Ltd for upgrade of Rutoma HCII to HCIII (UGX276,284,430) - Requisition dated 23/01/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk - Advance payment and payment on 01/02/2023 (9 days)

Payment to Geses Uganda Ltd for upgrade of Rutoma HCII to HCIII (UGX276,284,430) - Requisition dated 30/03/2023, certified by Municipal Engineer, CDO, Environment Officer and Town Clerk on 30/03/2023 and payment on 06/04/2023 (7 days)

In one (01) of the four (04) sampled projects payment was effected beyond the 14 days' time limit.



13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There is Evidence that Kabale Municipal Council has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Complete Procurement files for the health infrastructure contracts with Evaluation Reports and Minutes of the Contract Committee, and the very contract documents were seen by the Assessor.</p> <p>The following files were sampled accordingly;</p>	1
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1. **Construction of a Ramp at Kamukira H/C IV-** KABA/708/WRKS/2022-23/00024; approved by the Contracts Committee under Min. No.CC/06/2023 (8) in a meeting held on 5/4/2023. The contract was awarded on 24/4/2023.
2. **Upgrade of Rutooma HC II to HC III-** MoH-UgIFT/WRKS/2022-23/00001-LOT 21;Under Min. No. CC0031/October/2022, approved by the Contracts Committee in a meeting held on 24/10/2022. This Project was cleared by the Solicitor General in memo dated 29/11/2022. The contract was awarded on 5/12/2022.

### 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 <b>was evidence</b> that the Local Government had recorded, investigated, responded and reported in line with the LG grievance redress framework</p> <p>In the log book, Mr Nyiramugisha Alice recorded a complaint about charge on medical services from Mr. Byabokundi Robert at police HC II, it was investigated and confirmed he was asked to pay for testing kits, feedback was given to complainant and the case was resolved</p>	2
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>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 <b>was evidence to confirm that</b> Kabale MLG Health Department had disseminated guidelines on health care/medical waste management to health facilities. The assessment noted charts on medical waste segregation displayed in the maternity ward and laboratory at the three sampled health facilities of Kamukira HC IV, Rutooma HC II, Mwanjari HC II.</p>	2
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15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0	There <b>was evidence to confirm that</b> Kabale MLG had a functional system/central infrastructure in with equipment for medical waste management and had a dedicated/operational budget. The assessment team established that the municipality has a functional incinerator at Kabalaga village, in Kabale municipality.	2	
Maximum 5 points on this performance measure	15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	There <b>was evidence to confirm</b> that Kabale MLG has conducted training and created awareness in healthcare waste management. The assessment reviewed a training report submitted to the PHO on 22nd September 2022, which indicated that the department undertook the a follow-up activity at Kamukira HC IV on the implementation of the health care waste management guidelines.	1
Maximum 5 points on this performance measure	16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	There <b>was evidence</b> that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY  1. For the Upgrading of Rutooma HC II, <b>Proc No MoH-UgIFT/WRKS/22-23/00001-LOT21</b> , a costed ESMP was incorporated under item E Occupational Health and Safety, HIV/AIDS and Gender and F Compliance with NEMA regulations and the environment impact assessment at cost of UGX 3,500,000 2. For construction of RAMP at Kamukira HC IV, <b>Proc No KABA 708/WRKS/22-23/00024</b> , a costed ESMP was incorporated under element No 6 Environment and social safeguards at cost of UGX 950,000	2
Maximum 8 points on this performance measure	16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	There <b>was evidence</b> that all health sector projects were implemented on land where the LG had proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances  1. Certificate of title for Rutooma HC III, at plot 606, block 18 at Butare cell, dated 12/7/2023, signed and stamped by register of titles on 12/7/2023.	2
Maximum 8 points on this performance measure					

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 <b>was evidence</b> the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports</p> <ol style="list-style-type: none"> <li>1. Support supervision and monitoring for the upgrading of Rutooma HC II was carried out on 22/3/2023, signed and stamped by both the SEO and PCDO, monthly monitoring reports were reviewed dated 20/3/2023, 20/2/2023 and 19/5/2023, the project started in Jan 2023 and its still ongoing.</li> </ol>	<b>2</b>
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There <b>was evidence</b> that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects</p> <ol style="list-style-type: none"> <li>1. Environment and Social Certification forms for the construction of a ramp at Kamukira HC IV was approved and completed on 15/6/2023, stamped and signed by both the SEO and PCDO, paymentenets were made on 26/6/2023</li> </ol>	<b>2</b>

**Water &  
Environment  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	N/A	<b>0</b>
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water &amp; sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	N/A	<b>0</b>
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> <li>• Above 80%, score 2</li> <li>• 60% - 80%, score 1</li> <li>• Below 60%, score 0</li> </ul>	N/A	<b>0</b>
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> <li>o If 100 % of water projects are implemented in the targeted S/Cs: Score 2</li> <li>o If 80-99%: Score 1</li> <li>o If below 80 %: Score 0</li> </ul>	N/A	<b>0</b>

2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  Maximum 8 points on this performance measure	c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates  o If within +/-20% score 2 o If not score 0	N/A	0
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  Maximum 8 points on this performance measure	d. % of WSS infrastructure projects completed as per annual work plan by end of FY.  o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0	N/A	0
3	New_Achievement of Standards:  The LG has met WSS infrastructure facility standards  <i>Maximum 4 points on this performance measure</i>	a. If there is an increase in the % of water supply facilities that are functioning  o If there is an increase: score 2 o If no increase: score 0.	N/A	0
3	New_Achievement of Standards:  The LG has met WSS infrastructure facility standards  <i>Maximum 4 points on this performance measure</i>	b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).  o If increase is more than 1% score 2 o If increase is between 0-1%, score 1 o If there is no increase : score 0.	N/A	0

**Performance Reporting and Performance Improvement**

4	Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance  <i>Maximum 3 points on this performance measure</i>	The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3	N/A	0
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5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance  <i>Maximum 7 points on this performance measure</i>	a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2	N/A	0
5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance  <i>Maximum 7 points on this performance measure</i>	b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0	N/A	0
5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance  <i>Maximum 7 points on this performance measure</i>	c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0  <i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i>	N/A	0

### **Human Resource Management and Development**

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff  <i>Maximum 4 points on this performance measure</i>	a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2	N/A	0
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6	<p>Budgeting for Water &amp; Sanitation and Environment &amp; 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 &amp; Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	N/A	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>Not applicable since the Municipality is served by National Water and Sewerage Corporation (NWSC)</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p>	N/A	0

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

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</li> <li>•</li> <li>• • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3</li> <li>• • If 80-99%: Score 2</li> <li>• • If 60-79: Score 1</li> <li>• • If below 60 %: Score 0</li> </ul>	N/A	0
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8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><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>	N/A	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>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"> <li>• If 95% and above of the WSS facilities monitored quarterly: score 4</li> <li>• If 80-94% of the WSS facilities monitored quarterly: score 2</li> <li>• If less than 80% of the WSS facilities monitored quarterly: Score 0</li> </ul>	N/A	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>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>	N/A	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>	N/A	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"> <li>• If funds were allocated score 3</li> <li>• If not score 0</li> </ul>	N/A	0



10	Mobilization for WSS is conducted  <i>Maximum 6 points on this performance measure</i>	b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.	N/A	0
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### Investment Management

11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:  Score 4 or else 0	N/A	0
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11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:  Score 4 or else score 0.	N/A	0
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11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2	N/A	0
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11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	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	N/A	0
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11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2	N/A	0
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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>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>This indicator is Not Applicable</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>This indicator is Not Applicable since there are no projects under Water and Environment.</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>This indicator is Not Applicable since there are no projects under Water and Environment.</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</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>N/A</p>	0

12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements  <i>Maximum 14 points on this performance measure</i>	e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2	This indicator is Not Applicable since there are no projects under Water and Environment.	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements  <i>Maximum 14 points on this performance measure</i>	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	N/A	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements  <i>Maximum 14 points on this performance measure</i>	g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:  Score 2, If not score 0	This indicator is Not Applicable since there are no projects under Water and Environment.	0

### Environment and Social Requirements

13	Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework  <i>Maximum 3 points this performance measure</i>	Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:  Score 3, If not score 0	N/A	0
14	Safeguards for service delivery  <i>Maximum 3 points on this performance measure</i>	Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:  Score 3, If not score 0	N/A	0

15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	N/A	<b>0</b>
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 3, If not score 0	N/A	<b>0</b>
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  Score 2, If not score 0	N/A	<b>0</b>
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 2, If not score 0	N/A	<b>0</b>

**Micro-scale  
Irrigation  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> <li>• By more than 5% score 2</li> <li>• Between 1% and 4% score 1</li> <li>• If no increase score 0</li> </ul>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• Above 70%, score 4</li> <li>• 60% - 70%, score 2</li> <li>• Below 60%, score 0</li> </ul>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY  • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure  • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF  • If 100% score 2 or else score 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional  • If 100% are functional score 2 or else score 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
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**Performance Reporting and Performance Improvement**

5	Accuracy of reported information: The LG has reported accurate information  Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
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5	Accuracy of reported information: The LG has reported accurate information  Maximum score 4	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	c.Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	d) Evidence that the LG has:  i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0

**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  Maximum score 6	a) Evidence that the LG has:  i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	a) Evidence that the District Production Coordinator has:  i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	a) Evidence that the District Production Coordinator has;  Taken corrective actions: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	b) Evidence that:  i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0

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

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.  Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.  Maximum score 10	b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.  Maximum score 10	c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> </ul> <p>Less than 70% score 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training &amp; support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
<b>Investment Management</b>				
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program</p>	0
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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>This indicator is Not Applicable since there are no projects under Micro-scale irrigation.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>This indicator is Not Applicable since there are no projects under Micro-scale irrigation.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>This indicator is Not Applicable since there are no projects under Micro-scale irrigation.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	This indicator is Not Applicable since there are no projects under Micro-scale irrigation.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	This indicator is Not Applicable since there are no projects under Micro-scale irrigation.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	f)Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during:  i. Testing the functionality of the installed equipment: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	This indicator is Not Applicable since there are no projects under Micro-scale irrigation.	0

### Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0

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

### Environment and Social Requirements

15	Safeguards in the delivery of investments  Maximum score 6	a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.  score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0
15	Safeguards in the delivery of investments  Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.  i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program	0



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

**Crosscutting Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	There was evidence that the position of Principal Treasurer was substantively filled by Nahabwe Hilda appointed by the Town Clerk in a letter dated April 01, 2016 ref.: CR/M/10067 as directed by the District Service Commission under Minute No. 37/2016. Nahabwe Hilda was appraised by Barekye Justine, Town Clerk on June 30, 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	There was no evidence that the position of Senior Planner was substantively filled, and there was no secondment from the line ministry.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	There was evidence that the position of Principal Engineer was substantively filled by Kusemererwa Adolf Kahuma appointed by the Town Clerk in a letter dated July 01, 2023 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 22/2023 (iv). Kusemererwa Adolf Kahuma was appraised by Barekye Justine, Town Clerk on June 30, 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	There was evidence that the position of Senior Environment Officer was substantively filled by Ahimbisibwe Alfred appointed by the Town Clerk in a letter dated July 01, 2020 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 11/2020 (a) iv (7). Ahimbisibwe Alfred was appraised by Barekye Justine, Town Clerk on June 30, 2023.	<b>3</b>

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	<b>There was evidence</b> that the position of Senior Veterinary Officer was substantively filled by Beyendera Brian appointed by the Town Clerk in a letter dated November 01, 2022 ref.: CR/R/157 as directed by the District Service Commission under Minute No. 82/2022 (a). Beyendera Brian was appraised by Barekye Justine, Town Clerk on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	There was evidence that the position of Principal Community Development Officer was substantively filled by Nuwagaba Emmanuel appointed by the Town Clerk in a letter dated June 01, 2019 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 23/2019 (b). Nuwagaba Emmanuel was appraised by Barekye Justine, Town Clerk on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	There was evidence that the position of Principal Commercial Officer was substantively filled by Akankwasa Fidelis appointed by the Town Clerk in a letter dated June 01, 2018 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 79/2018. Akankwasa Fidelis was not appraised as the officer was on interdiction w.e.f February 09, 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.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	There was evidence that the position of Senior Procurement Officer was substantively filled by Katushabe Pamella appointed by the Town Clerk in a letter dated November 01, 2014 ref.: CR/M/10151 as directed by the District Service Commission under Minute No. 122/2014. Katushabe Pamella was appraised by Barekye Justine, Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	There was evidence that the position of Assistant Procurement Officer was substantively filled by Sekalema Abdu Hasib appointed by the Town Clerk in a letter dated June 01, 2008 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 28/MC/2008. Sekalema Abdu Hasib was appraised by Katushabe Pamella, Senior Procurement Officer on June 29, 2023.	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	There was evidence that the position of Principal Human Resource Officer (Administration) was substantively filled by Twinobusingye Gudura appointed by the Town Clerk in a letter dated February 11, 2022 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 6/2022 (j). Twinobusingye Gudura was appraised by Barekye Justine, Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	There was evidence that the position of Senior Environment Officer was substantively filled by Ahimbisibwe Alfred appointed by the Town Clerk in a letter dated July 01, 2020 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 11/2020 (a) iv (7). Ahimbisibwe Alfred was appraised by Barekye Justine, Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	<b>There was evidence</b> that the position of Senior Physical Planner was substantively filled by Auma Sharon appointed by the Town Clerk in a letter dated July 01, 2020 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 11/2020 (a) iv. Auma Sharon was appraised by Barekye Justine, Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	There was no evidence that the position of Senior Accountant was substantively filled, and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	There was evidence that the position of Senior Internal Auditor was substantively filled by Mwesigwa Bernard appointed by the Town Clerk in a letter dated January 01, 2009 ref.: CR/D/10355 as directed by the District Service Commission under Minute No. 62/MC/2008 (A). Mwesigwa Bernard was appraised by Barekye Justine, Town Clerk on June 30, 2023.	2

1

New\_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.

n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0

There was evidence that the position of Principal Human Resource Officer (Secretary DSC) was substantively filled by Twinomugisha Edison Caleb appointed by the Chief Administrative Officer in a letter dated September 18, 2023 ref.: DSC 49/50/02 as directed by the District Service Commission under Minute No. 21/2023 (i) 1. Twinomugisha Edison Caleb was appraised by Kalyesubula Fred, Chief Administrative Officer on August 02, 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 Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).

**There was evidence that the LG had recruited a Principal Assistant Town Clerk in all the three Municipal Divisions.**

The files reviewed included:

1. Baingana Alex, Principal Assistant Town Clerk was appointed by the Town Clerk in a letter dated July 01, 2020 ref.: CR/M/10146 as directed by the District Service Commission under Minute No. 11/2020 and posted to Southern Division. Baingana Alex was appraised by Barekye Justine, Town Clerk on June 30, 2023.
2. Ndahura Isabella, Principal Assistant Town Clerk was appointed by the Town Clerk in a letter dated June 01, 2018 ref.: CR/15/1 as directed by the District Service Commission under Minute No. 72/2018 and posted to Northern Division. Ndahura Isabella was appraised by Barekye Justine, Town Clerk on June 15, 2023.
3. Ahimbisibwe Moses, Principal Assistant Town Clerk was appointed by the Town Clerk in a letter dated February 05, 2022 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 06/2022 and posted to Central Division. Ahimbisibwe Moses was appraised by Barekye Justine, Town Clerk on June 28, 2023.

5

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

Maximum score is 15

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

**There was evidence that the LG had recruited a Community Development Officer in all the three Municipal Divisions.**

The customized structure of Kabale Municipal Council was communicated in a letter from the Permanent Secretary, Ministry of Public Service dated April 04, 2022 ref.: MSD 135/306/01 Vol. 46 titled "REQUEST FOR STAFF STRUCTURE CUSTOMIZATION"

Some of the files reviewed included:

1. Mutaremwa Sam, Community Development Officer was appointed by the Town Clerk in a letter dated July 01, 2020 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 11/2020 (a) iv (10) and posted to Central Division. Mutaremwa Sam was appraised by Ahimbisibwe Moses, Principal Assistant Town Clerk on June 21, 2023.
2. Kiconco Peace, Community Development Officer was appointed by the Town Clerk in a letter dated May 04, 2018 ref.: CR/M/10194 as directed by the District Service Commission under Minute No. 50/2018 and posted to Northern Division. Kiconco Peace was appraised by Ndahura Isabella, Principal Assistant Town Clerk on June 15, 2023.
3. Tugiramasiko Constance, Community Development Officer was appointed by the Town Clerk in a letter dated July 01, 2020 ref.: CR/D/10423 as directed by the District Service Commission under Minute No. 11/2020 (a) iv (11) and posted to Southern Division. Tugiramasiko Constance was appraised by Baingana Alex, Principal Assistant Town Clerk on June 21, 2023.

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

Maximum score is 15

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

**There was evidence that the LG had recruited a Treasurer in all the three Municipal Divisions.**

The files reviewed included:

1. Nankunda Lydia, Treasurer was appointed by the Town Clerk in a letter dated July 01, 2020 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 11/2020 (a) iv (2) and posted to Central Division. Nankunda Lydia was appraised by Ahimbisibwe Moses, Principal Assistant Town Clerk on June 23, 2023.
2. Agumenaitwe Rose, Treasurer was appointed by the Town Clerk in a letter dated May 23, 2018 ref.: CR/167/1 as directed by the District Service Commission under Minute No. 23/2019 ( c ) and posted to Southern Division. Agumenaitwe Rose was appraised by Baingana Alex, Principal Assistant Town Clerk on June 14, 2023.
3. Turyamureeba Christopher, Treasurer was appointed by the Town Clerk in a letter dated October 16, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 30/2023 (iii) and posted to Northern Division. Turyamureeba Christopher was appraised by Ndahura Isabella, Principal Assistant Town Clerk on June 15, 2023.

### Environment and Social Requirements

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

Maximum score is 4

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

a. Natural Resources department,

score 2 or else 0

For KMLG Natural Resources what was budgeted for FY2022/2023 was UGX149,037,452. What was spent according to the report of the year ended 30 June 2023 was UGX129,702,430. The ratio of the expenditure to the budgeted funds was 87%, which was less than 100%.

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	For KMLG Community Based Services what was budgeted for FY2022/2023 was UGX135,310,628. What was spent according to the report of the year ended 30 June 2023 was UGX83,075,851. The ratio of the expenditure to the budgeted funds was 61.3%, which was way less than 100%.	0
	Maximum score is 4	b. Community Based Services department.		
		score 2 or else 0.		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening,	There <b>was evidence</b> that LG has carried out Environmental, Social and Climate Change screening for all projects implemented using the <b>USMID</b> for the previous FY	4
	Maximum score is 12	score 4 or else 0	1. Environmental, Social and Climate Change screening for the installation of solar powered street lights (sector roads) was carried out on 30/1/2023, stamped and signed by both the SEO and PCDO.	
			2. Environmental, Social and Climate Change screening for the construction of storm water drainage at Mwanjari business centre Mukonde road along Katuna highway was carried out on 30/1/2023, stamped and signed by both the SEO and PCDO.	
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),	After screening for the construction of storm water drainage at Mwanjari business centre Mukonde road along Katuna highway, a project brief was proposed (according to NEA 2019) and carried out by certified experts, in April 2023 and was submitted to NEMA.	4
	Maximum score is 12	After screening for the installation of solar powered street lights, it was found to be low impact project, therefore recommendations were made not further the study.		
		score 4 or 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.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;	There <b>was no evidence</b> that LG had a Costed ESMPs for all projects implemented using the USMID Grant	0
	Maximum score is 12	score 4 or 0		



## 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>Kabale MLG had an unqualified audit opinion for its FY2022/2023 final accounts.</p>	10
6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>maximum score is 10</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> <p>score 10 or else 0.</p>	<p>As per the submissions at the IAG office and the records at Kabale MLG, two reports on the implementation status of IAG and OAG recommendations for FY2021/2022 were submitted to the office of the Internal Auditor General on 26/08/2022 and 02/12/2022, respectively. The report on IAG issues had 11 recommendations and on OAG issues had actions taken on 7 recommendations.</p> <p>The submissions to the IAG were made before the previous FY February end deadline.</p>	10
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the MLG, Kabale MLG Performance Contract for FY 2023/2024, signed by the Accounting Officer (TC) was submitted on 11/08/2023. This was before the mandatory August 31st deadline.</p>	4
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the MLG, Kabale MLG Annual Performance Report for FY 2022/2023, signed by the Accounting Officer (TC) was submitted on 31/07/2023.</p> <p>This was before the mandatory August 31 deadline.</p>	4

Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year

Maximum score is 4

If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,

score 4 or else 0.

According to the MoFPED inventory of submissions and records at the MLG, Kabale MLG Quarterly Performance Reports for FY 2022/2023, signed by the Accounting Officer (TC) were submitted as follows:

Quarter 1 report on - Report and date not provided/seen

Quarter 2 report on - Report and date not provided/seen

Quarter 3 report on 26/04/2023

Quarter 4 report on 31/07/2023

Though Q1 and Q2 report dates were not provided/seen during this assessment, since Q3 and Q4 were submitted within deadline it is inferred that the two were also submitted before 31st August. The challenge at the MLG was on records management.

All the quarterly performance reports for FY2022/2023 were submitted before the mandatory August 31 deadline.

Education Minimum  
Conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	<b>There was evidence</b> that the position of Principal Education Officer was substantively filled by Munyambabazi Grace appointed by the Town Clerk in a letter dated June 01, 2019 ref.: CR/167/1 as directed by the District Service Commission under Minute No. 23/2019 (a). Munyambabazi Grace was appraised by Barekye Justine, Town Clerk on June 29, 2023.	<b>30</b>
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	<b>The approved structure provided for a Senior Inspector of Schools and an Assistant Inspector of Schools and both were substantively filled.</b>  <ol style="list-style-type: none"><li>1. <b>There was evidence</b> that the position of Senior Inspector of Schools was substantively filled by Asimwe Gloria appointed by the Town Clerk in a letter dated March 01, 2021 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 14/2021 (b). Asimwe Gloria was appraised by Munyambabazi Grace, Principal Education Officer on June 29, 2023.</li><li>2. <b>There was evidence</b> that the position of Assistant Inspector of School was substantively filled by Asimwe Agnes appointed by the Town Clerk in a letter dated July 01, 2021 ref.: CR/152/1 as directed by the District Service Commission under Minute No. 28/2021 (v) (1). Asimwe Agnes was appraised by Asimwe Gloria, Senior Inspector of Schools on June 29, 2023.</li></ol>	<b>40</b>

**Environment and Social Requirements**

2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)	If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	There <b>was evidence</b> that the LG carried out Environmental, Social and Climate Change screening/Environment for all Education projects for the previous FY  1. Environmental, Social and Climate Change screening/Environment for the renovation of Kabale P/s was carried out on 15/7/2022, signed and stamped by both the SEO and PCDO.  2. Environmental, Social and Climate Change screening/Environment for the renovation of facilities at Kigezi college Butobere was carried out on 12/6/2021, signed and stamped by SEO and PCDO, the project was implemented in FY 2022/2023	<b>15</b>
	The Maximum score is 30			
2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)	If the LG carried out: b. Social Impact Assessments (ESIAs) , score 15 or else 0.	Education projects ie (renovation of Kabale P/s was carried out on 15/7/2022,renovation of facilities at Kigezi college Butobere was carried out on 12/6/2021), that were implemented by the district in the previous FY, were screened by SEO and DCDO, however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.	<b>15</b>
	The Maximum score is 30			

**Health Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.		
1	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.		

1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	f. Biostatistician, score 10 or 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	g. District Cold Chain Technician, score 10 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.	There was evidence that the position of Medical Officer of Health Services was substantively filled by Tumwesigye Ronald appointed by the Town Clerk in a letter dated August 01, 2022 ref.: CR/R/157 as directed by the District Service Commission under Minute No. 68/2022 (b) . Tumwesigye Ronald was appraised by Barekye Justine, Town Clerk on June 30, 2023.	<b>30</b>
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	i. Principal Health Inspector, score 20 or else 0.	There was evidence that the position of Principal Health Inspector was substantively filled by Biija Andrew appointed by the Town Clerk in a letter dated June 20, 2023 ref.: CR/R/157 as directed by the District Service Commission under Minute No. 13/2023 (ii). Biija Andrew was appraised by Tumwesigye Ronald, Principal Medical Officer on June 22, 2023.	<b>20</b>
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	j. Health Educator, score 20 or else 0	There was evidence that the position of Health Educator was substantively filled by Nyiramugisha Alice appointed by the Town Clerk in a letter dated March 20, 2023 ref.: CR/R/157 as directed by the District Service Commission under Minute No. 006/2023 (iii). Nyiramugisha Alice was appraised by Tumwesigye Ronald, Principal Medical Officer on June 22, 2023.	<b>20</b>

**Environment and Social Requirements**

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There <b>was evidence</b> that the LG carried out Environmental, Social and Climate Change screening/Environment for all Health projects for the current FY</p> <p>1. Environmental, Social and Climate Change screening/Environment for the construction of retention wall at Rutoma HC III, was carried out on 15/7/2023, signed and stamped by both PCDO and SEO.</p>	<b>15</b>
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>Health project i.e. (construction of retention wall at Rutoma HC III, was carried out on 15/7/2023), that was implemented by the district in the current FY, was screened by SEO and DCDO, however after screening the project didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.</p>	<b>15</b>

**Micro-scale Irrigation Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation  <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer  <i>score 70 or else 0.</i>	Not applicable for the MLG	<b>0</b>
<b>Environment and Social Requirements</b>				
2	New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.  <i>Maximum score is 30</i>	If the LG:  Carried out Environmental, Social and Climate Change screening score 30 or else 0.	Not Applicable for the MLG	<b>0</b>



**Water & Environment Minimum  
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	<b>0</b>

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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**Environment and Social Requirements**

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG:  a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	Not Applicable for the MLG	0
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2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	Not Applicable for the MLG	0
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2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	N/A	0
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