



## **LGMSD 2022/23**

Kalungu District

(Vote Code: 598)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	83%
Education Minimum Conditions	100%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	80%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	68%
Educational Performance Measures	70%
Health Performance Measures	61%
Water & Environment Performance Measures	50%
Micro-scale Irrigation Performance Measures	93%

**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>There was evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s). In the previous FY, the district planned for only one project under DDEG (Pg.51 of the Approved Budget) which was the construction of the District Headquarters Phase-II, at UGX 61,938,000. This was duly implemented and completed and being utilised as reported on Pg. 111 of the Annual Performance Report.</p>	4
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> <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>The average score in the overall LLG performance assessment improved by 29.5% from the previous assessment.</p> <p>1 Lukaya T/C improved by 10% from 67% to 77%</p> <p>2 Bukulula S/C improved by 35% from 37% to 72%</p> <p>3 Kyamulibwa T/C improved by 15% from 57% to 72%</p> <p>4 Kyamulibwa S/C improved by 31% from 34% to 65%</p> <p>5 Kalungu T/C improved by 45% from 55% to 90%</p> <p>6 Kalungu S/C improved by 18% from 55% to 73%</p> <p>7 Lwabenge S/C improved by 70% from 0% to 70%</p> <p>Average Score improved by 29.5% from 43.6% to 73.1%</p>	3
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> <li>• If 100% the projects were completed : Score 3</li> <li>• If 80-99%: Score 2</li> <li>• If below 80%: 0</li> </ul>	<p>There was evidence that the DDEG-funded investment project implemented in the previous FY was completed as per the annual performance report by the end of the FY.</p> <p>In the previous FY, the district planned for only one project under DDEG (Pg.51 of the Approved Budget) which was the (Phase-2) construction of the District Headquarters Phase-II, at UGX 61,938,000. This was duly implemented and completed as reported on Pg. 111 of the Annual Performance Report.</p>	3

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.	There was evidence that the LG budgeted and spent all the DDEG of UGX 88,482,000 for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:  The following activities were implemented as reported on Pg.111 of the Annual Performance Report:  i. Construction of Kalungu District Council Hall (Phase2) UGX 61,938,000  ii. Monitoring and supervision, Launching of DDEG projects UGX 8,848,000  iii. Internal Assessment Exercise District UGX 4,424,000  iv. Collection and analysis of PDM (Parish Development Model) Data UGX 4,424,000  v. PIP (Capacity Building activities and retooling) UGX 8,848,000	2
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3	Investment Performance  Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,  score 2 or else score 0	There was evidence that the Construction of Kalungu District Council Hall (Phase2) was estimated at Shs.61,938,000 and the contract price was 60,000,050 hence the variation was - 3.12%.	2
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**Performance Reporting and Performance Improvement**

4	Accuracy of reported information  Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,  score 2 or else score 0	Three LLGs of Kyamulibwa TC, Lwabenge and Kyamulibwa Sub Counties were sampled to ascertain the accuracy of information on filled position  <b>Kyamulibwa TC</b> staff list had 21 filled positions, the list obtained from the HR the division had 18 names; <b>Lwabenge SC</b> staff list had 13 filled positions, the HR list had 9 names; and <b>Kyamulibwa SC</b> list had 16 filled positions and the HR list had 8 names  <b>The information of filled positions of LLGs was not accurate</b>	0
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4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul>	<p>There was evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <p>In the previous FY, the district planned for only one project under DDEG (Pg.51 of the Approved Budget) which was the construction of the District Headquarters Phase-II, at UGX 61,938,000. This was duly implemented and completed 100% as reported on Pg. 111 of the Annual Performance Report.</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>There was no evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise according to the data extract below as provided by OPM:</p> <p>1 Lwabenge SC: the LG Assessors scored 70%, and IVA Scored 77%, variance of +07%, Credible;</p> <p>2 Kalungu SC: The LG Assessors scored 73%, and IVA Scored 77%, variance of +04%, Credible;</p> <p>3 Kyamulibwa SC: the LG Assessors scored 65%, and IVA Scored 79%, variance of +14%, Not Credible; and</p> <p>4 Kalungu TC: The LG Assessors scored 89%, and IVA Scored 56%, variance of -33%, Not Credible</p>	0
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	<p>There was no evidence that the District had developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results. The average score was 73.1% and the following LLGs scored below average</p> <p>1. Bukulula S/C scored 72%</p> <p>2 Kyamulibwa T/C scored 72%</p> <p>3. Kyamulibwa S/C scored 65%</p> <p>4. Lwabenge S/C scored 70%</p>	0
<p><b>Note: if there are no reports produced to review: Score 0</b></p>				
<p><b>NB: The Source is the OPAMS Data Generated by OPM.</b></p>				

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	There was no evidence that the District implemented the PIP for the 30 % lowest performing LLGs in the previous FY:  The following LLGs scored below the average of 73.1%  1. Bukulula S/C scored 72%  2 Kyamulibwa T/C scored 72%  3. Kyamulibwa S/C scored 65%  4. Lwabenge S/C scored 70%	<b>0</b>
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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	The LG consolidated and submitted the staffing requirements for the coming FY as per the submission letter CR/157/23 dated 3rd August 2023	<b>2</b>
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	The LG conducted the tracking and analysis of staff attendance as per the monthly analysis reports, CR/116/2 dated as follows;  4th July 2022; 1st August 2022; 5th September 2022; 5th October 2022; 11th November 2022; 15th December 2022; 2nd January 2023; 10th February 2023, 7th March 2023, 14th April 2023; 12th May 2023; and 12th June 2023	<b>2</b>

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>HoD have were appraised by the CAO on the following dates;</p> <p><b>1.</b> Chief Finance Officer, Bigwa Twaha - 3rd July 2023; <b>2.</b> District Planner, Nalugwa Fausta - 3rd July 2023; <b>3.</b> District Engineer, Kiwanuka Archelies - 7th July 2023; <b>4.</b> District Natural Resources Officer, Baheiha Oribakira Topher - 3rd July 2023; <b>5.</b> District Production Coordinator, Kiyemba Paul - 7th July 2023; <b>6.</b> District Community Development Officer, Ruzena Ritah - 7th July 2023; <b>7.</b> Principal Commercial Officer, Matovu; Elnest - 7th July 2023; <b>8.</b> District Education Officer, Nakanwagi Sylvia Grace - 25th 7th July 2023; <b>9.</b> District Health Officer, Ssentamu Daniel - 7th July 2023 and <b>10.</b> Deputy CAO, Musoke Fred - 10th July 2023</p> <p><b>All HoD were appraised outside the prescribed time period</b></p>	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>Administrative rewards and sanctions were implemented as per the minutes of the meetings held on the following dates;</p> <p>1. 28th September 2023, during which the following issues were discussed; failure to report for duty and insubordination by 2 officers. The action takes was verbal warning</p> <p>2. 8th August 2022, during which the following issues were discussed; absenteeism, alcoholism, misconduct and abandonment of duty by staff members</p> <p>3. 27th July 2023, during which the following issues were discussed; habitual absenteeism by 18 primary school teachers, during 3rd term of 2022. Three Health Workers were also to answer allegations of habitual absenteeism</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>The Consultative Committee for staff grievance redress was established on 28th July 2023 as per the appointment letter of members, a copy of which was presented for review. Evidence about the committee's functionality was not availed</p>	0

Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

Twenty five new employees were recruited during the Previous FY. Ten names were sampled on the district recruitment list and the IPPS payroll, to establish the dates they accessed the payroll as follows;

**1.** Busulwa Anthony, Askari was appointed on 20th April 2023 and accessed payroll during the month of June 2023; **2.** Kyosaba Docus Maldonado, Office attendant was appointed on 20th April 2023 and accessed payroll during the month of June 2023; **3.** Namara Rostetuta, Education Assistant was appointed on 24th May 2023 and accessed payroll during the month of June 2023; **4.** Ainembabazi Allen, Education Assistant was appointed on 24th May 2023 and accessed payroll during the months of June 2023; **5.** Wamala Edward, Education Assistant was appointed on 24th May 2023 and accessed payroll during the month of June 2023; **6.** Wafula Ivan, Veterinary Officer, was appointed on 24th May 2023 and accessed payroll during the month of June 2023; **7.** Nabayinda Margaret, Education Assistant was appointed on 24th May 2023 and accessed payroll during the month of June 2023; **8.** Namigadde Rose Angel, was appointed on 20th April 2023 and accessed payroll during the month of June 2023; **9.** Natumanya Christine, Office Attendant was appointed on 20th April 2023 and accessed payroll during the month of June 2023; and **10.** Mpanga Peter, Education Assistant, was appointed on 24th May 2023 and accessed payroll during the month of June 2023

**All sampled recruited staff members accessed the payroll within the prescribed time period**

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.

Twenty six employees retired during the previous FY. Ten names were sampled on the district retirement list and the IPPS payroll, to establish the dates they accessed the payroll as follows;

**1.** Nalweyiso Margaret, Education Assistant, retired on 31st July 2022 and accessed payroll during the month of August 2022; **2.** Namazzi Bernadette, Deputy Head Teacher retired on 11th November 2022 and accessed payroll during the month of November 2022; **3.** Wamala Harriet, Education Assistant retired on 1st September 2022 and accessed payroll during the month of September 2022; **4.** Namukaaya Marie, Education Assistant, retired on 1st September 2022 and accessed payroll during the month of September 2022; **5.** Kyewalabye Jamil, Tutor, retired on 15th March 2023 and accessed payroll during the month of April 2023; **6.** Tweheyo Frank, Laboratory Assistant retired on 5th March 2023 and accessed payroll during the month of April 2023; **7.** Kawooya David, Senior Education Assistant, retired on 18th March 2023 and accessed payroll during the month of April 2023; **8.** Nsubuga Musoke Solomon retired on 5th May 2023 and accessed payroll during the month of June 2023; **9.** Nakachwa Justine, Education Assistant retired on 9th June 2023 and accessed payroll during the month of June 2023; and **10.** Mawanda Juuko Leonard, Head Teacher, retired on 3rd March 2023 and accessed payroll during the month of March 2023

**All sampled retiring officers accessed the payroll within the prescribed time period**

## Management, Monitoring and Supervision of Services.

10

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

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

There was evidence that direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY. The district received all the DDEG funds in Q2 & Q3 and duly disbursed 100% of the LLG allocation as follows:

1 Bukulula Sub County UGX 45,869,709  
 2 Kalungu Sub County UGX 35,156,931  
 3 Kyamulibwa Sub County UGX 32,998,959  
 4 Lwabenge Sub County UGX 37,854,393  
 5 Lukaya Town Council UGX 30,498,066  
 6 Kalungu Town Council UGX 13,002,411  
 7 Kyamulibwa Town Council UGX 9,340,527  
 TOTAL UGX 204,720,996

2



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).	There was no evidence that the LG did timely warranting of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Q2 cash limits were received on 30/09/2023 and Warrant No. 848AW-2023-8 was prepared on 14/10/2022 (beyond 5 working days); and Q3 cash limits were received on 29/12/2023 and Warrant No. 848AW-2023-16 was prepared on 13/01/2023 (beyond 5 working days)	0
	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	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:	There was no evidence that the LG invoiced or communicated ALL DDEG transfers for the previous FY to LLGs within 5 working days from the date of funds release in each quarter, this was analyzed as follows: During the year, the district received all DDEG funds in only two installments in Q2 and Q3, these were disbursed as follows: -Q2 Cash Limits were issued on 30th Sep. 2022 and DDEG funds were invoiced and communicated to LLGs on 17/10/2022 (beyond 5 working days); -Q3 Cash Limits were issued on 29th Dec. 2022 and DDEG funds were published and Invoiced to LLGs on 23/01/2023 (beyond 5 working days) The following LLGs benefitted: 1 Bukulula Sub County UGX 45,869,709 2 Kalungu Sub County UGX 35,156,931 3 Kyamulibwa Sub County UGX 32,998,959 4 Lwabenge Sub County UGX 37,854,393 5 Lukaya Town Council UGX 30,498,066 6 Kalungu Town Council UGX 13,002,411 7 Kyamulibwa Town Council UGX 9,340,527 TOTAL UGX 204,720,996	0
	Maximum 6 points on this Performance Measure	Score 2 or else score 0		

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the district conducted mentorships for all LLGs concurrently during the FY.</p> <p>The following mentorship reports were verified at the District Planner’s Office:</p> <p>Q-1 report was dated 13th Aug. 2022;</p> <p>Q-2 report was dated 4th Nov. 2022;</p> <p>Q-3 report was dated 9th Feb. 2023; and</p> <p>Q-4 report was dated 4th May 2023</p> <p>The mentorship was in the following areas:</p> <ul style="list-style-type: none"> <li>-Budget preparation and linkages;</li> <li>-Training on maintenance of Vote Books and Advance Ledger;</li> <li>-Dissemination of new chart of accounts;</li> <li>-Mentorship on LLG assessment indicators</li> </ul>
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11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District to make recommendations for corrective actions and followed-up</p> <p>Q-1 supervision report of 17/10/2022 had been discussed by TPC on 16/11/2022, Agenda No.9, Minute No. TPC 08/16/11/2022;</p> <p>Q-2 supervision report of 03/03/2023 had also been discussed by TPC on 16/11/2022, Agenda No.9, Minute No. TPC 08/16/11/2022;</p> <p>Q-3 supervision report dated 22/03/2023 had been discussed by TPC on 27/04/2023 Agenda No.5 and Minute No. DEC-TPC 06/04/2023; and</p> <p>Q-4 supervision report of 24/04/2022 was also discussed Q3 reports by TPC on 27/04/2023, Agenda No.5, Minute No. DEC-TPC 06/04/2023</p> <p>The following observations were made during the support supervision:</p> <ol style="list-style-type: none"> <li>1. Some sub-counties did not follow the DDEG Guidelines properly;</li> <li>2. The LLGs were not disseminating budgets, plans and list of investment projects; and</li> <li>3. Delays in initiation of procurements across all LLGs</li> </ol>
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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>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p><b>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</b></p>	<p>There was evidence that The District maintained an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual.</p> <p>The Asset Register was opened on 01/07/2019 and was last updated on 13/10/2023.</p> <ol style="list-style-type: none"> <li>1. Land UGX 71,500,000.00</li> <li>2. Non-Residential Buildings UGX 622,320,000.00</li> <li>3. Residential Buildings UGX 35,241,353.00</li> <li>4. Roads and Bridges UGX 253,649,988.00</li> <li>5. Motor cycles and Bicycles UGX 42,000,000.00</li> <li>6. Other Machinery &amp; equipment UGX 990,622,486.00</li> <li>7. Office Equipment UGX 49,520,000</li> <li>8. Medical Equipment UGX 133,500,000</li> <li>9. ICT Equipment UGX 228,608,999</li> </ol> <p>Total UGX 28,977,039,398.00</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>There was no evidence that the District had 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>The BoS survey report was produced on 31st Aug. 2023, and had been duly signed by the CAO.</p> <p>The report had 6 recommendations on Pg. 10 but none had been implemented by the time of assessment:</p> <ol style="list-style-type: none"> <li>1. Urgent need general stores in LLGs as there was a lot of pilferage reported;</li> <li>2. Action need to be taken on pervasive wastage of stock and medicine and Kigaaju H/C II and at Kasambya H/C III;</li> <li>3. Need to mark and engrave all district assets as most of the items are not engraved</li> </ol>	0

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>There was evidence that District had a functional physical planning committee in place and had submitted five sets of minutes of Physical Planning Committee meetings to MoLHUD altogether on 30/06/2023 (CAO's unreferenced letter dated 29/06/2023):</p> <p>1st Set of Minutes were dated 09/08/2022;</p> <p>2nd set of minutes were dated 15/03/2023;</p> <p>3rd Set of Minutes were dated 16/03/2023;</p> <p>4th Set of Minutes were dated 19/04/2023; and</p> <p>5th set of minutes were dated 27/06/2023</p> <p>The physical planning committee was fully of 15 Members:</p> <p>CAO (Chairman), Physical Planner, Head of Natural Resources, CDO, Staff Surveyor, District Engineer, DEO, District Agric Officer, DWO, DHO and The Environmental Officer, 3-Town Clerks of Kalungu, Kyamulibwa and Lukaya T/Cs</p> <p>Copies of Appointment Letters dated 04/07/2018 (CR/252/1) were verified</p> <p>The Building Plans Registration book was opened on 08/04/2014 and was last updated 15/11/2023</p> <p>The Physical Development Plan is still being developed.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d. For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the district had conducted a desk appraisal for all DDEG projects in the budget on 21/04/2022 - to establish whether the prioritized investments are: (i) derived from the LG Development Plan; (ii) eligible for expenditure as per sector guidelines and DDEG funding source.</p> <p>The district only planned for one infrastructure project ie Phase-II construction of the District H/Q at UGX 61,938,000 as derived from Pg. 207 of the DDP; the appraisal form was verified</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that LG conducted field appraisal on 21/04/2022 to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY</p> <p>Appraisal forms for the two DDEG funded projects were verified:</p> <p>Construction of District store at the District Headquarters at UGX 61,938,000</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>The LG had developed and discussed by TPC on 17/07/2023 (Agenda No.8, Minute No. TPC/08/07/2023 -WHEN THE FY HAD STARTED - within the FY of implementation instead of before) for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines</p> <p>For the FY 2023/24, the district had planned for the following investment projects:</p> <p>i. Construction of Kalungu District Council Hall (Phase 3) UGX 60,441,000</p> <p>ii. Renovation of staff house at Bukulula H/C IV UGX 79,959,000</p>	0
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the Kalungu DLG screened for environmental and social risks/impact and put mitigation measures where required before projects funded by the DDEG are approved for construction</p> <p>There was one DDEG project. This was construction of Council Hall at Kalungu District Headquarters. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 6/7/22.</p>	2
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>There was evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan. The sampled projects were: Renovation of staff house at Bukulula HC IV at Ugx 79,975,000; Construction of Kalungu District council hall Phase III at Ugx 60,453,000 and Renovation of 2-stance pit latrine for Kyamulibwa Market at Ugx 3,528,134.</p>	1

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	There was evidence of minute Min:Kalu/18/08/2023-24 of the procurement committee which sat on September 27, 2023 to clear the procurement of the contracts for: the Renovation Staff House at Bukulula H/C 1V; and the Construction of Kalungu District council hall Phase III.	<b>1</b>
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:  Score 1 or else 0	There was no evidence that the LG properly established the Project Implementation teams as specified during the previous FY.	<b>0</b>
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:  Score 1 or else score 0	There was evidence of works for the Phased completion of the Council hall followed design specifications of of the LG Engineer. The specifications were plastering with 1:3 cement sand mortar of 25mm thickness; and the floor concreting with 100mm thick 1:3:6 concrete. Exposed section of the floor slab was measured to confirm the floor thickness, while the plastering was scratched at 3 locations and the average thick was confirmed to be approximately 25mm.	<b>1</b>
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was no evidence that all the relevant the technical officers (DE/ME, environmental officer, CDO) participated in the supervision each project (site meetings with contractors) prior to verification of payments.	<b>0</b>

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):  Score 1 or else score 0	There was evidence of LG promptly verified works (certified) but belatedly made to the contractors. The sampled payments were for: Construction of a 2 classroom block at Kolongo PS, where the requisition was made on December 16, 2022, the payment was certified by the DEO on December 19, 2022, and payment was effected November 27, 2023 under voucher no. 3553312 (11 months); and Payment for Phased construction of the council hall, where the requisition was made on March 14, 2023, the certificate was prepared on March 22, 2023, and payment was effected July 6, 2023 under voucher no. 5145497(4 months).	<b>0</b>
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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 with record as required. The sampled projects were: KALU848/WRKS/2022-23/00004 Construction of 5 stance pit latrine each at Kapere memorial and Kayunga parents PS, whose requisition was made on July 11, 2022, advert was made on September 12, 2022, evaluation was completed on October 21, 2022 and contract signed on November 23, 2022 at an award price of Ugx 46,716,908; KALU848/WRKS/2022-23/00006 Re modelling of the Renovation of Kalungu HC III, whose requisition was made on May 27, 2022, advert was made on September 12, 2022, evaluation was completed on October 21, 2022, and contract signed on November 23, 2022 at an award price of Ugx 74,351,800; and KALU848/WRKS/2022-23/00005 Drilling and Installation of 3 borehole, whose requisition was made on July 30, 2022, advert was made on September 12, 2022, evaluation was completed on October 21, 2022 and contract signed on November 23, 2022 at an award price of Ugx 89,035,600.	<b>1</b>
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**Environment and Social Safeguards**

14	Grievance redress mechanism operational.  Maximum 5 points on this performance measure	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.  Score: 2 or else score 0	There was evidence that Kalungu DLG 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. The situation that obtained was as follows:  i) A letter dated 06th September 2018, Ref. CR/1051/1, written by Filda Nabirye Yendibaiza, CAO, appointed Ms. Ruzena Rita the Ag. CDO as Focal person to handle Concerns & Grievances from the general public; and  ii) A letter dated 15/07/2021, Ref. CR/056/1, signed by Ocen James Andrew, CAO/Kalungu, appointed a Committee of six people as the Grievance Redress Committee	<b>2</b>
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14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p>	<p>There was evidence that Kalungu DLG 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 offices. A Hard Cover Book titled: KALUNGU DISTRICT COMPLAINTS LOG' was presented.</p> <p>Its first Entry was on 14/07/2020. It was a case filed by John More Davids, proprietor of God Cares Primary school. He complained of lack of access to his school due to construction of another school - the Seed School - that closed the road. Action Taken was that a meeting was held with all parties concerned and District Technical staff took up the matter and an alternative road was provided.</p>	2
		<p>If so: Score 2 or else 0</p>	<p>The last case in the Complaints Register was dated 30/6/2023. It was reported by a one Mr. Jackson (Agriculture Teacher at Seed School Lukaya) It concerned sprinklers at the Seed school not operating to full range yet students at the school needed lots of knowledge and usage of the system. The matter was recorded to concerned District technical staff and a resolution was made to have a booster pump installed. Re-installation of the booster pump was done during the 2nd week of July 2023.</p>	

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>The GRM was advertised on the General Noticeboard at the office of the CAO. The Notice, written in Uppercase Capitals and highlighted in some sections stated (also see picture taken):</p> <p>"15/07/2021</p> <p><b>TO THE GENERAL PUBLIC</b></p> <p>PLEASE REPORT ALL COMPLAINTS REGARDING GOVERNMENT PROJECTS AND PROGRAM'S IMPLEMENTATION TO THE DISTRICT GRIEVANCE COMMITTEE SECRETARIAT THROUGH THE CAO'S OFFICE OR DISTRICT COMMUNITY DEVELOPMENT OFFICER.</p> <p><b>CONFIDENTIALITY IS KEY IN THIS MATTER.</b></p> <p>THANK YOU</p> <p><b>MANAGEMENT"</b></p>	1
		<p>If so: Score 1 or else 0</p>		



15	<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>There was evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets</p> <p>10% of each of the following projects had been allocated to tree planting, restoration of borrow pits and restoration of affected vegetation derived from Pg. 22-28 of the AWP:</p> <p>i. Construction of Kalungu District Council Hall (Phase 3) District Headquarters UGX 60,441,000 (Pg.26 of the AWP);</p> <p>ii. Renovation of staff house at Bukulula H/C IV UGX 79,959,000 (Pg.27 of the AWP); and</p> <p>iii. Supply and Installation of Rain Water Tanks at Kasambya H/C III and Kapere Memorial P/S at UGX 104,000,000 000 (Pg.22 of the AWP)</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management score 1 or else 0</p>	<p>There was evidence that the LG had disseminated DDEG guidelines during a meeting held with LLG leaders on 08/08/2022 [7 copies were issued out to the LLG Leaders of Kalungu S/C, Lukaya T/C, Bukolola S/C, Kyamulibwa S/C, Kyamulibwa T/C, Lwabenge S/C and Kalungu T/C)</p>	1

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation):  c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:  score 3 or else score 0	There was no evidence that the Kalungu DLG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY. Costing was done Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 24 Aug. 2022. Costing was done for various items like provision of safe drinking water at UGX100,000/-, provision of 2 dust bins at UGX100,000/-, and planting of indigenous trees with guidance of environment Officer at uGX15,000/-.  But nothing of the costed values was included in the BoQs. The line for Environmental mitigation was blank in the BoQs for construction of Council Hall at Kalungu District Headquarters.	0
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change.  Score 3 or else score 0	There was evidence of examples of costing of additional costs of addressing climate change adaptation.  There was evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets  10% of each of the following projects had been allocated to tree planting, restoration of borrow pits and restoration of affected vegetation derived from Pg. 22-28 of the AWP:  i. Construction of Kalungu District Council Hall (Phase 3) District Headquarters UGX 60,441,000 (Pg.26 of the AWP);  ii. Renovation of staff house at Bukulula H/C IV UGX 79,959,000 (Pg.27 of the AWP); and  iii. Supply and Installation of Rain Water Tanks at Kasambya H/C III and Kapere Memorial P/S at UGX 104,000,000 000 (Pg.22 of the AWP)	3

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:	There was evidence that the project was implemented on land where the Kalungu DLG had proof of ownership, access, and availability. The Administration building on which the DDEG project was implemented is located on Plot 64 & 81, Block 219, Buddu. The Land Title was transferred from a one Segawa Haruna of Lukerere village in Kalungu to: Kalungu District Local Government P.O.Box 1350 Masaka Uganda on 22.11.2018 at 3:09 P.M.	1
		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:	There was evidence that the environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs; and provided monthly reports. A combined report on Environmental and Social monitoring for the sole DDEG project and five Education projects was availed. The combined report was written by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 24 April 2023.	1
		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 was evidence that Kalungu District Local Government had E&S compliance Certification forms completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects. Interim payment certificates signed by the Kiwanuka Archilles Ddaki the District Engineer, Nnalugwa Fausta the District Planner, Ruzena Rota the CDO, Vvube Richard the Environment Officer and approved by Ocen Andrew James the CAO were presented.	1
		Score 1 or else score 0	The first interim certificate was dated 23/01/2023 by all except the CAO who signed on 30/01/2023.	

## Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the LG makes monthly bank reconciliations were up to date at the point of time of the assessment. The last reconciliations had been performed on 18/07/2023 for the month of June 2023 as follows:</p> <p>-Kalungu District General Fund A/C No. 3100025207 (CERUDEB, Masaka);</p> <p>-Kalungu YLP Account No. 3100025048 (CERUDEB, Masaka), and</p> <p>-Kalungu UWEP Recovery Fund A/C No. 3100025219 (CERUDEB, Masaka)</p>	0
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that LG had produced all quarterly internal audit (IA) reports for the previous FY</p> <p>Q-I report was produced on 31st Oct. 2022;</p> <p>Q-II report was produced on 2nd Feb. 2023;</p> <p>Q-III report was produced on 5th May 2023; and</p> <p>Q-IV report was produced on 7th Aug. 2023</p> <p>Some of findings included:</p> <p>-Failure to Share Local Revenue amounting to UGX 2,304,800 with Kalungu S/C;</p> <p>-Unaccounted for advances amounting to UGX 16,910,000;</p> <p>-Several retarded projects because of budget cuts for example the rehabilitation of the Lusango - Mugumba Road;</p> <p>-Slow absorption/implementation of the micro-scale irrigation project; out of UGX 1,083,857,788 only UGX 483,729,296 had been spent leaving a balance of UGX 580,128,552</p>	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>There was evidence that the LG had provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow-up on audit queries from all quarterly audit reports</p> <p>Q-I report was produced on 31st Oct. 2022 and distributed to the District Chairman and to DPAC on 17th Jan. 2023;</p> <p>Q-II report was produced on 2nd Feb. 2023 and distributed to the District Chairman and to DPAC on 03/07/2023;</p> <p>Q-III report was produced on 5th May 2023 and distributed to the District Chairman and to DPAC together with Q-II report on the same day 03/07/2023; and</p> <p>Q-IV report was produced on 7th Aug. 2023 and distributed to the District Chairman and to DPAC on 31/08/2023</p>	1
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>There was evidence that internal audit reports for the previous FY had been submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed and followed up on actions</p> <p>Q-I report was produced on 31/10/2022 was discussed by DPAC on 25/07/2023;</p> <p>Q-II report was produced on 02/02/2023 and discussed by DPAC on 16/08/2023;</p> <p>Q-III report was produced on 05/05/2023 and had been discussed by DPAC on the same day as Q-II report on 16/08/2023; and</p> <p>Q-IV report was produced on 07/08/2023 and had been discussed by DPAC on 20/09/2023</p> <p>Some of the issues discussed included:</p> <ul style="list-style-type: none"> <li>-Pending DDEG Funding of UGX 3,200,000 from Kalungu S/C</li> <li>-LLGs need to enhance Local revenue performance as the collection is very poor across all the LLGs</li> <li>-LLGs do not effectively remit 35% share of the DLG local revenue (eg Lwabenge S/C failed to remit UGX 3,559,850)</li> </ul>	1

**Local Revenues**

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>There was evidence that the local revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) was only 21% (beyond -10%)</p> <p>From Pg. 33 of the Financial Statements –“Statement of Revenues Collected”, the district planned to collect UGX 1,203,018,361.00 but actually collected only UGX 257,443,234.00 representing 21% performance hence a revenue shortfall of 79%.</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> <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>There was evidence that the LG’s own source revenue declined by UGX 132,937.00 (0.1%) ie less than 10% from UGX 257,576,171.00 in FY 2021/22 to UGX 257,443,234.00 in FY 2022/23</p> <p>As derived from Pg. 33 of the Financial Statements–“Statement of Revenues Collected”</p>	0
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>There was evidence that the LG remitted the mandatory LLG share of local revenues during the previous FY.</p> <p>Deriving from Pg. 33 of the Financial Statements–“Statement of Revenues Collected”, the district collected UGX 257,443,234.00 out of which UGX 131,285,843 was the LLG share This was remitted as follows:</p> <ol style="list-style-type: none"> <li>1 Bukulula Sub County UGX 16,318,509</li> <li>2 Kalungu Sub County UGX 15,651,264</li> <li>3 Kyamulibwa Sub County UGX 10,525,450</li> <li>4 Lwabenge Sub County UGX 13,585,588</li> <li>5 Lukaya Town Council UGX 34,681,750</li> <li>6 Kalungu Town Council UGX 18,256,142</li> <li>7 Kyamulibwa Town Council UGX 22,267,140</li> </ol> <p>Total UGX 131,285,843</p>	2

21	LG shares information with citizens  Maximum 6 points on this Performance Measure	a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0	There was evidence of a notice board with recent procurement information. The sampled information was for: Best evaluated bid notice dated October 2, 2023 for the Construction of a 2 class room block with offices at Bakijjulula PS; Best evaluated bid notice dated October 2, 2023 for the Supply of GI pipes for Dep boreholes; and Best evaluated bid notice dated October 2, 2023 for the Extension of solar powered water pipe system.	<b>2</b>
21	LG shares information with citizens  Maximum 6 points on this Performance Measure	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	There was evidence that the LG disseminated performance assessment results and implications during the TPC of 04/04/2023, Agenda No.4, Minute No. DEC-TPC 04/04/2023  Copies were also pasted on the district notice boards on the same day.  The district declined from position No. 64 to 101 in the national ranking	<b>2</b>
21	LG shares information with citizens  Maximum 6 points on this Performance Measure	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	There was no evidence that the LG conducted any barazas or radio talk shows during the FY to provide feed-back on accountability and the status of implementation of activities in the district during the FY 2022/23:  However, public barazas were later held at different LLGs from 02/10/2023 to 11/10/2023 (In FY 2023/24)  Different leaders appeared on all occasions to provide public accountability and update the public on the status of the implementation of ongoing project activities in the district.	<b>0</b>
21	LG shares information with citizens  Maximum 6 points on this Performance Measure	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	There was evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal  The district had copies of tax rates in file and on notice boards signed by the District Chairman on 30th May 2022.  The rates were approved by council on 30/05/2022, Agenda No.8, Minute No. KDLG/08/30/05/2022	<b>1</b>

Reporting to IGG  
Maximum 1 point on  
this Performance  
Measure

- a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0
- There was evidence that the LG had prepared a status report on IGG Investigations or that the cases had been presented for discussion in the council.
- The status report CR/210/1, signed by CAO had 4-outstanding investigations and had been submitted to the District Chairman on 15/05/2023
- This was presented to council on 30/08/2023, Agenda No.9, Minute KDLG/09/30/08/2023
- The IGG Correspondence File CR/210/31 from the Central Registry had the following pending investigations:
- i. HQT/60/8/2022 of 16/11/2023 about recovery of UGX 135,393,000 from defaulters of the UYLP Program: and
  - ii. IG/LC/BR/002/2023 of 07/11/2023 regarding a list of leaders who failed to declare assets



**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>Number of candidates that registered for PLE in 2020 was 3812</p> <p>Number of absentees was 114 so the number that sat for PLE was 3698</p> <p>Number of candidates that passed in Div. 1 was 348 = 9.41%</p> <p>Number of candidates that passed in Div. 2 was 1600 = 43.26%</p> <p>Number of candidates that passed in Div. 3 was 686 = 18.55%</p> <p>Number of candidates that passed between Div. 1 and 3 was 2634 = 71.22%</p> <p>Number of candidates that registered for PLE in 2022 was 3861</p> <p>Number of absentees was 151 so the number that sat for PLE was 3710</p> <p>Number of candidates that passed in Div. 1 was 495 = 13.34%</p> <p>Number of candidates that passed in Div. 2 was 1791 = 48.27%</p> <p>Number of candidates that passed in Div. 3 was 642 = 17.30%</p> <p>Number of candidates that passed between Div. 1 and 3 was = 78.92%</p> <p>Percentage improvement was 7.70%</p>	<b>4</b>

Learning Outcomes:  
The LG has improved  
PLE and USE pass  
rates.

Maximum 7 points on  
this performance  
measure

b) The LG UCE pass rate  
has improved between  
the previous school year  
but one and the previous  
year

- If improvement by more  
than 5% score 3
- Between 1 and 5%  
score 2
- No improvement score  
0

Number of candidates that registered for  
UCE in 2020 was 1221

Number of absentees was 10 so the number  
that sat for UCE was 1211

Number of candidates that passed in Div. 1  
was 88 = 7.26%

Number of candidates that passed in Div. 2  
was 268 = 22.13%

Number of candidates that passed in Div. 3  
was 306 = 25.26%

Number of candidates that passed between  
Div. 1 and 3 was 662 = 54.66%

Number of candidates that registered for  
UCE in 2022 was 1241

Number of absentees was 14 so the number  
that sat for UCE was 1227

Number of candidates that passed in Div. 1  
was 123 = 10.02%

Number of candidates that passed in Div. 2  
was 272 = 22.16%

Number of candidates that passed in Div. 3  
was 325 = 26.48%

Number of candidates that passed between  
Div. 1 and 3 was 720 = 58.69%

Percentage improvement was 4.03%

2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p>	<p>There was evidence that the average score in the education LLG performance has improved by 25.3% between the previous year but one and the previous year</p>	2
	<p>Maximum 2 points</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>1 Lukaya T/C improved by 40% from 60% to 100%</p>	
		<p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>2 Bukulula S/C improved by 70% from 0% to 70%</p>	
			<p>3 Kyamulibwa S/C sustained a score of 30% for both years</p>	
			<p>4 Kyamulibwa T/C improved by 20% from 30% to 50%</p>	
			<p>5 Kalungu T/C improved by 30% from 70% to 100%</p>	
			<p>6 Kalungu S/C declined by 40% from 80% to 40%</p>	
			<p>7 Lwabenge S/C improved by 60% from 0% to 60%</p>	
			<p>Average Score improved by 25.3% from 39% to 64.3%</p>	
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>There was evidence that the education development grant of Ug.Shs. 365,105,867 (1 Education) was used on eligible activities as defined in the sector guidelines as follows;</p>	2
	<p>Maximum 8 points on this performance measure</p>		<p>Construction of a 2 classroom block at Kalongo CU PS Kalungu sub county at Ug. Shs. 70,000,000</p>	
			<p>Construction of a 2 classroom block at Kisawo PS Bukulula sub county at Ug. Shs. 70,000,000.</p>	
			<p>Construction of a 5 stance latrine at Kayunga Parents PS Bukulula sub county at 25,000,000.</p>	
			<p>Construction of a 5 stance latrine at Kapere Memorial PS Lukaya TC at 25,000,000.</p>	

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p>	<p>There was no evidence that 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</p> <p>VN 3137890 of 06/01/2023 being payment of UGX 32,017,888 to M/S Jahe Building Contractors Ltd against Certificate No.1 for the Construction of 2-Classroom Block at St. Jude Kasaawo P/School</p> <p>The payment certificate was signed by DEO on 15/12/2022 but not CDO or the Environment Officer</p> <p>VN 6441031 of 28/06/2023 being payment of UGX 29,018,820 to M/S Tamcase U Ltd against Certificate No.2 for the construction of 2-Classroom Block at Kalongo P/S</p> <p>The payment certificate was signed by DEO on 22/06/2023 but not CDO or the Environment Officer</p> <p>VN 5899006 of 15/06/2023 being payment of UGX 19,837,288 to M/S Ealbad Construction &amp; Gen. Supply Ltd against Certificate No.1 for the construction of a 5-Stance Pit Latrine at Kayunga Parents P/S</p> <p>The payment certificate was signed by DEO on 26/04/2023, the Environment Officer on same day but not CDO</p>	0
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3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p>	<p>There was evidence that the variations in the contract price for the funded education infrastructure investments for the previous FY were within +/-20% of the Engineer's estimate. The sampled projects were: the Construction of 5 stance pit latrine each at Kapere memorial and Kayunga parents PS, whose estimate was Shs 50,000,000 and contract price Shs 46,716,908 and hence the variation was -6.56%; the Construction of a 2 classsroom block and Kalongo PS, whose estimate was Shs 70,000,000 and contract price Shs 69,880,713, and hence the variation was -0.17; and Construction of 5 stance pit latrine each at St. Jude Kisawwo PS, whose estimate was Shs 70,000,000 and contract price Shs 67,998,680, and hence the variation was -2.85%.</p>	2
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3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80% score 0</li> </ul>	<p>The LG did not have a project for a Seed Secondary School in the previous FY.</p>	2
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> <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>There was evidence that the LG recruited primary school teachers as per the prescribed MoES staffing guidelines in all 88 (100%) registered primary schools.</p>	2

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

Maximum 6 points on this performance measure

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

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

From the list of schools in the performance contract and the consolidated asset register the LG had the following basic requirements and minimum standards;

The LG has 88 UPE schools with an enrolment of 59562 learners.

The LG has 834 classrooms and at a classroom learner ratio of 1:53;  $834 \times 53/59562 = 72.21\%$

The LG has 837 latrine stance and at a stance learner ratio of 1:40;  $837 \times 40/59562 = 56.21\%$

The LG has 12311 desks and at a desk learner ratio of 1: 3;  $3 \times 12311/59562 = 62.00\%$

There are 19 out of 88 schools with at least 4 teacher accommodation units = 21.59%

Average percentage 53.00%

The LG has 12 USE schools with an enrolment of 8881 learners.

The LG has 108 classrooms and at a classroom learner ratio of 1:53;  $108 \times 53/8881 = 64.45\%$

The LG has 187 latrine stance and at a stance learner ratio of 1:40;  $187 \times 40/8881 = 84.22\%$

The LG has 2443 desks and at a desk learner ratio of 1: 3;  $3 \times 2443 = 82.52\%$

There are 9 out of 12 schools with at least 4 teacher accommodation units = 75.00%

Average percentage 76.50%

Percentage for UPE and USE schools 65%

## 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.	a) Evidence that the LG has accurately reported on teachers and where they are deployed.	From the teacher deployment list there was evidence that the LG accurately reported on teachers and where they are deployed. From the sampled schools, the teachers on the LG deployment list were at the schools sampled.	2
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	Kabukunge Demonstration PS (Kalungu TC (urban) had the following teachers; Nakato Hadijjah Baale, Nakazzi Hasfa, Nabukeera Josephine, Ssesaazi Martin, Sanyu Aisha, Namiiro Sumaya, Wabadde Rashida, Nassolo Slivia and Namuddu Lazia.	
			St Thereza Bwanda PS Kalungu sub county (peri urban) had the following teachers; Sr. Kyakuwade Betty, Namusoke Alice, Bwesigye Silver, Mwiikiine Hellen, Kaira Charles, Ssali John, Mukasa Nicholas, Katende Godfrey, Beinomugisha Ambrose, Namayengo Herone, Kwambuka Veronica, Tusiimire Ritah, Nyulya Timothy, Nakibuuka Aidah, Matovu Joseph, Ssentamu Peter, Nanyondo Annet, Ssendagire Gonzaga	
			St. Francis Baala PS Kalungu Sub couty (Rural) had the following teachers; Kiwanuka Betty, Wamala Godfrey, Muwawu James, Namatta Betty, Namazi Margaret, angida Betty, Ssemmanda Aidah, Nantongo Manxensia, Nanywa B. Paskazia, Nankasi Jane, Nassozi Grace, Ssebunya Mike, Kyarikunda Judith, Nakayima Gertrude, Kembabazi Maria Adeera and Namirimo Phiona	
5	Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.	b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.	From the LG consolidated school asset register and from the asset register at sampled schools, there was evidence that the LG had a shool asset register accurately reporting on the infrastructure in all registered primary schools.	2
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	Kabukunge Demostration PS had 26 classrooms, 15 latrine stances, 156 desks and 7 teacher accommodation units.	
			Baala RC PS had 14 classrooms, 12 latrine stances, 204 desks and 12 teacher accommodation units.	
			St Treza Bwanda PS had 15 classrooms, 21 latrine stances, 173 desks and 7 teacher accommodation units.	

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> <li>• If 100% school submission to LG, score: 4</li> <li>• Between 80 - 99% score: 2</li> <li>• Below 80% score 0</li> </ul>	<p>From list of registered schools in the performance contract and annual budget and expenditure report, there was evidence that all the 88 (100%) registered primary schools complied with MoES annual budgeting and reporting guidelines and submitted reports to the DEO before January 30. The sampled schools submitted there reports as follows; Baala PS submitted on 07/12/2022, Kabukunge Demonstration PS submitted on 24/11/2022 and St Treza Bwanda PS submitted on 20/11/2022.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> <li>• If 50% score: 4</li> <li>• Between 30- 49% score: 2</li> <li>• Below 30% score 0</li> </ul>	<p>From the headteachers report dated 15/03/2023 for the workshop held on 13/03/2023 (attendance register and photographs of participants attached), there was evidence that all the 88 (100%) registered primary schools were supported to prepare SIPs.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> <li>• If 100% score: 4:</li> <li>• Between 90 - 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>From the submittal letter by CAO dated 20/11/2022 and acknowledged by the PS MoES on 04/11/2022 there was evidence that the LG collected and compiled EMIS return forms from all the registered 88 UPE and 12 USE schools from the previous FY.</p>	4

## Human Resource Management and Development



7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p>	<p>From the LG approved budget estimates 2023/2024 (page 31), there was evidence that the LG budgeted Ug. Shs. 11,031,382,000 (1047 teachers) for a headteacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P7.</p>	4
	<p>Maximum 8 points on this performance measure</p>	<p>Score 4 or else, score: 0</p>		
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY, Score 3 else score: 0</p>	<p>From the List of schools, staff lists and attendance registers from sampled schools, there was evidence that the LG deployed teachers as per sector guidelines in the current FY.</p>	3
	<p>Maximum 8 points on this performance measure</p>		<p>From the sampled schools the following teachers were deployed;</p> <p>Kabukunge Demonstration PS had the following teachers; Hadijja Nakato Baale, Nakazi Hasfa, Nabukeera Josephine, Ssesazi Martin, Ssanyu Aisha, Wambadde Rashida, Nassolo Slivia, Namudu Lazia and Namiiro Sumayiya.</p> <p>Baala RC PS had the following teachers; Kiwanuka Betty, Wamala Godfrey, Muwawu Jaames, Namatta Betty, Namazzi Margaret, Angida Betty, Ssemanda Aida, Nantongo Manxecia, Nanywa Benina Paskazia, Nakasi Jane, Nassozi Grace, Ssebunya Mike, Kyarikunda Judith, Nakayiwa Gertrude, Kembabazi Maria and Namiiro Fiona.</p> <p>St. Theresa Bwanda PS had the following teachers; Kyakuwade Betty, Namusoke Alice, Bwesigye Silver, Mwiyiikine Hellen, Kaira Charles, Ssali John, Mukasa Nicholas, Katende Godfrey, Beinomugisha Ambrose, Namayengo Herone, Kwambuka Veronica, Tusiimire Aida, Matovu Joseph, Ssentamu Peter, Nanyondo Annet and Ssendagire Gonzaga.</p>	

7

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

Maximum 8 points on this performance measure

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

score: 1 else, score: 0

From the staff deployment list for 2023 was posted on the LG notice board and from sampled schools, there was evidence that teacher deployment data was disseminated on the school notice boards (but the dates of dissemination was not quoted by the sampled schools).

From the sampled schools the following teachers were deployed;

Kabukunge Demonstration PS had the following teachers; Hadijja Nakato Baale, Nakazi Hasfa, Nabukeera Josephine, Ssesazi Martin, Ssanyu Aisha, Wambadde Rashida, Nassolo Slivia, Namudu Lazia and Namiiro Sumayiya.

Baala RC PS had the following teachers; Kiwanuka Betty, Wamala Godfrey, Muwawu Jaames, Namatta Betty, Namazzi Margaret, Angida Betty, Ssemanda Aida, Nantongo Manxecia, Nanywa Benina Paskazia, Nakasi Jane, Nassozi Grace, Ssebunya Mike, Kyarikunda Judith, Nakayiwa Gertrude, Kembabazi Maria and Namiiro Fiona.

St. Theresa Bwanda PS had the following teachers; Kyakuwade Betty, Namusoke Alice, Bwesigye Silver, Mwiikiine Hellen, Kaira Charles, Ssali John, Mukasa Nicholas, Katende Godfrey, Beinomugisha Ambrose, Namayengo Herone, Kwambuka Veronica, Tusiimire Aida, Matovu Joseph, Ssentamu Peter, Nanyondo Annet and Ssendagire Gonzaga.

1

8

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

Ten Primary Schools Head Teachers' appraisal reports were as sampled to establish the dates of their appraisal, They were appraised by the Deputy CAO, Musoke Fred, as follows;

**1.** Nakawuki Eva (Kitabyama PS) - 30th January 2023; **2.** Wanyana Sylvia (Kitembo PS) 30th January 2023; **3.** Lukwago Sulaiman (Lugeye Muslim PS) - 30th January 2023; **4.** Nannyonjo Angell (St. Mark Bwanda PS) - 30th January 2023; **5.** Odongo James (Kanyarusoke PS) - 30th January 2023; **6.** Zalwango Agnes (St. Cecilia PS) - 30th January 2023; **7.** Naluyinda Racheal (Kabungo PS) 30th January 2023; **8.** Kizza John Baptist (St. Jude Lugya PS) - 30th January 2023; **9.** Ssemanda Joseph (St. Francis PS) - 30th January 2023; and **10.** Mugeru Umaru (Bulungi-Bwabazadde PS) - 30th January 2023

**They were all appraised outside the prescribed time period**

0

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p> <p>Score: 2 or else, score: 0</p>	<p>Ten Secondary Schools Head Teachers' appraisal reports were requested for as samples to establish the dates Head Teachers were appraised. Only 3 head teachers' appraisal reports were availed for review. They were appraised by the Deputy CAO, Musoke Fred, as follows;</p> <p><b>1.</b> Namuganyi Grace (Lukaya Seed SS) - 24th February 2023; <b>2.</b> Kizito Sendi Edirisa (Lutengo SS) - 15th February 2023; and <b>3.</b> Nabuuso Fatuma (Kyagambidwa SS) - 15th February 2023</p>	0
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>The Education Department staff members' appraisal reports were not availed for review</p>	0
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>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>Information on the training plan to address identified staff capacity gaps, was not presented for review</p>	0

**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>From the submission by CAO dated 20/10/2022 and received by PS MoES on 04/11/2022, there was evidence that the LG confirmed in writing the list of schools, their enrollment in the PBS by December 15th.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>From the approved budget estimates for FY 2022/23 (Education page 8), there was evidence that the LG allocated Ug. Shs. 38,272,000 to inspection and monitoring functions in line with the sector guidelines.</p> <p>Monitoring: 4,500,000 + (100,000 x 88 schools) = 13,300,000</p> <p>Inspection: 4,000,000 + (112,000 x 88 Schools) = 13,856,000</p> <p>Total for inspection and monitoring was 27,156,000</p> <p>The budgeted figure of 38,272,000 is greater than 27,156,000.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>There was no evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>Q1 cash limits were received on 08/07/2023 and Warrant No. 848AW-2023-5 was prepared on 08/08/2022 (beyond 5 working days);</p> <p>Q2 cash limits were received on 30/09/2023 and Warrant No. 848AW-2023-9 was prepared on 14/10/2022 (beyond 5 working days);</p> <p>Q3 cash limits were received on 29/12/2023 and Warrant No. 848AW-2023-14 was prepared on 13/01/2023 (beyond 5 working days); and</p> <p>Q4 cash limits were received on 06/04/2023 and Warrant No. 848AW-2023-21 was prepared on 25/04/2023 (beyond 5 working days)</p>	0

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>There was no evidence that the LG has invoiced and the DEO had communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>Q1 cash limits were received on 08/07/2023 but disbursed to schools on 02/11/2022 (beyond 5 working days);</p> <p>Q2 cash limits were received on 30/09/2023 but disbursed to schools on 19/01/2023 (beyond 5 working days);</p> <p>Q3 cash limits were received on 29/12/2023 and Warrant No. 848AW-2023-14 was prepared on 13/01/2023 (beyond 5 working days); and</p> <p>Q4 cash limits were received on 06/04/2023 and Warrant No. 848AW-2023-21 was prepared on 25/04/2023 (beyond 5 working days)</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> <li>• If 100% compliance, score: 2, else score: 0</li> </ul>	<p>From the departmental meeting held on 14/09/22 (agenda item 6: Preparation of the inspection plan FY 2022/2023 and agenda item 7: Preparation of the monitoring plan FY 2022/2023) and from copy of the inspection plan of FY 2022/2023 submitted to DES and acknowledged by DES on 21/09/2022, there was evidence that the LG Education department prepared and inspection plan and conducted meetings to plan for school inspections.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> <li>• If 100% score: 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80%: score 0</li> </ul>	<p>From inspection reports submitted to DES, there was evidence that all the 88 (100%) registered primary schools were inspected.</p> <p>Term three 2022 inspection report submitted and received by DES on 25/02/2023.</p> <p>Term one 2023 inspection report submitted and received by DES on 26/06/2023.</p> <p>Term two 2023 inspection report submitted and recieved by DES on 29/08/2023</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>There was no evidence that inspection findings were discussed and used to make corrective actions.</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p>	<p>From school inspection reports (for term three 2022 submitted to DES on 25/02/2023, term one 2023 submitted to DES on 25/05/2023 and term two 2023 submitted to DES ON 29/08/2023) submitted to DES and copies of inspection feedback reports left at sampled schools, there was evidence that the DIS and DEO have presented findings from inspection and monitoring results and submitted reports to DES.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence that the Standing Committee of Social Services met four times and their reports had been presented to council as follows:</p> <ol style="list-style-type: none"> <li>1. Committee report of 21/07/2022 was discussed by council on 11/10/2022 under Agenda No.7, Minute No. KDLG/06/11/10/2022;</li> <li>2. Committee report of 22/11/2022 had been discussed by council on 14/12/2022 under Agenda No.8, Minute KDLG/08/14/12/2022;</li> <li>3. Committee report of 17/01/2023 had been discussed by council on 28/02/2023 under Agenda No.7, Minute KDLG/07/28/02/2023;</li> <li>4. The committee report of 18/04/2023, had been discussed by the council on 28/04/2023 under Agenda No.7, Minute No. KDLG/07/28/04/2023</li> </ol> <p>Some of the issues discussed included:</p> <ol style="list-style-type: none"> <li>i. Need for the repair of the 2-classroom block at Buyikuzi P/S that had immediately developed big cracks after the handover;</li> <li>ii. rampant abscondment of teachers in most of the private schools that had affected learning;</li> <li>iii. Need to include all councilors in all subsequent joint monitoring programs; and</li> <li>iv. Need to acquire land titles for all schools</li> </ol>	2

11	Mobilization of parents to attract learners  <i>Maximum 2 points on this performance measure</i>	Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,  <i>score: 2 or else score: 0</i>	From a mobilization report dated 16/06/2023 and from a mobilization program on Kalungu FM (photos attached), there was evidence the LG conducted activities to mobilize, attract, and retain children at school.	<b>2</b>
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### Investment Management

12	Planning and budgeting for investments  <i>Maximum 4 points on this performance measure</i>	a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i>	From the LG school asset register and from sampled schools, there was evidence that the LG had an up-dated asset register up dated on 28/09/2022 which set out facilities and equipment relative to basic standards. The information on the LG consolidated school asset register was consistent with that found at the sampled schools as follows:  Kabukunge Demonstration PS had 26 classrooms, 15 latrine stances, 156 desks and 07 teacher accommodation units.  St Francis Baala PS had 14 classrooms, 12 latrine stances, 204 desks and 12 teacher accommodation units.  St. Thereza Bwanda PS had 15 classrooms, 21 latrine stances, 173 desks and 7 teacher accommodation units.	<b>2</b>
12	Planning and budgeting for investments  <i>Maximum 4 points on this performance measure</i>	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>	There was evidence that prioritized AWP investment for education were derived from Pg.228 of the Local Government Development Plan and were desk appraised on 21/04/2022 and is eligible under sector or funding source grant guidelines  The appraisal forms for the following projects were verified:  i. Construction of 2-Classroom Block at Kalongo P/S at UGX 70,000,000 (Pg.38 of the Approved Budget);  ii. Construction of a 5-stance pit-latrine at Kapere Memorial P/S at UGX 25,000,000 (Pg.38 of the Approved Budget); and  iii. Construction of a 2-Classroom Block at Kisawo P/S at UGX 70,000,000 (Pg.38 of the Approved Budget)	<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, score 1 else score: 0</p>	<p>There was evidence that prioritized AWP investments for education: (i) were field appraised for technical feasibility, environmental and social acceptability on 25/04/2022; and (ii) had their designs customized to suit site conditions, where applicable</p> <p>The appraisal forms for the following projects were verified:</p> <p>i. Construction of 2-Classroom Block at Kalongo P/S at UGX 70,000,000 (Pg.38 of the Approved Budget);</p> <p>ii. Construction of a 5-stance pit-latrine at Kapere Memorial P/S at UGX 25,000,000 (Pg.38 of the Approved Budget); and</p> <p>iii. Construction of a 2-Classroom Block at Kisawo P/S at UGX 70,000,000 (Pg.38 of the Approved Budget)</p>	<b>1</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, score: 1, else score: 0</p>	<p>The LG did not budget for a seed secondary school on the current FY.</p>	<b>0</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, score: 1, else score: 0</p>	<p>There was evidence of Minute Kalu/27/10/2022-23 of the contracts committee meeting which sat on October 28, 2022 to approve the procurement of the education sector projects. There was no project above the Ugx 200,000,000 threshold needing the solicitor general's clearance.</p>	<b>1</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. score: 1, else score: 0</p>	<p>There was evidence of a letter dated April 12, 2023 from DEO, recommending the appointment of CDO, the Environment officer, the Building inspector, Principal internal Auditor, and the procurement officer on the PIT for education sector projects.</p>	<b>1</b>



13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES  <i>Score: 1, else, score: 0</i>	The did not have a project for a seed secondary school.	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	The did not have a project for a seed secondary school.	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i>	There was no evidence joint technical supervision involving the environment officer, and the CDO in the execution of education sector infrastructure projects.	<b>0</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>There was no evidence that the sector infrastructure projects had been properly executed and payments to contractors made within specified timeframes within the contract</p> <p>VN 3137890 of 06/01/2023 being payment of UGX 32,017,888 to M/S Jahe Building Contractors Ltd against Certificate No.1 for the Construction of 2-Classroom Block at St. Jude Kasaawo P/School</p> <p>Payment was requested on 13/12/2022, and was effected on 06/01/2023 (beyond 10 working days)</p> <p>VN 6441031 of 28/06/2023 being payment of UGX 29,018,820 to M/S Tamcase U Ltd against Certificate No.2 for the construction of 2-Classroom Block at Kalongo P/S</p> <p>Payment was requested 19/06/2023, and was effected on 28/06/2023 (within 10 working days)</p> <p>VN 5899006 of 15/06/2023 being payment of UGX 19,837,288 to M/S Ealbad Construction &amp; Gen. Supply Ltd against Certificate No.1 for the construction of a 5-Stance Pit Latrine at Kayunga Parents P/S</p> <p>Payment was requested 20/04/2023, and was effected on 15/06/2023 (beyond 10 working days)</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 was evidence that the education department did not timely submit a procurement plan to the procurement unit by April 30th. Procurement plan was submitted on 15th June, 2023.</p>	0
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i></p>	<p>The LG did not budget for an infrastructure project for a Seed secondary school for the previous FY and hence there was no file for one.</p>	1

**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>Education department do not have their own Noticeboard.</p> <p>There was no Grievance Log Book at Education Department.</p>	0
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>From the consent letters dated 25/12/2022 (from Kalongo CU PS for construction of a 2 classroom block and consent letter for the construction a pit latrine at Kayunga Parents PS dated 11/12/2022 , there was evidence that the LG disseminated education guidelines to provide for access to land (without encumbrance) proper siting of schools.</p>	3
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p>	<p>There was no evidence that Kalungu District Local Government incorporated costed ESMPs within the BoQs and contractual documents. Costing was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO for the following schools:</p> <ol style="list-style-type: none"> <li>1) Construction of a 5 stance pit latrine at Kayunga Parents school, dated 24/8/2022;</li> <li>2) Construction of a 2 classroom block at Kalongo primary school dated 24/8/2022;</li> <li>3) Construction of a 2 classroom block at St. Jude Kisawo primary school dated 24/8/2022;</li> <li>4) Construction of a 5 stance pit latrine at Kapeere Memorial Primary school, dated 24/8/2022; and</li> <li>5) Renovation of classrooms at St. Thereza Bwanda Primary School dated 24/8/2022.</li> </ol> <p>But none of these appeared in the BoQs.</p>	0

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

b) If there is proof of land ownership, access of school construction projects, *score: 1, else score:0*

There was no evidence that Kalungu District Local Government had proof of land ownership and access for all school construction projects in the previous FY. The situation that obtained was as follows:

- 1) There was construction of a 5 stance pit latrine at Kayunga Parents School. A letter dated 11th/12/2022 written by Bbossa Kiyingi Sserunkuuma, Chairperson SMC and Muhangi Ramax Siragi the Head Teacher of Kayunga Parents primary School accepted the construction of this 5-stance toilet;
- 2) For the construction of a 2 classroom block at Kalongo primary school, a letter dated 25th/11/2022 written by Ndiwalana Charles, Chairperson SMC and Nakityo Ruth the Head Teacher of Kalongo C/U primary School authorised the construction of this 2 classroom block;
- 3) For the construction of a 2 classroom block at St. Jude Kisawo primary school, there was no proof of ownership availed;
- 4) For the construction of a 5 stance pit latrine at Kapeere Memorial Primary school, a letter dated 25th/11/2022 written by Bagala Mugagga H. Kafeero, Chairperson SMC copied to Nassali Teddy the Head Teacher of Kapere Memorial primary School authorised the construction of this 5 stance pit latrine;
- 5) For the Renovation of classrooms at St. Thereza Bwanda Primary School, there was no proof of ownership availed;
- 6) For the Seed School, surveying was done but documentation is at Lukaya Town Council and not at the District Headquarters.

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

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, *score: 2, else score:0*

There was evidence that the Environment Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports. A combined report on Environmental and Social monitoring for the sole DDEG project, the sole Health project and five Education projects was availed. The combined report was written by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 24 April 2023.

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

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

*Score: 1, else score:0*

There was no evidence that Kalungu District Local Government had E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments. Interim payment certificates prepared by a one Tibesigwa Godfrey the project supervisor, signed by the Kiwanuka Archilles Ddaki the District Engineer, and approved by Ocen Andrew James the CAO were presented.

The Environment Officer and CDO did sign on the E & S certification Forms that were presented for:

i) Construction of a 5 stance pit latrine at Kayunga Parents school dated 26/04/2023; and

ii) Construction of a 5 stance pit latrine at Kapeere Memorial Primary school dated 26/04/2023.

But did not sign for other projects like:

i) Construction of a 2 classroom block at Kalongo primary school dated 22/06/2023; and

ii) Construction of a 2 classroom block at St. Jude Kisawo primary school dated 15 Dec. 2022.

**Health  
Performance  
Measures**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<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 was no evidence that the Kalungu District Local Government attained a 20% or more increase in the coverage of institutional deliveries. The total number of institutional deliveries in the three sampled health facilities in FY 2021/22 was 1137 increasing by 4.6% to 1189 in FY 2022/23.</p> <p>1. Kasambya HCIII (345) - (365)</p> <p>2. Kabaale HCIII (227) - (293)</p> <p>3. Kyamulibwa HCIII: (565) - (531)</p> <p>Total 2022/23 (1189) - Total 2021/22 (1137)/1914 = 4.6%</p>	<b>0</b>
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>There was evidence that the average score in Health for LLG performance assessment was 64.3%:</p> <p>1 Kalungu S/C 60%</p> <p>2 Kalungu T/C 100%</p> <p>3 Lukaya T/C 100%</p> <p>4 Bukulula S/C 100%</p> <p>5 Kyamulibwa S/C 30%</p> <p>6 Lwabenge S/C 30%</p> <p>7 Kyamulibwa T/C 30%</p> <p>Average Score 64.3%</p>	<b>1</b>
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>RBF was not implemented in FY 2022/23.</p>	<b>0</b>

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>There was evidence that the health development grant of UGX 741,044,000.00 (Pg.24 of the Approved Budget) was all used on eligible activities during the year and had been absorbed 100% as reported on Pg. 17 of the Q4 Performance Report.</p> <p>Some of the projects implemented included the following:</p> <ul style="list-style-type: none"> <li>i. Renovation of Staff House at Kalungu H/C III UGX 13,304,677;</li> <li>ii. Completion of Staff House at Kabaale H/C III UGX 9,029,656; and</li> <li>iii Supply and installation of Cages and Shelves at DHO's Office UGX 33,813,560</li> </ul>	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>There was no evidence that the DHO, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers:</p> <ul style="list-style-type: none"> <li>i. VN 5899006 of 15/06/2023 being payment of UGX 13,304,677 to M/S Ealbad Construction and Gen. Supply Ltd against Certificate No.2 for the renovation of Staff House at Kalungu H/C III</li> </ul> <p>The payment certificate was signed by the Engineer, DHO, CDO and the Environment Officer on the same day 18/12/2022</p> <ul style="list-style-type: none"> <li>ii. VN 6431365 of 28/06/2023 being payment of UGX 9,029,656 to M/S Jahe Building Contractors Ltd against Certificate No.1 for the completion Staff House at Kabaale H/C III</li> </ul> <p>The final payment certificate was signed by the Engineer and DHO on 23/06/2023 but not the CDO or the Environment Officer</p> <ul style="list-style-type: none"> <li>iii. VN 6438860 of 28/06/2023 being payment of UGX 33,813,560 to M/S ContraTech Modern Services Ltd against Certificate No.1 for supply and installation of Cages and Shelves at DHO's Office</li> </ul> <p>The payment certificate was signed by the Engineer and DHO on 12/06/2023 but not CDO or the Environment Officer</p>	0
3	Investment performance: The LG has managed health projects as per guidelines.	c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0	<p>There was evidence that the health infrastructure investments for the Re-modelling of the Renovation of Kalungu HC III was within 20% of the LG engineer's estimate. The estimate was Ugx 80,000,000 and the contract award Ugx 74,351,800 hence the variation was -7.06%.</p>	2

3	Investment performance: The LG has managed health projects as per guidelines.	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY	The LG did not have a project for HC II's being upgraded to HC III's.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>		
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure	Kalungu DLG has 6 HCIII and 1 HCIV. There was no evidence that the Kalungu LG had recruited staff for all HCIIIs and HCIVs as per staffing structure. Although the average number of staff for the 6 HCIII was 102% (range 73.7-105.3), one of them Kabaale HCIII only had 73.7% of positions filled. The staffing levels for the only HCIV was at 75%.	0
	Maximum 4 points on this performance measure	<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>		
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.	The LG did not have a project for HC II's being upgraded to HC III's	2
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>		

### Performance Reporting and Performance Improvement

5	Accuracy of Reported Information: The LG maintains and reports accurate information	a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0	There was evidence that the health workers were in place as indicated in the staff list from the District Health Office and that this matched the list on the noticeboard at the three sampled facilities.	2
	Maximum 4 points on this performance measure		1) Kalungu HCIII (2023/24 14/14); 2) Kasambya HCIII (2023/24 17/17); and 3) Kyamulibwa HCIII (2023/24 16/16).	



5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was evidence that the information submitted in the PBS on construction status and functionality was accurate. The health department submitted a procurement plan on 27/05/22 which included two items under construction:</p> <ol style="list-style-type: none"> <li>1) Renovation and rehabilitation of Kalungu HCIV; and</li> <li>2) Upgrade and construction of Nabutongwa HCII to HCIII.</li> </ol> <p>The Annual PBS (2022/23) report on page 125 of 141 included the item 'maintenance and repair of Kalungu HCIII. It was reported that since the Ministry of Health had not allocated transition development funds, Nabutongwa HCII had not been upgraded and was not included in the PBS report.</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There was evidence that the annual work plans and budgets for the three sampled health facilities were submitted by 31st March of the previous FY. The submission dates for the sampled health facilities were:</p> <ol style="list-style-type: none"> <li>1) Kasambya HCIII (30/03/22);</li> <li>2) Kabaale HCIII (30/03/2022); and</li> <li>3) Kyamulibwa HCIII (30/03/2022).</li> </ol> <p>Budgets for previous FY confirmed that only one out of the three sampled health facilities conformed to the prescribed formats in the planning guidelines (i.e., allocation of 30% to health promotion and disease prevention). The allocations to health promotion and disease prevention by the sampled health facilities were as follows:</p> <ol style="list-style-type: none"> <li>i) Kasambya HCIII (11.5%);</li> <li><b>ii) Kabaale HCIII (65%)</b> and</li> <li>iii) Kyamulibwa HCIII (12.0%)</li> </ol>	0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There was evidence that the sampled health facilities' annual budget performance reports for the previous FY conformed to the Budget and Grant Guidelines. Each of the reports included the key elements i.e., budget, actual received, and the variance by cost center, and had submitted annual budget performance reports <b>before 15/07/23</b>. The specific submission dates for each sampled health facility were as follows: 1) Kasambya HCIII ( 10/07/23); 2) Kabaale HCIII(10/07/2023); and 3) Kyambulibwa HCIII (10/07/2023).</p>	2
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There was evidence that each of the three sampled health facility improvement plans for the current FY 2023/24 had incorporated performance issues identified in DHMT monitoring and assessment reports.</p> <p>During the EDHMT meeting Q3 minutes dated 01/03/23 under minute EDHMT/003/03/03/2023 recommended that all health facility in charges needed to strengthen mobilization for immunization services. Subsequently, all the sampled health facilities have included this activity in their budgets for the current FY. E.g.,</p> <ol style="list-style-type: none"> <li>1. Kyamulibwa HCIII (page 13) allocated UGX1,440,000 to cater for the EPI mobilization;</li> <li>2. Kasambya HCIII (page 44 of 52) allocated 960,000 for VHT community sensitization; and</li> <li>3. Kabaale HCIII (page 24), allocated UGX 3,960,000 to improve methods of community mobilization.</li> </ol>	2
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Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.

Maximum 14 points on this performance measure

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

- score 2 or else score 0

There was no evidence that the three sampled health facilities 1) Kasambya HCIII 2) Kabaale HCIII, and 3) Kyamulibwa HCIII had submitted timely monthly and quarterly reports 7 days following the end of the month.

#### **Monthly reports**

Kyamulibwa HCIII submitted a **late report in February** (10/03/23).

1. Kabaale HCIII: 05/08/2022, 02/09/2022, 04/10/2022, 04/11/2022, 02/12/2022, 04/01/2023, 03/02/2023, 01/03/2023, 04/04/2023, 02/05/2023, 03/06/2023, and 03/07/2023;

2) Kyamulibwa HCIII: 06/08/2022, 06/09/2022, 02/10/2022, 05/11/2022, 06/12/2022, 05/01/2023, 03/02/2023, **10/03/2023**, 04/04/2023, 06/05/2023, 05/06/2023, 06/07/2023; and

3) Kasambya HCIII: 05/08/2022, 06/09/2022, 06/10/2022, 04/11/2022, 07/12/2022, 06/01/2023, 06/02/2023, 07/03/2023, 04/04/2023, 05/05/2023, 02/06/2023, 06/07/2023.

#### **Quarterly reports**

Only Kabaale HCIII had all the quarterly reports submitted timely. Kasambya HCIII had two late reports (Q1 and Q2) whilst Kyamulibwa HCIII had a late Q2 report.

1. Kasambya HCIII: **13/10/2022, 16/01/2023**, 04/04/2023, 06/07/2023;

2. Kabaale HCIII: 03/10/2022, 04/01/2023, 04/04/2023, 06/07/2023; and

3. Kyamulibwa HCIII: 04/10/2022, 05/01/2023, **12/04/2023**, 07/07/2023.

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

Maximum 14 points on this performance measure

e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0

Note: Municipalities submit to districts

RBF was not implemented in FY 2022/23.

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>RBF was not implemented in FY 2022/23.</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>There was evidence that the DHO had compiled and submitted all quarterly (4) Budget Performance Reports within the first month of the following quarter:)</p> <p>The quarterly reports were submitted as follows (as extracted from the Register in Planner's Office):</p> <ul style="list-style-type: none"> <li>-Q1 was submitted on 25th Oct. 2022 through the PBS (within one month);</li> <li>-Q2 was submitted on 25th Jan. 2023 through the PBS (within one month);</li> <li>-Q3 was submitted on 28th Apr. 2023 through the PBS (within one month); and</li> <li>-Q4 was submitted on 25th Jul. 2023 through the PBS Tool (submitted within one month)</li> </ul>	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>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>There was evidence that Kalungu LG had developed and approved a Performance Improvement Plan (PIP) dated 01/07/22 for the lowest performing health facility. The PIP targeted improvement of health system gaps (leadership and governance, health financing, human resources, service delivery and health information) in Kabukunge HCIII.</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>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was evidence that Kalungu LG had implemented the approved Performance Improvement Plan for Kabukunge HCII which was cited as the lowest-performing health facility. For example on 15/07/22, two weeks after the recommendation, it was noted that the cash books had been posted.</p>	<b>1</b>
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**Human Resource Management and Development**

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that Kalungu district had budgeted for health workers as per the guidelines. The PBS (Performance Budgeting System) indicates a budget of UGX 3,742,244 for an average staffing level of 83.0% for the current FY.</p>	<b>2</b>
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>There was no evidence that Kalungu district had deployed for health workers as per the guidelines. Although the overall average for filled positions for HCII, HCIII and HCIV was 83.2%, individual health facilities had gaps in staffing. For example, the average of positions filled at the three HCIIIs was 77.8% (range 66.7-88.9%, Kigaaju HCII with only 66.7% of positions filled) and that for the six HCIII was 101.8% (range 73.7-105.3%, Kabaale HCIII with only 73.7% of positions filled).</p>	<b>0</b>
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>There was evidence from the arrival and departure register that health staff at one out of the three sampled health facilities: 1) Kabaale HCIII (14/14) were working where they were deployed. The details were as follows:</p> <p>1. Kasambya HCIII (16/17: Halimah Nanyondo Katongole an Enrolled Nurse was on long-term sick leave and this was also documented in the current duty roster; and 2) Kyamulibwa HCIII (15/16) as Ssematiko Patrick was on study leave.</p>	3
	<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 was evidence that the health workers were in place as indicated in the staff list from the District Health Office and that this matched the list on the noticeboard at the three sampled facilities. The dates and proportion of staff that matched between the two lists were as follows: 1) Kalungu HCIII (2023/24 14/14); 2) Kasambya HCIII (2023/24 17/17); and 3) Kyamulibwa HCIII (2023/24 16/16).</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:</p> <p>i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0</p>	<p>Ten appraisal reports of Officers In Charge of health facilities were sampled to establish their dates of appraisal. They were appraised by the Deputy CAO, Musoke Fred as follows;</p> <p><b>1.</b> Ssentongo Derick, Medical Officer (Bukulula HC iv) - 17th July 2023; <b>2.</b> Tigaliika John, Senior Clinical Officer (Kyamulibwa HC iii) - 17th July 2023; <b>3.</b> Kimbugwe Denis, Clinical Officer (Kasambya HC iii) - 17th July 2023; <b>4.</b> Nantongo Teddy, Nursing Officer (Kigaju HC ii) - 17th July 2023; <b>5.</b> Kirungi Teddy, Enrolled Nurse (Kigasa HC ii) - 17th July 2023; <b>6.</b> Namuddu Olive, Senior Clinical Officer (Lukaya HC iii) - 17th July 2023; <b>7.</b> Nakato Judith, Senior Clinical Officer (Kakunyu HC iii) - 17th July 2023; <b>8.</b> Namubiru Mary, Senior Clinical Officer (Kiragga HC iii) - 17th July 2023; <b>9.</b> Namuyomba Jane, Nursing Officer (Nabutonya HC ii); and <b>10.</b> Namugoonya Irene, Clinical Officer (Kabese HC iii) - 17th July 2023</p>	0
	<p>Maximum 6 points on this performance measure</p>		<p><b>They were all appraised outside the prescribed time period</b></p>	

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	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	Ten appraisal reports of Health Workers were sampled to establish their dates of appraisal. They were appraised by the Deputy CAO, Musoke Fred as follows;	0
Maximum 6 points on this performance measure	<p><b>1.</b> Namyalo Annet, Nursing Officer (Kyamulibwa HC iii) - 13th June 2023; <b>2.</b> Nakaleebu Alexandra (Enrolled Midwife (Kigasa HC ii) - 17th July 2023; <b>3.</b> Mugabi Patrick, Senior Clinical Officer - 4th July 2023; <b>4.</b> Kasagga David Alex, Laboratory Technician (Kabale HC iii) 17th July 2023; <b>5.</b> Kasule Ivan, Laboratory Technician - 31st July 2023; <b>6.</b> Nanfuka Racheal, Enrolled Midwife 6th July 2023; <b>7.</b> Namuddu Betty, Enrolled Nurse (Kasagga HC iii) - 21st July 2023; <b>8.</b> Nalwadda Jane, Enrolled Nurse (Lukaya HC iii) - 31st July 2023; <b>9.</b> Ssemuju Ronaldo, Public Health Nurse (Kalungu HC iii) - 4th July 2023; and <b>10.</b> Akello Lillian, Enrolled Nurse (Bukulula HC iv) - 3rd July 2023</p> <p><b>Only one of the sampled health workers was appraised within the prescribed time period</b></p>			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	Information on corrective action taken basing on appraisal reports. was not availed for review	0
Maximum 6 points on this performance measure	8	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>The training plan for the health department was included in the Kalungu Capacity Building Work Plan for 2022/23 (stamped by CAO 29/06/22). On page 2 (Section Re-tooling) three activities were included for the health department:</p> <p>1) Refresher training on assessment, filling of appraisal forms, and performance agreements in public service;</p> <p>2) logistic management and accountability; and</p> <p>3) health facility management and administration</p> <p>These activities <b>had not been implemented</b> due to the lack of funds.</p>	0
Maximum 6 points on this performance measure				

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was evidence that the training activities conducted during the previous FY were filed in the training data base. For example,; 1) Refresher Training for all midwives- 13-14/11/23 for 25 midwives; 2) Immunisation in practice 26/09/22-30/09/22 47 health workers 3) Provision of friendly services for the key, priority and vulnerable populations 23-25/08/22 63 staff; 4) Viral load point of care (VL-POC) roll out training and implementation support supervision - 08-/07/22 - 20/08/22 - 35 staff; 5) ICT assessment refresher training - 16/08/22 - 28 staff.</p>	1
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**Management, Monitoring and Supervision of Services.**

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence that the CAO had notified the MoH in writing of status of health facilities whether correct or wrong. The letter dated 15/08/23 (REF CR/106/2) was received at the Ministry of Health Registry on 07/09/23.</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>Maximum 9 points on this performance measure</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>There was evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (at least 15% of the PHC NWR Grant for LLHF allocation made for DHO),</p> <p>Deriving from Pg.25 of the Approved Budget, the district allocated UGX 12,000,000 to health monitoring services (out of a budget of UGX 46,454,000.00 for PHC-NW for DHO's office) representing 26% allocation (more than 15%)</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>Maximum 9 points on this performance measure</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>There was no evidence that the LG made timely warranting of direct grant transfers to health facilities for the last FY, in accordance with the requirements of the budget</p> <p>Q1 cash limits were received on 08/07/2023 and Warrant No. 848AW-2023-5 was prepared on 08/08/2022 (beyond 5 working days);</p> <p>Q2 cash limits were received on 30/09/2023 and Warrant No. 848AW-2023-9 was prepared on 14/10/2022 (beyond 5 working days);</p> <p>Q3 cash limits were received on 29/12/2023 and Warrant No. 848AW-2023-14 was prepared on 13/01/2023 (beyond 5 working days); and</p> <p>Q4 cash limits were received on 06/04/2023 and Warrant No. 848AW-2023-21 was prepared on 25/04/2023 (beyond 5 working days)</p>	0
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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>Maximum 9 points on this performance measure</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>The LG did not invoice or communicate releases to health facilities within 5 working days from the release date on quarterly basis as analyzed below:</p> <p>-Q1 Cash Limits were issued on 8th Jul 2022 and PHC-NWR were Invoiced to health facilities on 08/08/2022 (beyond 5 working days), this had been published on the same day;</p> <p>-Q2 Cash Limits were issued on 30th Sep. 2022 and PHC-NWR were published and Invoiced to health facilities on 17/10/2022 (beyond 5 working days);</p> <p>-Q3 Cash Limits were issued on 29th Dec. 2022 and PHC-NWR were published and invoiced to health facilities on 23rd Jan. 2023 (beyond 5 working days); and</p> <p>-Q4 Cash Limits were issued on 6th Apr 2023 and PHC-NWR were Invoiced to health facilities and communicated on 08/05/2023 (beyond 5 working days).</p>	0
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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>Maximum 9 points on this performance measure</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>There was no evidence that the 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</p> <p>-Q1 Cash Limits were issued on 8th Jul 2022 and PHC-NWR were Invoiced to health facilities on 08/08/2022 (beyond 5 working days), this had been published on the same day;</p> <p>-Q2 Cash Limits were issued on 30th Sep. 2022 and PHC-NWR were published and Invoiced to health facilities on 17/10/2022 (beyond 5 working days);</p> <p>-Q3 Cash Limits were issued on 29th Dec. 2022 and PHC-NWR were published and invoiced to health facilities on 23rd Jan. 2023 (beyond 5 working days); and</p> <p>-Q4 Cash Limits were issued on 6th Apr 2023 and PHC-NWR were Invoiced to health facilities and communicated on 08/05/2023 (beyond 5 working days).</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>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>There was evidence that the Kalungu LG Health Department had implemented actions recommended by the DHMT Quarterly Performance Review meeting. The quarterly performance review meetings were held on the following dates for each quarter: Q1: 23/08/22; Q2: 17/11/23 Q3: 01/03/23; Q4: 27/06/23. There was evidence that the actions raised in the meetings that had been held were implemented. For example, in Q2, it was noted that there were low reporting rates for HMIS 033b (Epidemiological weekly surveillance report) with an average reporting rate of 81.3%. After an intervention in engaging the private sector the current reporting rate in Q1 of 2022/23 increased to 91.9%. In Q3 under minute EDHMT 033/03/03/2023 it was recommended that all organisations working within the district should sign a copy of an MoU, submitted to DHO. Copies of these MoUs are on file in the DHO office e.g., Kalungi School of Nursing and Midwives to mentor them at practicum sites, signed on 14/03/2023.</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 was no evidence that the quarterly performance review meetings were attended <b>by all health facility in-charges</b> (public and PNFP), implementing partners, and other departments as shown in the attendance lists for the meetings by quarter.</p> <p>Q1: Health facility in-charges (19/19), Implementing Partners (PACE), DHT (4/7); Other departments (Coordinator of HIV activities in Lukaya);</p> <p>Q2: Health facility in-charges (19/19), Implementing Partners (None), DHT (5/10); Other departments (None);</p> <p>Q3: Health facility in-charges (19/19), Implementing Partners (None), DHT (7/7); Other Departments (CAO, Vice LCV, and Secretary for Health);</p> <p>Q4: Health facility in-charges (<b>17/19</b>), Implementing Partners (None), DHT (6/7); Other departments (CAO, RDC, Speaker to Council, LCV Chair, District Imam, Representatives of PWD, Representatives of Youth)</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>Kalungu LG has one HCIV – Bukulula and one PNFP hospital – Villa Maria General Hospital. There was evidence that the LG had supervised the HCIV and the hospital during each quarter in the previous FY. as follows:</p> <p>Q1: Report dated 30/09/23 – Bukulula HCIV – 04/08/22 &amp; Villa Maria Hospital – 05/08/22;</p> <p>Q1: Report dated 30/09/23 – Bukulula HCIV – 04/08/22 &amp; Villa Maria Hospital – 05/08/22;</p> <p>Q2: Report dated 04/01/23 – Bukulula HCIV – 06/10/22 &amp; Villa Maria Hospital – 10/10/22;</p> <p>Q3: Report dated 10/03/23 – Bukulula HCIV – 10/01/23 &amp; Villa Maria Hospital – 06/01/23; and</p> <p>Q4: Report dated 15/06/23 – Bukulula HCIV – 06/04/23 &amp; Villa Maria Hospital – 05/04/23.</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>Kalungu has two HSDs, Kalungu West and East. Only the lower-level facilities in the HSD headed by Bukulula HCIV were supervised. There was no evidence that the HSDs carried out support supervision of lower-level health facilities within the previous FY. The supervision dates for the sampled health facilities are as follows:</p> <ol style="list-style-type: none"> <li>1) Kyamulibwa HCIII: Q4: 14th -18th June 2023, Q3 (23rd-31st March 2023), Q2 - 21st-25th October 2022, Q1 18-22nd July 2022;</li> <li>2) Kasambya HCIII: Q4: (none), Q3 (None), Q2 (none), Q1 (none); and</li> <li>3) Kabaale HCIII: Q4: (none), Q3 (None), Q2 (none), Q1 (none).</li> </ol>	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 in the facility support supervision books that all three sampled health facilities had received recommendations health department and implemented them as follows:</p> <ol style="list-style-type: none"> <li>1. Kabaale HCIII: In Q1 (10/08/23) the DHT had recommended that the TB records needed to be improved. It was observed in the register during the assessment that a more complete recording was from 04/04/23.</li> <li>2. Kasambya HCIII: In Q1 on 21/09/22 the DHT had recommended that perinatal deaths be reviewed on a monthly basis. According to the integrated maternity register, there were no documented perinatal deaths throughout the FY</li> </ol> <p>Kyamulibwa HCIII: In Q1 (10/08/22) the HSD recommended that the health facility should enhance data analysis at use. Trend charts for key performance indicators were displayed on the notice board.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence that guidance was provided to GoU health facility in-charges on secure, safe storage and disposal of medicines and health supplies during 2022/23 during each of the quarters and for all health facilities except Kigaaju which was not supervised in Q2. The number of facilities per quarter that were guided were as follows: Q1 11/11; Q2 10/11; Q3 11/11; and Q4 11/11.</p>	0

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>There was no evidence that the LG allocated at least 30% of District Health Office budget to health promotion and prevention activities.</p> <p>On Pg. 25 of the Approved Budget, the district had allocated UGX 12,000,000 to health promotional activities out of a PHC Budget of UGX 46,454,000.00 representing 26% allocation</p>	0
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0</p>	<p>There was evidence that the DHT had implemented health promotion, disease prevention, and social mobilization activities in the previous FY. The topics reported on in the quarterly report by quarter are as follows:</p> <p>Q1: Report dated 05/09/22 – activities conducted included community dialogue on malaria, condom distribution, IEC distribution;</p> <p>Q2: 07/11/22 – describes a radio talk show on the polio campaign;</p> <p>Q3: Activity reported dated 29/03/23 describes the distribution of IEC materials on Ebola, and a community malaria dialogue; and</p> <p>Q4: Report dated 29/06//23 – reported on a malaria community dialogue.</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 was evidence that the follow-up actions were taken on health promotion, disease prevention and social mobilization aspects. For example, in Q1 a recommendation was made to conduct a community dialogue with VHTs on the prevention of self-medication. Subsequently, one of the achievements documented for the Q2 report was that VHTs were oriented on the need to avoid sharing anti-malaria medicines.</p>	1

## Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was evidence that the Assets register details health facilities and equipment in the LG relative to the medical equipment list and service standards. The file contained all individual registers for the 11 GoU health facilities for both the physical infrastructure (HMIS 101) and equipment (HMIS 102). The registers had been updated at the end or soon after the previous FY. The names of the health facilities in the asset register were:</p> <p>1 Kigaaju HCII, 2 Kigassa HCII, 3 Nabutongwa HCII, 4 Kalungu HCIII, 5 Kabaale HCIII, 6 Kasambya HCIII, 7 Kiragga HCIII 8 Kyamulibwa HCIII, 9 Kiti HCIII, 10 Lukaya HCIII, and 11 Butenga HCIV.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<p>There was evidence that prioritized AWP investment for health were derived from Pg.228 of the Local Government Development Plan desk appraised on 21/04/2022 and is eligible under sector or funding source grant guidelines</p> <p>The appraisal forms for the following projects were verified:</p> <p>i. Renovation of Staff House at Kalungu H/C III UGX 13,304,677 (Pg.23 of the Approved Budget);</p> <p>ii. Completion Staff House at Kabaale H/C III at UGX 9,029,656 (Pg.23 of the Approved Budget); and</p> <p>iii. Supply and installation of Cages and Shelves at DHO's Office at UGX 33,813,560 (Pg.23 of the Approved Budget)</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>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>There was evidence that the LG had conducted field Appraisal on 25/04/2022 to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions:</p> <p>The field appraisal forms for the following projects were verified:</p> <p>i. Renovation of Staff House at Kalungu H/C III UGX 13,304,677 (Pg.23 of the Approved Budget);</p> <p>ii. Construction Staff House at Kabaale H/C III at UGX 9,029,656 (Pg.23 of the Approved Budget); and</p> <p>iii. Supply and installation of Cages and Shelves at DHO's Office at UGX 33,813,560 (Pg.23 of the Approved Budget)</p>	1

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence that Kalungu District Local Government had 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. There was only one project implemented under Health. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO. It was done for the sole Health project of Renovation of staff Quarters at Kalungu HC III and was dated 22/7/2022.</p>	<b>1</b>
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was evidence that the LG Health department submitted its work plan on June 6, 2023.</p>	<b>0</b>
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 was evidence that the LG Health department submitted procurement request form on July 11, 2023</p>	<b>1</b>
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 was evidence of minute Kalu/27/10/2022-23 of the contrasts committee meeting which sat on October 28,2022 and approved the procurement of the Health sector investments.</p>	<b>1</b>

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0	There was no evidence that the LG established a Project Implementation team for all the health projects.	<b>0</b>
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0	The LG did not have a project for HC II's being upgraded to HC III's.	<b>1</b>
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	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	The LG did not have a project for HC II's being upgraded to HC III's. The only project available was the renovation of Kalungu HC III which was not mandated to have a Clerk of works.	<b>1</b>
	Maximum 10 points on this performance measure	If there is no project, provide the score		



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>The LG did not have a project for HC II's being upgraded to HC III's.</p>	<b>1</b>
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG did not have a project for HC II's being upgraded to HC III's</p>	<b>1</b>

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>There was no evidence that the DHO verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days):</p> <p>VN 5899006 of 15/06/2023 being payment of UGX 13,304,677 to M/S Ealbad Construction and Gen. Supply Ltd against Certificate No.2 for renovation of Staff House at Kalungu H/C III</p> <p>The payment was requested 25/11/2022, and was effected on 15/06/2023 (beyond 10 working days)</p> <p>VN 6431365 of 28/06/2023 being payment of UGX 9,029,656 to M/S Jahe Building Contractors Ltd against Certificate No.1 for the completion Staff House at Kabaale H/C III</p> <p>Payment was requested 28/03/2023, and was effected on 28/06/2023 (beyond 10 working days)</p> <p>VN 6438860 of 28/06/2023 being payment of UGX 33,813,560 to M/S ContraTech Modern Services Ltd against Certificate No.1 for supply and installation of Cages and Shelves at DHO's Office</p> <p>The payment was requested 08/06/2023, and was effected on 28/06/2023 (beyond 10 working days)</p>	<b>0</b>
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was evidence of a complete procurement file for KALU848/WRKS/2022-23/00006 Re modelling of the Renovation of Kalungu HC III, whose requisition was made on May 27, 2022, advert was made on September 12, 2022, evaluation was completed on October 21, 2022, and contract signed on November 23, 2022 at an award price of Ugx 74,351,80.</p>	<b>1</b>
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**Environment and Social Safeguards**

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was a Noticeboard at the Health Department. The department was located outside the main Compound of the DLG, at Kalongo HC III.</p> <p>There was no Grievance Redress Mechanism advertised at the Health Centre.</p>	<b>0</b>
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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>The ADHO-EH mentioned that the Guidelines were distributed earlier in 2020. But the District Health Office has been sending the Facilities reminders to use the Guidelines. A letter dated 20th July 2022 written by Dr. Ssentamu Daniel, DHO Kalungu reminded the Health Facilities to follow all Guidelines issued to them earlier.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There was a contract with Green label but it expired last year. However, Green Label has kept picking the medical waste from Bukulula HC IV, St. Joseph of Good Shepherd Kyamulibwa HC IV and Villa Maria Hospital. But the Green Label Contract has not been renewed yet.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence that Kalungu DLG conducted training and created awareness in healthcare waste management. A report titled: 'Report following the Training of health workers in Medical Waste Management' was presented. It was dated 15th May 2023. It was written by Dhabuliwo Musa, ADHO-EH/Kalungu.</p>	1
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY.</p> <p>Costing for Renovation of staff Quarters at Kalungu HC III was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 24/07/2022. Costing was done for various items like provision of safe drinking water at UGX100,000/-, provision of 2 dust bins at UGX100,000/-, and planting of indigenous trees with guidance of environment Officer at uGX15,000/-.</p> <p>The BoQ indicated Environmental Mitigation at UGX620,000/- on page 8 of the BoQ.</p>	2

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was no proof of land ownership for the Renovation of staff Quarters at Kalungu HC III. The Health Centre is located on Buganda Land and has no Land Title of its own.</p>	0
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was evidence that the Kalungu DLG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports. A combined report on Environmental and Social monitoring for the sole DDEG project, the sole Health project and five Education projects was availed. The combined report was written by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 24 April 2023.</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There was e Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects.</p> <p>Interim payment certificates prepared by a one Tibesigwa Godfrey the project supervisor, signed by the Kiwanuka Archilles Ddaki the District Engineer, Ruzena Rota the CDO, Ssejjoba Bonny the Environment Officer and approved by Ocen Andrew James the CAO were presented. The first Interim Certificate was dated 30/01/2023 by all except the CAO who signed on 08/02/2023. Interim Certificate No.2 was signed on different dates by all starting 26/05/2023 to 13/06/2023.</p>	2

**Water &  
Environment  
Performance  
Measures**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Local Government Service Delivery Results</b>				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional.  If the district rural water source functionality as per the sector MIS is:  o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	According to Management Information System of the Ministry of Water and Environment, the functionality of Kalungu district rural water sources is 82%.	<b>1</b>
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:  o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCs) is 91%.	<b>2</b>
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;  • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0	There was evidence that the LG average score in the water and environment LLGs performance assessment for the current. FY was 65%  1. Lwabenge S/C 100% 2. Bukulula S/C 20% 3. Kalungu S/C 70% 4. Kyamulibwa S/C 70%  Average Score was 65%  This was not applicable to the following urban councils:  Kyamulibwa T/C LukayaT/C Kalungu T/C	<b>1</b>

N23\_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance measure

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

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

o If 80-99%: Score 1

o If below 80 %: Score 0

Based on the Ministry MIS, Kalungu District has four sub counties namely Lwabenge Sub county (with a coverage of 88%); Kyamulibwa Sub County (with a coverage of 95%); Kalungu Sub County (with a coverage of 95%); and Bukulula Sub county (with a coverage of 95%). Kalungu District had average water coverage of 95% which implies that only one sub counties of Lwabenge Sub county (with a coverage of 88%) had a water coverage below the district average. Annual Report (also Fourth Quarter Report) was presented for review during assessment.

Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref – CR/854/2 dated June 27th, 2023 and received at the Ministry of Water and Environment on July 28th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File.

According to the above named report, of the 33 projects planned, all of which were implemented in the year namely:

- Drilling Deep Boreholes (#03) at a cost of UGX 90,000,000/= ;
- Carry out Feasibility Study (#02) at a cost of UGX 44,000,000/=;
- Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#08) at a cost of UGX 104,000,000; and
- Rehabilitation of Boreholes (#20) at a cost of UGX 53,938,603/=.

Of the 33 projects planned, only 15 projects were planned in sub counties with coverage below district average. Of the 15 projects, 12 projects of them (80%) were implemented in the year which is a score of 1.

N23\_Service Delivery Performance: Average score in the water and environment LLGs performance

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

Draft Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/853/1 dated July 05th, 2022 and received at the Ministry of Water and Environment on February 9th, 2023.

assessment o If within +/-20% score 2

Maximum 8 points on this performance measure o If not score 0

Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File.

According to this work plan 33 projects were planned namely:

- Drilling Deep Boreholes (#03) at a cost of UGX 90,000,000/= ;
- Carry out Feasibility Study (#02) at a cost of UGX 44,000,000/=;
- Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#08) at a cost of UGX 104,000,000; and
- Rehabilitation of Boreholes (#20) at a cost of UGX 53,938,603/=.

Three of the Contracts of the above activities were analyzed for cost variation as outlined below:

- Siting and Drilling of Deep Boreholes (#03) at a cost of UGX 89,035,600 by MS Care Mission Water Services. Contract No. KALU858/WRKS/2022-23/00005 signed on November 23rd, 2022 - this was different from the engineering estimates by 1%;
- Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#08) at a cost of UGX 102,942,000 by MS Bukomansimbi General Services. Contract No. KALU858/WRKS/2022-23/00002 signed on November 23rd, 2022 - this was different from the engineering estimates by 1 %; and
- Supply of Stainless Steel Pipes and Accessories at a cost of UGX 51,849,000 by MS CONTRATECH Modern Services Limited. Contract No. KALU858/WRKS/2022-23/00003 signed on November 23rd, 2022 - this was different from the engineering estimates by 4 %.

Variations in the contract prices of all the three sampled WSS infrastructure investments for the previous FY was within +/- 20% of engineer's estimates.

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

Draft Annual Work Plan 2022-2023 submitted under cover letter Ref - CR/853/1 dated July 05th, 2022 and received at the Ministry of Water and Environment on February 9th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary - MoFPED, Permanent Secretary - MoLG, The Resident District Commissioner - Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee - Kalungu, the District Internal Security Officer - Kalungu, TSU7 - Masaka, The Head of Finance - Kalungu, the District Internal Auditor - Kalungu, and File.

According to this work plan 33 projects were planned namely:

- Drilling Deep Boreholes (#03) at a cost of UGX 90,000,000/= ;
- Carry out Feasibility Study (#02) at a cost of UGX 44,000,000/=;
- Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#08) at a cost of UGX 104,000,000; and
- Rehabilitation of Boreholes (#20) at a cost of UGX 53,938,603/=.

Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref - CR/854/2 dated June 27th, 2023 and received at the Ministry of Water and Environment on July 28th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary - MoFPED, Permanent Secretary - MoLG, The Resident District Commissioner - Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee - Kalungu, the District Internal Security Officer - Kalungu, TSU7 - Masaka, The Head of Finance - Kalungu, the District Internal Auditor - Kalungu, and File.

According to the Fourth Quarter Report, 30 of the 33 planned projects (91%) mentioned above were implemented before the end of the year 2022/2023 FY.



3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>According to Management Information System of the Ministry of Water and Environment, the functionality of the district rural water sources is 82 % while functionality in the previous year was still 82%. This represents no increase (0%) in the functionality of water facilities in the district.</p>	0
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCS) is 91% while facilities with functional WSCs in the previous year was 92%. This represented a decrease of 1% in the functionality of water user committees in the district.</p>	0

**Performance Reporting and Performance Improvement**

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>Draft Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/853/1 dated July 05th, 2022 and received at the Ministry of Water and Environment on February 9th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File.</p> <p>According to this work plan 33 projects were planned namely:</p> <ul style="list-style-type: none"> <li>• Drilling Deep Boreholes (#03);</li> <li>• Carry out Feasibility Study (#02),</li> <li>• Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#08), and</li> <li>• Rehabilitation of Boreholes (#20).</li> </ul>	3
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The WSS facilities constructed in the previous FY (2022/2023) were accurately reported upon as reflected in the Annual Progress Report.

Three projects were sampled during the assessment. They included:

- Drilling of Borehole DWO 598/2022/23 at Kanyogoga Village, Ntale Parish, Kalungu Sub County. Borehole is located at coordinate: 36M0363775, UTM9985275, at Altitude 11999m. Met with Mr. Ssenjala Henry Tel - 0750947737, Member of beneficiary community and Borehole Care Taker. The Borehole was functional at the time of field verification;

- Supply and Installation of one 10 cubic meter HDPE Rain Water Harvesting Tank at St. Charles P/S Butawata, Kitosi Parish, Kyamulibwa Sub County. RWHT is located at coordinate: 36M0357998, UTM9989478, at Altitude 1232m.

Met with Mr. Esadu Simon Tel - 078 2452679 - the Deputy Head Teacher who asserted that the facility was very useful to the school children and staff; and

- Drilling of Borehole DWO 598/2022/23 at Towa B Village, Kibisi Parish, Lwabenge Sub County. Borehole is located at coordinate: 36M0357153, UTM9994775, at Altitude 1220m. Met with Mr. Kalenzi Vicent Tel 0707223809, Member of beneficiary community. The Borehole was functional at the time of field verification.

5

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

*Maximum 7 points on this performance measure*

a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement):  
Score 2

During the assessment, the three undermentioned quarterly reports were reviewed:

- First Quarter Report submitted under cover letter Ref - CR/852/4 dated October 17th, 2022 and received at the Ministry of Water and Environment on February 09th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary - MoFPED, Permanent Secretary - MoLG, The Resident District Commissioner - Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee - Kalungu, the District Internal Security Officer - Kalungu, TSU7 - Masaka, The Head of Finance - Kalungu, the District Internal

2

Auditor - Kalungu, and File;

- Second Quarter Report submitted under cover letter Ref - CR/854/2 dated January 11th, 2023 and received at the Ministry of Water and Environment on February 09th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary - MoFPED, Permanent Secretary - MoLG, The Resident District Commissioner - Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee - Kalungu, the District Internal Security Officer - Kalungu, TSU7 - Masaka, The Head of Finance - Kalungu, the District Internal Auditor - Kalungu, and File;
- Third Quarter Report submitted under cover letter Ref - CR/854/2 dated April 17th, 2023 and received at the Ministry of Water and Environment on July 28th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary - MoFPED, Permanent Secretary - MoLG, The Resident District Commissioner - Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee - Kalungu, the District Internal Security Officer - Kalungu, TSU7 - Masaka, The Head of Finance - Kalungu, the District Internal Auditor - Kalungu, and File; and
- Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref - CR/854/2 dated June 27th, 2023 and received at the Ministry of Water and Environment on July 28th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary - MoFPED, Permanent Secretary - MoLG, The Resident District Commissioner - Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee - Kalungu, the District Internal Security Officer - Kalungu, TSU7 - Masaka, The Head of Finance - Kalungu, the District Internal Auditor - Kalungu, and File.

There was evidence attached on the reports that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation situation, functionality of facilities and WSCs, safe water collection and storage and community that was attached to each of the four Quarterly Reports.

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

*Maximum 7 points on this performance measure*

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

During the assessment, the three undermentioned quarterly reports were reviewed:

- First Quarter Report submitted under cover letter Ref – CR/852/4 dated October 17th, 2022 and received at the Ministry of Water and Environment on February 09th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File;
- Second Quarter Report submitted under cover letter Ref – CR/854/2 dated January 11th, 2023 and received at the Ministry of Water and Environment on February 09th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File;
- Third Quarter Report submitted under cover letter Ref – CR/854/2 dated April 17th, 2023 and received at the Ministry of Water and Environment on July 28th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File; and
- Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref – CR/854/2 dated June 27th, 2023 and received at the Ministry of Water and Environment on July 28th, 2023. Letter was signed by Chief

Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File.

The above mentioned reports were reviewed. There was no evidence found in the respective quarterly reports to show 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.. The Information collected on the new facilities was also reviewed - it was noted that out of the new 11 facilities, Form 1s were filled for only four projects.

5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>There was no evidence to assess this indicator. The LLG Assessment report for the current year 2023-2024 was not availed during the assessment. The only LLG Assessment Report that was availed during the assessment was for the Previous year 2022/2023 during which the sector had a score of 65%. The attached PIP that was dated July 2023 and was signed by Ms. Nnalugwa Fausta was not focussed on the Water and Environment Sector.</p>	0
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**Human Resource Management and Development**

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>a. Evidence that the DWO has budgeted for the following Water &amp; Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation &amp; hygiene); 1 Engineering Assistant (Water) &amp; 1 Borehole Maintenance Technician: Score 2</p>	<p>The LG had only one filled position in the water office, Civil Engineer – water, Bbale Mugeru Alyosious and was budgeted for - UGX 48,000,000, annual</p>	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>	<p>The LG had three filled critical positions in the Natural Resources Department. They were all budgeted for as per the costed staff structure, as follows;</p> <p><b>1.</b> District Natural Resources Officer, Bakeiha Oribakira Zepher – UGX 78,000,000 annual; <b>2.</b> Environment Officer, Ssejjoba Bonny – 48,000,000 annual; and <b>3.</b> Forest Officer, Nampiima Irene – 48,000,000 annual</p>	2
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>The appraisal reports for the Civil Engineer - water (the only employee in the water office) was not availed for review</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p>	<p>Information on capacity needs of staff from the performance appraisal process and training activities conducted was not availed for review</p>	0

### Management, Monitoring and Supervision of Services.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</li> <li>• • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3</li> <li>• • If 80-99%: Score 2</li> <li>• • If 60-79: Score 1</li> <li>• • If below 60 %: Score 0</li> </ul>	<p>Based on the Ministry MIS, Kalungu District has four sub counties namely Lwabenge Sub county (with a coverage of 88%); Kyamulibwa Sub County (with a coverage of 95%); Kalungu Sub County (with a coverage of 95%); and Bukulula Sub county (with a coverage of 95%). Kalungu District had average water coverage of 95% which implies that only one sub counties of Lwabenge Sub county (with a coverage of 88%) had a water coverage below the district average. Annual Report (also Fourth Quarter Report) was presented for review during assessment.</p> <p>Annual Work Plan 2023-2024 was presented for review during assessment.</p> <p>Annual Work Plan 2023-2024 submitted under cover letter Ref – CR/852/1 dated July 17th, 2022 and received at the Ministry of Water and Environment on July 28th, 2022. Letter</p>	1
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was signed by Chief Administrative Officer Nalumansi Rose with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson – Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File.

According to the above named annual work plan, 27 Hardware projects planned in 2023/2024 are contained in the work plan and reflected in the Budget Annexed to the work plan. The projects included:

- Construction of Piped Water Supply Scheme (#01) at a cost of UGX 54,000,000/=
- Carry out Feasibility Study (#01) at a cost of UGX 4,000,000/=;
- Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#05) at a cost of UGX 60,000,000; and
- Rehabilitation of Boreholes (#20) at a cost of UGX 42,000,000/=.

Of these 27 projects, 14 were planned in locations with water coverage below the district average rural water coverage namely:

- Construction of Piped Water Supply Scheme (#01) at a cost of UGX 54,000,000/=
- Carry out Feasibility Study (#01) at a cost of UGX 4,000,000/=;
- Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#02) at a cost of UGX 24,000,000; and
- Rehabilitation of Boreholes (#10) at a cost of UGX 21,000,000/=.

This means that of the total budget of UGX 160,000,000/= (UGX 103,000,000/= which translates to 64% of the total budget for hard ward projects) was budgeted for activities in sub counties with water coverage below the district average coverage.

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>	<p>There was evidence that the DWO conducted sub county advocacy meetings according the minutes dated March 08th, 2023. There was however no evidence in the minutes that during the meeting the DWO publicized to the LLGs their respective allocations sources to be constructed in the current financial year 2023/2024.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>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>	<p>There was no evidence that the District Officer Monitored Water Facilities in the district on a quarterly basis. For the old facilities, the Form 4 data sheets were filled and submitted only once. For the new facilities Form 1 were filled for only 4 out of the eleven facilities constructed.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>There was no evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>There was evidence that the DWO conducted sub county advocacy meetings according the minutes dated March 08th, 2023. There was however no evidence in the minutes that during the meeting the DWO publicized to the LLGs their respective allocations sources to be constructed in the current financial year 2023/2024.</p>	0



10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> <li>• If funds were allocated score 3</li> <li>• If not score 0</li> </ul>	<p>Draft Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/853/1 dated July 05th, 2022 and received at the Ministry of Water and Environment on February 9th, 2023. Letter was signed by Chief Administrative Officer Ocen Andrew James with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson - Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File.</p> <p>According to the budget attached to the work plan, the total NWR budget was UGX 58,359,080/= of which UGX 11,883,886/= for activities 6.1-6.19 was budgeted on software activities which represented 20% of NWR budget.</p>	<b>0</b>
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities: Score 3.</p>	<p>There was evidence for the Fiscal Year 2022/2023, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities. The Training Report that were reviewed during the assessment were as outlined below:</p> <ul style="list-style-type: none"> <li>• Training Report for 11 new water sources was dated March 20th, 2023 according to which 55 water user committee members, 25 of whom were female were trained; and</li> <li>• Training Report for 10 new water sources was dated June 6th, 2023 according to which 72 water user committee members, 34 of whom were female were trained.</li> </ul>	<b>3</b>

**Investment Management**

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>There was evidence of existence of an up-to-date LG asset register in the District water Office. The asset Register was last updated on June, 2023. The assets included deep boreholes 170 deep boreholes – 37 of which were non functional, 647 shallow wells- 102 of which were non-functional, 516 Rain water Harvesting Tanks- 16 of which were non – functional, 165 protected springs – 59 of which were non-functional, 1441 Public Stand Posts and Yard Taps, and 25 Valley Tanks.</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>There was evidence that the DWO conducted desk appraisals for all WSS projects in the budget for the current FY and whether investments are derived from the LGDP</p> <p>Appraisal forms dated 11/05/2023 for the following projects were verified:</p> <ul style="list-style-type: none"> <li>i. Extension of piped water scheme from Saala to Kibis, Lwabenge S/C (UGX 54,000,000);</li> <li>ii. Supply and installation of Five (@ 10,000L) Water Tanks to Nabutungwa, Bwesa and Kabaale P/Ss (UGX 60,000,000); and</li> <li>iii. Rehabilitation of 20 boreholes in the District (UGX 53,000,000)</li> </ul> <p>All projects were derived from Pg. 228 of the DDP</p> <p>These had been appraised during TPC of 17/07/2023, Agenda No.7, Minute TPC 07/07/2023</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>Annual Work Plan 2023-2024 submitted under cover letter Ref – CR/852/1 dated July 17th, 2022 and received at the Ministry of Water and Environment on July 28th, 2022. Letter was signed by Chief Administrative Officer Nalumansi Rose with copies to the Permanent Secretary – MoFPED, Permanent Secretary – MoLG, The Resident District Commissioner – Kalungu, District Chairperson – Kalungu, the Chairperson Finance, Planning and Admin Committee – Kalungu, the District Internal Security Officer – Kalungu, TSU7 – Masaka, The Head of Finance – Kalungu, the District Internal Auditor – Kalungu, and File.</p> <p>According the above named annual work plan, 27 Hardware projects planned in 2023/2024 are contained in</p>	0

the work plan and reflected in the Budget Annexed to the work plan. The projects included:

- Construction of Piped Water Supply Scheme (#01),
- Carry out Feasibility Study (#01),
- Supply and Installation of 10 Cubic HDPE Rain Water Harvesting Tanks (#05), and
- Rehabilitation of Boreholes (#20).

Letters of request or Application Forms for all of these projects planned for 2023/2024 were not available during the field visit of the assessment. Application letters for only five projects out of the 27 projects were presented. The 5 included:

- Application for St. Paul dated July 7th, 2023 – signed by Namugerwa Ruth –Tel 0756111690 – Head Teacher;
- Application for Kitonsi Moslem dated May 14th, 2022 – signed by Kasimba Siraj Magezi;
- Application for Bwesa dated November 20th, 2023 later changed November 20th, 2022 – signed by Bauka Jude Tel 0704603878 – Head Teacher;
- Application for Saala A dated August 22nd, 2023 later changed to August 22nd, 2022 for Extension – signed by Ddungu Mark Chairperson LC I; and
- Application for Gervesio Kabaale dated November 21st, 2022 – signed by Nakanwagi Annet – Head Teacher.

All application form for the 20 Boreholes to be rehabilitated were missing.

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>There was evidence that field-based appraisals were conducted for WSS projects to determine whether they are technically feasible, environmentally, and socially acceptable and the designs have been customized in case of any technical issues</p> <p>Field Appraisal Forms dated 15/05/2023 were verified</p> <p>i. Extension of piped water scheme from Saala to Kibis, Lwabenge S/C (UGX 54,000,000);</p> <p>ii. Supply and installation of Five (@ 10,000L) Water Tanks to Nabutungwa, Bwesa and Kabaale P/Ss (UGX 60,000,000); and</p> <p>iii. Rehabilitation of 20 boreholes in the District (UGX 53,000,000)</p>	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was evidence that all water infrastructure projects for the Current FY were screened for environmental and social risks before being approved for Construction. The projects were:</p> <p>1) Construction of Communal Rain Water Tank at Bwesa P/S screened on 25/07/2023;</p> <p>2) Construction of Communal Rain Water Tank at Kabale Primary School screened on 28/07/2023;</p> <p>3) Construction of Communal Rain Water Tank at Our Lady of Rosary Nabutungwa Primary School screened on 26/07/2023;</p> <p>4) Construction of Communal Rain Water Tank at Kitosi Madarasat Primary School screened on 27/07/2023;</p> <p>5) Construction of Communal Rain Water Tank at Kasunga Primary School screened on 27/07/2023; and</p> <p>6) Extension of piped Water Scheme at Sala, Lwabenge screened on 27/07/2023.</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was evidence that the water infrastructure investments were incorporated in the LG approved. The sampled projects were: Re habilitation of deep bore holes at Ugx 42,000,000; Extension of Piped water Scheme at Saala Lwabenge at Ugx 60,000,000.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>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>There was evidence of minute Kalu/27/10/2022-23 of the contracts committee meeting which sat on October 28, 2022 and approved the procurement of the water sector projects.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was evidence of a letter referenced CR/750/1, dated July 3, 2022 from the CAO appointing the DWO, the CDO, the Environment officer, the Internal auditor, the Senior probation officer onto the Project implementation team for the water sector projects.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO. The DWO provided: a drawing for the Drilling and Installation of boreholes which specified the hand pump to be used, the GI pipes; and for the Supply and installation of 8 rain water harvesting tanks, DWO provided the specifications the materials the tanks are made of with the required capacity.</p>	2

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

*Maximum 14 points on this performance measure*

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

There was evidence of environment screen reports and environment screening forms signed by the CDO and Environment officer to confirm the participation of the CDO and the Environment officers in the monthly supervision of the WSS projects. The sampled documents were:  
Environment screening form dated July 25, 2023 for the supply and installation of communal water tanks at Kalungu; Environment social screening report dated July 20, 2022 for the supply and installation of communal water tanks at Kalungu; Environment social screening report dated July 20, 2022 for the supply and installation of communal water tanks at Lukaya TC.

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

*Maximum 14 points on this performance measure*

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

o If 100 % contracts paid on time: Score 2

o If not score 0

There was no evidence that the DWO had verified works and initiated payments to contractors within specified timeframes in the contracts

VN 6419354 of 28/06/2023 being payment of UGX 80,172,000 to M/S Care Mission Water Services Ltd against Certificate No.1 for drilling 3-boreholes at Ttowa-B, Lukenke and Kanyogoga Parishes

The payment request was raised on 16/06/2023 and was effected on 28/06/2023 (within 10 working days)

The payment certificate was signed by DWO, the CDO and the Environment Officer all on 02/08/2023

VN 6461443 of 28/06/2023 being payment for retention of UGX 11,650,789 to M/S Bukomansimbi General Services Ltd against Certificate No.2 for the supply and installation of rain water tanks within the district

The payment request was raised on 05/06/2023 and payment was effected on 28/06/2023 (beyond 10 working days)

The Payment certificate was signed by DWO on 14/06/2023 together with the CDO and the Environment Officer on the same day 14/06/2023

VN 5898846 of 15/06/2023 being payment of UGX 49,212,611 to M/S ContraTech Modern Services Ltd against Certificate No.2 for the supply of parts and repair of boreholes in different parishes

The payment request was raised on 20/03/2023 and was effected on 15/06/2023 (beyond 10 working days)

The payment certificate was signed by DWO on 17/04/2023, CDO and the Environment Officer on 19/04/2023

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p> <p>Score 2, If not score 0</p>	<p>There was evidence of complete procurement files with record as required. The sampled projects were: KALU848/WRKS/2022-23/00005 Drilling and Installation of 3 borehole, whose requisition was made on July 30, 2022, advert was made on September 12, 2022, evaluation was completed on October 21, 2022 and contract signed on November 23, 2022 at an award price of Ugx 89,035,600; and KALU848/WRKS/2022-23/00002 Supply and installation of 8 rain water harvesting tanks, whose requisition was made on July 30, 2022, advert was made on September 12, 2022, evaluation was completed on October 21, 2022 and contract signed on November 23, 2022 at an award price of Ugx 102,942,000.</p>	2
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### Environment and Social Requirements

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p> <p>Score 3, If not score 0</p>	<p>Water and Environment department did not have their own Noticeboard.</p> <p>There was no Grievance Log Book at Education Department</p>	0
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was no such dissemination done, nothing was presented in support of this.</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans &amp; natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that water source protection plans and Natural resource management plans for WSS Facilities constructed in the previous FY were prepared and implemented. One Plan was in place. That was the: 'BWASANDEKU PARISHES WETLAND ACTION PLAN 2013/2014'</p> <p>A report dated 30th March 2023 to the CAO was about a sensitization meeting on Environmental Conservation in Bukulula sub county, an activity mentioned in the Plan for this geographical domain.</p>	3



15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 3, If not score 0	There was no evidence to show that all WSS projects are implemented on land where the LG had proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances. For the three drilled hand pumps, land agreement were available for only two boreholes.	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  Score 2, If not score 0	<p>There was evidence that E&amp;S Certification forms were completed and signed by the Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p> <p>VN 6419354 of 28/06/2023 being payment of UGX 80,172,000 to M/S Care Mission Water Services Ltd against Certificate No.1 for drilling 3-boreholes at Ttowa-B, Lukenke and Kanyogoga Parishes</p> <p>The payment certificate was signed by DWO, the CDO and the Environment Officer all on 02/08/2023</p> <p>VN 6461443 of 28/06/2023 being payment for retention of UGX 11,650,789 to M/S Bukomansimbi General Services Ltd against Certificate No.2 for the supply and installation of rain water tanks within the district</p> <p>The Payment certificate was signed by DWO on 14/06/2023 together with the CDO and the Environment Officer on the same day 14/06/2023</p> <p>VN 5898846 of 15/06/2023 being payment of UGX 49,212,611 to M/S ContraTech Modern Services Ltd against Certificate No.2 for the supply of parts and repair of boreholes in different parishes</p> <p>The payment certificate was signed by DWO on 17/04/2023, CDO and the Environment Officer on 19/04/2023</p>	2

Safeguards in the  
Delivery of Investments

*Maximum 10 points on  
this performance  
measure*

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

Score 2, If not score 0

There was evidence that Kalungu  
District Local Government CDO and  
environment Officers undertook  
monitoring to ascertain compliance  
with ESMPs. Monitoring Reports titled:  
'REPORT ON MONITORING WATER  
SOURCES FOR THE MONTH OF ...2022'  
were availed. They were written by  
Baale Aloysius Mugeru the District  
Water Officer, Ruzena Rita the DCDO  
and Ssejoba Bonny the District  
Environment Officer. The reports were  
for the months of:

- i) July 2022, dated 30/07/2022;
- ii) August 2022 dated 30/08/2022;
- iii) September 2022 dated 30/09/2022;
- iv) October 2022 dated 30/10/2022;  
and
- v) December 2022 dated 30/12/2022.

**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>There was evidence of 8 beneficiaries with 20 acres and 60 non beneficiaries no record of acreage in the financial year 2021/2022. There was evidence of 8 beneficiaries with 20 acres and the 92 non beneficiaries with no record of acreage in the financial year 2022/2023</p>	<b>2</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>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>There was evidence that the LG had increased acreage of newly irrigated land where in the financial year 2021/2022 the acreage was 20 acres which increased to 92 acres in the financial year 2022/2023 giving a percentage increase of 360%</p>	<b>2</b>
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>There was evidence that the average score in the micro-scale irrigation for LLG performance assessment was 97.1%</p> <ol style="list-style-type: none"> <li>1. Lwabenge S/C 80%</li> <li>2. Lukaya T/C 100%</li> <li>3. Kalungu T/C 100%</li> <li>4. Bukulula S/C 100%</li> <li>5. Kyamulibwa S/C 100%</li> <li>6. Kyamulibwa T/C 100%</li> <li>7. Kalungu S/C 100%</li> </ol> <p>The average Score was 97.1%</p>	<b>4</b>

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

Maximum score 6

a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0

There was evidence that the development component of micro-scale irrigation grant amounting to 644,926,516/= for the financial year 2022/2023 had been used on eligible activities. Sampled activities included;

1. VN 6426114 of 28/06/2023 being payment of UGX 125,171,180 to M/S Balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment for 6-farmers (Semanda Alozio, Sempija Charles, Baitwababo Scondina, Kiyongo Hussein Kamitare and Rehema Demo Site)

2. VN 6439061 of 28/06/2023 being payment of UGX 45,074,605 to M/S Ferest Investments Ltd against Certificate No.1 for the supply and installation of irrigation equipment for 3 farmers (Nansanga Josephine, Deo Semwanga & Kapalaga Denis)

3. VN 4265355 of 16/03/2023 being payment of UGX 21,319,133 to M/S balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment at the farm of Nsimbwa Abdu

4. Awareness raising of leaders both at district and LG as detailed in report dated 28/2/23 (119 attendees) and 20/12/22 (76 attendees)

5. Farm visits to farmers with farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) dated 2/01/23 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) dated 23/03/2022 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) dated 23/08/2022 of Bukulula SC who had successful expressions of interests

6. Awareness raising of farmers at LLG level dated 25/4/23 (50 attendees)

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

There was evidence that the approved farmers signed an Acceptance Forms confirming that equipment were working well, before the LG made payments to the suppliers:

VN 6426114 of 28/06/2023 being payment of UGX 125,171,180 to M/S Balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment for 6-farmers (Semanda Alozio, Sempija Charles, Baitwababo Scondina, Kiyongo Hussein Kamitare and Rehema Demo Site)

Acceptance Forms were signed on 23/06/2023

VN 6439061 of 28/06/2023 being payment of UGX 45,074,605 to M/S Ferest Investments Ltd against Certificate No.1 for the supply and installation of irrigation equipment for 3 farmers (Nansanga Josephine, Deo Semwanga & Kapalaga Denis)

Acceptance Forms was signed on 23/06/2023

VN 4265355 of 16/03/2023 being payment of UGX 21,319,133 to M/S balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment at the farm of Nsimbwa Abdu

Payment was requested on 03/11/2022, and was effected on 02/03/2023 (beyond 10 working days)

The payment certificate was signed by the Engineer, CDO and the Environment Officer on 05/12/2022

Acceptance Form had been signed on 03/11/2022

1

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

There was evidence of contracts done by Ferest Investments Limited (3 contracts signed) and Balton Uganda Limited (6 contracts signed).

1. Ferest Investments Limited had a contract sum of 47,951,707/= and the Agricultural Engineers estimate was 67,500,000/= creating a variation of 29% which falls outside the -/+20% variation of Agricultural Engineers Estimate.

2. Balton Uganda Limited had a contract sum of 125,171,180/= and the Agricultural Engineers estimate was 139,500,000/= creating a variation of 10.3% which falls within the -/+20% variation of Agricultural Engineers Estimate

0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY	There was evidence that 9 contracts (8 irrigation sites and 1 demonstration site) were signed, installed and completed under procurement reference number KALU589/WRKS/2022-23/00019 by Ferest Investments Limited and Balton Uganda Limited in the financial year 2022/2023.	2
	Maximum score 6	<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>	Sampled installed and completed systems included farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) completed on 26/6/2023 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) completed on 26/6/2023 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) completed on 26/6/2023 of Bukulula SC who had successful expressions of interests. This gave a percentage completion rate of 100% in the previous financial year	
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	a) Evidence that the LG has recruited LLG extension workers as per staffing structure	The LG had 30 approved positions of extension workers, 25 were filled and 5 vacant. The filled positions constituted 83% of the total establishment	2
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• If 75 – 99% score 1</li> <li>• If below 75% score 0</li> </ul>		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF	There was evidence that irrigation demonstration site(s) in different LLGs met standards as defined by MAAIF such as the existence of a water source, transmission and distribution lines from an approved supplier like gentex with accessories such as reservoir, pipes and fittings and a power source for sampled farmers with farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) of Bukulula SC	2
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% score 2 or else score 0</li> </ul>		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the installed micro-scale irrigation systems during last FY are functional	There was evidence that the micro-scale irrigation systems installed during last FY are functional with the existence of a water source, transmission and distribution lines from an approved supplier like gentex with accessories such as reservoir, pipes and fittings and a power source for sampled installed irrigation facilities with farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) of Bukulula SC	2
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% are functional score 2 or else score 0</li> </ul>		

## Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>Three LLGs of Kyamulibwa TC, Kyamulibwa and Lwabenge Sub Counties were sampled to ascertain the accuracy of information on filled position of extension Workers as follows;</p> <p><b>Kyamulibwa TC</b> staff list had 2 names of extension workers, Agriculture Officer, Jjunju Fadul and Veterinary Officer, Ntensibe Ramadham. The HR list had the same names</p> <p><b>Lwabenge SC</b> list had 4 extension workers, Agriculture Officer, Kigenya Kenny; Assistant Agriculture Officer, Lukyamuzi James; Veterinary Officer, Musoke Benjamin and Assistant Animal Husbandry Officer, Mwiru Frank. The list obtained from HR had the same names</p> <p><b>Kyamulibwa SC</b> list had 4 extension workers. Agriculture Officer, Mbawa Justine; Assistant Agriculture Officer Babirye Olive; Animal Husbandry Officer, Sentindo Moses and Assistant Animal Husbandry Officer, Ssetuba George William. The list obtained from HR had the same names</p> <p><b>Information on filled position oh extension workers in the sampled LLG was accurate</b></p>	2
5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p>The was evidence that information on established irrigation demonstration site(s) installed and functioning was accurate because of the existence of a water source, transmission and distribution lines from an approved supplier like gentex with accessories such as reservoir, pipes and fittings and a power source for sampled facilities with farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) of Bukulula SC</p>	2
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>There was evidence of quarterly reports dated 15/10/2022 for First quarter, 13/01/2023 for second quarter, 14/04/2023 for third quarter and 13/07/2023 for Fourth quarter.</p> <p>There was evidence of expression of interest for sampled farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) dated 25/07/22 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) dated 3/10/2020 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) dated 23/07/2022 of Bukulula SC who had successful expressions of interests</p>	2

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	There was evidence of quarterly reports dated 15/10/2022 for First quarter, 13/01/2023 for second quarter, 14/04/2023 for third quarter and 13/07/2023 for Fourth quarter. There was evidence of 168 expressions of interest where 100 were successful having 77.0% male and 23.0% female with 68 unsuccessful EOIs. There was evidence of 44 farm visits prepared where 42 were successful farm visits, 0 unsuccessful and 2 ongoing	1
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	There was evidence that the LG had prepared quarterly report using information compiled from LLGs such as Kalungu TC, Kalungu SC, Bukulula SC, Rwabenge SC, Lukaya TC, Kyamulibwa TC, Kyamulibwa SC in the MIS dated 15/10/2022 for First quarter, 13/01/2023 for second quarter, 14/04/2023 for third quarter and 13/07/2023 for Fourth quarter	1
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	There was evidence that LG developed an approved Performance Improvement Plan for the lowest performing LLGs such as Kalungu TC, Lukaya SC, Kyamulibwa SC dated November 2022 approved and signed by the Chief Administrative Officer on 22/11/22	1
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	There was evidence that LG Implemented Performance Improvement Plan for lowest performing LLG of Kalungu TC, Lukaya SC, Kyamulibwa SC dated 14/2/23	1

## 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	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	There was evidence of a 736,322,916 /= budget for extension workers/services for the financial year 2023/2024. The staffing norms provided for 42 extension workers but only 34 extension workers are filled up giving a 81% position fill up.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>ii Deployed extension workers as per guidelines score 1 or else 0</p>	<p>There was evidence of deployed extension workers as per guidelines with list below;</p> <p>Headquarters</p> <p>Kiyemba Paul-DPO</p> <p>Luyombo Mugabi Patrick-SAO</p> <p>Ssimbwa Henry-SVO</p> <p>Byangwa Daniel-SFO</p> <p>Jjuko Godfrey-Entomologist</p> <p>Nawajje Valeria Euginia-VO</p> <p>Mukisa Martha-AHO</p> <p>Matega Habel Mayadha-FO</p> <p>Ssenkumba Maximian-SAE</p> <p>Nakabuubi Robinah-AAO</p> <p>Lukaya TC</p> <p>Nakisaka Eva-AO</p> <p>Kasoma Paul-AVO</p> <p>Kasumba Joseph-AFO</p> <p>Kalungu TC</p> <p>Lukyamuzi Muhamad- AO</p> <p>Kyagaba George-AVO</p> <p>Kyamulibwa TC</p> <p>Jjunju Fadulu-AO</p> <p>Ntensibe Ramadan-AVO</p> <p>Kalungu SC</p> <p>Mawanda Rogers- AO</p> <p>Luswata Ezra Buziba-AHO</p> <p>Sseruwagi Emmanuel-AAO</p> <p>Naseera John Bosco-AVO</p> <p>Kyamulibwa SC</p> <p>Mbawa Justine-AO</p>	1

Babirye Oliver-AAO  
 Ssentindo Moses-AHO  
 Ssetba George William-AVO  
 Lwabenge SC  
 Kigonya Kenny-AO  
 Lukyamuzi James-AAO  
 Musoke Benjamin-VO  
 Twinamatsiko Frank- AVO  
 Bukulula SC  
 Buwembo Akaya-AO  
 Ssebabi Gonzaga-AAO  
 Kwagala Lawrence-VO  
 Bwanika Rogers-AVO  
 Sseguya Robert-AFO

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

Extension workers were working in the LLGs where they were deployed, in the sampled LLGs of Kyamulibwa TC, Lwabenge and Kyamulibwa Sub Counties. The extension workers presented their activity report for review as follows;

**Kyamulibwa TC.** Agriculture Officer, Jjunju Fadul's reports were dated 10th October 2022, 31st March 2023 and 20th June 2023; Veterinary Officer, Ntensibe Ramadhan's reports were dated 30th September 2022, 30th December 2022, 30th March 2023 and 29th June 2023

**Lwabenge SC.** Agriculture Officers, Kigenya Kenny and Lukyamuzi James's reports were dated 30th December 2022, 30th March 2023 and 30th June 2023; Veterinary Officers, Musoke Benjamin and Mwiru Flank's reports were dated 26th October 2022, 27th April 2023 and 8th August 2023

**Kyamulibwa SC.** Agriculture Officer, Mbawa Justine, reports were dated 5th October 2022, 5th January 2023, 5th April 2023 and 5th July 2023 and Assistant Agriculture Officer Babirye Olive' reports were dated 30th September 2022, 6th January 2023, 6th April 2023 and 5th July 2023; Animal Husbandry Officer, Ssetuba George William' reports were dated 7th October 2022, 5th January 2023, 3rd April 2023 and 6th July 2023; and Assistant Animal Husbandry Officer, Ssetinodo Moses's reports were dated 7th October 2022, 14th January 2023, 10th May 2023 and 15th July 2023

2

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p>	<p>c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0</p>	<p>Extension workers deployment was publicized, disseminated and displayed on the notice boards of the sampled LLGs</p> <p><b>Kyamulibwa TC.</b> Agriculture Officer, Jjunju Fadul tel. 0756 427 075 and Veterinary Officer, Ntensibe Ramadhan Tel 0702 606 449</p> <p><b>Lwabenge SC.</b> Agriculture Officers Kigenya Kenny Tel. 0701 014 376 and Lukyamuzi James 0759 492 891; Veterinary Officers Musoke Benjamin. 0756 424 205; Assistant Agriculture, Officer Tel. 0756 242 205 and Assistant Animal Husbandry Officer Twinamasiko Boaz Tel. 0702 323585</p> <p><b>Kyamulibwa SC</b> Agriculture Officer, Mbawa Justine Tel, 0704 151 764; Assistant Agriculture Officer Babirye Olive Tel. 0784 064 790; Assistant Animal Husbandry Officer, Ssetuba George William Tel. 0757 350 786; and Animal Husbandry Officer, Ssetindo Moses Tel. 0703 916 594</p>	2
Maximum score 6				
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p>	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>Ten appraisal reports of Extension workers were requested for, as samples to establish whether extension workers were appraised within the prescribed time period. Only 8 reports were presented for review. The sampled officers were appraised by the Deputy CAO. They were all appraised outside the prescribed time period.</p> <p>1. Musoke Benjamin, Veterinary Officer (Lwabenge SC) - 3rd July 2023; 2. Kigooya Kenny, Agriculture officer (Lwabenge SC) - 3rd July 2023; 3. Mawanda Rogers, Agriculture Officer (Kalungu SC) - 3rd July 2023; 4. Mbawa Justine, Agriculture Officer (Kyamulibwa SC) - 3rd July 2023; 5. Ntensibe Ramadhan Assistant Veterinary Officer (Kyamulibwa TC) - 3rd July 2023; 6. Seguya Robert, Assistant Fisheries Officer (Bukulula SC) - 17th July 2023; 7. Kasumba Joseph, Assistant Fisheries Officer (Lukaya TC) - 13th July 2023; and 8. Ssetindo Moses, Animal Husbandry Officer (Kyamulibwa SC) - 5th July 2023;</p>	0
Maximum score 4				
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p>	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>Information on corrective action taken following the performance appraisals was not availed for review.</p>	0
Maximum score 4				

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	There was evidence that training activities were conducted in accordance to the training plans at District level with reports dated 5/7/23, 17/8/23 and 11/8/23 by Mugabi Patrick the District Agricultural Officer	<b>1</b>
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8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	There was no evidence of training activities documented in the training database	<b>0</b>
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**Management, Monitoring and Supervision of Services.**

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.  Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0	There was evidence that the LG had appropriately allocated the micro-scale irrigation grant as follows (Pg 22 of the Approved Budget):  The total IPF for the district was UGX 1,120,206,388.00 [UGX 1,063,857,788.00 from MAIF and UGX 56,348,600.00 Co-funding)  (i) capital development (micro-scale irrigation equipment) budget was UGX 840,154,791.00 (75%); and  (ii) complementary services budget was UGX 280,051,597.00 (25%)	<b>2</b>
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>There was evidence that budget allocations have been made towards complementary services in line with the sector guidelines on Pg.22 of the Approved budget:</p> <p>15% awareness raising of local leaders and maximum UGX 42,007,739.55</p> <p>10% procurement, Monitoring and Supervision UGX 28,005,159.70</p> <p>75% for enhancing farmer capacity for uptake UGX 210,038,697.75</p> <p>Total allocation for Complimentary services as UGX 280,051,597.00</p>	2
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>There was evidence that the co-funding of UGX 56,348,600 was reflected in the LG Budget and allocated as per guidelines. (Pg. 22 of the approved budget)</p>	2
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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>There was evidence that the LG had used the farmer co-funding of UGX 56,348,600 following the same rules applicable to the micro-scale irrigation grant. (Pg.22 of the Approved Budget)</p> <p>The total budget was UGX 1,120,206,388.00 out of which UGX 1,063,857,788.00 was from MAAIF and UGX 56,348,600.00 was from farmer co-funding; the entire budget had been appropriately allocated as follows:</p> <p>(i) capital development (micro-scale irrigation equipment) budget was UGX 840,154,791.00 (75%); and</p> <p>(ii) complementary services budget was UGX 280,051,597.00 (25%)</p>	2
Maximum score 10				

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>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>There was evidence of sensitization meetings and minute report dated 16/3/2023 (63 attendees) and 8/2/23 (53 farmers) where leaders attended of which DPO and DTPC and LLGs were party to the meetings.</p> <p>The district planned for UGX 1,120,206,388.00 out of which UGX 1,063,857,788.00 was from MAIF and UGX 56,348,600.00 was the co-funding component that had all been allocated and used appropriately (Capital Dev. 75% UGX 840,154,791.00 and Complimentary Services 25% UGX 280,051,597.00)</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> <li>Less than 70% score 0</li> </ul>	<p>There was evidence of monitoring and supervision reports 11/10/22 for first quarter, 10/1/23 for second quarter, 10/04/2023 for quarter three and 10/07/2023 for quarter four. However, there were no systems to monitor in quarter two and one. Quarterly reports also form part of the supervision and monitoring reporting dated 15/10/2022 for First quarter, 13/01/2023 for second quarter, 14/04/2023 for third quarter and 13/07/2023 for Fourth quarter. Field visits indicated evidence of adequacy and efficiency of micro irrigation equipment in terms of water conservation for the sample IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) dated 2/01/23 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) dated 23/03/2022 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) dated 23/08/2022 of Bukulula SC who had successful expressions of interests.</p> <p>There was evidence of equipment inventory and asset register as sampled for Nassanga Josephine report dated 30/6/23</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training &amp; support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was evidence of trainings of farmers dated 11/8/23 by Senior Agricultural Engineer about the servicing and maintenance of equipment at sites where installations were completed in the financial year 2022/2023 with farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) completed on 26/6/2023 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) completed on 26/6/2023 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) completed on 26/6/2023 of Bukulula SC who had successful expressions of interests. There was evidence of hands on trainings dated 20/4/23</p>	2

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	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	There was evidence that the LG had provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines through hands on training reports dated 20/4/23 (10 attendees) by the UglIFT focal person (Mugabi Patrick)	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	There was evidence that the LG had established and run farmer field schools/irrigation demo sites as per the guidelines with report dated 20/7/22 and farmer field school situated at Mr. Male Edward Irrigation Site in Kalungu SC	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	There was evidence that the LG had conducted activities to mobilize and sensitize farmers as per guidelines (i.e. farmer meetings, radio talk shows, farmer-to-farmer events, demonstrations by irrigation equipment suppliers) meetings and minute report dated 4/1/23 (195 attendees) 28/2/23 (119 attendees), 25/4/23 (50 attendees) and 20/12/22 (76 attendees).  There was evidence of radio talk shows on Buddu FM dated 17/7/23	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was evidence that the district had trained staff and sensitized political leaders at District and LLG levels (mobilizing farmers to participate on irrigation and irrigated agriculture) meetings and minute report dated 4/1/23 (195 attendees) 28/2/23 (119 attendees), 25/4/23 (50 attendees) and 20/12/22 (76 attendees)	2
<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	There was evidence of a register containing delivery notes of equipment such as solar modules, pipes and accessories, pumps and tanks with asset register which was last updated on 30/6/23	2

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>There was evidence that the LG kept and up-to-date database of applications (EOIs) for the current and previous FY at the time of the assessment with EOIs from sampled farmers with farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) dated 25/07/22 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) dated 3/10/2020 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) dated 23/07/2022 of Bukulula SC who had successful expressions of interests</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>There was evidence that the district had carried out farm visits to farmers that submitted complete Expressions of Interest (EOI) for sampled farmers with farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) dated 2/01/23 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) dated 23/03/2022 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) dated 23/08/2022 of Bukulula SC who had successful expressions of interests</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects:</p> <p>Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>The District Agricultural Engineer publicized the list of eligible farmers the under small scale irrigation program. The list included the following names;</p> <ol style="list-style-type: none"> <li>1. Munene Elnest of Kyamulibwa Cell (A) Central Ward</li> <li>2. Tushabe Samuel of Zake Ward, Bunoga Village</li> <li>3. Lyazi Samuel of Kiwumulo parish Bugomola village</li> <li>4. Ssegawa David of Bwesa parish, Kyato village</li> <li>5. Matovu Adam of Bwesa parish, Kyato village</li> </ol>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>There was evidence that the Design, supply and installation of micro scale irrigation equipment at Kalungu GTC at Ugx 34,000,000; and the Design, supply and installation of micro scale irrigation equipment to selected farmers at Kalungu District at Ugx 178,500,000 were include in the LG approved procurement plan.</p>	1



13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	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	There was evidence of a letter dated March 7, 2023 circulated to Balton (U) limited, Ferest investments limited, SOLARNOW Limited and Anjana Projects Limited requesting for quotation for supply of irrigation equipment. All the suppliers were on the list pre-qualified by MAAIF.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was evidence of an evaluated report dated April 19, 2023 which confirmed that the selection of the irrigation equipment supplier based on the set criteria.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	There was evidence of minute Kalu/58/03/2022-23 of the contracts committee meeting which sat on March 27, 2023 and approved the procurement of the micro-irrigation systems projects.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	There was evidence of a signed contract dated May 17, 2023, with M/s Ferest Investment Ltd for the Design, Supply and installation of small scale irrigation systems in Kalungu District.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	There was evidence that the irrigation demonstration site(s) installed were in line with the design output sheet (generated by the MIS/IrriTrack App for sampled farmer IDs of KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Aloysius) of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) of Bukulula SC	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	There was evidence that the LG had conducted regular technical supervision of the irrigation demonstration sites dated, 5/01/2023 for quarter two, 28/2/23 for quarter three, 5/7/23 and 08/8/23 for quarter four. Note that there was no systems installations during quarter one.	2
Maximum score 18				
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	h) Evidence that the LG has overseen the irrigation equipment supplier during:  i. Testing the functionality of the installed equipment: Score 1 or else 0	There was evidence that the LG had overseen the irrigation equipment supply, installation and testing for functionality with supervision reports dated 11/10/22 for first quarter, 10/1/23 for second quarter, 10/04/2023 for quarter three and 10/07/2023 for quarter four sampled that included sampled farmer IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) completed on 26/06/23 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) completed on 26/06/23 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) completed on 26/06/23 of Bukulula SC	1
Maximum score 18				
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	There was evidence that irrigation equipment hand-over to the Approved host/beneficiary Farmer was done with sampled signed acceptance forms of irrigation systems dated 23/6/23 for KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) and KALUNGU/2021-11-23/Female/22075 (Nassaga Josephine) dated 20/6/23	1
Maximum score 18				

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

There was no 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:

VN 6426114 of 28/06/2023 being payment of UGX 125,171,180 to M/S Balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment for 6-farmers (Semanda Alozio, Sempija Charles, Baitwababo Scondina, Kiyongo Hussein Kamitare and Rehema Demo Site)

Payment was requested on 21/06/2023, and was effected on 28/06/2023 (within 10 working days)

VN 6439061 of 28/06/2023 being payment of UGX 45,074,605 to M/S Ferest Investments Ltd against Certificate No.1 for the supply and installation of irrigation equipment for 3 farmers (Nansanga Josephine, Deo Semwanga & Kapalaga Denis)

Payment was requested on 14/06/2023, and was effected on 28/06/2023 (beyond 10 working days)

VN 4265355 of 16/03/2023 being payment of UGX 21,319,133 to M/S balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment at the farm of Nsimbwa Abdu

Payment was requested on 03/11/2022, and was effected on 02/03/2023 (beyond 10 working days)

Acceptance Form had been signed on 03/11/2022

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0</p>	<p>There was evidence of complete procurement files for the Micro scale irrigation system design, supply and installation with record as required. The sampled projects were: KALU848/WRKS/2022-23/00022 Design, Supply and installation of small scale irrigation systems in Nakasagga Josephine, whose requisition was made on January 3, 2023, advert was made on March 7, 2023, evaluation was completed on April 19, 2023 and contract signed on May 17, 2023 at an award price of Ugx 15,800,169; KALU848/WRKS/2022-23/00022 Design, Supply and installation of small scale irrigation systems for Deogracious Ssemwanga, whose requisition was made on January 3, 2023, advert was made on March 7, 2023, evaluation was completed on April 19, 2023, and contract signed on May 17, 2023 at an award price of Ugx 15,747,169; and KALU848/WRKS/2022-23/00022 Design, Supply and installation of small scale irrigation systems for Kikonyogo Hussein, whose requisition was made on January 3, 2023, advert was made on February 15, 2023, evaluation was completed on March 15, 2023 and contract signed on May 17, 2023 at an award price of Ugx 15,609,000.</p>	2
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**Environment and Social Safeguards**

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0</p>	<p>There was evidence that the Local Government had displayed details of the nature and avenues to address grievance in public areas with notice dated 29/01/23</p>	2
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>Micro-scale Irrigation department had their own Noticeboard but the GRM was not advertised on it. Instead, the GRM was advertised at the general Noticeboard that was more accessible to the public (The Irrigation Office is far behind the Main building and only District staff access it).</p> <p>There was no Grievance Log Book at Irrigation Department. Irrigation grievances were recorded in the general Log at the DCDO's office.</p> <p>One of the cases recorded was that filed by Hajji Kikonyogo from Kalokero, Kalungu S/C dated 30/06/23. He complained of the weak nature of the irrigation pump that filled the tank in 5 days instead of 2. The DPO caused a meeting and a resolution was made to have a bigger pump installed the next FY.</p>	1

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>The case of Hajji Kikonyogo from Kalokero, Kalungu S/C dated 30/06/23, was investigated and the pump found to be weak and could not lift water to required height.</p>	<b>1</b>
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>The case of Hajji Kikonyogo from Kalokero, Kalungu S/C dated 30/06/23 was responded to. A resolution was made to have a bigger pump installed the next FY.</p>	<b>1</b>
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>The case of Hajji Kikonyogo from Kalokero, Kalungu S/C dated 30/06/23, followed the GRM of recording, investigating and responding to what had been raised.</p>	<b>1</b>

**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	There was evidence that LGs had disseminated Micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agro-chemicals and safe disposal of chemical waste containers. Farm visits for sampled farmers with IDs KALUNGU/2022-07-25/Male/27158 (Ssempija Charles) dated 2/01/23 of Rwabenge SC, KAL/2020-10-03/M/7830 (Ssemanda Alousius) dated 23/03/2022 of Kalungu SC and KALUNGU/2022-07-23/Male/27126 (Kapalaga Denis) dated 23/08/2022 of Bukulula SC who had successful expressions of interests  There was evidence of MOUs signed with sampled farmer ID KALUNGU/2021-11-23/Female/22075 (Nassaga Josephine) dated 17/5/23	2
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	There was no evidence that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for irrigation projects. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO.  The Demonstration was at Lukaya Seed School which was screened on 05/05/2023.  Screening for individual farmers was done on 22nd /03/2023 for:  1) Mulangwe Damas of Ntale Trading Centre  2) Nakalawa Teddy of Kyabakuuma village, Kalungu SC  3) Kayanja Hussein of Bulawulka, Kabuye village  4) Lukwago Ashraf of Kabuye village, Kalungu SC; and  5) Nanjuya Margret of Bulawuka, Kabuye, Kalungu SC  There was nothing in Irrigation BoQs concerning costed values. The only mention of it was broadly in the Code of Conduct where it was mentioned that the project would ‘take into consideration the issues (including but not limited to labour influx, spread of communicable diseases, sexual harassment, illicit behavior crime and maintaining a safe environment) ....	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	There was some scanty evidence of Monitoring of irrigation impacts. Reports titled: 'Monthly Report on Monitoring of installation under the UGIFT Micro-Scale Irrigation program in Kalungu District for Month ending...' were available at the District Production Office. The Reports were written by Kiyemba Paul, District Production Officer. They were dated:  1) 05 Sept. 2022; 2) 04 August 2022; 3) 04 November 2022; 4) 13th Dec. 2022 and 5) 11th Oct. 2022.	1
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was e 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.  Interim payment certificates prepared by a one Senkumba Maximian the Agricultural officer, verified by Ruzena Rota the CDO, Ssejjoba Bonny the Environment Officer, Certified by Sseguyua Patrick the District Internal Auditor and approved by Ocen Andrew James the CAO were presented. It was for the Design supply and installation of micro-scale irrigation systems to 100 farmers of Kalungu DLG. It was dated 26th June 2023.	1
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects.  Interim payment certificates prepared by a one Senkumba Maximian the Agricultural officer, verified by Ruzena Rota the CDO, Ssejjoba Bonny the Environment Officer, Certified by Sseguyua Patrick the District Internal Auditor and approved by Ocen Andrew James the CAO were presented. It was for the Design supply and installation of micro-scale irrigation systems to 100 farmers of Kalungu DLG. It was dated 26th June 2023.	1

**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	The Chief Finance Officer, Bigwa Twaha, was substantively appointed, as per the appointment letter dated 18th July 2011, DSC MIN/215/2011	<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	The District , Planner, Nalugwa Fausta, was substantively appointed, as per the appointment letter dated 31st October 2018, DSC Min, no. im03/09/2018	<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.	c. District Engineer/Principal Engineer, score 3 or else 0	The District Engineer was not substantively appointed. Duties were performed by the Senior Engineer, Kiwanuka Archelies, as per the appointment letter dated 17th February 2021, DSC Min. no. 4/2021 (1)	<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.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The position is scored under Water and Environment	<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.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The District Production Officer, Kiyemba Paul was substantively appointed, as per the appointment letter dated 19th March 2014, DSC Min no. 002/03/2014	<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.	f. District Community Development Officer/Principal CDO, score 3 or else 0	The District Community Development Officer, Ruheina Ritah was substantively appointed, as per the appointment letter dated 13th July 2020, DSC Min. no. 18.1	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The District Commercial Officer, Matovu Elnest, was substantively appointed, as per the appointment letter dated 19th January 2021, DSC Min. no. 75.1	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.	The Senior Procurement Officer, Namugga Millly Kasule was substantively appointed, as per the appointment letter dated 13th July 2020, DSC Min. no. 18.8	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	The Procurement Officer, Ndyamuhaki Clare was substantively appointed, as per the appointment letter dated 19th January 2021, DSC Min. no. 75.2	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	The Principal Human Resource Officer, Nankya Margaret, was substantively appointed as per the appointment letter dated 4th August 2015, DSC Min. no. 001/7/2015	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	The Senior Environment Officer was not substantively appointed. Duties were performed by the Environment Officer, Ssejemba Bonny, as per the appointment letter dated 19th January 2022, DSC Min. no. 67 911)2021 (1)	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	The Senior Land Management Officer, Nampiira Irene, was substantively appointed, as per the appointment letter dated 4th August 2015, DSC Min no. 041/7/2015	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	The Senior Accountant position was vacant	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	The Principal Internal Auditor, Seguya Patrick, was substantively appointed, as per the appointment letter dated 14th August 2017, DSC Min. no. 076/2017  (1)	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	The Principal Human Resource Officer (Secretary DSC) was not substantively appointed. Duties were performed by the Senior Human Resource Officer, Kasingwirwa 13th February 2020, DSC Min. no. 1/2020:1	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).

The LG had 7 LLGs, 4 SCs and 3 TCs and therefore 4 Senior Assistant Secretaries and 3 Town Clerks. Their appointment details were as follows;

#### **SAS**

**1.** Ssembajja Hussein (Lwabange SC) appointment letter dated 8th December 2006, DSC Min. no. 130/11/2006; **2.** Namyalo Marjorie (Bukulula SC) appointment letter dated 18th July 2011, DSC Min.no. 217/2011; **3.** Musoke Fred (Kalungu SC) appointment letter dated 10th July 2019. DSC Min. no. 25/2019/.1; **4.** Lwerimba Johnson (Kyamulibwa SC) appointment letter dated 18th July 2011, DSC Min no, 217/2011

#### **Town Clerks**

**5.** Nalulyo Mildred (Lukaya TC) appointment letter dated 13th July 2020, DSC Min. no. 18.14 (2); **6.** Namuganyi Mary performed duties of the Town Clerk at Kyamulibwa at Town Council, as per the appointment letter dated 14th April 2022, DSC Min. no.131/2022 (3); and **7.** Kisuule Frank (Kalungu TC) appointment letter dated 3rd July 2020, DSC Min. no. 43/2020 (B)

**One T0wn Clerk was not substantively appointed**

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 were 3 S/CDOs and 4 CDOs. They were all substantively appointed. Their appointment details were as follows;

#### **CDOs**

**1.** Sserubambula Abdallah (Lwabenge SC) appointment letter dated 2nd June 2023, DSC Min. no. 43/231(B); **2.** Nalule Betty (Bukulula SC) appointment letter dated 13th July 2020, DSC Min. no. 18.6; **3.** Nakiyimba Faridah (Kalungu SC) appointment letter dated 19th July 2022, DSC Min. no. 81.2 (1); and **4.** Makumbi Abubaker (Kyamulibwa SC) appointment letter dated 19th July 2021, DSC Min. no. 81.2; (2)

#### **SCDOs**

**5.** Namakumbi Nulu (Kyamulibwa SC) appointment letter dated 19th July 2021, DSC Min no, 81. 1 (1); **6.** Nanziri Aidah (Kalungu TC) appointment letter dated 17th August 2015, DSC Min. no. 023/8/2015 (1); and **7.** Kaggwa Abby Samuel (Kyamulibwa TC) appointment letter dated 2nd June 2023, DSC Min. no. 43/2023 1 (C)

2	New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG	c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.	There were 7 Senior Accounts Assistants / Accounts Assistants. They were all substantively appointed,  <b>1.</b> Ssegawa George, SAA (Bukulula SC) appointment letter dated 7th February 2019; <b>2.</b> Maweje Gyaviira SAA (Kyamulibwa SC) appointment letter dated 24th May 2023, DSC Min. no. 67 (10)2021; <b>3.</b> Agaba Denis Betunga, SAA (Kalungu SC) appointment letter dated 7th February 2019, DDSC Min. no. 08/15/01/2019 (2); <b>4.</b> .Najuuko Esther, AA (Lwabenge SC) appointment letter dated 11th May 2017, DSC Min. no. 058/041/2017; <b>5.</b> Ndiwalana Tonny, AA, (Kyamulibwa TC) appointment letter dated 11th August 2015 DSC Min. no. 002/7/2015; <b>6.</b> Bukenya Gerusio Alex, SAA (Lukaya TC) appointment letter dated 26th March 2009, DSC Min. no. 86/Jan/2009; and <b>7.</b> Okwir Joshua, AA (Kalungu TC) appointment letter dated 13th May 2022, DSC Min no. 13/2022 (1)	5
	Maximum score is 15			

### Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	There was evidence that LG has released only 98% of funds allocated in the previous FY to Natural Resources department	0
	Maximum score is 4	a. Natural Resources department, score 2 or else 0	Pg.14 of the annual Financial Statements: "Statement of Appropriations "  The budget for Natural Resources was UGX 286,107,757 and only UGX 280,727,975 had been disbursed to the department (representing 98% budget performance).	
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:	There was evidence that the LG released 100% of funds allocated in the previous FY to Community-Based Services Department	2
	Maximum score is 4	b. Community Based Services department. score 2 or else 0.	From Pg.14 of the annual Financial Statement: "Statement of Appropriations",  The budget for Community Based Services was UGX 568,626,049 out of which only UGX 166,548,660 had been realised by the district disbursed 100% to the department.  The district did not receive UGX 402,077,389 meant for UWEP	

4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening,  score 4 or else 0	There was evidence that Kalungu District Local Government carried out Environmental, Social and Climate Change screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG). There was one DDEG project.  This was construction of Council Hall at Kalungu District Headquarters. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 6/7/22.	4
Maximum score is 12				
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),  score 4 or 0	Screening results indicated no need for ESIA.	4
Maximum score is 12				
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);;  score 4 or 0	There was evidence that Kalungu District Local Government had costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG). Costing was done Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO on 24 Aug. 2022. Costing was done for various items like provision of safe drinking water at UGX100,000/-, provision of 2 dust bins at UGX100,000/-, and planting of indigenous trees with guidance of environment Officer at uGX15,000/-.	4
Maximum score is 12				

## 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>From the list of Audit Opinions for FY 2022/2023, issued by the Auditor General on 17th Jan. 2024, Kalungu DLG (Vote No.848) received a clean (un-qualified) audit opinion for the year.</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>There was evidence that the LG had provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for FY 2021/22 on 13/01/2023 CR/106/1 (before the end of February 2023) This statement includes actions against all findings as recommended.</p> <p>The report contained the following two outstanding issues:</p> <ol style="list-style-type: none"> <li>1. Failure by the district to share local revenue amounting to UGX 18,681,103 with LLGs; and</li> <li>2. Un-accounted for funds amounting to UGX 90,500,488</li> </ol>	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>There was evidence that the LG had submitted an annual Performance Contract and Procurement Plan for 2023/2024 (Ref. CR/104/1) within the time limit on 28/07/2023; A physical copy was verified.</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>There was evidence that The LG submitted the Annual Performance Reports for the year 2022/2023 to PSST through the PBS tool on 02/08/2023 (before August 31, 2023)</p>	4

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

Maximum score is 4

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

score 4 or else 0.

There was evidence that the LG did submit all the Annual Performance Reports for the year 2022/2023 to PSST before August 31, 2023. Further verification of the records revealed the following:

Q1 report was submitted through the PBS on 07/12/2022;

Q2 was submitted through the PBS on 07/02/2023;

Q3 was submitted through the PBS on 01/05/2023; and

Q4 was submitted through the PBS on 02/08/2023 (before 31st Aug. 2022)

All reports were submitted through the PBS

**Education  
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 substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The District/City Education Officer, Nakanwagi Sylvia Grace, was substantively appointed as per the appointment letter dated 25th August 2022, DSC Min. no. 6/2022	<b>30</b>
	<i>The Maximum Score of 70</i>			
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The LG had 5 Inspectors of Schools. They were all substantively appointed as per their appointment letters dated as follows;  <b>1.</b> Inspector of schools, Suuna Abubaker. appointment letter dated 25th March 2022, DSC Min. no. 66/2022 (3); <b>2.</b> Inspector of Schools, Ssebugwawo Denis, appointment letter dated 19th January 2022, DSC Min. no. 67/2022 (1); <b>3.</b> Inspector of Schools, Namuganyi Olivia, appointment letter dated 19th January 2021, DSC Min. no. 66.2021 (92); <b>4.</b> Inspector of Schools, Ssenyonga Frank, appointment letter dated 25th August 2022, DSC Min.no. 66/2022 (1); and <b>5.</b> Senior Inspector of Schools, Mpaka Mbatuzunde, appointment letter dated 18th October 2021, DSC Min. no. 51/2021 (2)	<b>40</b>
	<i>The Maximum Score of 70</i>			

**Environment and Social Requirements**



2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>The Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that Kalungu District Local Government carried out Environmental, Social and Climate Change screening Form for all Education projects for the previous FY. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO. It was done for the following sampled schools:</p> <ol style="list-style-type: none"> <li>1) Construction of a 5 stance pit latrine at Kayunga Parents school, dated 20/7/2022;</li> <li>2) Construction of a 2 classroom block at Kalongo primary school dated 12/7/2022;</li> <li>3) Construction of a 2 classroom block at St. Jude Kisawo primary school dated 14/7/2022;</li> <li>4) Construction of a 5 stance pit latrine at Kapeere Memorial Primary school, dated 18/7/2022; and</li> <li>5) Renovation of classrooms at St. Thereza Bwanda Primary School dated 28/7/2022.</li> </ol>	<b>15</b>
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2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>The Maximum score is 30</p>	<p>If the LG carried out:</p> <p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>Screening results indicated no need for ESIA.</p>	<b>15</b>
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**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.	District Health Officer, Ssentamu Daniel, was substantively appointed, as per the appointment letter dated 6th May 2019, DSC Min no. 11/2019/11.6	<b>10</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>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The Assistant District Health Officer Maternal, Child Health and Nursing, Nagirinya Aidah, was substantively appointed, as per the appointment letter dated 28th November 2019,DSC, Min. no. 57.1	<b>10</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>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The Assistant District Health Officer, Environmental Health, Dhabuliwo Musa, was substantively appointed, as per the appointment letter dated 28th November 2019, DSC Min. no. 57.2	<b>10</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>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	The Principal Health Inspector position was vacant	<b>0</b>
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.	The Principal Health Inspector position was vacant	<b>0</b>

1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	f. Biostatistician, score 10 or 0.	The Biostatistician, Ssali Denis, was substantively appointed, as per the appointment letter dated 18th July 2011, DSC Min. no. 204.2011.	<b>10</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>	g. District Cold Chain Technician, score 10 or else 0.	The District Cold Chain Technician, Coka Martin was substantively appointed, as per the appointment letter dated 6th May 2019, DSC Min. no. 16/KDKG/2019	<b>10</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>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	i. Principal Health Inspector, score 20 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  <i>Applicable to MCs only.</i>  <i>Maximum score is 70</i>	j. Health Educator, score 20 or else 0		

**Environment and Social Requirements**

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that Kalungu District Local Government carried out Environmental, Social and Climate Change screening for all health projects for the previous FY. There was only one project implemented under Health. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO. It was done for Renovation of staff Quarters at Kalungu HC III, and was dated 22/7/2022.</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>Screening results indicated no need for ESIA.</p>	<b>15</b>

**Micro-scale Irrigation  
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited; a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The Senior Agricultural Engineer, Ssenkumba Maximian was substantively appointed as per the appointment letter dated 19th January 2022, under DSC Min. no. 67/2021 (1)</p>	<b>70</b>
<b>Environment and Social Requirements</b>				
2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG: Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p>	<p>There was evidence that Kalungu District Local Government carried out Environmental, Social and Climate Change screening for all Micro-scale Irrigation projects implemented in the previous FY. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO.</p> <p>The Demonstration was at Lukaya Seed School which was screened on 05/05/2023. Local Farmers were screened as sampled below:</p> <p>1) Nassanga Josephine, screened on 14/02/2023;</p> <p>2) Deogracious Ssemwanga screened on 19/02/2023</p> <p>3) Kapalaga Denis screened on 10/05/2023;</p> <p>4) Kikonyogo Hussein screened on 09/05/2023;</p> <p>5) Ssemanda Aloysius screened on 15/02/2023;</p> <p>6) Sempijja Charles</p> <p>7) Baitwababo Secondina screened on 08/05/2023;</p> <p>Screening results indicated no need for ESIA</p>	<b>30</b>

**Water & Environment  
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.  <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The Civil Engineer (Water), Bbaale Mugeru Aloysius, was substantively appointed, as per the appointment letter dated 13th July 2020, DSC Min. no. 18.2	<b>15</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.	The Assistant Water Officer for mobilization position was vacant	<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.	The Borehole Maintenance Technician, Habarugira Emmanuel, was substantively appointed as per the appointment letter dated 25th October 2023, DSC Min no. 27/2023	<b>10</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.	The District Natural Resources Officer, Bakeiha Topher, was substantively appointed, as per the appointment letter dated 4th August 2015, DSC Min no. 002/7/2015	<b>15</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.	The Environment Officer, Ssejjoba Bonny, was substantively appointed, as per the appointment letter dated 19th January 2022, DSC Min. no. 67 (11) 2021	<b>10</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.	The Forestry Officer, Sebyala Amos, was substantively appointed, as per the appointment letter dated 17th April 2018, DSC Min. no. 023/03/2018	<b>10</b>

**Environment and Social Requirements**

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

If the LG:

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

There was evidence that Kalungu District Local Government carried out Environmental, Social and Climate Change screening for all Water and Environment projects implemented the previous FY. Screening was done by Ssejjoba Bonny, Environment Officer and Ruzena Rita, CDO. It was done for the following sampled Water and Environment Facilities:

1) Supply and installation of 10,000 ltr plastic rain water harvesting tank at Kapere Parents P/S screened on 19/7/2022;

2) Supply and installation of 10,000 ltr plastic rain water harvesting tank at Kasambya HC III screened on 14/7/2022;

3) Supply and installation of 10,000 ltr plastic rain water harvesting tank at Kalangalo P/S screened on 19/7/2022;

4) Supply and installation of 10,000 ltr plastic rain water harvesting tank at Bugonzi C/U P/S screened on 19/7/2022;

5) Drilling and construction of Stainless Steel boreholes in Towa 'B' dated 19/7/2022;

6) Drilling and construction of Stainless Steel boreholes in Lukenke dated 19/7/2022;

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.

Screening results indicated no need for ESIA.

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

c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.

There were no contractors known to have obtained Abstraction Permits for any project.