



## **LGMSD 2022/23**

Kanungu District

(Vote Code: 519)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	78%
Education Minimum Conditions	60%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	60%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	62%
Educational Performance Measures	57%
Health Performance Measures	58%
Water & Environment Performance Measures	63%
Micro-scale Irrigation Performance Measures	74%

**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>Kanungu DLG had four (04) DDEG funded investments including one (01) infrastructural project in its FY2022/2023 annual workplan and budget.</p> <p>❑ Procurement of materials for construction of DLG Admin block UGX50,000,000</p> <p>The procurement and delivery of building materials for the DLG Admin block did not happen as planned. The contractor is said to have delivered substandard materials and they were rejected. Therefore functionality of the planned DDEG infrastructural investment remained in question.</p> <p>The DLG did not meet the requirements of the performance measure.</p>	<b>0</b>
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> <li>• By more than 5%, score 3</li> <li>• 1 to 5% increase, score 2</li> <li>• If no increase, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>Overall, the performance of KDLG in its LLG assessment was 58% in FY2021/2022 and 47% in FY2022/2023, meaning a decline of 11%. <b>This was a reduction, obviously &lt; 0%.</b></p>	<b>0</b>

N23\_Service Delivery Performance

Maximum 6 points on this performance measure

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

- If 100% the projects were completed : Score 3

- If 80-99%: Score 2

- If below 80%: 0

Kanungu DLG implemented four (04) DDEG funded investment projects in FY2022/2023.

- ❑ Procurement of materials for construction of DLG Admin block UGX50,000,000

- ❑ Procurement of furniture and shelves for Planning department, CAO office and Chairperson's office UGX20,000,000

- ❑ Procurement of laptops for Chairperson, Finance and Internal Auditor UGX20,000,000

- ❑ Capacity building for staff UGX16,000,000

The LG's 4th Performance Report for FY 2022/2023 shows that DDEG was spent 100% by the end of the year. The total amount budgeted was UGX 371,812,000 and what was spent as per the reports was UGX 371,812,000 which made 100%.

However, it was found that the project "Procurement of materials for construction of DLG Admin Block UGX50,000,000" was not implemented though the money was spent. The contractor delivered substandard materials and the DLG rejected them. The money which had been drawn was left on the Imprest account of the Engineering and Works department. This much I didn't verify if the funds were anywhere but at least the building materials were not at the site.

The other projects including procurement of furniture and computers and capacity building were implemented, per the documents provided such as receipts and attendance records of the training. The furniture and laptops procured were seen and verified.

The LG did not comply on the implementation of the DDEG projects as planned.

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.	<p>Kanungu DLG implemented four (04) DDEG funded projects in FY2022/2023.</p> <ul style="list-style-type: none"> <li>❑ Procurement of materials for construction of DLG Admin block UGX50,000,000</li> <li>❑ Procurement of furniture and shelves for Planning department, CAO office and Chairperson's office UGX20,000,000</li> <li>❑ Procurement of laptops for Chairperson, Finance and Internal Auditor UGX20,000,000</li> <li>❑ Capacity building for staff UGX16,000,000</li> </ul> <p>The LG's 4th Performance Report for FY 2022/2023 shows that DDEG was spent 100% by the end of the year. The total amount budgeted was UGX113,101,000 and what was spent as per the reports was UGX113,101,000 which made 100%.</p> <p>The projects were all eligible under DDEG guidelines (Table 7 – Positive List/Investment Menu, page 7 and 8).</p>	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	<p>This indicator is Not Applicable because there are no DDEG funded infrastructure investments at Kanungu DLG.</p> <p><b>NB.</b> Only DDEG infrastructure projects at District level were considered.</p>	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	<p><b>The staffing was not in place as per minimum standards and staff list</b> – obtained from HRM Division (attendance registers, appraisal reports, TPC minutes)</p> <p>In Kanungu District, there was <b>inadequate staffing</b> in place as per minimum standards and staff list at LLGs as per the three sampled LLGs of Kanyantorogo Sub County, Kihihi Sub County, and Kanungu Town Council.</p> <p>At Kanyantorogo Sub County with staff strength of <b>08</b> out of a staff establishment ceiling of <b>16</b>, the staff included:</p> <ol style="list-style-type: none"> <li>1. Gasore Beatrice, Senior Assistant Secretary</li> <li>2. Tumuheirwe sam, Senior Assistant Accountant</li> <li>3. Asiiimwe Innocent, Senior Community Development Officer</li> <li>4. Turyamureeba Justus, Agricultural Officer</li> <li>5. Tumwebaze Tobias, Parish Chief</li> <li>6. Kukunda Sheila, Parish Chief</li> </ol>	0
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7. Tushabomwe Christopher
8. Twinomujuni Sedura

Some of the staff that were substantively deployed at Kihiki Sub County, with a staff strength of **08** against a staff establishment ceiling of **16**, were:

1. Nimusiima Lilian Julian, Senior Assistant Secretary
2. Muyambi Edson, Parish Chief
3. Omwesigye Levison, Assistant Veterinary Officer
4. Rwakarara Alfred, Agricultural Officer
5. Nyeena M Joseph, Senior Assistant Accountant
6. Asimwe Abia Mporanyi, Parish Chief
7. Mwesigwa Tom, Parish Chief
8. Ariho Brian, Community Development Officer

At Kanungu Town Council, with a staff strength of **26** out of a staff establishment of **52**, some of the staff substantively deployed were:

1. Ampumuza David, Senior Town Clerk
2. Ahimbisibwe Angella, Human Resource officer
3. Tumuhereze Frank Jerverson, Assistant Engineering Officer
4. Kukundakwe Sezi, Physical planner
5. Nuwagira Bridget, Town Agent
6. Magita Moreen, Office Attendant
7. Niwabiine Cecilia, Office Attendant
8. Twebembere peregyerino, Askali
9. Tumusiime Jasenta, Porter
10. Sabiit Shillah, Office Typist
11. Agaba Edmond, Records Officer
12. Nnakiwa Teddy, Office Typist
13. Adiru Christine , Assistant Inventory Management officer
14. Ahimbisibwe Annah, Town Agent
15. Arineitwe David, Driver
16. Tusiime Dorothy, Town Agent
17. Rutaro George, Law Enforcement Assistant
18. Kiconco Rabbecca, Senior Law Enforcement Officer
19. Katimuntu Richard, Senior Asst. Town Clerk
20. Taremwa Lawrence, Senior Accounts Assistant
21. Twinamasiko Ezra, Assistant Accountant
22. Kankimusiimire Pamellah, Senior Community Development Officer
23. Muhwezi Shoudy, Senior Treasurer
24. Niwagaba Owen
25. Kyomugasho Amom, Assistant Veterinary Officer
26. Arineitwe Mark, Commercial Officer

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p>	<p>Kanungu DLG did have four (04) DDEG funded investment projects including one (01) infrastructural project in its FY2022/2023 annual workplan and budget.</p>	0
		<p>• If 100 % in place: Score 2, else score 0.</p>	<p>❗ Procurement of materials for construction of DLG Admin block UGX50,000,000</p>	
		<p><b>Note: if there are no reports produced to review: Score 0</b></p>	<p>Although the report shows that the total cost for the procurement of building materials was fully spent (100%), the materials were not on site because the contractor is said to have delivered substandard materials which were rejected. Therefore what FY2022/2023 Quarter 4 report says and what the actual level of project completion say are two different things.</p>	
			<p>The LG did not comply with the requirement.</p>	
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p>	<p>There <b>was evidence that the Kanungu DLG</b> conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled four LLGs and found that the LG undertook credible assessment. All four sampled Local Level Governments (LLGs) exhibited a deviation within the recommended range of +/- 10%, as outlined below.</p>	4
		<p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p>	<ol style="list-style-type: none"> <li>1. <b>Nyakinoni SC:</b> The district internal assessment awarded a perfect score of 39%, while the national assessment team awarded a slightly lower score of 41%. This indicates a deviation of +1%.</li> <li>2. <b>Nyamirama SC:</b> The district internal assessment awarded a perfect score of 41%, while the national assessment team awarded a slightly lower score of 47%. This indicates a deviation of +6%.</li> <li>3. <b>Kanungu TC:</b> The district internal assessment awarded a perfect score of 70%, while the national assessment team awarded a slightly lower score of 74%. This indicates a deviation of +4%.</li> <li>4. <b>Kanyantorogo SC:</b> The district internal assessment awarded a perfect score of 82%, while the national assessment team awarded a slightly lower score of 81%. This indicates a deviation of -1%.</li> </ol>	
		<p>score 4 or else 0</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	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.	<b>There was no evidence</b> that the LG had developed Performance Improvement Plans for at least 30% of the lowest performing LLGs for the previous FY.	<b>0</b>
		Score: 2 or else score 0		

5	N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:	<b>There was no evidence</b> that the LG had implemented Performance Improvement Plans for at least 30% of the lowest performing LLGs in the previous FY.	<b>0</b>
		Score 2 or else score 0		

**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.	<b>There was evidence</b> that the LG had consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.  The submission was made in a letter dated <b>September 25, 2023, ref.: CR/156/1</b> from the Chief Administrative Officer, Betega David to the Permanent Secretary, Ministry of Public Service, copied to the Ministry of Finance, Planning and Economic Development and the Ministry of Local Government, titled " <b>Recruitment Plan for the Financial Year 2024/2025</b> " and received by <b>Harriet at the Ministry of Public Service on September 27, 2023.</b>	<b>2</b>
		Score 2 or else score 0		

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

**There was evidence** that the District had conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI)

Attendance was tracked using a Daily Attendance Register and summaries were made giving percentage of days attended for all staff. A submission was then made to the Chief Administrative Officer showing status of attendance to duty for action. Following analysis of attendance, those who attended less than fifteen days were summoned to appear before the Rewards and Sanctions Committee for a hearing. e.g. eight teachers (primary and secondary were submitted to the Rewards and Sanctions Committee for abscondment following analysis of attendance and the Committee handled their hearing in a meeting held on April 28, 2022 under Min. 14/2022/2023.



Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

There was evidence that HODs had been appraised as per guidelines issued by MoPS during the previous FY. some of the files reviewed included the following:

1. The Chief Finance Officer, Karuhanga Pascal was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.
2. The District Planner, Atuhaire Innocent was appraised by Tweheyo Betega David, Chief Administrative Officer on June 27, 2023.
3. The District Production Officer, Nkwasiwwe Godwin was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.
4. The District Community Development Officer, Ndizeye Ezra was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.
5. The District Commercial Officer, Owomuhangi Calebs Muhanuzi was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.
6. The Senior Procurement Officer, Mujuni Elisa was appraised by Mutahakana Gertrude, Principal Assistant Secretary on June 30, 2023.
7. The Procurement Officer, Kamwesigye Edgar was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 29, 2023 for confirmation..
8. The Principal Human Resource Officer (Administration), Rukundo Doreen was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.
9. The Senior Environment Officer, Agaba George was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.
10. The Senior Land Management Officer, Eroku Emmanuel was on official study leave granted by the District Service Commission under Minute No. 026/2023 for 12 months w.e.f October 10, 2022.
11. The Principal Internal Auditor , Twetise Constance was appraised by Tweheyo Betega David, Chief Administrative Officer on June 26, 2023.
12. The Principal Human Resource Officer (Secretary DSC), Naturinda Amon was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.

Performance management

Maximum 5 points on this Performance Measure

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

Score 1 or else 0

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

The Rewards and Sanctions Committee was constituted in a letter ref.: CR/164/1 dated January 19, 2022 by the Chief Administrative Officer, Abenaitwe Robert appointing Chairperson and Members of the Committee.

The Committee was comprised of the following:

1. Mutumba Eric Siva Seya, Ag. District Engineer as Chairperson
2. Rukundo Doreen, Principal Human Resource Officer as Secretary
3. Saturday Jackson, Senior Planner as Member
4. Gasore Beatrice, Senior Assistant Secretary as Member
5. Sr. Asiimwe Annet, Senior Nursing Officer as Member

In the minutes of a meeting held on April 28, 2022 the Committee under Min. 14/2022/2023 considered cases of abscondment of eight teacher (primary and secondary) and made various recommendations including submission to District Service Commission for disciplinary action.

Performance management

Maximum 5 points on this Performance Measure

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

Score 1 or else 0

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

The Committee was constituted in a letter appointing a Chairperson and Members to the Committee by the Chief Administrative Officer, Abenaitwe Robert dated June 06, 2022 ref.: CR/218, and was comprised of the following:

1. Birungi Sam, Senior Assistant Secretary as Chairperson
2. Rukundo Doreen, Principal Human Resource Officer as Secretary
3. Turyamureeba Stephen, Senior Community Development Officer as Member
4. Musinguzi Edgar, Senior Fisheries Officer as Member
5. Kato Besisira Moses, ADHO Environmental Health as Member
6. Shaban Adam, Principal Education Officer as Member
7. Sabiiti Franklin, Education Officer as UPSTU Representative
8. Mbonigaba Everest, Nursing Officer as UNMU Representative
9. Bakurumpagi Edwin, Clinical Officer as UAHPU Representative
10. Tusingwire Kenneth, Headteacher as UNATU Representative

As guided by the OPM in the checklist, if the LG had formally constituted a Consultative Committee but had not handled any cases, we were to score the LG. This is because there may have been no grievances brought to it.

8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p><b>There was no evidence that 100% of the staff recruited during the previous FY had accessed the salary payroll not later than two months after appointment.</b></p> <p>Some of the files reviewed showed that staff assumed duty and accessed the salary payroll as follows:</p> <ol style="list-style-type: none"> <li>1. Mpirirwe Margret, IPPS No.1166600, Law Enforcement Assistant assumed duty on <b>August 09, 2022</b> and accessed the salary payroll on <b>October 18, 2022, 69 days later.</b></li> <li>2. Niwamanya Amos, IPPS No.1168177, Law Enforcement Assistant assumed duty on <b>August 03, 2022</b> and accessed the salary payroll on <b>October 18, 2022, 75 days later.</b></li> <li>3. Akankwasa Ronald, IPPS No.1169704, Law Enforcement Assistant assumed duty on <b>August 15, 2022</b> and accessed the salary payroll on <b>October 18, 2022, 63 days later.</b></li> <li>4. Ayesigwa Oscar, IPPS No.1166620, Law Enforcement Assistant assumed duty on <b>August 03, 2022</b> and accessed the salary payroll on <b>October 18, 2022, 75 days later.</b></li> </ol>	0
9	<p>Pension Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:</p> <p>Score 1.</p>	<p><b>There was no evidence</b> that 100% of staff that retired during the previous FY had accessed the pension payroll not later than two months after retirement.</p> <p>some files reviewed showed that staff retired and accessed the pension payroll as follows:</p> <ol style="list-style-type: none"> <li>1. Kagirehi Lazarus , Senior Commercial Officer was retired on May 01, 2023 and accessed the pension payroll on June 12, 2023, 41 days later.</li> <li>2. Twinomuhwezi Sylvan Barryar , Technical Teacher was retired on October 24, 2022 and accessed the pension payroll on December 13, 2022, 49 days later.</li> <li>3. Bampabwire Anthony , Head teacher /Primary was retired on <b>June 11, 2023</b> and accessed the pension payroll on <b>September 20, 2023, 99 days later.</b></li> <li>4. Masiko Jackson , Senior Accounts Assistant was retired on September 30, 2022 and accessed the pension payroll on October 19, 2022, 19 days later.</li> <li>5. Byarugaba S Africano , Head teacher /Primary was retired on October 09, 2022 and accessed the pension payroll on November 22, 2022, 43 days later.</li> </ol>	0

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

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:	Kanungu District FY2022/2023 DDEG annual budget for LLGs was UGX292,034,487. What was transferred to 18 sub counties and 9 town councils during the FY according to the financial report was UGX292,034,411, composed as follows:  Quarter one 0  Quarter two on 01/11/2023 UGX97,344,753  Quarter three on 16/03/2023 UGX194,689,658  Total UGX292,034,411  <b>This was 100% and means all the funds were transferred in accordance with the budget.</b>	2
	Maximum 6 points on this Performance Measure	Score 2 or else score 0		

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).	For KDLG, the DDEG funds were warranted and transferred during FY2022/2023 to LLGs as follows:  For Quarter 1, the MoFPED circular is dated 8th July 2022, the CAO warranted on 8th August 2022 and the funds were transferred on 17th August 2022 (39 days).  For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 19th October and the funds were sent on 1st November 2022 (31 days).  For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 18th January 2022 and the disbursements made on 16th March 2023 (18 days).  <b>In all the three quarters, the warranting/verification of DDEG grants was effected beyond the 5 days' time limit. This was besides the first quarter disbursement not being sent in time.</b>	0
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0		

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

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

**There was no evidence** that the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter.

The DDEG was released in the second quarter and third quarter. The second quarter release was warranted on October 19, 2022 and disbursement communicated to Kanyantorogo Sub County on November 01, 2022, 10 days later.

The third quarter release was warranted on February 24, 2023 and disbursement communicated to Kanyantorogo Sub County on March 16, 2023, 15 days later.

Second quarter release warranted on October 19, 2022 and disbursement communicated to Kihihi Sub County on November 01, 2022, 10 days later.

Third quarter release was warranted on February 24, 2023 and disbursement communicated to Kihihi Sub County on March 16, 2023, 15 days later.

Second quarter release was warranted on October 19, 2022 and disbursement communicated to Kanungu Town Council on November 01, 2022, 10 days later.

Third quarter release was warranted on February 24, 2023 and disbursement communicated to Kanungu Town Council on March 16, 2023, 15 days later.

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

Four (04) reports were provided as evidence of KDLG supervision and mentoring activities in LLGs during FY2022/2023.

A monitoring and mentoring report dated 22/11/2022 titled – REPORT ON MENTORING LOWER LOCAL GOVERNMENTS IN PORMULATION OF AWPp AND BUDGETS FY2023/2024 FOR PRODUCTION EXTENSION STAFF USING PDM GUIDELINES. The activity took place from 14th to 16th November and focused on production staff from the sub counties of Kyeshero, Kinaaba, Kihimbi, Kanyantorogo, Buhoma and Kihanda. The focus was training the staff in development of AWPp and budgets for FY2023/2024.

A report dated 19/01/2023 titled MONITORING OF CAPITAL PROJECTS UNDER HEALTH DEPARTMENT – JANUARY 2023. The monitoring team comprised of 7 DLG staff including the CAO, DHO, Planner, Environment Officer, Community Development Officer and others. The activity was carried out from 18th to 19th January 2023 and covered three projects i.e. Staff house construction at Ntungamo HCIII, Completion of OPD at Rutenga HCIII and Renovation of floor with terrazzo at Matanda HCIII.

A report dated 16/05/2023 titled FOLLOWUP MONITORING OF PROJECTS IN THE LOWER LOCAL GOVERNMENTS. The monitoring was done in the month of April 2023 and involved monitoring Bugongi S/C, Butogota T/C, Nyamirama T/C, Kambuga S/C, Kanungu T/C, Kanyantorogo S/C, Kanyantorogo T/C, Kanyungo S/C, Kihanda S/C, Kyeshero S/C, Mpungu S/C and Kihimi S/C. The main focus was following up on the implementation of DDEG projects.

A monitoring and mentoring report dated 28/06/2023 reported on mentoring activity carried out from 6th to 8th June in the sub counties of Nyanga, Kihimi, Bugongi and Kyeshero. The activity monitored the water activities implemented in the region and targeted community and water user committees.

**Overall, KDLG reports were found satisfactory to meet the requirement of mentoring/ monitoring/supervision for LLGs during FY2022/2023.**

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

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

TPC minutes for a meeting which sat on 24/01/2023 discussed quarters one and two monitoring and supervision reports (Minute No. MIN/JANUARY/2023 – PRESENTATION OF MULTI-SECTORAL MONITORING REPORTS BY GROUP SECRETARIES). Different groups were on 14/12/2022 involved in monitoring the activities of the LG in different regions. In these minutes the group secretaries reported what they found and made recommendations. Group A monitored Burora HCII, Mishenyi HCII, Rugyeyo HCIII and Shunga women produce buying and selling group. Group B monitored Kayonza Tea factory, Kayonza HCIII, Kayonza S/C, upgrading of Ntungamo HCIII in Butogota T/C and Rutendere central women’s milling group. Group C monitored Nyamwegabira HCIII, Bombobwe HCII, Kihahi HCIV, Market sale Bakyara Twetungure Irish potatoe project and Kayembe barema piggery project. Group D monitored Kirima HCIII, Kihanda HCII, Rubimbwa HCII, Kazulu HCII, Kijanga women bull fattening and Group E monitored Katete HCIII, Samaria HCII, Nyamirama HCII and Nyakashozi HCII,

TPC minutes for a meeting which sat on 04/03/2023 discussed quarter three monitoring and supervision report (Minute No. 12/MARCH/2023 – Presentation and Discussion of monitoring reports). The main issues discussed were the Health monitoring report presented by Health department covering Staff house construction at Ntugamo HC111, completion of OPD phase 1 at Rutenga HC111, Renovation of Floor with terrazzo at Matanda HC111.

TPC minutes for the TPC meeting on 21/06/2023 discussed quarter four monitoring and supervision report (Minute No. 33/JUNE/2023 – Discussion of the monitoring report). In this meeting, the District planner presented a monitoring follow up report that was conducted by the Chief Administrative Officer and the District Planner on the ongoing projects in the sub counties and Town councils namely Bugongi sub county, Butogota T/C, Nyamirama T/C, kambuga sub county, Kanungu T/C, kanyatorongo sub county, kanyatorongo T/C, kayumgwe sub county Kihahi sub county kyeshero sub county mpungu sub county and Kihahi sub county. He reported that monitoring was done in the month of April 2023

**The LG did supervise and mentor the activities of LLGs and the results of the monitoring and mentoring were discussed in the TPC and appropriate actions taken.**



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>The LG had an Excel based electronic assets register, formatted as required by the LG Accounting Manual. A printed copy was not availed for this assessment.</p> <p>A number of assets were sampled during this assessment including land and buildings, computers, furniture, motor vehicles and road equipment to check for the completeness and up datedness of the register. Sixteen (16) assets were sampled and they were all found in the register. The assets were recorded as required in the accounting manual.</p> <p><b>The LG maintains an assets register and it is updated, formatted as required in the accounting manual.</b></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>KDLG Board of Survey report for the year 2021/2022 was availed and had the three (03) recommendations:</p> <ol style="list-style-type: none"> <li>1. Expand the laboratory at Kihihi HCIV</li> <li>2. Replace the dilapidated ceiling at Kihihi HCIV</li> <li>3. Expand the drug stores at Kihihi HCIV and Kanungu HCIV</li> <li>4. All obsolete items should be boarded off immediately</li> </ol> <p>As on the date of this assessment on 27/11/2023, a number of steps had been taken in addressing these recommendations. They included:</p> <ol style="list-style-type: none"> <li>1. Renovation was done at Kihihi HCIV and the dilapidated ceiling was repaired.</li> <li>2. The laboratory at Kanungu HCIV was expanded with the help of a development partner Chipron International</li> <li>3. A report dated 23/11/2023 by Mwerinde Patrick the Senior Finance Officer detailed how a number of the LG's assets were disposed off using an auctioneer Intrepid Recovery Associates Ltd. A total of UGX209,416,000 was realised from the sale.</li> </ol> <p><b>The LG has made effort to address the recommendations of the Board of Survey report and did comply with the requirement.</b></p>	1

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>Kanungu DLG has a 13 member Physical Planning Committee. According to the minutes seen, during the year ended 2022/2023 the Physical Planning Committee met on the following dates:</p> <p>Quarter 1 meeting on 21/09/2022 and minutes submitted to MoLHUD on 20/04/2023.</p> <p>Quarter 2 meeting on 12/12/2022 and minutes submitted to MoLHUD on 20/04/2023.</p> <p>Quarter 3 meeting on 28/03/2023 and minutes submitted to MoLHUD on 22/05/2023.</p> <p>Quarter 3 meeting on 26/04/2023 and minutes submitted to MoLHUD on 22/05/2023.</p> <p><b>The requirement of quarterly physical planning committee meetings and submission of four (04) sets of minutes of the year to MoLHUD was satisfied.</b></p>	2
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d. For DDEG financed projects; 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>Kanungu DLG did have four (04) DDEG funded investments including one (01) infrastructural project in its FY2022/2023 annual workplan and budget.</p> <p>■ Procurement of materials for construction of DLG Admin block UGX50,000,000 (Construction of the Admin block)</p> <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Derived from the LG Development Plan</li> <li>-Consistent with sector guidelines &amp; DDEG objectives</li> <li>-Financially feasible</li> <li>-Having costed project profiles.</li> </ul> <p>Evidence of desk appraisal for the KDLG DDEG project for FY2022/2023 (Construction of the DLG Admin block) was availed/ seen.</p> <p>Score: 2</p>	2
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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>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>Kanungu DLG did have four (04) DDEG funded investments including one (01) infrastructural project in its FY2022/2023 annual workplan and budget.</p> <p>📌 Procurement of materials for construction of DLG Admin block UGX50,000,000 (Construction of the Admin block)</p> <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Technical feasibility</li> <li>-Environmental and social acceptability requirements.</li> </ul> <p>Evidence of field appraisal for the KDLG DDEG project for FY2022/2023 (Construction of the DLG Admin block) was availed/ seen.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>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>Kanungu DLG has a 5 year Development Plan 2020/2021-2024/2025 containing project profiles for the projects of the DLG. The profiles cover different aspects of the DLG including Production, Health, Water, Works, Irrigation, Education and Administration for the 5 years. The DLG's project profiles are in a separate appendix companion to the 5 year development plan.</p> <p>KDLG FY2023/2024 Project profiles (costed) were presented and discussed in the TPC meeting which sat on 27/04/2023, Minute No. MINUTE 24/APRIL/2023 – PRESENTATION AND DISCUSSION OF THE PROJECT PROFILES FOR THE FY2023/2024. The profiles were presented departmentally – Education, Health, Water, Administration etc.</p> <p>Both the DTPC minutes and the costed profiles were availed for the assessment and seen/reviewed and the accompanying attendance registers were also provided/seen.</p> <p>Project profiles with costing were developed and discussed by TPC for all investments in the AWP for FY2023/2024.</p>	1

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There <b>was evidence</b> that the LG had screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction</p> <ol style="list-style-type: none"> <li>1. Screening for environmental and social risks/impact for the protection of Kayanja spring was carried out on 17/10/2023, stamped and signed by both SEO and DCDO, desk and field appraisals were carried out on 21/2/2023</li> <li>2. Screening for environmental and social risks/impact for the construction of a 2 classroom block at Kiringa P/s was carried out on 11/8/2023, stamped and signed by both SEO and DCDO, desk and field appraisals were carried out on 15/3/2023</li> <li>3. Screening for environmental and social risks/impact for the remodeling of staff house at Mpungu HC III was carried out on 24/10/23, signed and stamped by both the SEO and DCDO, desk and field appraisals were carried out on 21/2/2023</li> </ol>	2
			<p>Committee members for the above projects were;</p>	
			<ol style="list-style-type: none"> <li>1. Atuhair Innocent D/planner</li> <li>2. Arineitwe Shibah EO</li> <li>3. Turyamuba Stephen DCDO</li> <li>4. Mutuba Eric District Engineer</li> <li>5. Kobusheshe Martin AEO-Water</li> <li>6. Sunday Charles DEO</li> <li>7. Katto M Besisira ADHO-EH</li> </ol>	
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 is NO evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan. There is no infrastructure project for the current FY (2023/24) to be implemented using the DDEG that was incorporated in the LG approved procurement plan.</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p>There is NO evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction since there is no project incorporated in the LG approved procurement plan for the current FY (2023/24).</p>	0

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p>	<p>There was NO evidence that Kanungu DLG had properly established the Project Implementation team(s) as per guidelines. There was only one appointment from the CAO to the Project Manager dated 3/11/2022 for all the infrastructure projects. There were no appointments from the CAO to the: Contract Manager, Environment Officer, Labour Officer, CDO and Clerk of Works.</p>	<b>0</b>
		<p>Score 1 or else 0</p>	<p>The sampled projects are listed below:</p> <ol style="list-style-type: none"> <li>1. Construction of a 2-Classroom Block with an Office at Bitabo P/S.</li> <li>2. Construction of a 2 Unit Staff House at Ntungamo HC III, Butogota Town Council</li> <li>3. Renovation of Maternity Ward Floor frpm Cement to Terrazo at Matanda HC III, Kihihi S/C</li> </ol>	
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p>	<p>This indicator is Not Applicable since there was no infrastructure project implemented using DDEG at Kanungu DLG.</p> <p><b>NB:</b> Only DDEG infrastructure projects at District level were considered.</p>	<b>1</b>
		<p>Score 1 or else score 0</p>		

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

e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0

There was evidence that Kanungu DLG provided supervision by the relevant technical officers for infrastructure projects prior to verification and certification of works in previous FY (2022/23).

A Project Implementation Team was specifically set up for each project and it comprised of several technical officers that jointly inspected the infrastructure prior to its verification and certification.

The following projects among others were sampled:

1. **Extension of Piped Water to Selected Villages in Bugongi S/C-** The contractor's claim dated 28/4/2023 was certified for payment by the CAO and DWO. A joint inspection was done by: Assistant Engineering Officer, Environment Officer, Assistant Environment Officer and PCDO on 8/5/2023 and a supervision report prepared. A substantial completion certificate was prepared and signed on 8/5/2023 by the project supervisor, District Engineer, Senior Community Officer, CAO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and PCDO.
2. **Protection of Kayenje, Kanjara, Omumbuga, Kyankyere and Buzaniro Springs-** The contractor's claim dated 16/3/2023 was certified for payment by the CAO. A joint inspection was done by: Environment Officer and CDO on 16/3/2023 and a supervision report prepared. An interim payment certificate No. 1 was prepared and signed on 16/3/2023 by the project supervisor, District Engineer, Senior Community Officer, CAO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and PCDO.
3. **Completion of a 3 classroom Block with Office at Kihembe P/S-** The contractor's claim dated 4/1/2023 was certified for payment by the CAO, DEO and DE. A joint inspection was done by: DEO, DE, Superintendent of Works, Environment Officer and PCDO on 6/1/2023 and a supervision report prepared. An interim payment certificate No. 1 was prepared and signed on 6/1/2023 by the District Engineer, DEO, PCDO, CAO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and PCDO.

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

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

Score 1 or else score 0

There was evidence that Kanungu DLG verified works (certified) and initiated payments of contractors timely for example;

1. **Extension of Piped Water to Selected Villages in Bugongi S/C-KAN851/WRKS/2022-23/0008.** The CAO and DWO approved the contractor's claim dated 28/4/2023 after verification of the works by the Assistant Engineering Officer, PCDO and Environment Officer. An inspection report dated 8/5/2023 was then prepared after inspection of the completed works. A substantial completion certificate of payment was then initiated on 8/5/2023 by the Assistant Engineering Officer and verified by the DE and endorsed by the Senior Community Officer, Environment Officer and approved by the CAO on 11/5/2023. An environment and social certificate was also attached to the payment certificate and signed by the District Environment Officer and CDO. The project was completed and payment was made on time.
2. **Protection of 5 Springs in Selected Areas of Katete and Rutenga Sub Counties and Kanungu Town Council-KAN851/WRKS/2022-23/0006.** The CAO approved the contractor's claim dated 16/3/2023 after verification of the works by the Assistant Engineering Officer, PCDO and Environment Officer. An inspection report dated 16/3/2023 was then prepared after inspection of the completed works. An interim certificate of payment No. 1 was then initiated on 16/3/2023 by the Assistant Engineering Officer and verified by the DE and endorsed by the Senior Community Officer, Environment Officer and approved by the CAO on 21/3/2023. An environment and social certificate was also attached to the payment certificate and signed by the District Environment Officer and CDO. The project was completed and payment was made on time.
3. **Completion of OPD at Rutenga HC III-Phase I-KAN519/WRKS/2022-23/00015.** The CAO, DE and DHO approved the contractor's claim dated 9/3/2023 after verification of the works by the Project Supervisor, Environment Officer, Senior Environmental Health Officer and PCDO. An inspection report dated 10/3/2023 was then prepared after inspection of the completed works. An interim payment certificate No. 1 was then initiated on 10/3/2023 by the Project Supervisor verified by the DE and endorsed by the DHO, Senior Community Officer, Environment Officer and approved by the CAO on 3/4/2023. An environment and social certificate was also attached to the payment certificate and signed by the District Environment Officer and CDO. The project was completed and payment was made on time.

13

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else 0

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

1. **Completion of OPD at Rutenga HC III- Phase I-** KANU851/WRKS/2022/2023/00015; approved by the Contracts Committee under Min. No. 12/OCT/2022-2023 (o) in a meeting held on 10/10/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 29/11/2022.
2. **Renovation of Maternity Ward Floor from Cement to Terrazo at Matanda HC III, Kihikihi** S/C- KANU851/WRKS/2022/2023/00016; approved by the Contracts Committee under Min. No. 12/OCT/2022-2023 (p) in a meeting held on 10/10/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 28/10/2022.
3. **Construction of a 2 Unit Staff House at Ntungamo HC III, Butogota Town Council-** KANU851/WRKS/2022/2023/00014; approved by the Contracts Committee under Min. No. 12/OCT/2022-2023 (n) in a meeting held on 10/10/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 28/10/2022.

## 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 the District/Municipality had i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.

In the letter of Ref CR/150, dated 14/7/2021, the CAO Mr. Burungi Sam appointed Mr Turyamureeba Stephen ad the district focal person for the district grievance redress committee, signed and stamped by the CAO, copied to district chairperson.

In another letter of Ref CR/159 dated 21/11/2023, the CAO Mr. Tweheyo Batega David appointed the centralized Grievance Redress Committee (GRC) of the following members

1. Tweheyo Batega David CAO Chairperson
2. Ndizeyo Ezra DCDO Secretary
3. Tumusiime Dabtience SLO Member
4. Akampurira Harold coordinator NGOs Member
5. Politique JB Emmanuella SAO Member
6. Agaba George DNRO Member
7. Sunday Charles DEO Member
8. Kato Besisira ADHO Member
9. Buregyeya Julia older person Member

2



14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There <b>was no evidence</b> had specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p>	0
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>There <b>was no evidence</b> that district had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p>	0

15

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

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

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

In the KDLG DDP, there are interventions incorporated on Pages 62-64: Section 2.7 – Environment and Natural Resources Section 2.7.1 – Land, 2.7.2 – Forests, 2.7.3 – Wetlands. Other areas highlighted in the plan include: Waste management both solid and liquid; Water resources (lakes, rivers and underground water).

Page 85 – Section 3.7: Adopted and adapted NDP/III Programs and LGDP Programme Objectives

Page 86 – Climate change, Natural Resources, environment and water management

Page 58 – Section 2.6 – Human and Social Development

Section 2.6.4 – Social protection (Pages 60-62)

Approved budget FY2023/2024

Natural Resources and environment approved budget – sub budget (page 28-30)

Community Based Services budget (Pages 30-36)

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

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

15

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management score 1 or else 0

KDLG Planning Unit disseminated enhanced DDEG guidelines FY2022/2023 by distributing them to LLG staff in an Extended TPC meeting which sat on 24/02/2023 (MIN 04/FEB/2023 – DISSEMINATION OF NEW DDEG GUIDELINES).

A sheet dated 24/02/2023 where KDLG LLG staff did sign for attendance in the meeting, was presented as evidence. On the sheet, 23 staff signed as evidence of attending the meeting and collecting the guidelines.

The attendance register for this Extended TPC meeting where 36 attendees signed was also availed.

**There was evidence that the DLG did disseminate the DDEG enhanced guidelines as required.**

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	<b>Not applicable</b> because the DDEG funds were used on 4 projects which are not under infrastructure development i.e. for procurement and supply of material for administration block, Procurement of furniture and shelves for Planning department, CAO office and Chairperson's office, Procurement of laptops for Chairperson, Finance and Internal Auditor and Capacity building for staff	3
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change.  Score 3 or else score 0	Not applicable because the DDEG funds were used on 4 projects which are not under infrastructure development i.e. for procurement and supply of material for administration block, Procurement of furniture and shelves for Planning department, CAO office and Chairperson's office, Procurement of laptops for Chairperson, Finance and Internal Auditor and Capacity building for staff	3
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 1 or else score 0	There <b>was evidence</b> that all DDEG projects were implemented on land where the LG had proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances  1. Land title for Kanungu district headquarters located on block 59, plot 1116 and 118 at Kanungu cell, dated 29/10/2013 was signed and stamped by registrar of titles on 29/10/2013	1

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 1 or else score 0	Not applicable because the DDEG funds were used on 4 projects which are not under infrastructure development i.e. for procurement and supply of material for administration block, Procurement of furniture and shelves for Planning department, CAO office and Chairperson's office, Procurement of laptops for Chairperson, Finance and Internal Auditor and Capacity building for staff	<b>1</b>
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15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:  Score 1 or else score 0	Not applicable because the DDEG funds were used on 4 projects which are not under infrastructure development i.e. for procurement and supply of material for administration block, Procurement of furniture and shelves for Planning department, CAO office and Chairperson's office, Procurement of laptops for Chairperson, Finance and Internal Auditor and Capacity building for staff	<b>1</b>
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**Financial management**

16	LG makes monthly Bank reconciliations  Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:  Score 2 or else score 0	According to KDLG FY2022/2023 financial report, the LG runs the following bank accounts:  Treasury single account  General Fund account  Kanungu UNFPA account  Kanungu Global Fund account  Kanungu Imprest account  Kanungu UNHCR account  Kanungu Resilient account  Kanungu Health services account  Kanungu UWEP recovery account  Kanungu Youth livelihood recovery account  The responsibility of reconciliation of the TSA is said to have been taken back to MoFPED.  As on date of the assessment 27/11/2023, all the other bank accounts were reconciled to 31/10/2023.  <b>The DLG's bank accounts were reconciled up to date as required under the manual.</b>	<b>2</b>
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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><b>The four quarterly reports of FY 2022/2023 were produced by the KDLG Internal Audit department.</b></p> <p>Quarter 1 report is dated 24/10/2022, Quarter 2 dated 27/01/2023, Quarter 3 dated 25/04/2023 and Quarter 4 dated 20/07/2023.</p> <p>There was evidence that the reports were submitted to the Speaker, CAO, LGPAC, Internal Auditor General and the LCV Chair through dated acknowledgement signatures of the recipients on the audit submission memos.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The first KDLG quarterly internal audit reports for FY2022/2023 did contain a brief section for follow-up on the status of implementation of prior audit findings/ recommendations.</p> <p>KDLG internal audit reports were submitted to the Speaker, CAO, LGPAC, RDC, Internal Auditor General and the LCV Chair as follows: Quarter one submitted on 27/10/2022, Quarter two on 31/01/2023, Quarter three on 26/04/2023 and Quarter four on 27/07/2023.</p> <p>Two PAC meetings, one on 5th, 6th and 12th December 2022 and another on 18th-22nd September 2023 discussed Quarters I, II, III and IV internal audit reports.</p> <p>From these meetings three PAC reports were produced, a summary of the recommendations of which were taken to and discussed in Council.</p> <p>PAC reports show that several findings in the quarterly reports were followed up with the concerned persons being called in to answer to the queries. In the end several queries were dropped and for those which remained relevant actions were recommended.</p> <p><b>We conclude that the LG has a system in place and did follow-up previous internal audit findings as required.</b></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>KDLG records show that the four quarterly internal audit reports were received by CAO, Council and DPAC through witness of the acknowledgement signatures of the recipients on the audit submission memos.</p> <p>According to the minutes, the DPAC meeting which sat on 5th, 6th and 12th December 2022 discussed the 1st Quarter internal audit report.</p> <p>The PAC meeting which sat on 18th-22nd September 2023 discussed the 2nd, 3rd and 4th Quarter internal audit reports of the DLG (Minute 53/DPA/23 - REVIEW OF 2ND, 3RD AND 4TH QUARTER INTERNAL AUDIT REPORTS)</p> <p>From these meetings three PAC reports were produced, a summary of the recommendations of which were taken to and discussed in Council.</p> <p>The LGPAC reports had several recommendations and there was evidence CAO was taking action in follow-up the recommendations including writing to affected persons demanding for action.</p> <p><b>Internal audit reports of KDLG were presented to the LGPAC and PAC sufficiently discussed and took actions on them.</b></p>	1
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**Local Revenues**

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Kanungu DLG OSR budget for FY 2022/2023 was UGX1,432,268,555. What was realised according to the financial report was UGX724,459,226. This was 50.5% of what was budgeted and <b>fell outside the +/-10% range.</b></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>According to the financial reports, Kanungu DLG OSR performance for FY 2021/2022 was UGX494,144,171. Performance for FY 2022/2023 was UGX724,459,226. However, this increase included UGX209,416,000 realised from the disposal of assets during the FY, leaving and actual OSR amount of UGX515,043,226.</p> <p>The actual increase in OSR was therefore UGX20,899,055 in revenue, which was i.e. 4.2%.</p> <p><b>The increase was &lt;5%.</b></p>	0

Local revenue administration, allocation, and transparency

Maximum 2 points on this performance measure.

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

During the year ended 2022/2023, what was collected as by KDLG OSR was UGX515,043,226.

What was remitted to the 18 sub counties and 9 town councils during the FY was UGX319,901,224, which made 62.1%

01/09/2022 UGX43,569,305

15/09/2022 UGX69,500,000

04/10/2022 UGX34,049,270

01/12/2022 UGX90,382,433

01/12/2022 UGX16,820,400

21/12//2022 UGX8,515,000

03/02/2023 UGX17,860,976

24/04/2023 UGX25,749,006

15/06/2023 UGX5,182,790

26/06/2023 UGX8,272,044

TOTAL UGX319,901,224

**This was 62.1%, which was below the 65% threshold.**

**The DLG did not comply with the 65% OSR remittance requirement to LLGs.**

## Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence that the Procurement Plan and the Awarded Contracts were duly published/displayed on the Kanungu DLG Procurement Notice board for Public View.</p>	2
			<p>The sampled projects are listed below:</p> <ol style="list-style-type: none"> <li>1. <b>Proc. Ref. No-</b> <b>KANU851/WRKS/2022/2023/00013:</b> Kayanja Technologies Ltd; for the Construction of a 2 Classroom Block with an Office at Bitabo P/S, Bugongi S/C: with an amount of - UGX 115,138,016/=; Display date was 10/10/2022 and Removal date was 24/10/2022.</li> <li>2. <b>Proc. Ref. No-</b> <b>KANU851/WRKS/2022/2023/00012:</b> M/S Daikam Technologies Ltd; for the Completion of a 3 Classroom Block with an Office at Kihembe P/S, Kihembe S/C: with an amount of - UGX 140,090,347/=; Display date was 10/10/2022 and Removal date was 24/10/2022.</li> <li>3. <b>Proc. Ref. No-</b> <b>KANU851/WRKS/2022/2023/0006:</b> M/S Kanzira Ample Solutions; for the Protection of 5 Springs in Selected Villages in Katete and Rutenga Sub Counties and Kanungu Town Council: with an amount of - UGX 35,530,980/=; Display date was 10/10/2022 and Removal date was 24/10/2022.</li> </ol>	
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>The LG's performance assessment results for the previous year 2022 were disseminated by displaying them on the DLG noticeboard.</p> <p>During this assessment, the results were found on the DLG noticeboard which could be easily accessed by the staff and the general public.</p> <p>The results were also disseminated through an extended TPC which sat on 18/07/2023 attended by 51 DLG and LLG staff, as per minute (MIN/38/JULY/2023 - DISSEMINATION OF THE DISTRICT PERFORMANCE ASSESSMENT REPORT FOR FY2021/2022). In this meeting it was observed that the DLG became the 56th in the national tally of results.</p> <p>The attendance list for the TPC meeting was also availed/seen during the assessment.</p> <p><b>There was evidence that the DLG duly disseminated the assessment results of the previous year 2022.</b></p>	2



21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>No evidence was provided/seen that during the previous FY2022/2023 KDLG conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation</p>	0
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>Information on KDLG i) tax rates, ii) collection procedures, and iii) procedures for appeal was publicised by sharing it with lower local governments in a meeting with LLG staff on 08/08/2022.</p> <p>A sheet dated 08/08/2022 had 27 staff from the 18 sub counties and 9 town councils signing for the documents on tax rates and collection procedures.</p> <p><b>The LG did comply with the requirement on publicising tax rates, collection procedures and procedures for appeal.</b></p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>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</p>	<p>The DLG (CAO) did not prepare a report on the implementation status of IGG FY2022/2023 recommendations, and therefore no such report was presented in Council.</p> <p>The DLG did have an IGG file which contained a number of issues in process by the IGG during the FY, a sample of which is listed below:</p> <ul style="list-style-type: none"> <li>📄 A letter to CAO dated 27/03/2023 – Alleged utterance of forged academic documents and abscondement by Mr Daudu Mugenyi.</li> <li>📄 A letter to CAO to the IGG dated 06/03/2023 – Information on alleged confiscation of assets belonging to one Hamlet Kabushenga Mbabazi</li> <li>📄 A report dated 22/03/2023 to CAO – Report on inspection of DDEG projects undertaken by Kanungu in the FY2021/2022.</li> </ul> <p><b>The LG did not prepare a report on the status of actions on IGG recommendations, nor was any such report presented to Council.</b></p>	0

**Educational  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed the PLE results for 2020 and 2022 and calculated the percentage increase in performance as indicated below:</p> <p>☞ 4,042 out of 5,148 (78.5%) pupils who sat PLE in 2020 passed between grade 1 and 3 (Div1:474, Div2:2,205 &amp; Div3:1,363=4,042. This excludes absentees (5,221-73=5,148).</p> <p>☞ 4,289 out 5,497 (78%) pupils who sat PLE in 2022 passed between grade 1 and 3 (Div1:663, Div2:2,385&amp; Div3:1,241=4,289. This excludes absentees (5,666-169=5,497)</p> <p>Thus, a percentage decrease between years of -0.5% (No improvement), the score is 0.</p>	<b>0</b>
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 3</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed the UCE results for 2020 and 2022 for USE schools and calculated the percentage improvement in performance as indicated below.</p> <p>☞ 841 out of 1,470 (57.2%) students who sat UCE in 2020 passed between grade 1 and 3 (Div1:133, Div2:279 &amp; Div3:429=841. This excludes absentees (1,470-18=1,470)</p> <p>☞ 814 out 1,131 (72%) students who sat UCE in 2022 passed between grade 1 and 3 (Div1:160, Div2:332 &amp; Div3:322=814. This excludes absentees (1,137-06=1,131)</p> <p>Thus, a performance improvement of 14.8% between the years (improvement by more than 5%). The score is 3.</p>	<b>3</b>

N23\_Service Delivery  
Performance: Increase  
in the average score in  
the education LLG  
performance  
assessment.

Maximum 2 points

a) Average score in the  
education LLG  
performance has  
improved between the  
previous year but one and  
the previous year

- By more than 5%, score  
2

- Between 1 and 5%,  
score 1

- No Improvement, score  
0

NB: If the previous  
average score was 95%  
and above, Score 2 for any  
increase.

The performance of KDLG in its LLG  
Education assessment was 35% in  
FY2021/2022 and 29% in FY2022/2023,  
meaning a decline of 7%.

This was a reduction in performance,  
obviously <0%.

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

Maximum 8 points on this performance measure

a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0

There was evidence that the education development grant was used on eligible capital investment activities as per the planning, budgeting and implementation guidelines for LGs for the education sector FY 2023-2024- page (17).

The review of the 2022-2023\_LG Approved budget estimates: Vote\_851\_Kanungu district, indicated that Ugx.1,470,845,000 was budgeted for capital investments. According to quarterly performance report Q4 FY 2022-2023 (pages 90-91), Ugx 1,457,303,000 of 1,470,845,000 was spent on capital investments representing 99% of budget performance. Specific details below;

☐ Construction of a 2-classroom block and 2-unit staff house at Matanda PS I Kihiihi S/C S/C at Ugx.200,000,000

☐ Construction of a 3-classroom block and a 5 stance VIP lined and drainable at RushakaPS in Samaria S/C at Ugx 200,000,000

☐ Construction of a 3-classroom block with an office and 5 stance VIP lined latrine at Kazinga PS in Bukorwe S/C, at Ugx 200,000,000

☐ Construction of a multipurpose main hall at Burema SS at Ugx 250,000,000

☐ Construction of a 2-classroom block at Bitabo PS at Ugx 110,053,000

☐ Construction of classrooms for Kihiihi Community secondary school in Kihiihi TC at Ugx.200,000,000

☐ Completion of 4 classrooms at Kihembe PS in Kanyatorongo S/C at Ugx 147, 250, 000

☐ Completion of the multipurpose hall at Kinkizi High School in Kanungu TC at Ugx.150,000,000

Based on the above, the expenditure on capital investments was in line with the sector guidelines. The score is 2.

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

Maximum 8 points on this performance measure

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

Seven (07) KDLG Education infrastructural projects of FY2022/2023 were sampled to check certification before payment.

Payment to Extech Technical Services. Ltd for completion of classroom block at Nyamakamba P/S in Rugyeyo S/C (UGX5,692,680) – Requisition dated 12/06/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 12/06/2023

and payment on 26/06/2023.

Payment to Daikam Technologies Ltd for construction of 3 classroom block with office at Kihembe P/S (UGX48,308,453) – Requisition dated 12/06/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 12/06/2023 and payment on 27/06/2023.

Payment to Kayan Technologies Ltd for construction of 2 classroom block with office and store at Bitabo P/S in Bugongi S/C (UGX5,464,177) – Requisition dated 06/06/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment on 26/06/2023.

Payment to Pineapple Investments (U) Ltd for construction of 4 classroom block with staffroom and office at Makanga P/S in Rugyeyo (UGX22,523,672) – Requisition dated 21/06/2022, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 21/06/2022 and payment on 16/12/2022.

Payment to Kayan Technologies Ltd for construction of 2 classroom block with office and store at Bitabo P/S in Bugongi S/C (UGX45,762,491) – Requisition dated 16/01/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 16/01/2023 and payment on 16/03/2023.

Payment to Daikam Technologies Ltd for construction of 3 classroom block with office at Kihembe P/S (UGX73,865,788) – Requisition dated 06/01/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 09/01/2023 and payment on 21/02/2023.

Payment to Daikam Technologies Ltd for completion of 3 classroom block with office at Kihembe P/S (UGX14,144,000) – Requisition dated 06/01/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 13/01/2023 and payment on 16/03/2023.

**In all the seven (07) sampled projects, certification for Education infrastructural projects was done before payments were effected in accordance with the requirements.**

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	There is evidence that the variations in the contract price are within +/-20% of the MoWT estimates. From the DE and DEO's offices, the following Works contracts were sampled and the Engineer's estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages; $[(A - B)/A] * 100\%$ :	2
	Maximum 8 points on this performance measure		<ol style="list-style-type: none"> <li>1. <b>Construction of a 2-Classroom Block and Office at Bitabo P/S-KANU851/WRKS/2022/2023/00013.</b> The Engineer's Estimate (A) was UGX 115,151,514/=; the Contract Sum/Price (B) was UGX 115,138,016/= . The Variation was at 0.012%.</li> <li>2. <b>Construction of a 3-Classroom Block with Office at Kihembe P/S-KANU851/WRKS/2022/2023/00012.</b> The Engineer's Estimate (A) was UGX 142,144,554/=; the Contract Sum/Price (B) was UGX 140,090,347/= . The Variation was at 1.45%.</li> <li>3. <b>Construction of a 3-Classroom Block with Staff Room and a 5 Stance VIP Latrine at Kazinga P/S-KANU851/WRKS/2022-2023/00070.</b> The Engineer's Estimate (A) was UGX 195,000,000/=; the Contract Sum/Price (B) was UGX 190,736,380/= . The Variation was at 2.19%.</li> </ol>	
3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects (Seed Secondary Schools)were completed as per the work plan in the previous FY	Kanungu District Local Government did not have a project on the construction of the seed secondary school and therefore the requirement of the indicator (that education projects (Seed Secondary Schools)were completed as per the work plan in the previous FY) could not be assessed. Therefore, the LG earns the maximum score.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80% score 0</li> </ul>		
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines	<b>There was evidence</b> that the LG had recruited primary school teachers as per the prescribed MoES staffing guidelines to fill <b>93.66%</b> of the structure.	2
	Maximum 6 points on this performance measure	<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>	Information obtained from HRM showed that the staff establishment for primary school teachers provided for a ceiling of <b>1199</b> teachers and the LG had recruited <b>1123</b> computing to a percentage of <b>93.66%</b>	

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

Maximum 6 points on this performance measure

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

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

The education department had consolidated schools' asset registers for 2022/2023 covering both UPE schools (135) and USE schools (20) respectively.

The consolidated schools' asset register for FY 2021/22 was not availed to the Assessor at the time of the assessment.

The review of the consolidated schools' asset register for FY 2022/23 revealed that none of the 135 UPE schools met all the basic requirements and minimum standards set out in the DES guidelines; requirement for permanent accommodation for at least four (4) teachers, classroom: pupil ratio of 53, Latrine stance: pupil ratio of 1:40 and desk: pupil ratio of 1:3. For example, there was no school meeting the requirement for permanent accommodation for at least four (4) teachers. On the other hand, only (1) out of the 20 (5%) USE schools met the requirement for permanent accommodation for at least four (4) teachers.

We could not calculate the percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines since the consolidated schools' asset register for FY 2021/2022 was not availed at the time of the assessment. The score is 0.

## Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

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

The Staff list by June 2023 per sub county for education department obtained from DEO's office (signed but not dated) had a total of (1,123) teachers in post covering all the (135) UPE schools in Kanungu District.

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

□ The number of teachers (09) on the DEO's deployment list was consistent with the number of teachers on the school staff list (09) in Runyinya primary school, Kanyatorogo TC-semi urban).

The names of teachers verified:

1. Tuheisomwe Godfrey
2. Turyatunga Emily
3. Ahabwe Fortunate
4. Akiiza Charity Mpora
5. Bahati Zaniab Kasimba
6. Tukamushaba Miria Annet
7. Mirembe Jesca

8. Amereza Jane

9. Orishaba Alex Cassim

□ The number of teachers (13) on the DEO's deployment list was consistent with the number of teachers on the school staff list (13) in Kihiihi primary school, Kihiihi TC.

The names of teachers verified:

1. Tukamusherura James
2. Ukwishashe Celina
3. Kemigisha Irene
4. Mugabe Issa
5. Tushabe Jarvis
6. Ngarinda Patrick
7. Saasi Dan
8. Agaba Onesmus
9. Rukundo Herbert
10. Tuhumwire Ruth
11. Natukunda Hallen
12. Nowembabazi Gordwin
13. Ampeire Prize

□ The number of teachers (11) on the DEO's deployment list was consistent with the number of teachers on the school staff list (11) in Bushere Primary school, Kihiihi S/C

The names of teachers verified:1.  
Habyrimaana Ezra

2. Kemigisha Hope
3. Tukamwesiga Dan
4. Assiimwe Dancan
5. Namara Charles
6. Minezero Keneth
7. Tumubweine Scovia
8. Nabuduwa Loyce
9. Turyomugyendo Edward
10. Mwesigwa Vito
11. Ahimbisibwe Rauben

It was verified that the total number of teachers as indicated on the DEO's teacher deployment list was consistent with the number of teachers on the school staff lists



in all the three (3) sampled UPE schools as indicated above. Therefore, the information on the deployment list for teachers was 100% accurate. The score is 2.

5

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

Maximum 4 points on this performance measure

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

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

There was no evidence that the information on the LG education departmental consolidated schools 'asset register for FY 2022/23 and school asset registers of the sampled 03 UPE schools was in place as per the consolidated schools' asset register. Specific details as indicted below:

☐ Runyinya PS: The education department consolidated schools' asset register for FY 2022/23 indicated that the school had (08) classrooms, (10) latrine stances, (130) desks and teacher accommodation (00), while the school asset register had (10) classrooms, (13) latrine stances, (139) desks and teacher accommodation (00). Information was not consistent.

Kihiihi PS: The education department consolidated schools' asset register for FY 2022/23 indicated that the school had (10) classrooms, (14) latrine stances, (140) desks and teacher accommodation (02), while the school asset register had (19) classrooms, (17) latrine stances, (127) desks and teacher accommodation (08). Information was not consistent.

☐ Bushere PS: The education department consolidated schools' asset register for FY 2022/23 indicated that the school had (04) classrooms, (10) latrine stances, (51) desks and teacher accommodation (00), while the school asset register had (08) classrooms, (13) latrine stances, (171) desks and teacher accommodation (00). Information was not consistent.

Based on above, verified information was not 100% accurate. The score is 0.

0

School compliance and performance improvement:

Maximum 12 points on this performance measure

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

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

There was no evidence of compliance to MoES annual budgeting and reporting guidelines.

Copies of annual school reports and budgets for all the 135 UPE schools for calendar year 2022 (FY (2022/23) were not prepared and submitted to DEO by 30 January 2023 as per sector guidelines.

Verification done in the (3) sampled UPE schools confirmed that all the 3 schools had no copies of prepared and duly signed annual school reports and budgets for 2022.

We noted that all the 3 UPE schools (Runyinya PS, Kihiihi PS and Bushere PS) had no copies of the budgeting and implementation guidelines for primary and secondary schools.

Therefore, reporting at school level is still weak.

The score is 0.

School compliance and performance improvement:

Maximum 12 points on this performance measure

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

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

There was no evidence at the education department that all the 135 UPE schools developed and submitted their school improvement plans (SIPs) as per the sector guidelines. Copies of submitted SIPs were not on file at the time of the assessment.

However, we noted that during the head teachers' meeting held on 22 June 2023, a copy of the SIP format was disseminated under Min.59/2023-communication from the Inspector of schools.

During the verification process in all the three (3) sampled UPE schools, copies of SIPs were in place and displayed on the school notice boards as indicated below:

- Runyinya PS had a SIP 2023 displayed on school notice board. Key activities under academic improvement included remedial teaching, giving homework to learners and recruitment of PTA teachers.
- Kihiihi PS: had a SIP for 2023 displayed on school notice board. Planned activities to be implemented to address low academic grades included remedial lessons, education tour (benchmarking from well performing schools), analysis of previous PLE results and rewarding good performers,
- Bushere PS: There was evidence of a SIP 2023 displayed on school notice board. Staff recruitment and academic performance were among the identified weak areas to be addressed.

Therefore, there was evidence that all the 3 sampled UPE schools developed school improvement plans, representing 100%. The score is 4 as per OPM revised checklist.

School compliance and performance improvement:

Maximum 12 points on this performance measure

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

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

We obtained and reviewed the list of schools from LG performance contract and the EMIS data of schools from MoES. We established that the list of government aided primary schools (135) captured in 2022-2023 Approved Performance contract\_851\_KANUNGU District was consistent with the number of schools (135) in excel data sheet (EMIS) for FY 2022/23. The score is 4.

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>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>Kanungu district budgeted for a head teacher and minimum of (7) teachers per school or a teacher per class in all the (135) Government aided primary schools as per wage provision. The 2023-2024 _Approved budget estimates Vote 851 _Kanungu District had a total salary budget of UGX7,054,406,000 for 1,123 primary teachers in all the 135 UPE schools.</p>	4
	<p>Maximum 8 points on this performance measure</p>	<p>Score 4 or else, score: 0</p>	<p>We noted that 86 (63.7%) out of the 135 UPE schools had substantive head teachers, and 7 schools had classes below P7 but with a teacher per class. Ten (10) primary head teachers will be recruited during the current FY 2023-2024.</p>	
			<p>The score is 4.</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,</p>	<p>The primary schools staff list by June 2023 per sub county for education department Kanungu DLG obtained from the DEO's office and reviewed, indicated that a total of (1,123) teachers were deployed in (135) UPE schools as per sector guidelines e.g. all the (135) UPE schools had a minimum of (7) teachers per school or a minimum of one (1) teacher per class for schools with less than P.7.</p>	3
	<p>Maximum 8 points on this performance measure</p>	<p>Score 3 else score: 0</p>	<p>Verification was done in 3 sampled UPE school and the following was established as per the teacher deployment list 2023 / school staff lists.</p>	
			<p>☐ The number of teachers (09) on the DEO's deployment list was consistent with the number of teachers on the school staff list (09) in Runyinya primary school, Kanyatorogo TC-semi urban).</p>	
			<p>☐ The number of teachers (13) on the DEO's deployment list was consistent with the number of teachers on the school staff list (13) in Kihiihi primary school, Kihiihi TC.</p>	
			<p>☐ The number of teachers (11) on the DEO's deployment list was consistent with the number of teachers on the school staff list (11) in Bushere Primary school, Kihiihi S/C</p>	
			<p>It was verified that the total number of teachers as indicated on the DEO's teacher deployment list was consistent with the number of teachers on the school staff lists in all the three (3) sampled UPE schools as indicated above. Therefore, the information on deployment list for teachers was 100% accurate. This was further confirmed by checking the teachers' attendance books.</p>	
			<p>The score is 3.</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>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p>	<p>There was evidence that teacher deployment data had been displayed on school notice boards in all the 03 sampled UPE schools as indicated below:</p>	1
	<p>Maximum 8 points on this performance measure</p>	<p>score: 1 else, score: 0</p>	<p>☐ Runyinya PS (Kanyatorogo TC) the deployment staff list displayed on the notice board had (9) teachers i.e. Male (3) and Female (6)</p> <p>☐ Kihiihi PS (Kihiihi TC) the deployment staff list displayed on the notice board had (13) teachers i.e. Male (8) and Female (5)</p> <p>☐ Bushere PS (Kihiihi S/C) the deployment staff list displayed on the notice board had (11) teachers i.e. Male (7) and Female (4). The score is 1.</p>	
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO</p>	<p><b>There was no evidence</b> that all primary school headteachers had been appraised in accordance with the guidelines as <b>they were appraised outside the stipulated timelines of "by December 31" as highlighted below.</b></p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>Score: 2 or else, score: 0</p>	<p>Some files reviewed included the following:</p> <ol style="list-style-type: none"> <li>1. Mfitumukiza Fenyhance, the headteacher of Mpangango Primary School in Katete Sub County was appraised by Arinaitwe Vera , Senior Assistant Secretary on <b>February 06, 2023.</b></li> <li>2. Byamugisha Nestor, the headteacher of Omuchogo Primary School in Nyamirama Sub County was appraised by Namara Vincent, Senior Assistant Secretary on <b>February 28, 2023.</b></li> <li>3. Ndungutse Ben Semuhinzi, the headteacher of Matanda Primary School in Kihiihi Sub County was appraised by Nimusiima Lilian, Senior Assistant Secretary on <b>February 14, 2023.</b></li> <li>4. Natumanya Denis, the headteacher of Nkambi Primary School in Kambuga Sub County was appraised by Byakatonda Methodius, Senior Assistant Secretary on <b>March 20, 2023.</b></li> <li>5. Tumusiime Alexander, the headteacher of Bwanja Primary School in Kanungu Town Council was appraised by Akankwasa Moses, Principal Township Officer on <b>February 23, 2023.</b></li> <li>6. Tumwijukye Ivan Katookye, the headteacher of Mashuri Primary School in Rutenga Town Council was appraised by Ndyahikayo Moses, Senior Assistant Town Clerk on <b>February 27, 2023.</b></li> <li>7. Twinamasiko Cosma, the headteacher of Kikombe Primary School in Kambuga Sub County was appraised by</li> </ol>	

Byakatonda Methodius, Senior Assistant Secretary on **March 20, 2023.**

8. Bazirake Deborah, the headteacher of Nyarulembo Primary School in Kanungu Town Council was appraised by Akankwasa Moses, Principal Township Officer on **March 07, 2023.**
9. Bahinyoza Cosmas, the headteacher of Rushoroza Primary School in Kihihi Sub County was appraised by Nimusiima Lilian, Senior Assistant Secretary on **February 14, 2023.**
10. Bahisoha Sanyu Eddy, the headteacher of Kyandago Primary School in Kanungu Town Council was appraised by Akankwasa Moses, Principal Township Officer on **March 07, 2023.**
11. Babariisa Enos. the headteacher of Mukono Primary School in Buhoma Town Council was appraised by Zagyenda Philido, Senior Assistant Town Clerk on **March 07, 2023.**

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

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

Score: 2 or else, score: 0

**There was no evidence** that all secondary school headteachers had been appraised in accordance with the guidelines as no files were presented for review during the assessment.

0

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

Maximum 8 points on this performance measure

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

score: 2. Else, score: 0

**There was no evidence that all school inspectors and education management staff had been appraised.**

Some of the files reviewed indicated the following:

1. The District Education Officer, Sunday Charles was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.
2. The Principal Education Officer, Shaban Adam was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 29, 2023**.
3. The Inspector of Schools, Niwagaba Annet was on probation and not due for appraisal.
4. The Inspector of Schools, Pentecost David was on probation and not due for appraisal.
5. The Inspector of Schools, Niwagaba Isaiah was on probation and not due for appraisal.
6. The Inspector of Schools, Tumwesigye Edison was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 08, 2023**.
7. The Inspector of Schools, Night Sharon was on probation and not due for appraisal.
8. The Education Officer (Special Needs), Arineitwe Justine was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 12, 2023**.
9. The Senior Education Officer, Nyirazirikana Charlotte was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 08, 2023**.
10. The Education Officer (Guidance and Counselling), Tuyishime Erasmus **was not appraised**.
11. The Sports Officer, Arineitwe Robert **was not appraised**.

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

d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,

score: 2 Else, score: 0

There was evidence of a capacity building work plan for the education department for FY 2022/23 dated 10 June 2022. The plan was signed and stamped by the principal education officer (PEO).

🔑 Key training areas included among others:

Training head teachers on performance appraisal

Orientation of school management committees

Training on financial management and accountability

Training sports teachers on ball games and athletics new guidelines

Orientation of newly appointed inspectors of schools

### Management, Monitoring and Supervision of Services.

Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

Maximum 8 points on this performance measure

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.

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

We noted from the DEO, that the education department was compliant and had no errors for correction regarding the submitted school lists and enrolment data in PBS for 2022\_2023\_Approved Performance Contrat\_851\_Kanungu District which was submitted to MoFPED.

Therefore, there was no need of communicating corrections/ revisions of school lists and enrolment data submitted in PBS as well as adjusting the IPFs for Kanungu District. The score is 2.

Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

Maximum 8 points on this performance measure

b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.

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

There was evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.

We obtained and reviewed the LG quarterly performance report FY 2022-2023-Q4-851-Kanungu District and established that Ugx.57,919,000 was budgeted and spent on Inspection and monitoring functions under budget output: 000023 Inspection and monitoring (Ugx.7,000,000-page 58) and Education & Sports , management and inspection (Ugx.50,919,000-page 57). The allocations to inspection and monitoring functions were in line with MoES guidelines -page 17.

The score is 2.



9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p>	<p>Kanungu DLG timeliness of warranting schools' capitation grants for the school (calendar) year in FY2022/2023 and FY2023/2024 was tested in the three terms as follows:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>Term1 (which was quarter 3 FY2022/2023) cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 18th January 2023 and the disbursements made on 1st February 2023 (20 days).</p>	
			<p>For Term 2 (which was quarter 4 FY2022/2023), MoFPED circular is dated 6th April 2023 and the CAO warranted on 25th April 2023 and the funds were transferred on 26th May 2023 (19 days).</p>	
			<p>For Term 3 (which was quarter 1 FY2023/2024), the MoFPED circular is dated 6th July 2023, the CAO warranted on 20th July 2023 and the funds were transferred on 5th September 2023 (14 days).</p>	
			<p>In all the three cases, the 5 days' time limit for warranting was not met.</p>	
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p>	<p>There was no evidence that DEO had communicated/ publicized capitation releases to schools within three working days of release from MoFPED as indicated below:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else, score: 0</p>	<p>□ QTR3 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 29 December 2022 and warranted by CAO on 18 January 2023. Request for transfer of Ugx.346,266,000 to schools was dated 30 January 2023 and approved by CAO on 31 January 2023 and funds transferred to schools on 1 February 2023.</p>	
			<p>The DEO publicized capitation releases for Term 1 2023 on LG notice board on 30 January 2023 (21 days)</p>	
			<p>This was not compliant to the three working days of release from MoFPED.</p>	
			<p>□ QTR4 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 6 April 2023 and warranted by CAO on 24 April 2023. Request for transfer of Ugx.346,266,600 to schools was dated 9 May 2023 and approved by CAO on 11 May 2023 and funds transferred to schools on 26 May 2023.</p>	
			<p>The DEO publicized capitation releases for Term I1 2023 on LG notice board on 9 May 2023 (22 days). This was not compliant to the three working days of release from</p>	

MoFPED.

□ QTR 1 Expenditure limits FY 2023/24 were communicated through MoFPED release circular dated 6 July 2023 and warranted by CAO on 20 July 2023. Request for transfer of Ugx.408,679,467 to schools was dated 1 August 2023 and approved by CAO on 2 August 2023 and funds transferred to schools on 5 September 2023.

The DEO publicized capitation releases for Term III 2023 on LG notice board on 1 August 2023 (17 days). This was not compliant to the three working days of release from MoFPED.

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

Runyinya PS: The display contained capitation releases for;

□ Q3 of FY 2022/23 (term I 2023),  
Ugx.3,030,000 dated 2 February 2023

□ Q4 of FY 2022/3 (term II 2023),  
Ugx.3,000,000 dated 30 May 2023

□ Q1 of FY 2023/24 (term III 2023),  
Ugx.4,140,000 dated 6 September 2023

Kihiihi PS: The display indicated UPE funds releases for;

□ Q3 FY2022/3 (term I 2023), Ugx. 3,833,333  
dated 2 February 2023

□ Q4 FY 2022/3 (term II 2023),  
Ugx.3,833,333 dated 30 May 2023

□ Q1 FY 2023/4 (term III 2023),  
Ugx.4,959,333 dated 6 September 2023

Bushere PS: The display indicated UPE funds releases for;

□ Q3 FY2022/3 (term I 2023), Ugx. 3,688,333  
dated 2 February 2023

□ Q4 FY 2022/3 (term II 2023),  
Ugx.3,688,333 dated 30 May 2023

□ Q1 FY 2023/4 (term III 2023),  
Ugx.4,328,867 dated 12 September 2023

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

10	<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>There was evidence that the education department prepared the inspection annual work plan for FY 2022/23. The work plan was signed by DIS, DEO, CFO and endorsed by CAO on 15 August 2022. The inspection annual work plan was submitted and received by DES on 17 August 2022 (stamped).</p> <p>Key planned activities included; support supervision/inspection of the teaching and learning processing/achievements, organize feedback meetings to stakeholders, and conduct follow inspection on key previous recommendations</p> <p>We noted minutes of departmental meetings where schedules for school inspection were discussed;</p> <p>☐ The school inspection schedule for term III 2022 discussed under Min.89/2022 on 17 October 2022</p> <p>☐ The school inspection schedule for term I 2023 discussed under Min.3/2023 on 8 February 2023.</p> <p>☐ The school inspection schedule for term III 2023 discussed under Min.99/2023 on 2 October 2023.</p> <p>The score is 2.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>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>There was evidence of three (3) school inspection reports as indicated below:</p> <p>☐ School Inspection Report Term III of 2022 dated 12 September 2022. The education institutions inspected were 238 including 135 UPE schools representing 100%.</p> <p>☐ Inspection and support supervision report for Term I 2023 dated 12 May 2023. The number of UPE schools inspected during this quarter was 135 representing 100%.</p> <p>☐ The school inspection report for Term II of 2023 dated 16 November 2023. The inspection covered 88 out of the 135 UPE schools representing 65%.</p> <p>Based on the above, the percentage of UPE schools inspected stood at 88%, the score are 1.</p>	1

Routine oversight and monitoring

*Maximum 10 points on this performance measure*

c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,

Score: 2 or else, score: 0

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

☐ The education department meeting held on 19 November 2022 discussed inspection report for term III 2022 under Min.116/2022

☐ The primary head teachers 'meeting held on 22 June 2023 discussed inspection report for term 1 2023 under Min.59/2023

☐ The education department meeting held on 28 August 2023 discussed the inspection report for term II 2023 under Min.86/2023

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

☐ Runyinya PS in Kanyatorogo TC; had evidence of feedback inspection reports on file including feedback inspection report dated 6 February 2023 by Inspector of schools (IS), and feedback inspection report dated 5 May 2023 by Associate Assessor (AA)

☐ Kihiihi PS in Kihiihi TC; had evidence of feedback inspection reports on file including school feedback report dated 20 October 2022 by IS, feedback inspection report dated 25 July 2023 by AA, and feedback inspection report dated 16 November 2023 by IS.

☐ Bushere PS in Kihiihi S/C; had evidence of feedback inspection reports on file dated 26 June 2023 and 4 October 2022 by DIS & IS respectively.

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

Routine oversight and monitoring

*Maximum 10 points on this performance measure*

d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0

There was evidence of submission of three (3) inspection reports to DES as indicated below:

- School inspection report for Term 3 of 2022 was submitted and received by DES secretary (Komugabe Edith ) on 15 February 2023 (signed & stamped)
- School inspection report for Term 1 of 2023 was submitted and received by DES secretary (Tooko Victoria) on 15 September 2023 (signed & stamped). The report was submitted by Education officer (special needs).
- School inspection report for Term 2 of 2023 was submitted on line (TELA) on 16 November 2023

Verification was done through the review of inspection files in the (3) sampled UPE schools and established that copies of the inspection reports from the previous three terms were left behind as expected in all the (3) sampled schools as indicated below;

☐ Runyinya PS in Kanyatorogo TC; had evidence of feedback inspection reports on file including feedback inspection report dated 6 February 2023 by Inspector of schools (IS), and feedback inspection report dated 5 May 2023 by Associate Assessor (AA)

☐ Kihiihi PS in Kihiihi TC; had evidence of feedback inspection reports on file including school feedback reports dated 20 October 2022 by IS, feedback inspection report dated 25 July 2023 by AA, and feedback inspection report dated 16 November 2023 by IS.

☐ Bushere PS in Kihiihi S/C; had evidence of feedback inspection reports on file dated 26 June 2023 and 4 October 2022 by DIS & IS respectively

As above, all the (3) inspection reports were submitted to DES and copies left behind in all the (3) sampled UPE schools, the score is 2.

Routine oversight and monitoring

*Maximum 10 points on this performance measure*

e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0

Education, Health and CBS issues at KDLG are handled by the Social Services Committee of Council. Here below are some examples of committee meetings where Education specific issues were presented and discussed in FY2022/2023.

Minutes of the Social Services Committee which sat on 14/02/2023 discussed Education issues as per minute (MIN.11/SVC/2023 – REPORT AND THE WORKPLAN 2023/2024). Discussions focussed on multiple Education issues including staff gaps in the DLG Education department, poor performance in Katete P/S and a recommendation to transfer head teachers who had overstayed in their stations, appreciation to the DEO for the good performance in UPE and PLE results and suggestion to set some rewards for good performing schools.

Minutes of the Social Services Committee which sat on 16/05/2023 per minute number (MIN/18/SVC/2023 – PRESENTATION OF DEPARTMENTAL BUDGETS – EDUCATION BUDGET 2023/2024). The main focus was discussion of the Education proposed budget for FY2023/2024 which was presented, totalling UGX23,131,536,393.

KDLG Education issues are being handled by the Council through its Social Services Standing Committee.

11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>There was evidence that the LG Education department conducted activities to mobilize, attract and retain children at school as indicated below:</p> <ul style="list-style-type: none"> <li>• Minutes of the report on the radio talk show held on 7 July 2022 at Kanungu FM 91.5 at 8.20pm. The radio talk show was attended by the RDC, District population officer and Inspector of schools. The radio talk show aimed at mobilizing learners to return to schools after a long standing of UNATU industrial action for 3 weeks as well as offering guidance to the community on the ongoing UBOS activities in preparation for parish development model.</li> <li>• Minutes of the report on the radio talk show held on 9 October 2022. The radio talk show was hosted on Kanungu broadcasting services on 19 September 2022. Issues discussed included late reporting back to schools by learners at different levels, provision of school requirements by parents, regular attendance by head teachers and teachers as well as sensitization of different stakeholders on their roles and responsibilities.</li> </ul> <p>Based on the above evidence, the score is 2.</p>
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## Investment Management

Planning and budgeting for investments

*Maximum 4 points on this performance measure*

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

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

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

The verification process carried out in the three sampled UPE schools showed that the LG had no accurate up-to date asset register as indicated below:

□ Runyinya PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (08) classrooms, (10) latrine stances, (130) desks and teacher accommodation (00), while the school asset register had (10) classrooms, (13) latrine stances, (139) desks and teacher accommodation (00). Information was not consistent

Kihiihi PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (10) classrooms, (14) latrine stances, (140) desks and teacher accommodation (02), while the school asset register had (19) classrooms, (17) latrine stances, (127) desks and teacher accommodation (08). Information was not consistent

□ Bushere PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (04) classrooms, (10) latrine stances, (51) desks and teacher accommodation (00), while the school asset register had (08) classrooms, (13) latrine stances, (171) desks and teacher accommodation (00). Information was not consistent.

Based on the above, the asset register was not up to date in all the 3 sampled UPE schools. The score is 0.



Planning and budgeting for investments

*Maximum 4 points on this performance measure*

b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, *score: 1 or else, score: 0*

For FY 2022/2023, the KDLG Education department had the following infrastructural projects:

🏗️ Construction of classrooms at Burema Secondary School in Kanyantorongo S/C UGX250,000,000

🏗️ Completion of multipurpose hall at Kinkizi High School in Kanungu T/C UGX150,000,000

🏗️ Construction of classrooms at Kihihi Community Secondary School in Kihihi T/C UGX200,000,000

🏗️ Construction of staff house at Matanda P/S in Kihihi S/C UGX200,000,000

🏗️ Construction of staff house at Rushaka P/S in Nyakinoni S/C UGX200,000,000

🏗️ Construction of staff house at Kazinga P/S in Nyanga S/C UGX200,000,000

🏗️ Completion of 4 classroom block at Kihembe P/S in Kanyantorongo S/C UGX147,250,000

🏗️ Completion of 2 classroom block at Bitabo P/S in Bugongi S/C UGX110,000,000

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

-Derived from the LG Development Plan

-Consistent with sector guidelines & DDEG objectives

-Financially feasible

-Having costed project profiles.

**No evidence of desk appraisals for all KDLG Education Department projects for FY2022/2023 was availed/ seen.**

Planning and budgeting for investments

*Maximum 4 points on this performance measure*

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

For FY 2022/2023, the Education department had the following infrastructural projects:

🏗️ Construction of classrooms at Burema Secondary School in Kanyantorongo S/C UGX250,000,000

🏗️ Completion of multipurpose hall at Kinkizi High School in Kanungu T/C UGX150,000,000

🏗️ Construction of classrooms at Kihihi Community Secondary School in Kihihi T/C UGX200,000,000

🏗️ Construction of staff house at Matanda P/S in Kihihi S/C UGX200,000,000

🏗️ Construction of staff house at Rushaka P/S in Nyakinoni S/C UGX200,000,000

🏗️ Construction of staff house at Kazinga P/S in Nyanga S/C UGX200,000,000

🏗️ Completion of 4 classroom block at Kihembe P/S in Kanyantorongo S/C UGX147,250,000

🏗️ Completion of 2 classroom block at Bitabo P/S in Bugongi S/C UGX110,000,000

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

-Technical feasibility

-Environmental and social acceptability requirements.

**No evidence of field appraisals for KDLG Education Department projects for FY2022/2023 was availed/ seen.**

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>There is no seed secondary school incorporated in the Procurement Plan for the current FY (2023/24) fro Kanungu DLG. However, Kanungu DLG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan as per the amended Approved Work Plan for FY 2023/24 dated 6/7/2023. The following projects were incorporated in the Annual Work Plan and Procurement Plans for the current FY.</p> <ol style="list-style-type: none"> <li>1. Construction of a 2-Classroom Block at Kiringa P/S, Kambuga S/C; Budgeted at UGX 128,655,000/=.</li> <li>2. Construction of a 2-Classroom Block at Nyarurambi Parents P/S, Kayonza S/C; Estimated at UGX 128,655,000/=.</li> <li>3. Construction of a 2-Classroom Block at Nyarurambi P/S, Katete S/C; Estimated at UGX 100,000,000/=.</li> </ol> <ul style="list-style-type: none"> <li>•</li> </ul>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>There is evidence that School infrastructure Projects were approved by the Contracts Committee (C.C) before commencement of Works. For example</p> <ol style="list-style-type: none"> <li>1. Under Min. No. 12/10/2022-2023 (m) of the CC meeting held on 10/10/2022, the <b>Construction of a 2-Classroom Block at Bitabo P/S</b> was approved.</li> <li>2. Under Min. No. 12/10/2022-2023 (k) of the CC meeting held on 10/10/2022, the <b>Completion of a 3-Classroom Block with Office at Kihembe P/S</b> was approved.</li> <li>3. Under Min. No. 115/June/2022/2023B (iv) of the CC meeting held on 8/6/2022, the <b>Construction of a 3-Classroom Block with Staff Room and a 5 Stance VIP Latrine at Kazinga P/S</b> was approved.</li> </ol>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was NO evidence of proper establishment of the PIT for the school construction projects constructed within the last FY (2022/23) as per guidelines.</p> <p>The following Projects were considered:</p> <ol style="list-style-type: none"> <li>1. <b>Completion of a 3-CR Block with an Office at Kihembe P/S-</b> As per memo dated 3/11/2022, individual appointments were signed by the CAO to the: Project Manager (DEO) and Project Supervisor (Ag DE). As per memo dated 15/8/2022, there was a joint appointment from the CAO to the: SCDO and Environment Officer. However, there was no appointment for the: Contracts Manager, Clerk of Works and Labour Officer.</li> <li>2. <b>Completion of a 2-CR Block with an Office at Bitabo P/S-</b> As per memo dated 3/11/2022, an appointment was signed by the CAO to the Project Manager (DEO). As per memos dated 8/8/2022 and 15/8/2022, there were joint appointments from the CAO to the: SCDO and Environment Officer. However, there was no appointment for the: Contracts Manager, Clerk of Works and Labour Officer.</li> <li>3. <b>Construction of a 3-CR Block with a Staff Room and a 5 Stance VIP Latrine at Kazinga P/S-</b> As per memos dated 8/8/2022 and 15/8/2022, there were joint appointments from the CAO to the: SCDO and Environment Officer. However, there was no appointment for the: Project Manager, Contracts Manager, Clerk of Works and Labour Officer.</li> </ol>	<b>0</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>There was no seed secondary school construction at Kanungu DLG. However, there were other education infrastructure projects that followed the standard technical designs provided by the MoES as listed below:</p> <ol style="list-style-type: none"> <li>1. Completion of a 3-CR Block with an Office at Kihembe P/S</li> <li>2. Completion of a 2-CR Block with an Office at Bitabo P/S</li> <li>3. Construction of a 3-CR Block with a Staff Room and a 5 Stance VIP Latrine at Kazinga P/S</li> </ol>	<b>1</b>

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>There was no seed secondary school construction at Kanungu DLG. However, there were other education infrastructure projects with inspection/site progress reports and minutes of site meetings as listed below:</p> <ol style="list-style-type: none"> <li>1. Completion of a 3-CR Block with an Office at Kihembe P/S- Inspection/progress report dated: 6/1/2023.</li> <li>2. Completion of a 2-CR Block with an Office at Bitabo P/S- Inspection/progress report dated: 16/1/2023.</li> <li>3. Construction of a 2-CR Block and a 2-Unit Staff House at Matanda P/S, Kihihi S/C - Inspection/progress report dated: 10/10/2023.</li> </ol>	<b>1</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i></p>	<p>There is NO evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted.</p> <p>Monthly Joint Technical supervisions of the construction of planned sector infrastructure projects were regular with regards to critical stages but did not include some key staff e.g environment officer and CDO.</p> <p>The following projects were sampled:</p> <ol style="list-style-type: none"> <li>1. Completion of a 3-CR Block with an Office at Kihembe P/S</li> <li>2. Completion of a 2-CR Block with an Office at Bitabo P/S</li> <li>3. Construction of a 3-CR Block with a Staff Room and a 5 Stance VIP Latrine at Kazinga P/S</li> </ol>	<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>Seven (07) KDLG Education projects of FY2022/2023 were sampled to check certification and timeliness of effecting payments for infrastructure projects.</p> <p>Payment to Extech Technical Services. Ltd for completion of classroom block at Nyamakamba P/S in Rugyeyo S/C (UGX5,692,680) – Requisition dated 12/06/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 12/06/2023 and payment on 26/06/2023 (14 days).</p> <p>Payment to Daikam Technologies Ltd for construction of 3 classroom block with office at Kihembe P/S (UGX48,308,453) – Requisition dated 12/06/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 12/06/2023 and payment on 27/06/2023</p>	<b>0</b>

(15 days).

Payment to Kayan Technologies Ltd for construction of 2 classroom block with office and store at Bitabo P/S in Bugongi S/C (UGX5,464,177) – Requisition dated 06/06/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment on 26/06/2023 (20 days).

Payment to Pineapple Investments (U) Ltd for construction of 4 classroom block with staffroom and office at Makanga P/S in Rugyeyo (UGX22,523,672) – Requisition dated 21/06/2022, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 21/06/2022 and payment on 16/12/2022 (175 days).

Payment to Kayan Technologies Ltd for construction of 2 classroom block with office and store at Bitabo P/S in Bugongi S/C (UGX45,762,491) – Requisition dated 16/01/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 16/01/2023 and payment on 16/03/2023 (60 days).

Payment to Daikam Technologies Ltd for construction of 3 classroom block with office at Kihembe P/S (UGX73,865,788) – Requisition dated 06/01/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 09/01/2023 and payment on 21/02/2023 (45 days).

Payment to Daikam Technologies Ltd for completion of 3 classroom block with office at Kihembe P/S (UGX14,144,000) – Requisition dated 06/01/2023, certified by the District Engineer, District Education Officer, CDO, Environment Officer and CAO on 13/01/2023 and payment on 16/03/2023 (70 days).

**In five (05) of the seven (07) sampled projects, payments were effected beyond the 14 days' mandatory time limit.**

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p>	<p>There is NO evidence that Kanungu DLG Education Department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit. The submission was received on 17/7/2023 which was beyond 30/4/2023.</p> <p>. The following projects were included among other Works/Supplies;</p> <ol style="list-style-type: none"> <li>1. Completion of a 3-CR Block with an Office at Kihembe P/S</li> <li>2. Completion of a 2-CR Block with an Office at Bitabo P/S</li> <li>3. Construction of a 3-CR Block with a Staff Room and a 5 Stance VIP Latrine at Kazinga P/S</li> </ol>	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>There is evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA, However, there was no seed school construction at Kanungu DLG during the previous FY (2022/23).</p> <p>The files included: the contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals. The project Files sampled are listed below;</p> <ol style="list-style-type: none"> <li>1. <b>Construction of a 2-Classroom Block at Bitabo P/S-KANU851/WRKS/2022/2023/00013.</b> Approved by the CC under Min. No. 12/10/2022-2023 (m) in a meeting held on 10/10/2022. The Contract was awarded on 28/10/2022.</li> <li>2. <b>Completion of a 3-Classroom Block with Office at Kihembe P/S-KANU851/WRKS/2022/2023/00012.</b> Approved by the CC under Min. No. 12/10/2022-2023 (k) in a meeting held on 10/10/2022. The Contract was awarded on 28/10/2022.</li> <li>3. <b>Construction of a 3-Classroom Block with Staff Room and a 5 Stance VIP Latrine at Kazinga P/S-KANU851/WRKS/2022/2023/00070.</b> Approved by the CC under Min. No. 115/June/2022/2023B (iv) in a meeting held on 8/6/2022. The Contract was awarded on 18/7/2023.</li> </ol>	1

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>There <b>was no evidence</b> that grievances were recorded, investigated, responded to and recorded in line with the grievance redress framework</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>There was no evidence of dissemination of guidelines on environmental management in schools about green schools, energy and water conservation.</p> <p>A copy of the education environment guidelines and evidence of dissemination of the guidelines to schools was not availed to the Assessor at the time of the assessment</p> <p>We noted that there were no copies of the school environment guidelines on file in all the 3 sampled UPE schools (Runyinya PS, Kihiihi PS and Bushere PS). The score is 0.</p>	0
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0</p>	<ol style="list-style-type: none"> <li>1. A costed ESMPs for construction of a 2 classroom block with an office at Bitabo P/s was prepared 20/4/2022 at cost of Ugx 8,350,000, however the <b>costed ESMP was not incorporated</b> in the BoQs and contractual documents</li> <li>2. A costed ESMPs for construction of a 3 classroom block with an office at Kihembe P/s was prepared 20/4/2022 at cost of Ugx 8,350,000, however the costed ESMP was not incorporated in the BoQs and contractual documents</li> <li>3. A costed ESMPs for construction of a 3 classroom block with staff room, and 5 stane VIP lined and drainable pit latrine for girls at Kazinga P/s was prepared 20/4/2022 at cost of Ugx 8,350,000, the costed ESMP was incorporated in the BoQs and contractual documents under element 9 for environmental and social management in item 9.7 to 9.9</li> </ol> <p><b>From the sample of three the LG had only one project in which a costed ESMP was incorporated in the BoQs and contractual documents, therefore the LG can't score</b></p>	0



16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There <b>was evidence</b> for proof of land ownership, access of school construction projects  <ol style="list-style-type: none"> <li>1. A consent agreement between the land owner (Kinkiizi diocese) and Kanungu district local government dated 23/11/2022 for Kihembe P/s stamped and signed by Rt Rev Dan Zoreka, CAO Mr. Tweheyo Batega and witnessed by Ijuka Nicholas</li> <li>2. A consent agreement between the land owner (Kinkiizi diocese) and Kanungu district local government dated 23/11/2022 for Bitabo P/s stamped and signed by Rt Rev Dan Zoreka, CAO Mr. Tweheyo Batega and witnessed by Ijuka Nicholas</li> </ol>	1
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There <b>was evidence</b> that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports  <ol style="list-style-type: none"> <li>1. Support supervision and monitoring for the construction of a 2 classroom block with office at Bitabo P/s was carried out on 5/1/2023, signed and stamped by both EO and DCDO, monthly reports were available for review dated 5/1/2023 and 20/3/2023, the project started on 1/11/22 and ended on 30/4/23</li> <li>2. Support supervision and monitoring for the construction of a 3 classroom block with office at Kihembe P/s was carried out on 5/1/2023, signed and stamped by both EO and DCDO, monthly reports were available for review dated 5/1/2023 and 20/3/2023, the project started on 1/11/22 and ended on 30/4/23</li> <li>3. Support supervision and monitoring for the construction of a classroom block at Kazinga P/s was carried out on 20/10/2023, signed and stamped by both EO and DCDO, monthly reports were available for review dated 5/1/2023 and 20/3/2023, the project started on 18/7/23 and its ongoing</li> </ol>	2

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

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

*Score: 1, else score:0*

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

1. E&S certifications completion of a 3 classroom block with an office at Kihembe P/s was prepared and approved on 9/1/23 signed and stamped by EO and DCDO payments were made on 21/2/23
2. E&S certifications completion of a 2 classroom block with an office and store at Bitabo P/s was prepared and approved on 16/1/23 signed and stamped by EO and DCDO payments were made on 16/6/23
3. E&S certifications completion of a 2 classroom block Kazinga P/s was prepared and approved on 12/10/23 signed and stamped by EO and DCDO payments were made on 12/10/23

**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 <b>was no evidence to confirm whether</b> Kanungu DLG registered an increased utilization of healthcare services, with a specific focus on total deliveries. The computation of healthcare services utilization was guided by the instructions provided during the orientation of Health Specialists, which indicated that the computation should be based on all the HCIIIs and HCIVs.</p> <p>Kanungu DLG had eighteen (18) HC IIIs and two (2) HC IVs conducting deliveries (Including PNFPS). The assessment team reviewed the annual reports (HMIS 107) for all HC IIIs and HC IVs for FY 2021/2022 and compared them with FY 2022/2023. The findings are as follows:</p> <p>The total number of deliveries for FY 2021/2022 was 5,523 and for FY 2022/2023, it was 5,010, representing an <b>overall decline of 9.3%</b>.</p> <p>As a result, Kanungu DLG did not achieve the recommended 20% increase in the utilization of healthcare services, as required by the performance measure.</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>The performance of KDLG in its LLG FY2022/2023 Health assessment was 54%, <b>making the score fall in the range '50% - 69%'</b></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>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	<b>0</b>

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

Maximum 8 points on this performance measure

a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.

Kanungu DLG Annual Performance Report for FY 2022/2023 shows that UGX744,122,000 was budgeted for the health development grant. The total amount spent was UGX UGX744,122,000 (KDLG Annual Performance Report, Page 17).

🏗️ Completion of OPD at Rutenga HCIII in Rutenga T/C UGX142,979,000

🏗️ Rehabilitation of maternity ward at Matanda HCIII in Kihihi S/C UGX UGX67,706,000

🏗️ Construction of staff house at Ntungamo HCII (upgrade to HCIII) in Butogota T/C UGX153,000,000

**These activities were eligible under the Health Development Grant guidelines. They didn't involve purchase of land, procurement of vehicles etc.**

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

Maximum 8 points on this performance measure

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

For Kanungu DLG Health six (06) infrastructural project payments in FY2022/2023 were sampled to test for certification before payments.

Payment to Mket Technical Services Ltd for construction of 2 unit staff house at Ntungamo HCIII in Butogota T/C (UGX51,000,000) – Requisition dated 08/05/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 31/03/2023 and payment on 24/04/2023.

Payment to Rokan Logistics Ltd for renovation of maternity ward at Matanda HCIII in Kihikihi S/C (UGX62,686,320) – Requisition dated 27/03/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 09/05/2023 and payment on 15/06/2023.

Payment to Edrasi Contractors and Suppliers Ltd for completion of OPD at Rutenga HCIII in Rutenga T/C (UGX133,915,407) – Requisition dated 03/04/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 03/04/2023 and payment on 24/04/2023.

Payment to Rodrisa Supplies Ltd for supply of medical equipment to Kinaaba HCIII (UGX123,454,312) – Requisition dated 22/06/2023, certified – not certifiable and payment on 27/06/2023.

Payment to Katbel Construction (U) Ltd for renovation of Rutenga HCIII in Rutenga T/C (UGX4,399,699) – Requisition dated 22/06/2022, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 23/06/2022 and payment on 03/02/2023.

Payment to Sagm Technical Services Ltd for upgrading Kinaba HCII to III (UGX31,143,391) – Requisition dated 19/06/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 08/06/2023 and payment on 27/06/2023.

**In all the six (06) sampled projects, certification for Health infrastructural projects was effected in accordance with the requirements.**

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>There is evidence that the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineer's estimates.</p> <p>From the DE and DHO, the following Works contracts were sampled; and the Engineer's estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages; [(A - B)/A]*100%:</p> <ol style="list-style-type: none"> <li>1. <b>Completion of OPD at Rutenga HC III-Phase 1</b> KANU851/WRKS/2022/2023/00015. The Engineer's Estimate (A) was UGX 142,978,909/=; the contract Sum/Price (B) was UGX 141,298,117/=. The Variation was at 1.18%.</li> <li>2. <b>Renovation of Maternity Ward at Matanda HC III, Kihihi S/C</b> KANU851/WRKS/2022/2023/00016. The Engineer's Estimate (A) was UGX 67,692,470/=; the contract Sum/Price (B) was UGX 65,985,600/=. The Variation was at 2.52%.</li> <li>3. <b>Construction of a 2 Unit staff house at Ntungamo HC III</b> KANU851/WRKS/2022/2023/00014. The Engineer's Estimate (A) was UGX 152,996,217/=; the contract Sum/Price (B) was UGX 152,567,313/=. The Variation was at 0.28%</li> </ol>	2
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3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>	<p>There was no HC II to HC III upgrade for Kanungu DLG.</p> <p>Other infrastructures were implemented include:</p> <ol style="list-style-type: none"> <li>1. Completion of OPD at Rutenga HC III-Phase 1</li> <li>2. Renovation of Maternity Ward at Matanda HC III, Kihihi S/C</li> <li>3. Construction of a 2 Unit staff house at Ntungamo HC III</li> </ol>	2
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Achievement of Standards: The LG has met health staffing and infrastructure facility standards

Maximum 4 points on this performance measure

a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure

- If above 90% score 2
- If 75% - 90%: score 1
- Below 75 %: score 0

There **was evidence to confirm that Kanungu DLG** recruited staffs for all ten (10) HC IIIs and two (2) HC IVs, in accordance with the staffing structure. The staffing structure provided by the District Health Office (DHO) indicated that HC IVs were required to have 48 staff, while HC IIIs were required to have 19 health workers.

According to the approved budget for FY 2023/2024, the allocated conditional sector conditional grant for wages was UGX 9,216,780,000. This allocation covered the wages of 276 staff members out of the required 286, as per the staffing norms for the available HC IVs and HC IIIs. This indicates that only **96.2%** of the health worker positions for the available HC IVs and HC IIIs were filled. The breakdown of the percentage of health worker positions filled for these facilities is provided below.

1. **Kihihi HC IV:** 42 staff were deployed out of 48 required staffing norms. This represents 135.4% of filled positions.
2. **Kanungu HC IV:** 51 staff were deployed out of 48 required staffing norms. This represents 106.3% of filled positions.
3. **Rugyeyo HC III:** 25 staff were deployed out of 19 required staffing norms. This represents 131.6% of filled positions.
4. **Rutenga HC III:** 13 staff were deployed out of 19 required staffing norms. This represents 68.4% of filled positions.
5. **Kirima HC III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
6. **Katete HC III:** 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.
7. **Matanda HC III:** 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.
8. **Kayonza HC III:** 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.
9. **Nyamirama HC III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
10. **Kinaaba HC III:** 11 staff were deployed out of 19 required staffing norms. This represents 57.9% of filled positions.
11. **Kanyantorogo HC III:** 13 staff were deployed out of 19 required staffing norms. This represents 68.4% of filled positions.
12. **Mpugu HC III:** 16 staff were deployed out of 19 required staffing norms. This represents 84.2% of filled positions.

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>	<p>There was no HC II to HC III upgrade for Kanungu DLG.</p> <p>Other infrastructures were implemented, but call to this indicator as per the LGMSD manual reviews call for Ref. HC II to HC III Upgrade.</p>	2
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**Performance Reporting and Performance Improvement**

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There <b>was evidence to confirm that</b> information given by Kanungu DLG on position of health workers filled accurate as evidenced by the findings from three (3) sampled facilities. The assessment team reviewed the staff list for FY 2023/2024 and compared it with the staff lists found at the sampled facilities. The details of the findings were as follows.</p>	2
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1. **Kihihi HC IV:** 65 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility.
2. **Kirima HC III:** 14 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility.
3. **Kanyantorogo HC III:** 13 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility.

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There <b>was evidence to confirm that information</b> on health facilities constructed and functional was accurate. The list obtained from the DHO included the following items.</p> <p><b>1)</b> Construction of staff house at Ntungamo HC III; <b>2)</b> Completion of OPD block at Rutenga HC IV and ; <b>3)</b> Repair of the floor for the general Ward at Matanda HC III.</p> <p>The assessment team reviewed LGs’s quarterly PBS report (Quarter 4), which was submitted on 23-10-2023 by the accounting officer-TWEHEYO BETEGA DAVID . It was established that the information regarding their status and functionality was accurate.</p>	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

a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:

- Score 2 or else 0

There **was no evidence to confirm whether** health facilities in Kanungu DLG prepared and submitted Annual Workplans & budgets to the DHO by March 31st of the FY 2022/2023 as per the LG Planning Guidelines for Health Sector.

The assessment team sampled three health facilities which included Matanda HC III, Katete HC III and Rugyeyo HC IV.

1. **Matanda HC III:** submitted it's annual workplan and budget to the DHO on 11th October 2022. The workplan and budget was endorsed by health facility in charges (Musasizi Nelson Stewart) on 28th May 2022. The HUMC chairperson (Hon. Ahabwe B. Philemon. The facility budget was UGX 59,170,000.
2. **Katete HC III:** Submitted its annual workplan and budget to the DHO on 10th June 2022 and the annual workplan and budget was endorsed by the uncharged (Tayebwa Benard) HUMC chairperson ( Bwengye Jackson). facility budget was UGX 21,887,200.
3. **Rugyeyo HC III:** Submitted it's annual workplan and budget to the DHO on 3rd May 2022 and the document was endorsed by the in charge (Tusiime Edmond) on the same day.

The assessment team noted that all the submitted Annual Workplans & budgets for the three sampled health facilities **were submitted late beyond 31st of the FY 2022/2023** as recommended by the LG Planning Guidelines for Health Sector.

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

Maximum 14 points on this performance measure

b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :

- Score 2 or else 0

There **was no evidence to confirm whether** health facilities of Kanungu DLG prepared and submitted to the DHO Annual Budget Performance Reports for the FY 2022/2023 by July 15th of the as per the Budget and Grant Guidelines. The assessment team randomly sampled three health (Matanda HC III, Katete HC III and Rugyeyo HC IV) and established that these did not submit their Annual Budget Performance Reports for the FY 2022/2023 to the DHO. By the end of day 2 of the assessment exercise in the DLG, no evidence was shared with the assessment team to confirm whether Annual Budget Performance Reports for the FY 2022/2023 were submitted to the DHO .

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There <b>was no evidence to confirm</b> whether health facilities in Kanungu DLG had developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports. The assessment team randomly sampled three (3) health facilities (Matanda HC III, Katete HC III and Rugyeyo HC IV) and established that Kanungu DLG did not report on implement the facility improvement plans that incorporate performance issues identified in monitoring and assessment report.</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>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> <li>• score 2 or else score 0</li> </ul>	<p>There <b>was no evidence to confirm whether</b> the health facilities in Kunungu DLG submitted monthly and quarterly HMIS reports in a timely manner, meeting the requirement of submission within 7 days following the end of each month and quarter. All three sampled health facilities ie. Matanda HC III, Katete HC III and Rugyeyo HC IV, submitted monthly HMIS reports within the stipulated 7-day timeframe. However, the assessment team noted that Rugyeyo HC IV submitted the <b>4th Quarter HMIS report report late on 13th July 2023</b>. Therefore, the health department did not correctly meet the requirements of this performance measure.</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>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0
<p>Maximum 14 points on this performance measure</p>				

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>KDLG Planning Unit did have a system for capturing dates of submission of Health department reports for integration into the overall quarterly DLG report. The submission dates were as below:</p>	1
<p>Maximum 14 points on this performance measure</p>			<p>Quarter one report submitted on 13/10/2022          Quarter two report submitted on 13/01/2023          Quarter three report submitted on 12/04/2023          Quarter four report submitted on 14/07/2023</p> <p><b>All the four Health quarterly report submissions were made before the deadline of one month after end of the quarter.</b></p>	
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has:  i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The assessment team established that the Kanungu DLG DHMT had developed a Performance Improvement Plan (PIP) for the weakest performing health facilities prepared on 23rd may 2023. This PIP received endorsement from both the Chief Administrative Officer (CAO), Tweheyo Betega David, and the District Health Officer (DHO), Dr.Burungi Mutahunga.</p>	1
<p>Maximum 14 points on this performance measure</p>				

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

Maximum 14 points on this performance measure

ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0

There **was evidence to confirm that the health department** of Kanungu DLG Implemented Performance Improvement Plan for weakest performing facilities. The Performance Improvement Plan review revealed that the department, among other initiatives, conducted health facilities integrated support supervision in the fiscal year 2022/2023 and held quarterly performance review meetings, with an annual budget of UGX 2,800,000 and UGX 500,000, respectively.

The assessment team determined that the health department carried out facility support supervision on the following dates: 10th October 2022, 16th December 2022, and 30th April 2023 to 9th May 2023, and 7th June 2023. In addition, quarterly performance review meetings were held on 16th August 2022, 2nd November 2022, 29th March 2023, and 21st June 2023.

## Human Resource Management and Development

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

Maximum 9 points on this performance measure

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

There **was evidence to confirm that Kanungu DLG** Health Department budgeted for healthcare workers in accordance with staffing norms and guidelines. The approved staff structure, obtained from the DHO's office, indicates an approved structure of 686 healthcare workers.

A review of the approved Budget Estimates for FY 2023/2024 revealed that the allocated conditional Sector Conditional Grant (Wage) for Kanungu DLG was UGX 9,216,780,000 intended to cover the wage of 471 healthcare workers in post out of the required 686 according to the staffing norm (68.6%). *The assessment team also found that the second budget call circular (2nd BCC) regarding the finalization of the budget Estimates for the financial year 2023/2024, as indicated in item 43 (Page 11 of 23), stated: "Therefore, no vote will be authorized to recruit new staff except on a replacement basis, with evidence that the position(s) to be recruited have provisions in the budget for FY 2023/2024.*

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

Maximum 9 points on this performance measure

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

There **was no evidence to confirm whether** the Kanungu DLG Health Department deployed healthcare workers in accordance with staffing guidelines, which require that all health facilities have at least 75% of the staff required according to the staffing norms. The assessment team reviewed the deployment lists for FY 2023/2024 and observed that some health facilities did not meet the requirement of having at least 75% of the required staff deployed in accordance with staffing norms. Such health facilities included among others.

1. **Nyamirama HC III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
2. **Kinaaba HC III:** 11 staff were deployed out of 19 required staffing norms. This represents 57.9% of filled positions and
3. **Kanyantorogo HC III:** 13 staff were deployed out of 19 required staffing norms. This represents 68.4% of filled positions.

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

Maximum 9 points on this performance measure

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

The **was evidence to confirm that health workers** in Kanungu DLG were working in health facilities where they are deployed. The assessment team reviewed the deployment list for FY 2023/2024 and compared them with the logs in the attendance book at the randomly sampled health facilities and established that the two were in agreement. The assessment team sampled three health facilities (Kihihi HC IV, Kirima HC III and Kanyantorogo HC III) and established that there was no variance between the deployment list obtained from DHO's and logs in the staff attendance books found at the health facilities as summarized below.

1. **Kihihi HC IV:** 65 health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.
2. **Kirima HC III:** 14 health workers deployed as per the deployment obtained from the DHO. Staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.
3. **Kanyantorogo HC III:** 13 health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.

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

Maximum 9 points on this performance measure

c) Evidence that the LG has publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY score 2 or else score 0

There **was evidence to confirm that Kanungu DLG** publicized the deployment of health workers through various means, including posting on facility notice boards. The assessment team visited three sampled health facilities and observed that staff lists for FY 2023/2024 were available on the notice boards at Kihihi HC IV, Kirima HC III and Kanyantorogo HC III.

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0

**There was no evidence** that all Health Facility In-charges had been appraised according to guidelines as some were not appraised and others appraised outside the stipulated timelines.

Some files reviewed indicated the following:

1. Dr. Nsiyaleeta Paul, Medical Officer In-Charge Kihiki HC IV in Kihiki Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **October 16, 2023.**
2. Dr. Tumwesigye Timothy, Medical Officer In-Charge Kanungu HC IV in Kanungu Town Council **was not appraised.**
3. Tumwesigye Elias, Medical Clinical Officer In-Charge Kinaaba HC III in Kinaaba Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 30, 2023.**
4. Nsimamukama Simon, Senior Clinical Officer In-Charge Kirima HC III in Kirima Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 31, 2023.**
5. Mubangizi Fricano, Clinical Officer In-Charge Rutenga HC III in Rutenga Town Council **was not appraised.**
6. Akankwasa Judith, Senior Clinical Officer In-Charge Rugyeyo HC IV in Rugyeyo Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 26, 2023.**
7. Bwambale Boaz, Nursing Officer In-Charge Kambuga Hospital in Kambuga Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 30, 2023.**
8. Turyasingura Ariverah, In-Charge Kihiki HC IV in Kihiki Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **October 06, 2023.**
9. Musimenta Loyce, Enrolled Midwife In-Charge Kambuga Hospital in Kambuga Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 30, 2023.**
10. Kiconco Evas, Enrolled Nurse In-Charge Musimenta Loyce in Kinaaba Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 09, 2023.**

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

Maximum 6 points on this performance measure

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

**There was no evidence** that all Health Facility In-charges had appraised health workers according to guidelines as some **were not appraised** and others **appraised outside the stipulated timelines**.

Some files reviewed indicated the following:

1. Ayebare Theodore, Enrolled Nurse posted to Kambuga Hospital in Kambuga Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 30, 2023**.
2. Kemiremember Clare, Assistant Nursing Officer posted to Rugyeyo HC IV in Rugyeyo Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 26, 2023**.
3. Akampurira Patience, Assistant Nursing Officer posted to Kambuga Hospital in Kambuga Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **October 16, 2023**.
4. Asiimwe Annet, Senior Assistant Nursing Officer posted to Kambuga Hospital in Kambuga Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **October 31, 2023**.
5. Niwagaba Elizabeth, Enrolled Nurse posted to Kambuga Hospital in Kambuga Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 30, 2023**.
6. Monday Barnabas, Enrolled Nurse posted to Kanungu HC IV in Kanungu Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 09, 2023**.
7. Namugalu Violet, Enrolled Psychiatric Nurse posted to Kambuga Hospital in Kambuga Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 30, 2023**.
8. Muhebwa Gordon, Medical Officer posted to Rugyeyo HC IV in Rugyeyo Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **October 06, 2023**.
9. Tumusiime Bernard, Enrolled Nurse posted to Kinaba HC III in Kinaba Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 26, 2023**.
10. Tumuheise Provia, Nursing officer (Nursing) posted to Kanungu HC IV in Kanungu Town Council was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 30, 2023**.



8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p><b>There was no evidence</b> adduced during assessment that the DHO had taken any corrective actions based on the appraisals.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>There <b>was no evidence to confirm whether health workers</b> received training through Continuous Professional Development in accordance with the training plans. The assessment team observed that the health department in Kanungu had conducted spontaneous training for healthcare workers but did not provide the training plans to validate the alignment of these sessions. The report submitted to the District Health Officer (DHO) on 21 June 2023 mentioned that on 8th June 2023, the health department conducted Infection Prevention and Control (IPC) training for health workers and another training on medical waste management for personnel from ten facilities. However, the assessment did not confirm the alignment of these training sessions with the established training plan, as no supporting evidence was shared.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There <b>was no concrete evidence to confirm whether</b> the health department of Kanungu DLG had documented training activities in the training/CPD database. The assessment was provided with a purported training database. However, upon review, it was observed that the trainings highlighted in the two-page database did not include sessions on Infection Prevention and Control (IPC) and medical waste management. As a result, the assessment team concluded that the department did not maintain a Continuous Professional Development (CPD) database encompassing all the trainings conducted in the fiscal year 2022/2023.</p>	0

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

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There <b>was evidence to confirm that the Chief Administrative Officer (CAO)</b> of Kanungu DLG confirmed the list of health facilities (Government of Uganda and Private-Not-For-Profit) receiving Primary Health Care Non-Wage Recurrent (PHC NWR) grants and notified the Ministry of Health (MOH) in writing by September 30th if any health facility had been listed incorrectly or was omitted from the FY 2023/2024 list.</p>	2
	<p>Maximum 9 points on this performance measure</p>		<p>The assessment team confirmed that the confirmation of health facilities (Government of Uganda and Private-Not-For-Profit) receiving Primary Health Care Non-Wage Recurrent (PHC NWR) grants was digitally made via email by Patience Namara - Biostatistician on 26th September 2023. The submission was sent to the following email addresses: hillaryruk@gmail.com with Sarah Byakika sarahbyakika14@gmail.com, fahadmawanda@gmail.com, fahadmawanda@gmail.com, kambasam@gmail.com in copy.</p> <p>The attached file indicated that several errors were observed, including the following: Karangara HC II was now governed by the government and not UPMB, and Kyeshero HC II was located in Kyeshero subcounty and not Kayonza subcounty, among many other errors.</p>	
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>Kanungu DLG FY2022/2023 budget - PHC NWR grant for Lower Level Health Facilities was UGX464,796,000,000.</p> <p>Total allocation in the DHO's budget for management and monitoring activities in the same year was UGX115,929,000 which 24.9% of the total. This was above the 15% minimum.</p>	2
	<p>Maximum 9 points on this performance measure</p>			

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

Maximum 9 points on this performance measure

c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0

The disbursements of all funds to government funded institutions and facilities follow the four quarterly routine. For KDLG FY2022/2023, PHC NWR grants were warranted/verified as follows:

For Quarter 1, the MoFPED circular is dated 8th July 2022, the CAO warranted on 8th August 2022 and the funds were transferred on 17th August 2022.

For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 19th October and the funds were sent on 27th October 2022.

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 18th January 2022 and the disbursements made on 1st February 2023.

For Quarter 4, MoFPED circular is dated 6th April 2022 and the CAO warranted on 25th April 2023 and the funds were transferred on 26th May 2023.

**In all the four quarters, the warranting/verification of PHC NWR grants was effected beyond the 5 days deadline.**

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

Maximum 9 points on this performance measure

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

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

For Quarter 1, the MoFPED circular is dated 8th July 2022, the CAO warranted on 8th August 2022 and the funds were transferred on 17th August 2022. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 17/08/2022 (39 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 19th October and the funds were sent on 27th October 2022. The communication concerning the disbursement of PHC NWR grants for quarter 2 was dated 27/10/2022 (27 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 18th January 2023 and the disbursements made on 1st February 2023. The communication concerning the disbursement of PHC NWR grants for quarter 3 was dated 01/02/2023 (32 days).

For Quarter 4, MoFPED circular is dated 6th April 2022 and the CAO warranted on 25th April 2023 and the funds were transferred on 26th May 2023. The communication concerning the disbursement of PHC NWR grants for quarter 4 was dated 26/05/2023 (50 days).

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

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

Maximum 9 points on this performance measure

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

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

1. **Quarter 1:** Display on the notice board was made on 8th August 2022; Th expenditure limits received from MoFPED 8th July 2022. This implies that publication of quarterly financial releases to all health facilities was made after close to the amonth(30 days) from the date of receipt of the expenditure limits from MoFPED.
2. **Quarter 2:** Display on the notice board was made on 28th October 2022; Th expenditure limits received from MoFPED on 30th September 2022. This implies that publication of quarterly financial releases to all health facilities was made within 28 days from the date of receipt of the expenditure limits from MoFPED
3. **Quarter 3:** Display on the notice board was made on 25th January 2023; Th expenditure limits received from MoFPED on 29th December 2022. This implies that publication of quarterly financial releases to all health facilities was made within 30 days from the date of receipt of the expenditure limits from MoFPED
4. **Quarter 4:** Display on the notice board was made on 3rd May 2023; Th expenditure limits received from MoFPED on 6th April 2023. This implies that publication of quarterly financial releases to all health facilities was made within 27 days from the date of receipt of the expenditure limits from MoFPED.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>There was <b>evidence to confirm that the Kanungu DLG</b> Health Department implemented actions recommended by the DHMT Quarterly Performance Review Meetings held during FY 2022/23 on the following days; 16th August 2022, 27th November 2022, 29th March 2023 and on 2nd June 2023. The assessment team, during the review of the DHMT Quarterly Performance Review meetings held on 2nd June 2023 (Minute 4/6/2023), observed that supervision of Private Not-For-Profit (PNFP) facilities was not conducted regularly. However, the team later found that the supervision of PNFP facilities occurred between 7th - 13th September 2023 with support from UPMB. The supervision report was endorsed by Dr. Kalanzi Joe and reviewed by Dr. Buringi Mutahunga (District Health Officer).</p> <p>Furthermore, the review of the DHMT Quarterly Performance Review Meeting held on 29th March 2023 (Minute 4/3/2023) indicated the need for onsite mentorship in logistics management during the SPARS visits. Subsequent reviews of quarterly medicine management supervision dated 10th January 2023, 20th February 2023, 10th May 2023, and 4th July 2023 showed that health workers in the visited facilities had received mentorship in logistics management.</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 <b>no evidence to confirm whether</b> Kanungu DLG Health Department's quarterly performance review meetings included all health facility in-charges and implementing partners, DHMTs, and key LG departments.</p> <p>The assessment team reviewed the attendance lists for the DHMT performance review meetings conducted on various dates: 16th August 2022, 27th November 2022, 29th March 2023, and 2nd June 2023. It was noted that while all health facility in-charges were in attendance, there was no representation from key Local Government (LG) departments such as WASH, Community Development, and Education. Consequently, the health department of Kanungu did not meet the requirements for scoring on this performance measure.</p>	0

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>There <b>was no evidence to confirm whether Kanungu</b> DLG conducted supervision visits to 100% of the following healthcare facilities: These included the two hospital (Kambuga hospital and Bwindi Community Hospital) and four HC IVs; Kanungu HC IV and Kihihi HC IVs. The assessment reviewed the District Health Team (DHT) support supervision reports conducted on the following days: 24th October 2023, 16th December 2022, 30th April 2023 to 9th May 2023, and 7th July 2023. The review of the support supervision report dated 24th October 2023, the assessment team established that in quarter one of the FY 2022/2023, Bwindi Community Hospital was not supervised. As a result, the health department of Kanungu did not meet the requirements for scoring on this performance measure.</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>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <ul style="list-style-type: none"> <li>• If not applicable, provide the score</li> </ul>	<p>There <b>was evidence to confirm that the Kanungu DLG</b> District Health Team (DHT) ensured that Health Kanungu DLG Health Sub-District (HSD) conducted support supervision of lower-level health facilities during FY 2022/2023. The assessment noted that Kanungu District Local Government (DLG) has two Health Sub-Districts (HSDs): Kinkizi East and Kinkizi West. The assessment team randomly selected three health facilities, namely Samaria HC II, Kayonza HC III, and Bihomborwa HC II.</p> <p>The team reviewed the Health Sub-District (HSD) support supervision reports submitted to the District Health Officer (DHO) on September 20th September 2022, 15th December 2022, 22nd March 2023, and 21st June 2023. It was observed that the sampled health facilities underwent supervision during these periods.</p>	1

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

Maximum 7 points on this performance measure

e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0

There was evidence to confirm that Kanungu DLG used results and reports from the discussions during support supervision and monitoring visits to make recommendations for specific corrective actions, and these recommendations were followed up during the FY 2022/2023. This is demonstrated by the following instances: The assessment team, after reviewing the support supervision book logs at sampled health facilities, noted the following:

**At Kanyantologo HC III:** The District Health Team (DHT) supervision dated 10th October 2022 recommended that the mattress on the examination bed should be protected. During the assessment, the team noted that this bed was dressed with a Mackintosh.

**At Kihihi HC IV:** The DHT supervision dated 5th January 2023 noted that the District Health Officer (DHO) was to follow up with the Ministry of Health (MOH) and MSH for the operationalization of the e-health supply chain management. The supervision visit recommended making the MPSDR committee functional. The assessment noted that, at the time of assessment, the MPSDR committee had been constituted, as evidenced by the minutes dated 22nd June 2023, and the facility had been enrolled in the e-system for ordering medical supplies from the National Medical Stores (NMS).

**At Kirima HC III:** The DHT supervision dated 20th February recommended that the facility should shift to the newly constructed structures where there is enough space. The assessment team noted that clients were being served from the new Outpatient Department (OPD) block and Inpatient Department (IPD) blocks.

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

Maximum 7 points on this performance measure

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

There **whether Kanungu District Local Government (DLG)** provided support to all health facilities in the management of medicines and health supplies during the FY 2022/2023. The assessment team reviewed quarterly reports on medicines management supervision and noted that not all health facilities received support in the management of medicines and health supplies during the fiscal year 2022/2023. The reviewed reports were submitted by Mucunguzi Davis on the following days: 10th January 2023, 20th February 2023, 10th May 2023, and 4th July 2023. Since not all health facilities received support in the management of medicines and health supplies during the FY 2022/2023, the assessment team was compelled to deny the Local Government a score.



11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	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	Kanungu total DHO health office budget for FY 2022/2023 was UGX115,929,000. Out of this a total of UGX45,000,000 was allocated to health promotion and prevention activities.	2
	Maximum 4 points on this performance measure		<b>This was a proportion of 38.8%, which met the 30% minimum requirement.</b>	
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	There <b>was evidence to confirm that</b> the Kanungu District Local Government (DLG) DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the FY 2022/2023.	1
	Maximum 4 points on this performance measure		The assessment team reviewed the sanitation and hygiene report for Quarter two of FY 2022/2023 and determined that the health department had engaged in rapport creation in Buhoma and Bugongi lower-level local governments to mobilize the community to improve latrine coverage. Additionally, the department conducted radio talk shows on Kinkizi FM, KBS radio, and Radio Kanungu to mobilize the community members for various health campaigns, such as measles-rubella and polio vaccination, among others.  Furthermore, the assessment team found that the department had undertaken a triggering activity for sanitation improvement in the 2nd Quarter of 2022/2023. This activity was carried out in 12 villages within Bugongi subcounty and Buhoma Subcounty.	
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	<b>Evidence of follow-up actions taken</b> by the Kanungu District Local Government (DLG) District Health Team (DHT) regarding health promotion and disease prevention issues is documented in their minutes and reports.	1
	Maximum 4 points on this performance measure		For example, among other actions: The review of the District Health Team (DHT) meeting minutes dated 23rd March 2023 (Min 4/3/2023) indicated that it had been agreed that each of the 28 lower local governments was to come up with a list of villages in each parish as an area of concentration to ensure they were free from open defecation. The assessment team observed that the sanitation and hygiene report indicated that seven (7) villages had been declared open defecation-free.	

**Investment Management**

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There <b>was no evidence to confirm whether</b> Kanungu DLG health department had an updated Asset register which sets out health facilities and equipment relative to basic standards. The assessment accessed and reviewed an asset register book with incomplete entries for assets. The Assistant District Health Officer for Environmental Health (ADHO-E) explained that the person responsible for compiling information in the assets register had not been in the office for some time. As of the end of day 2 of the assessment exercise in the District Local Government (DLG), no additional evidence had been shared with the team.</p>	0
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>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>For previous year FY 2022/2023, the prioritised investments under KDLG Health department were the following projects:</p> <ul style="list-style-type: none"> <li>❑ Completion of OPD at Rutenga HCIII in Rutenga T/C UGX142,979,000</li> <li>❑ Rehabilitation of maternity ward at Matanda HCIII in Kihihi S/C UGX UGX67,706,000</li> <li>❑ Construction of staff house at Ntungamo HCII (upgrade to HCIII) in Butogota T/C UGX153,000,000</li> </ul> <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Derived from the LG Development Plan</li> <li>-Consistent with sector guidelines &amp; DDEG objectives</li> <li>-Financially feasible</li> <li>-Having costed project profiles</li> </ul> <p><b>No evidence of desk appraisals for KDLG FY2022/2023 Health department projects was provided/seen during the assessment.</b></p>	0

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>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>For previous year FY 2022/2023, the prioritised investments under KDLG Health department were the following projects:</p> <ul style="list-style-type: none"> <li>❑ Completion of OPD at Rutenga HCIII in Rutenga T/C UGX142,979,000</li> <li>❑ Rehabilitation of maternity ward at Matanda HCIII in Kihhi S/C UGX 67,706,000</li> <li>❑ Construction of staff house at Ntungamo HCII (upgrade to HCIII) in Butogota T/C UGX153,000,000</li> </ul>	0
			<p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Technical feasibility</li> <li>-Environmental and social acceptability requirements</li> </ul> <p><b>No evidence of field appraisals for the three KDLG Health FY2022/2023 projects was provided/seen during the assessment.</b></p>	
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There <b>was evidence</b> that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist</p> <ol style="list-style-type: none"> <li>1. Screening for environmental and social risks for the renovation of a maternity ward at Matanda HC III was carried out on 1/7/2022, stamped and signed by both the SEO and DCDO, after screening the project didn't qualify for detailed study (ESIA), therefore a costed ESMP was prepared on 20/4/22 at cost of Ugx 8,350,000.</li> <li>2. Screening for environmental and social risks for the construction of staff house at Ntungamu HC III was carried out on 18/7/2022, stamped and signed by both the SEO and DCDO, after screening the project didn't qualify for detailed study (ESIA), therefore a costed ESMP was prepared on 20/4/22 at cost of Ugx 600,000</li> <li>3. Screening for environmental and social risks for the construction of staff house at Rutenga HC III was carried out on 10/03/23, stamped and signed by both the SEO and DCDO, after screening the project didn't qualify for detailed study (ESIA), therefore a costed ESMP was prepared on 31/10/23 at cost of Ugx 1,250,000.</li> </ol>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There is evidence that Kanungu DLG health department timely submitted all its infrastructure and other procurement requests to PDU (as signed by the DHO and received by PDU on 17/3/2023) for incorporation into the approved LG annual work plan, budget and procurement plans; Only two Projects were visible as listed below;</p> <ol style="list-style-type: none"> <li>1. <b>Completion of OPD at Rutenga HC III, Rutenga Town Council.</b> Estimated cost is UGX 90,124,900/=</li> <li>2. <b>Renovation of District Health Offices, District Headquarters.</b> Estimated cost is UGX 43,641,516/=</li> </ol>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There is evidence that the LG Health department submitted Procurement Requisition Forms - LG PP Forms to the PDU by 1st Quarter of the current FY (2023/24)</p> <p>LG PP forms (1) for the following projects was submitted, forwarded (Confirmation of Need) by the DHO and confirmation of funding by CAO.</p> <ol style="list-style-type: none"> <li>1. <b>Construction of a Maternity at Mparo HC IV-</b> Estimated cost is UGX 17,377,000/= . LG PP forms 1 was submitted on 11/7/2023, forwarded (Confirmation of Need) by the DHO on 11/7/2023 on and confirmation of funding by CAO on 31/7/2023.</li> <li>2. <b>Construction of a 5 Stance VIP Latrine at Kamwezi HC IV-</b> Estimated cost is UGX 26,000,000/= . LG PP forms 1 was submitted on 11/7/2023, forwarded (Confirmation of Need) by the DHO on 11/7/2023 on and confirmation of funding by CAO on 31/7/2023.</li> <li>3. <b>Completion of a Maternity Ward at Mparo HC IV-</b> Estimated cost is UGX 17,377,000/= . LG PP forms 1 was submitted on 11/7/2023, forwarded (Confirmation of Need) by the DHO on 11/7/2023 on and confirmation of funding by CAO on 31/7/2023.</li> </ol>	1

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0	There is evidence that the Health infrastructure Projects for the previous FY (2022/23) were approved by the Contracts Committee before commencement of Works. For example:	1
	Maximum 10 points on this performance measure		<ol style="list-style-type: none"> <li>1. Under Min. No. 12/Oct/2022-2023 (o), the <b>Completion of OPD at Rutenga HC III-Phase I-</b> KANU851/WRKS/2022/2023/00015; approved by the Contracts Committee in a meeting held on 10/10/2022.</li> <li>2. Under Min. No. 12/Oct/2022-2023 (p), the <b>Renovation of Maternity Ward Floor from Cement to Terrazo at Matanda HC III, Kihiihi S/C-</b> KANU851/WRKS/2022/2023/00016; approved by the Contracts Committee in a meeting held on 10/10/2022.</li> <li>3. Under Min. No. 12/Oct/2022-2023 (n), the <b>Construction of a 2 Unit Staff House at Ntungamo HC III, Butogota Town Council-</b> KANU851/WRKS/2022/2023/00014; approved by the Contracts Committee in a meeting held on 10/10/2022.</li> </ol>	
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0	There was NO evidence of proper establishment of the PITs for the Health construction projects within the last FY (2022/23) as per guidelines.	0
	Maximum 10 points on this performance measure	If there is no project, provide the score	Through the memo dated 3/11/2022, The CAO appointed a Project Manager for all the health infrastructure projects. However, there was no Clerk of Works, Contract Manager, Environment Officer, Labour Officer and CDO appointed. The projects sampled are listed below:	
			<ol style="list-style-type: none"> <li>1. Completion of OPD at Rutenga HC III-Phase I</li> <li>2. Renovation of Maternity Ward Floor from Cement to Terrazo at Matanda HC III, Kihiihi S/C</li> <li>3. Construction of a 2 Unit Staff House at Ntungamo HC III</li> </ol>	

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	Kanungu DLG did not have HC II to HC III upgrades, however;  The sampled project is listed below and was not compliant as per approved MoH Facility Infrastructure Designs:	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	1. <b>Construction of a 2 Unit Staff House at Ntungamo HC III, Butogota TC-</b> was not up to standard as technically guided by the Drawing and BoQs. The floor, walls and ceiling all had surface cracks. 4 No. internal doors had expanded and were not able to close. Since the contract was still within the Defects Liability Period, the Superintendent of works was advise to instruct the contractor to rectify all the defects.	
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	There was NO HC II to HC III Upgrades, thus No daily/weekly records maintained by the Clerk of Works.	1
	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	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	There was NO Monthly site meeting to hold for the health infrastructure projects implemented in the last FY (2022/23) with regards to upgrade of HCIIIs to HCIIIIs.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score		

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

Maximum 10 points on this performance measure

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

If there is no project, provide the score

There is NO Evidence that 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.

Joint technical supervisions of the construction of health infrastructure projects (by the Ag DE including the ADHO-EH, Senior Environmental Health Officer, Environment Officer and DCDO among other officers) were conducted only once during the entire course of the projects (with regards to) critical stages). There was no evidence that site instruction books were used during the course of the projects at any of the Health facilities.

The following projects were reported;

1. Construction of a 2 Unit Staff House at Ntungamo HC III, Butogota TC- with joint inspection report dated 18/1/2023.
2. Completion of OPD at Rutenga HC III- Phase I- with joint inspection report dated 10/3/2023.
3. Renovation of Maternity Ward Floor from Cement to Terrazo at Matanda HC III, Kihiihi S/C- with joint inspection report dated 30/3/2023.

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

Maximum 10 points on this performance measure

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

For Kanungu DLG Health six (06) infrastructural project payments in FY2022/2023 were sampled to test for certification before, and the timeliness of payments.

Payment to Mket Technical Services Ltd for construction of 2 unit staff house at Ntungamo HCIII in Butogota T/C (UGX51,000,000) – Requisition dated 08/04/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 31/03/2023 and payment on 24/04/2023 (16 days).

Payment to Rokan Logistics Ltd for renovation of maternity ward at Matanda HCIII in Kihiki S/C (UGX62,686,320) – Requisition dated 27/03/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 09/05/2023 and payment on 15/06/2023 (78 days).

Payment to Edrasi Contractors and Suppliers Ltd for completion of OPD at Rutenga HCIII in Rutenga T/C (UGX133,915,407) – Requisition dated 03/04/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 03/04/2023 and payment on 24/04/2023 (21 days).

Payment to Rodrisa Supplies Ltd for supply of medical equipment to Kinaaba HCIII (UGX123,454,312) – Requisition dated 22/06/2023, certified – not certifiable and payment on 27/06/2023 (5 days).

Payment to Katbel Construction (U) Ltd for renovation of Rutenga HCIII in Rutenga T/C (UGX4,399,699) – Requisition dated 22/06/2022, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 23/06/2022 and payment on 03/02/2023 (251 days).

Payment to Sagm Technical Services Ltd for upgrading Kinaba HCII to III (UGX31,143,391) – Requisition dated 19/06/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 08/06/2023 and payment on 27/06/2023 (8 days).

**In three (03) of the six (06) sampled KDLG infrastructural projects, payments were effected beyond the 14 days' time limit.**



13

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

Maximum 10 points on this performance measure

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

There is Evidence that Kanungu DLG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Complete Procurement files for the health infrastructure contracts with Evaluation Reports and Minutes of the Contract Committee and contract agreements.

Files for the following projects were sampled accordingly;

- Fixing of floor tiles at Maregamo General Ward, Murora S/C - KISO866/WRKS/2022-23/00061; approved by the Contracts Committee under Min72/2022-23 (b) in the meeting held on 22/5/2023. The evaluation report was approved by the contracts committee on 22/5/2023. The contract was awarded on 6/6/2023.

1. **Completion of OPD at Rutenga HC III-Phase I-**  
KANU851/WRKS/2022/2023/00015; approved by the Contracts Committee under Min. No. 12/Oct/2022-2023 (o) in a meeting held on 10/10/2022. The contract was awarded on 29/11/2022.
2. **Renovation of Maternity Ward Floor from Cement to Terrazo at Matanda HC III, Kihihi S/C-**  
KANU851/WRKS/2022/2023/00016; approved by the Contracts Committee under Min. No. 12/Oct/2022-2023 (p), in a meeting held on 10/10/2022.
3. **Construction of a 2 Unit Staff House at Ntungamo HC III, Butogota Town Council-**  
KANU851/WRKS/2022/2023/00014; approved by the Contracts Committee under Min. No. 12/Oct/2022-2023 (n), in a meeting held on 10/10/2022.

## Environment and Social Safeguards

14

Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework

Maximum 2 points on this performance measure

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

There **was no evidence** that the Local Government had recorded, investigated, responded and reported in line with the LG grievance redress framework

0

15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0	There <b>was evidence to confirm that Kanungu</b> DLG Health Department had disseminated guidelines on health care/medical waste management to health facilities. The assessment noted charts on medical waste segregation displayed in the laboratory at Kihihi HC IV, and in the Outpatient Department (OPD) at Kirima HC III and Kanyantorogo HC III. Additionally, the assessment team observed that the health department had distributed Healthcare Waste Management (HCWM) training manuals to 14 health workers, including health assistants and health inspectors.	2
	Maximum 5 points on this performance measure			
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0	There <b>was evidence to confirm that Kanungu DLG</b> had a functional system/central infrastructure with equipment for medical waste management and had a dedicated/operational budget. he assessment team established that Green Label Company Ltd supported the local government in the management of medical waste. Specifically, the health facilities received support from Green Label Services Ltd (GLSL) to collect and dispose of medical waste. Additionally, it was noted that there is a functional incinerator at Kambuga Hospital.	2
	Maximum 5 points on this performance measure			
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	There <b>was evidence to confirm that Kanungu</b> DLG has conducted training and created awareness in healthcare waste management. The report submitted to the District Health Officer (DHO) on 21 June 2023 indicated that on 8th June 2023, the health department conducted Infection Prevention and Control (IPC) training for health workers and another training on medical waste management for personnel from ten facilities.	1
	Maximum 5 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	There <b>was no evidence</b> that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY <ul style="list-style-type: none"> <li>1. A costed ESMP for renovation of a maternity ward at Matanda HC III of <b>Ref Proc No kanu/851/22-23/00016</b> was prepared on 20/4/2022 at tune of Ugx 11,500,000, <b>however the ESMP was not incorporated</b> into designs, BoQs, bidding and contractual documents</li> <li>2. A costed ESMP for construction of a 2 unit staff house at Ntungamo HC III of <b>Ref Proc No kanu/851/22-23/00014</b> was prepared on 20/4/2022 at tune of Ugx 1,250,000, <b>however the ESMP was not incorporated</b> into designs, BoQs, bidding and contractual documents</li> </ul>	0
	Maximum 8 points on this performance measure			

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>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 <b>was no evidence</b> that all health sector projects were 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</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 <b>was evidence</b> that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports</p> <ol style="list-style-type: none"> <li>1. Support supervision and monitoring for the construction of staff house at Ntungamo HC III was carried out on 5/4/23, stamped and signed by both the EO and DCDO, monthly monitoring reports were reviewed dated 5/4/23 and 1/6/23, the project started on 1/11/22 and ended 30/3/23</li> <li>2. Support supervision and monitoring for the renovation of maternity ward floor at Matanda HC III was carried out on 22/12/22, stamped and signed by both the EO and DCDO, monthly monitoring reports were reviewed dated 22/12/22 and 6/4/23, the project started on 1/12/22 and ended 30/3/23</li> <li>3. Support supervision and monitoring for the construction of staff house at Rutenga HC III was carried out on 10/03/23, stamped and signed by both the EO and DCDO, monthly monitoring reports were reviewed dated 10/3/23 and 29/4/23, the project started on 1/12/22 and ended 30/4/23</li> </ol>	2

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

Maximum 8 points on this performance measure

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

There **was evidence** 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

1. Environment and Social Certification forms for the construction of staff house at Ntungamo HC III was prepared on 6/6/23, signed and stamped by both the EO and DCDO, payments were made on 6/6/23
2. Environment and Social Certification forms for the renovation of maternity at Matanda HC III was prepared on 30/3/23, signed and stamped by both the EO and DCDO, payments were made on 15/6/23
3. Environment and Social Certification forms completion of OPD at Rutenga HC III was prepared on 10/3/23, signed and stamped by both the EO and DCDO, payments were made on 24/4/23

**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	As per the MWE-MIS for the FY 2022/2023, the rural water functionality for Kanungu DLG was <b>84% which falls between 80% and 89%</b> and thereby justifying a score one (1)	<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	From the MWE-MIS for the FY 2022/2023, the percentage of WSS facilities with functional WSCs in Kanungu DLG, as seen under the Management Column was <b>98% that falls between 90% to 100%</b> , thereby justifying a score two (2).	<b>2</b>
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  Maximum 8 points on this performance measure	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;  • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0	The performance of KDLG in its FY2022/2023 LLG Water and Environment assessment was 38%, making it fall in the range 'Below 60%'.  From the LLGs performance assessment for the FY 2023/2024, the Kanungu DLG average score in the water and environment sector as seen under the Water & Environment Services Management Column (J) was <b>38% that falls below 60%</b> , thereby justifying a score zero (0).	<b>0</b>
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  Maximum 8 points on this performance measure	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	• According to the 4th Quarter/ Annual report titled "Kanungu District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (no REF:)" submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023; the Safe Water Coverage (SWC) for Kanungu DLG was <b>91%</b> . The Sub-Counties (S/Cs) with SWC below the	<b>0</b>

in the targeted S/Cs:  
Score 2

o If 80-99%: Score 1

o If below 80 %: Score 0

district average: **Bugongi S/C** with SWC of 48.0%, **Nyanga S/C** with SWC of 61%, **Nyakisoni S/C** with SWC of 84%, **Kinaaba S/C** with SWC of 80%. and **Katete S/C** with SWC of 88%.

• As per the document titled “Kanungu District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (NO REF:)” submitted by CAO on 11th/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 1st/08/2022 and in reference to my analysis of the annual progress reports for FY 2022/2023, Kanungu district water department implemented the following budgeted water projects in the targeted sub counties.

i. Project 1: Kan851/wrks/2022-2023/0006: Protection of 5 extra-large springs in Katete S/C (1), Rutenga S/C (2) and Kanungu Town Council (2) at a cost of UGX 35,530,980; which is a target of **1 out of 4, equivalent to 25%**;

ii. Project 2: Kan851/wrks/2022-2023/0005: Protection of 5 extralarge springs in Kihihi S/C (1), Nyamirama S/C (2) and Kihihi Town Council (2) at a cost of UGX 35,530,980; which is a target of **0 out of 4, equivalent to 0%**;

iii. Project 3: Kan851/wrks/2022-2023/0009: Extension of piped water to Murehe B, Rushebeya B, Kigarama and Nyakatunguru villages in Bugongi S/C at a cost of UGX 185,649,000; which is a target of **1 out of 1, equivalent to 100%**;

iv. Project 4: Kan851/wrks/2022-2023/00012: Completion of Kyeshero and Kihanda GFSs in Kyeshero S/C and Kihanda S/C at a cost of UGX 53,539,186 and 14,611,872 respectively; which is a target of **0 out of 2, equivalent to 0%**;

v. Project 5: Kan851/wrks/2022-2023/00010: Extension of piped water to Cumbugu and Nyarurambi villages in Kihihi S/C at a cost of UGX 48,529,500; Karambi, Busanza, Nkunda and Kamahe villages in Nyanga S/C at a cost of UGX 45,000,000; which is a target of **1 out of 2, equivalent to 50%**;

vi. Project 6: Kan851/wrks/2022-2023/00049: Rehabilitation of Muhumuza P/S, Kambugu S.S and Kayenje boreholes in Kambugu S/County in Nyanga S/C at a cost of UGX 19,969,954; which is a target of **1 out of 1, equivalent to 100%**;

vii. Project 7: Kan851/wrks/2022-2023/0001: Design and documentation of Nyakabungo GFS in Rugyeyo S/C at a cost of UGX 19,900,000; which is a target of **0 out of 1, equivalent to 0%**;

viii. Project 8: Kan851/wrks/2022-2023/0007: Construction of 4 stance VIP latrine at

Nyakinoni Play ground in Nyakinoni S/C at a cost of UGX 25,000,000.; which is a target of **1 out of 1, equivalent to 100%;**

- Therefore, the number of projects implemented in target S/Cs is **5 (UGX 284,501,699) out of 16 (UGX 438,261,472)** budgeted projects in the Previous FY 2022/2023, equivalent to **64.9% approximated to 65%, which is below 80% thereby justifying a score of zero (0).**

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

Maximum 8 points on this performance measure

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

o If within +/-20% score 2

o If not score 0

As per the document titled "Kanungu District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (NO REF:)" submitted by CAO on 11th/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 1st/08/2022 and in reference to my analysis of the annual progress reports for FY 2022/2023, and basing on sample of three (3) WSS contracts that were implemented in Kanungu DLG, the following percentage variation of the engineering estimates were revealed:

i. Project 1: Kan851/wrks/2022-2023/0006: Protection of 5 extra-large springs in Katete S/C (1), Rutenga S/C (2) and Kanungu Town Council (2);

- Contractor: Kanzira Ample Solutions Ltd ;

- Engineer's estimated cost of UGX 35,625,000 (A);

- Contracted Sum of UGX 35,530,980 (B);

- Percentage variation=  $[(A-B)/A]*100 = [(35,625,000 - 35,530,980)/ 35,625,000]*100 = 0.3\%$

ii. Project 2: Kan851/wrks/2022-2023/0009: Extension of piped water to Murehe B, Rushebeya B, Kigarama and Nyakatunguru villages in Bugongi S/C

- Contractor: Vintum Services Ltd ;

- Engineer's estimated cost of UGX 193,062,629 (A);

- Contracted Sum of UGX 185,649,000 (B);

- Percentage variation=  $[(A-B)/A]*100 = [(193,062,629 - 185,649,000)/ 193,062,629]*100 = 3.8\%$

iii. Project 3: Kan851/wrks/2022-2023/00012: Completion of Kyeshero and Kihanda GFSs in Kyeshero S/C and Kihanda S/C

- Contractor: AMBT Services Ltd ;

- Engineer's estimated cost of UGX 68,151,058 (A);

- Contracted Sum of UGX 59,524,746 (B);

- Percentage variation=  $[(A-B)/A]*100 = [(68,151,058 - 59,524,746)/ 68,151,058]*100 = 12.7\%$

- Hence the variations in the contract price and engineer's estimates of the three (3) sampled WSS infrastructure investment contracts for FY 2022/2023 **are all within +/-20%, thereby justifying a score of two (2)**

N23\_Service Delivery

d. % of WSS

- As per the document titled "Kanungu



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

Maximum 8 points on this performance measure

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

District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (NO REF:)” submitted by CAO on 11th/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 1st/08/2022 and 4th Quarter report titled “Kanungu District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (No REF:)” submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023; **all the planned projects were completed** by the end of the FY 2022/2023. The following were the planned WSS infrastructure projects and level of achievement by the end of the FY 2022/2023:

i. Project 1: Kan851/wrks/2022-2023/0006: Protection of 5 extra-large springs in Katete S/C (1), Rutenga S/C (2) and Kanungu Town Council (2) at a cost of UGX 35,530,980; **Achieved 100%;**

ii. Project 2: Kan851/wrks/2022-2023/0005: Protection of 5 extralarge springs in Kihahi S/C (1), Nyamirama S/C (2) and Kihahi Town Council (2) at a cost of UGX 35,530,980; **Achieved 100%;**

iii. Project 3: Kan851/wrks/2022-2023/0009: Extension of piped water to Murehe B, Rushebeya B, Kigarama and Nyakatunguru villages in Bugongi S/C at a cost of UGX 185,649,000; **Achieved 100%;**

iv. Project 4: Kan851/wrks/2022-2023/00012: Completion of Kyeshero and Kihanda GFSs in Kyeshero S/C and Kihanda S/C at a cost of UGX 53,539,186 and 14,611,872 respectively; **Achieved 100%;**

v. Project 5: Kan851/wrks/2022-2023/00010: Extension of piped water to Cumbugu and Nyarurambi villages in Kihahi S/C at a cost of UGX 48,529,500; Karambi, Busanza, Nkunda and Kamahe villages in Nyanga S/C at a cost of UGX 45,000,000; **Achieved 100%;**

vi. Project 6: Kan851/wrks/2022-2023/00049: Rehabilitation of Muhumuza P/S, Kambugu S.S and Kayenje boreholes in Kambugu S/County in Nyanga S/C at a cost of UGX 19,969,954; **Achieved 100%;**

vii. Project 7: Kan851/wrks/2022-2023/0001: Design and documentation of Nyakabungo GFS in Rugyeyo S/C at a cost of UGX 19,900,000; **Achieved 100%;**

viii. Project 8: Kan851/wrks/2022-2023/0007: Construction of 4 stance VIP latrine at Nyakinoni Play ground in Nyakinoni S/C at a cost of UGX 25,000,000.; **Achieved 100%;**

• **Therefore, 100% WSS infrastructure projects were completed thereby justifying a score of two (2).**

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>	<ul style="list-style-type: none"> <li>• From Ministry of Water and Environment Management Information System (MWE-MIS) assessment report for the FY 2022/2023, Kanungu DLG had 85% of water supply facilities that were functioning</li> <li>• Also, from MWE-MIS assessment report for the FY 2021/2022, Kanungu DLG had 90% of water supply facilities that were functioning</li> <li>• The variation in Kanungu DLG rural water functionality <b>from 90% to 85% represents a decrease of 5%</b> in the water supply facilities that are functional.</li> <li>• <b>There is a decrease and therefore, justifying a score of zero (0).</b></li> </ul>	0
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3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>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>	<ul style="list-style-type: none"> <li>• From Ministry of Water and Environment Management Information System (MWE-MIS) District Software Report (rural water Management) for FY/2022/2023, Kanungu DLG had</li> <li>• 624 functional WSCs out of the 637 established WSCs equivalent to Management of <math>[624/637]*100 = 98\%</math>.</li> <li>• Also, MWE-MIS District Software Report (rural water Management) for FY 2021/2022, Kanungu DLG had</li> <li>• 578 functional WSCs out of the 628 established WSCs equivalent to Management of <math>[578/628]*100 = 92\%</math>.</li> <li>• The variation in Kanungu DLG rural water functionality from <b>92% to 98% represents an increase of 6%</b> in the water supply facilities with functional water and sanitation committees.</li> <li>• <b>There was an increase of more than 1%, justifying a score of two (2).</b></li> </ul>	2
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### Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><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>	<ul style="list-style-type: none"> <li>• According to the 4th Quarter/ Annual report titled “Kanungu District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (no REF:)” submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023; Kanungu DLG water department implemented (constructed/ rehabilitated) 16 WSS projects in FY 2022/2023. I sampled and visited seven (7) WSS facilities in five (5) S/Counties and I observed/noted the following:</li> <li><b>(i) Rehabilitation of Kayenje borehole, Nyantoshi Parish in Kambugu S/County</b></li> </ul>	3
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- The facility had pathway for easy access.
- The borehole was not well engraved
- The borehole was not well engraved and had no source ID.
- Also, the drainage channel was dirty an inlet to soak pit blocked.
- There was no paspalum planted and the environment was dirty
- The apron diameter was 1600mm
- The drainage channel was 145mmx115mmx145mm
- I found the borehole functional but without a soak pit.
- The facility had pathway for easy access.
- The borehole was well fenced.
- There was no paspalum and trees planted.
- The platform for standing while pumping was 600mm x 600mm
- Borehole handle was protected by guards from hitting the upper and lower extents.
- I tested the minimum well yield, and on average a 10-litre jerrycan was filled in  $(55+59)/2=57$  seconds approximated to  $[(10/57.5)*3600] = 627$  litres per hour greater than 600 litres per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.
- The facility serves about 30 households
- During the field visit, I found two (2) WSC members including C/Person-Turyashemererwa Anna and Caretaker-Tumukirate Cyrus.
- According to one of the WSC C/Person, the functional WSC comprises eight members including 4 women and these were trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) and the facility was clean.
- Each household served by the borehole contributed UGX 20,000 towards rehabilitation and money was banked
- **Overall, the deep borehole was functioning well as reported by DWO.**

**(ii) Extension of piped water to four (4) villages in Bugongi S/C**

- The water was extended from NWSC source

**a) PSP 1 (double with one spout pugged) at Rushebeya B village,**

### **Rushebeya Parish, Bugongi S/C**

- Upon testing the minimum PSP yield, on average a 10-litre jerrycan was filled in  $(43+33)/2=38$  seconds approximated to  $[(10/38)*3600] =947$  litres per hour greater than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus good yield.
- The double PSP was well engraved, secured and metered with meter reading at 2.9m<sup>3</sup>
- The surrounding environment was clean with a blocked a soak pit.
- The water collection platform was 850mmx675mmx175mm
- The drainage channel was 175mmx125mmx175mm
- The height of the water delivery pipe from the ground was 600mm.
- The facility serves about 30 households
- During the field visit, I found WSC C/Person Owomugisha Matayo and four (4) community members including
- According to one of the WSC C/Person, the functional WSC was trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) and the facility was clean.
- Each household served by the PSP pays UGX 100 per 20-litre jerrycan. However, by the time of field visit, the owner was still relying on NWSC prepaid units worth UGX 50,000 and thus there was no balance in treasury.

### **a) PSP 1 (double with one spout pugged) at Rushebeya B village, Rushebeya Parish, Bugongi S/C**

- Upon testing the minimum PSP yield, on average a 10-litre jerrycan was filled in  $(43+33)/2=38$  seconds approximated to  $[(10/38)*3600] =947$  litres per hour greater than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus good yield.
- The double PSP was well secured and metered with meter reading at 10.2 m<sup>3</sup>
- The surrounding environment was clean with a a soak pit.
- The water collection platform was 850mmx675mmx175mm
- The drainage channel was 175mmx125mmx175mm
- The height of the water delivery pipe from the ground was 600mm.

- The facility serves about 7 households
- During the field visit, I found Caretaker, Turyahebwa Boriconsila
- According to one of the WSC C/Person, the functional WSC was trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) and the facility was clean.
- Each household served by the PSP pays UGX 100 per 20-litre jerrycan. At the time of field visit, there was UGX 3,000 in treasury.

Challenge: There was minor leakage on the transmission line

**• Overall, the extended WSS was functioning well as reported by Kanungu DWO.**

**(iii) Extension of piped water to villages in Kihihi S/C**

- The water was extended from NWSC source

**a) PSP 1 (double with one spout pugged) at Rwerere village, Rushoroza Parish, Kihihi S/C**

- Upon testing the minimum PSP yield, on average a 10-litre jerrycan was filled in  $(70+60)/2=65$  seconds approximated to  $[(10/65)*3600] = 553$  litres per hour less than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus poor yield.
- The double PSP was well secured, (not engraved) and metered with meter reading was at 28m<sup>3</sup>
- The surrounding environment was clean with a blocked a soak pit.
- The water collection platform was 850mmx675mmx175mm
- The drainage channel was 175mmx125mmx175mm
- The height of the water delivery pipe from the ground was 600mm.
- The facility serves about 30 households
- During the field visit, I found no caretaker and three community members
- According to the community members, there was no training of WSC or caretaker.
- There was no payment for water

Challenge: the PSP was too dirty to with plastic bottles.

**(iv) Extension of piped water to villages in Nyanga S/C**

- The water was extended from NWSC source

**b) PSP 1 (double with one spout pugged) at Bukugwe cell, Bukugwe Parish, Nyanza S/C**

- Due to upgrading of the water supply system by NWSC and due to water rationing, I could not test the minimum PSP yield, as there was no water at PSPs by 2.00pm.
- The double PSP was well secured, engraved and metered with meter reading was 13.9m<sup>3</sup>
- The surrounding environment was clean with a soak pit.
- The water collection platform was 850mmx750mmx185mm
- The drainage channel was 175mmx125mmx175mm
- The height of the water delivery pipe from the ground was 600mm.
- The facility served about 10 households
- During the field visit, I found Caretaker-Harriet Kampala
- According to one of the caretaker, the caretakers were trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) and the facility was clean.
- Each household served by the PSP pays UGX 100 per 20-litre jerrycan. However, by the time of field visit, the owner was still relying on NWSC prepaid units worth UGX 50,000 and thus there was no balance in treasury.
- Challenge: There was unreliable water supply (water rationing) due to upgrading of the system by NWSC.

**(v) Protection of extra-large spring at Rutooma village, Bibombogwa ward in Kihhi Town council**

- I found the protected spring with one (1) spout installed functioning well
- The protected spring was well engraved but not numbered.
- The catchment was live-fenced and environment was clean. However, there was need to slash along the drainage/ spill way
- There was pathway for easy access with paspalum planted with no planted trees.
- Water collection tank was 2200mm X2150mm with an overflow pipe
- Retaining wall was constructed using

masonry stones/ boulders was 270mm and was up to 4700mm (in length) from the spout.

- Upon testing the minimum water yield on average a 10-litre jerrycan was filled in  $(90+94)/2 = 92$  seconds approximated to  $(10/92) = 0.109$  litres per second less than 1.2 litres per second reported in the standard design (technical specifications and terms of reference) and thus low flow.

- Steps had a rise of 170-210mm and a tread of 400-450 mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)

- Height of delivery pipe (spout) from the ground was 605mm within the indicated values in the construction drawings

- There was a drainage channel constructed to divert storm water from flowing into or flooding over the spring

- During the field visit, I found WSC C/Person (Mr. Turyahikayo Richard) and three (3) community members

- According to C/Person, there was a functional WSC and was trained only once in June 2023 on slashing around the spring well; using water sparingly and cleaning drainage channel

- The facility serves 100 households each comprising on average 6 people

- There was no collection of water user fees and thus no balance in treasury as the community members prefer collecting money when there is need to do minor repairs.

- Challenge: Storm water makes the spring water dirty. There was need to clean the water tank and slash around the drainage channel.

- **Overall, the medium protected spring (constructed with one spout) was functioning well as reported by Kanungu DWO.**

#### **(vi) Protection of extra-large spring at Rwanyerere B village, Bibombogwa Parish in Kihiki Town council**

- I found the protected spring with one (1) spout installed and functioning well

- The protected spring was well engraved but not numbered.

- The catchment was a poorly maintained live-fence fenced and environment was clean.

- There was pathway for easy access with paspalum planted with planted trees.

- The 1500L water collection tank was 2700mm X2200mm with an overflow pipe
- Retaining wall was constructed using masonry stones/ boulders was 270mm and was up to 4800mm (in length) from the spout on both sides
- Upon testing the minimum water yield on average a 10-litre jerrycan was filled in  $(110+120)/2 = 115$  seconds approximated to  $(10/115) = 0.087$  litres per second less than 1.2 litres per second reported in the standard design (technical specifications and terms of reference) and thus low flow.
- Steps had a rise of 180-200mm and a tread of 400-480 mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- Height of delivery pipe (spout) from the ground was 535mm within the indicated values in the construction drawings
- There was a drainage channel constructed to divert storm water from flowing into or flooding over the spring
- During the field visit, I found village C/Person (Mr. Nkurunzinja Vicent) and one (1) community member.
- According to village C/Person, there was a functional WSC and was trained only once in June 2023 on slashing around the spring well; using water sparingly and cleaning drainage channel
- The facility serves 45 households each comprising on average 5 people
- There was no collection of water user fees and thus no balance in treasury as the community members only contributed UGX 50,000 for construction.
- Challenge: The spring catchment need fencing and the overflow pipe was poorly positioned and thus there was need to divert the away from the collection point)
- Overall, the medium protected spring (constructed with one spout) was functioning well as reported by Kanungu DWO.
- **Therefore, on average all the seven (7) WSS facilities I visited/ observed were constructed/ rehabilitated were generally functioning well, and the DWO fairly reported on them in the Annual Performance and Progress Reports of 4th Quarter in the FY 2022/2023 and therefore, justifying a score of three (3)**



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

*Maximum 7 points on this performance measure*

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

quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement.

- There was evidence that Kanungu district LG Water Office collects and compiles information on sub-county water supply and sanitation reported in the minutes of the coordination committee meetings held each quarter incorporated in the following Quarterly reports:

**i. 1st Quarter Report for FY 2022/2023**

(No REF:) submitted by Kanungu DLG CAO on 10th/10/2022 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 17th/10/2022.

**ii. 2nd Quarter Report for FY 2022/2023**

(REF: CR/213/1) submitted by Kanungu DLG CAO on 9th/01/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 13th/01/2023.

**iii. 3rd Quarter Report for FY 2022/2023**

(REF: CR/213/1) submitted by Kanungu DLG CAO on 11th/04/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 13th/04/2023

**iv. 4th Quarter Report for FY 2022/2023**

(REF: CR/213/1) submitted by Kanungu DLG CAO on 10th/07/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 14th/07/2023

- The other information details on functionality of facilities and WSCs, safe water coverage, and community involvement especially in management through WSCs were also reported in the summary list attached to especially the 4th Quarter report and Form 1 for data collection for new point water sources/facilities.

**• Examples of information in 4th Quarter included the following newly constructed water points in FY 2022/2023 as presented in Water Source database update forms:**

i. Buzaniro spring in Ruhija village Kagugu Parish, Rubaare S/C constructed in 2023 serving 20 households each comprising 4 people.

ii. Rwenyerere B spring in Rwenyerere B village Bihomborwa Parish, Kihihi Town Council constructed in 2023 serving 20 households each comprising 4 people.

iii. Rutooma spring in Rutooma village, Bihomborwa Parish, Kihhi Town Council constructed in 2023 serving 20 households each comprising 6 people.

iv. Kyankyere spring in Kyankere village, Muramba Parish, Rutenga S/County constructed in 2023 serving 18 households each comprising 4 people.

v. Kanjara spring in Kanjara village, Southern Ward, Kanungu Town Council constructed in 2023 serving 30 households each comprising 5 people.

vi. Birihoose spring in Matanda I village, Kabunga Parish, Kihhi S/C constructed in 2023 serving 15 households each comprising 4 people.

vii. Birihoose spring in Matanda I village, Kabunga Parish, Kihhi S/C constructed in 2023 serving 15 households each comprising 4 people.

viii. Kyogabire Sikora PSP in Kakinga village, Kakinga Parish, Bugongi S/C constructed in 2023 serving 25 households each comprising 6 people.

ix. Mbabazi Agnes PSP in Kakinga village, Kakinga Parish, Bugongi S/C constructed in 2023 serving 20 households each comprising 5 people.

x. Ahabwe Moses PSP in Kakinga village, Kakinga Parish, Bugongi S/C constructed in 2023 serving 50 households each comprising 5 people.

xi. Twongeire tesdon PSP in Nyakatunguru village, Buziniro Parish, Bugongi S/C constructed in 2023 serving 12 households each comprising 6 people.

**• and therefore, justifying a score of two (2).**

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

- There was some evidence that Kanungu DLG Water Office updates the MIS (WSS data) as evidenced in only 4th Quarter Report, the newly constructed facilities are reported and their details are filled in Form 1 as a data collection form for point water sources for new facilities, detailing location of the new facilities, population served, functionality of WSCs and WSS facilities, etc... These are compiled together sent to MWE for updating and the DWO downloads this information as Form 4 compilations of the updated MWE database forming the DWO MIS.

- There were also the following data update reports for District Water and Sanitation Development Grant for FY 2022/2023, submitted to MWE as listed below:

i. **Submission of the 1st Quarter data** (Form-4) report for FY 2022/2023 by Kanungu DLG CAO on 10th/10/2022 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 17th/10/2022

ii. **Submission of the 2nd Quarter data** (Form-4) report for FY 2022/2023 by Kanungu DLG CAO on 9th/01/2023 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 13th/01/2023

iii. **Submission of the 3rd Quarter data** (Form-4) report for FY 2022/2023 by Kanungu DLG CAO on 11th/04/2023 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 13th/04/2023

iv. **Submission of the 4th Quarter data** (Form-4) report for FY 2022/2023 by Kanungu DLG CAO on 10th/07/2023 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 14th/07/2023

- There was a compilation for form 1s and form 4s at the LG Water Office for only the 4th Quarter and these were used by the DWO for planning purposes (plan for villages/S/Counties based on their access/functionality of water sources).

- Therefore, Kanungu DLG Water Office updated the MIS (WSS data) with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) **for all the four (4) quarters for the FY 2022/2023**

- **and therefore, justifying a score of three (3)**

5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<ul style="list-style-type: none"> <li>• According to the Kanungu Lower Local Government Assessment Results for 2021/2022 FY; the 25% lowest performing LLGs and PIPs were therefore to be developed and implemented for them included: <b>Bugongi S/C at 29% , Rutenga S/C at 29%, Nyakabungo S/C at 33%, Buhoma S/C at 31%, Kyekyero S/C at 34%, Nyamirama S/C at 35% and Kanyantorogo T/C at 25%</b></li> <li>• However, there was <b>no performance improvement plans</b> developed and implemented for S/Counties.</li> <li>• Therefore, there was no evidence that the DWO supported the 25% lowest performing LLGs in the Previous FY 2022/2023, <b>and thereby justifying a score of zero (0).</b></li> </ul>	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><b>There was evidence</b> that the District Water Officer had budgeted for the critical Water &amp; Sanitation staff. HRM presented the work plan for District Rural Water Supply and Sanitation Conditional Grant FY 2023/2024 indicating a wage component for Contract Employees of UGX 52,132,500/= including contract gratuities.</p>	2
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><b>There was no evidence</b> adduced at the time of assessment that the Environment and Natural Resources Officer had budgeted for the critical Environment &amp; Natural Resources staff.</p>	0

7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p><b>There was no evidence</b> that the District Water Officer had appraised District Water Office staff against the agreed performance plans during the previous FY. The appraisals seen were done outside the stipulated timelines. Some of the files reviewed included the following:</p> <ol style="list-style-type: none"> <li>1. The Assistant Water Officer for Mobilization, Tumusiime Kate was appraised by Mutahakana Gertrude, Principal Assistant Secretary on <b>September 21, 2023.</b></li> <li>2. The Borehole Maintenance Technician/Assistant Engineering Officer, Kobusheshe Martin was appraised by Mutahakana Gertrude, Principal Assistant Secretary on <b>October 10, 2023.</b></li> <li>3. The Environment Officer, Arineitwe Shibah was appraised by Mutahakana Gertrude, Principal Assistant Secretary on June 25, 2023.</li> <li>4. The Forestry Officer, Muriisa Benson was appraised by Mutahakana Gertrude, Principal Assistant Secretary on <b>September 12, 2023.</b></li> </ol>	0
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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>	<ul style="list-style-type: none"> <li>• The DWO for Kanungu DLG <b>did not provide the Capacity Needs Assessment Reports; Training plans and Reports</b></li> <li>• Therefore, the DWO <b>did not submit staff capacity needs</b> to the PHRO for consolidation into the <b>District Training database</b> and none of the staff was trained.</li> <li>• <b>and therefore, justifying a score of zero (0)</b></li> </ul>	0
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**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>	<ul style="list-style-type: none"> <li>• According to the 4th Quarter/ Annual report titled “Kanungu District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (no REF:)” submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023; the Safe Water Coverage (SWC) <b>for Kanungu DLG was 77.6%.</b></li> <li>• The Sub-Counties (S/Cs) with SWC below the district average: <b>Kanungu</b> S/C with SWC of 75%, <b>Butogota</b> T/C with SWC of 70%, <b>Nyakabungo</b> T/C with SWC of 65%, <b>Buhoma</b> T/C with SWC of 60%, <b>Nyamirama</b> T/C with SWC of 73%, <b>Rutenga</b> T/C with SWC of 62%, <b>Kanyantororgo</b> S/C with SWC of 70%, <b>Nyanga</b> S/C with SWC of 61%, <b>Kihanda</b> S/C with SWC of 70%, <b>Kihembe</b> S/C with SWC of 60%, <b>Kyeshero</b> S/C with</li> </ul>	0
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SWC of 68%, **Kayungwe** S/C with SWC of 56%, and **Bugongi** S/C with SWC of 55%

- These were all to be the target S/Cs for budget allocations in the FY 2023/24.

- As per the document titled “Kanungu District Water and Sanitation Development Conditional Grant Annual work plan for FY 2023/2024 (REF:) submitted by CAO on 28th/06/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023, the following were the budget allocations:

i. Construction of Nyakabungo piped water system (Phase I) at UGX 20,000,000 in kirima S/C; which is **0 out of 1 project planned to be implemented in target S/Counties equivalent to 0%**.

ii. Construction of Bwashwa piped water system at UGX 174,126,943 in Buhoma T/C and Kayonza S/C; which is **1 out of 2 projects planned to be implemented in target S/Counties equivalent to 50%**.

iii. Construction of two (2) RWHTs at UGX 32,000,000 in Mpungu S/C (1) and Kanungu Town Council (1); which is 1 out of 2 projects planned to be implemented in target S/Counties equivalent to 50%.

iv. Supply of one (1) Institutional RWHT (5000 ltrs-plastic) at UGX 2,000,000 in Kinaaba S/C; which is **0 out of 1 projects planned to be implemented in target S/Counties equivalent to 0%**.

v. Protection of six (9) extra-large springs at UGX 56,870,001 in Rugyeyo S/C (2), Kanungu T/C (1), Bugongi S/C (1), Kihihi T/C (1), Kihihi S/C (1), Katete T/C (1), Nyakinoni S/C (1) and Kanyantorogo S/C (1) ; which is **3 out of 9 projects planned to be implemented in target S/Counties equivalent to 33.3%**.

vi. Construction of one (1) 3-stance VIP Latrine at UGX 23,000,000 at Ishasha P/S Play ground in Nyanga S/C; which is **1 out of 1 project planned to be implemented in target S/Counties equivalent to 100%**.

vii. Rehabilitation of piped water system (Mafuga GFS) at UGX 15,000,000 in Rutenga S/C; which is **0 out of 1 projects planned to be implemented in target S/Counties equivalent to 0%**.

viii. Rehabilitation of piped water system (Kinaaba GFS) at UGX 20,000,000 in Kinaaba S/C; which is **0 out of 1 projects planned to be implemented in target S/Counties equivalent to 0%**.

- The Budget for FY 2023/24, therefore reflects a total of **UGX 342,996,944 (A)** allocated to WSS developmental projects out of which UGX **145,020,138.5 (B)** is

allocated to target S/Cs.

• Therefore % of the budget allocation for FY 2023/2024 that was allocated to S/Cs below the district average coverage was  $(B/A)*100 = \text{UGX } 145,020,138.5 / 342,996,944 * 100 = 42.2\%$  equivalent to 42%

• **This was below 60% and therefore, justifying a score of zero (0)**

• There was evidence that Kanungu DWO communicated to the LLGs their respective allocations per source to be constructed in the FY 2023/2024 as seen from the following:

• According to the 4th Quarter/ Annual report titled “**Kanungu District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (no REF:)**” submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023;

• There was a document titled “**Report on Subcounty Advocacy and Planning Meetings in the Selected S/Counties and Town Councils with new Water projects**” (CR/101/1) written by ADWO Mobilization to CAO Kanungu DLG on 12th/01/2023.

• There were letters to the Senior Assistant Secretaries and Town Clerk on the subject of “Notification of Upcoming Water and Sanitation projects to be undertaken in your Respective Lower Local Governments for FY 2023/2024” written by Kanungu DLG CAO on 20th/07/2023 and besides a list of WSS projects was **displayed on Kanungu DLG notice board and on 4 out of 4 noticeboards of the sampled S/Counties for field visits.**

• **and therefore, justifying a score of three (3)**

• There was some evidence that Kanungu District Water Office monitored some WSS facilities at least quarterly.

• There were the following monitoring reports for FY 2022/2023 that were provided by Kanungu DWO.

• Kanungu DLG Water and Sanitation Facilities Monitoring Plan, FY 2022-2023

i. Report on Monitoring of Water facilities in Ruyeyo Sub County written by Kanungu DWO 30th November 2022

ii. Report on Monitoring of Water Facilities in Kayonza S/County by Kanungu DWO 25th

8

Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

*Maximum 6 points on this performance measure*

b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3

3

9

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

*Maximum 8 points on this performance measure*

a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)

• If 95% and above of the WSS facilities monitored quarterly: score 4

• If 80-94% of the WSS

0

facilities monitored  
quarterly: score 2

• If less than 80% of the  
WSS facilities monitored  
quarterly: Score 0

May 2023

iii. Report on Monitoring of Water Facilities in  
Kihanda S/County by Kanungu DWO 22nd  
September 2022

iv. Report on Monitoring of Water Facilities in  
Kayonza S/County by Kanungu DWO 25th  
May 2023.

v. Report on Monitoring of Water Facilities in  
Kayonza S/County by Kanungu DWO 30th  
March 2023.

• The List of sources for Rural Water Supply  
and sanitation facilities for Kanungu district  
constructed in FY 2022/2023 included the  
following:

i. Project 1: Kan851/wrks/2022-2023/0006:  
Protection of 5 extra-large springs in Katete  
S/C (1), Rutenga S/C (2) and Kanungu Town  
Council (2) at a cost of UGX 35,530,980;  
**Protected springs were monitored,  
100%;**

ii. Project 2: Kan851/wrks/2022-2023/0005:  
Protection of 5 extralarge springs in Kihahi  
S/C (1), Nyamirama S/C (2) and Kihahi Town  
Council (2) at a cost of UGX 35,530,980;  
Protected springs were monitored, 100%;

iii. Project 3: Kan851/wrks/2022-2023/0009:  
Extension of piped water to Murehe B,  
Rushebeya B, Kigarama and Nyakatunguru  
villages in Bugongi S/C at a cost of UGX  
185,649,000; **Extended pipe water  
supply system was monitored, 100%;**

iv. Project 4: Kan851/wrks/2022-2023/00012:  
Completion of Kyeshero and Kihanda GFSS in  
Kyeshero S/C and Kihanda S/C at a cost of  
UGX 53,539,186 and 14,611,872  
respectively; **Gravity Flow Schemes were  
monitored, 100%;**

v. Project 5: Kan851/wrks/2022-2023/00010:  
Extension of piped water to Cumbugu and  
Nyarurambi villages in Kihahi S/C at a cost of  
UGX 48,529,500; Karambi, Busanza, Nkunda  
and Kamahe villages in Nyanga S/C at a cost  
of UGX 45,000,000; **Extended Water  
Supply Systems were monitored, 100%;**

vi. Project 6: Kan851/wrks/2022-2023/00049:  
Rehabilitation of Muhumuza P/S, Kambugu  
S.S and Kayenje boreholes in Kambugu  
S/County in Nyanga S/C at a cost of UGX  
19,969,954; **Rehabilitated boreholes  
were monitored, 100%;**

vii. Project 7: Kan851/wrks/2022-2023/0007:  
Construction of 4 stance VIP latrine at  
Nyakinoni Play ground in Nyakinoni S/C at a  
cost of UGX 25,000,000.; **VIP was  
monitored, 100%;**

• A total of **176 WSS facilities were thus  
planned for monitoring in all the four  
(4) quarters.**



• This implies **out of the 2020 water facilities (A)** in Kanungu DLG by June 2023, Kanungu District Water **monitored 176 water facilities (B)** at least quarterly.

• Overall, from my analysis of all the project implementation monitoring reports for FY 2022/2023, I conclude that the estimated percentage of water facilities monitored at least quarterly was **(B/A)\*100= (176/2020)\*100 = 8.7% equivalent to 9% that was below 80%**

• **thereby, justifying a score zero (0).**

9

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

*Maximum 8 points on this performance measure*

b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP.  
Score 2

2

There was evidence that Kanungu DWO planned and conducted all the four (4) quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities were discussed:

(i) **Minutes of the Kanungu DLG 1st Quarter District Water and Sanitation Coordination Committee Meeting** held on 27th/09/2022 held at the District Council hall, attended by 19 participants: Especially under agenda item 5-“Report from DWO” and 6-“ Reactions and way Forward.

(ii) **Minutes of the Kanungu DLG 2nd Quarter District Water and Sanitation Coordination Committee Meeting** held on 15th/12/2022 held at the District Council hall, attended by 18 participants: Especially under agenda item 5-“Report from DWO” and 6-“ Discussions and way Forward.

(iii) **Minutes of the Kanungu DLG 3rd Quarter District Water and Sanitation Coordination Committee Meeting** held on 30th/03/2023 held at the District Council hall, attended by 16 participants: Especially under agenda item 5-“Report from DWO” and 6-“ Discussions and way Forward.

(iv) **Minutes of the Kanungu DLG 4th Quarter District Water and Sanitation Coordination Committee Meeting** held on 15th/06/2023 held at the District Council hall, attended by 10 participants: Especially under agenda item 4-“Report from DWO” and 5-“ Discussions and way Forward.

• Key Issue identified and discussed included but not limited to the following:

(i) ...not involving local leaders by implementing partners when it comes to project implementation **(Min. 6/22/23).**

(ii) .....colliding of both district and implementing partners for instance reports of NWSC showed that they have plans of working in Kihihi S/C same as district.... And lack of documents in subcounties where implementing partners operate **(Min. 6/22/23).**

(iii) .....concern on poor sanitation in the district **(Min. 12/22/23)**.

(iv) .....Kihikihi T/C playground lacking a latrine which increases the risk of contracting diseases due to poor hygiene **(Min. 19/22/23)**.

(v) .....Kabashaki GFS resistance from the community against NWSC take over **(Min. 25/22/23)**.

(vi) .....District education officer to generate a list of water stressed schools to be considered with RWHT and submit to water office **(Min. 25/22/23)**.

• **therefore, justifying a score of two (2)**

9

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

*Maximum 8 points on this performance measure*

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

• There was evidence that Kanungu district water office publicizes budget allocations for the current FY 2023/24. The list of planned projects for FY 2023/2024 titled **“Notification of Upcoming Water and Sanitation projects to be undertaken in your Respective Lower Local Governments for FY 2023/2024”** was displayed on **Kanungu DLG notice board by the DWO and on 5 out of 5 notice boards of sampled benefiting S/Counties**

• **and therefore, justifying a score of two (2)**

2

10

Mobilization for WSS is conducted

*Maximum 6 points on this performance measure*

a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:

• If funds were allocated score 3

• If not score 0

☞ The Total Non-Wage Recurrent budget for the previous FY 2022/2023 was UGX 77,649,775 (A) while the amount spend on Mobilization (Software) was UGX 31,059,910 (B).

☞ Percentage of NWR rural water and sanitation budget allocated to mobilization =  **$(B/A)*100 = (31,059,910 / 77,649,775)*100 = 40%$**

☞ This percentage is **equal to the minimum of 40%** as per sector guidelines and therefore, justifying a score of three (3).

3

10

Mobilization for WSS is conducted

*Maximum 6 points on this performance measure*

b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.

☞ According to the four (4) quarterly Kanungu District software reports, the DWO in liaison with the CDO established and trained all WSCs for the new facilities constructed in FY 2022/2023 on their roles and responsibilities on O&M for the facilities, and on hygiene indicated in the Quarterly Software Reports.

☞ According to the document titled **“Report on establishment of water user committees for the water facilities in katete S/C, Nyamirama s/c Kanungu T/C,**

3

**kihihi S/C, Nyakinoni S/C, Kihihi T/C, Bugongi S/C and kyeshero S/C”** written by ADWO- Mobilisation to CAO Kanungu DLG on 12th/01/2023, there was evidence that 12 newly constructed water supply facilities/projects in Nyabihoko S/C and Kitwe T/C each comprising of seven (9) members water User Committees were trained in nine (9) sub-counties (Kiruruma water spring- Nyamirama S/C, Buzaniro spring-Rutenga, Kyankyere spring-Rutenga, Birihoose spring - Kihihi S/C, Kyeshero phase 2 water extension, Rutooma spring -kihihi T/C, Rwenyerere spring -Katete S/C, Kayenje spring -katete, Hakibungo spring - Nyamirama T/C, Omumbuga spring - Kanungu T/C, Kanjara spring -Kanungu T/C, Extension of piped water in Bugongi S/C)

☞ Also, there was a document titled “**Report on training of water user committees for the water facilities in katete S/C, Nyamirama S/C, Kanungu T/C, Kihihi S/C, Nyakinoni S/C, Kihihi T/C, Bugongi S/C and Kyeshero S/C** ” written by ADWO- Mobilisation to CAO Kanungu DLG on 20th/04/ 2023

☞ There was some photos of Training water user committees in in different S/Counties.

☞ For the seven (7) WSS facilities sampled in five (5) S/Counties namely, I observed/noted the following:

- I sampled and visited seven (7) WSS facilities in five (5) S/Counties and I observed/noted the following:

**(i) Rehabilitation of Kayenje borehole, Nyantoshi Parish in Kambugu S/County**

- During the field visit, I found two (2) WSC members including C/Person- Turyashemererwa Anna and Caretaker- Tumukirate Cyrus.

- According to one of the WSC C/Person, the functional WSC comprises eight members including 4 women and these were trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) and the facility was clean.

- Each household served by the borehole contributed UGX 20,000 towards rehabilitation and money was banked

**(ii) Extension of piped water to four (4) villages in Bugongi S/C**

- The water was extended from NWSC source

a) PSP 1 (double with one spout pugged) at Rushebeya B village, Rushebeya Parish, Bugongi S/C

- During the field visit, I found WSC C/Person

Owomugisha Matayo and four (4) community members including

- According to one of the WSC C/Person, the functional WSC was trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) and the facility was clean.

- Each household served by the PSP pays UGX 100 per 20-litre jerrycan. However, by the time of field visit, the owner was still relying on NWSC prepaid units worth UGX 50,000 and thus there was no balance in treasury.

a) PSP 1 (double with one spout pugged) at Rushebeya B village, Rushebeya Parish, Bugongi S/C

- During the field visit, I found Caretaker, Turyahebwa Boriconsila

- According to one of the WSC C/Person, the functional WSC was trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) and the facility was clean.

- Each household served by the PSP pays UGX 100 per 20-litre jerrycan. At the time of field visit, there was UGX 3,000 in treasury.

Challenge: There was minor leakage on the transmission line

### **(iii) Extension of piped water to villages in Kihihi S/C**

- The water was extended from NWSC source

a) PSP 1 (double with one spout pugged) at Rwerere village, Rushoroza Parish, Kihihi S/C

- The facility serves about 30 households

- During the field visit, I found no caretaker and three community members

- According to the community members, there was no training of WSC or caretaker.

- There was no payment for water

### **(iv) Extension of piped water to villages in Nyanga S/C**

- The water was extended from NWSC source

b) PSP 1 (double with one spout pugged) at Bukugwe cell, Bukugwe Parish, Nyanza S/C

- During the field visit, I found Caretaker-Harriet Kampala

- According to one of the caretaker, the caretakers were trained once in May 2023 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage

channel) and the facility was clean.

- Each household served by the PSP pays UGX 100 per 20-litre jerrycan. However, by the time of field visit, the owner was still relying on NWSC prepaid units worth UGX 50,000 and thus there was no balance in treasury.

**(v) Protection of extra-large spring at Rutooma village, Bibombogwa ward in Kihhi Town council**

- During the field visit, I found WSC C/Person (Mr. Turyahikayo Richard) and three (3) community members

- According to C/Person, there was a functional WSC and was trained only once in June 2023 on slashing around the spring well; using water sparingly and cleaning drainage channel

- The facility serves 100 households each comprising on average 6 people

- There was no collection of water user fees and thus no balance in treasury as the community members prefer collecting money when there is need to do minor repairs.

**(vi) Protection of extra-large spring at Rwanyerere B village, Bibombogwa Parish in Kihhi Town council**

- During the field visit, I found village C/Person (Mr. Nkurunziza Vicent) and one (1) community member.

- According to village C/Person, there was a functional WSC and was trained only once in June 2023 on slashing around the spring well; using water sparingly and cleaning drainage channel

- The facility serves 45 households each comprising on average 5 people

- There was no collection of water user fees and thus no balance in treasury as the community members only contributed UGX 50,000 for construction.

- **Therefore, on average all the seven (7) WSS facilities I visited/ observed had functional WSCs and these were trained on their roles on O&M of WSS facilities**

- **therefore, justifying a score of three (3)**

Planning and Budgeting for Investments is conducted effectively

*Maximum 14 points on this performance measure*

a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:

Score 4 or else 0

- There was a file with no title for WSS facilities for Kanungu district Water Department signed and stamped by the Kanungu DLG District Water Officer on 31st/10/2023

- This was listed by S/N, Subcounty, Parish, Village, Name of Source, Type, Year of Construction, Source Funder, Management and Functionality.

However, it was not updated-all the facilities constructed in FY-2022-2023 were not updated/included.

- None of functional and communally managed WSS facilities constructed in FY 2022/2023 was updated/ included in the WSS asset register.

- Therefore, I established that **none of the WSS facilities implemented (constructed/ rehabilitated/ designed) in FY 2022/2023 were updated.**

- There was no up-to-date WSS asset register available at Kanungu DLG Water Department and therefore, **justifying a score of zero (0).**

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>For FY 2023/2024, KDLG Water and Environment Unit has the following projects:</p> <ul style="list-style-type: none"> <li>🏗️ Protection of springs in the DLG UGX71,250,000</li> <li>🏗️ Construction of 4 stance latrine at Nyakikoni playground in Nyakikoni S/C UGX25,000,000</li> <li>🏗️ Completion of Kyeshero GFS Phase two UGX53,539,186</li> <li>🏗️ Extension of water to villages of Binyungu, Busanza and Mushunga-Nkunda-Rurama-Kazinga in Nyanga S/C UGX45,000,000</li> <li>🏗️ Extension of piped water to villages of Chumbugu and Nyarurambi in Kihihi S/C in partnership with NWSC UGX48,529,500</li> <li>🏗️ Extension of piped water to villages of Murehe B, Rushebeya A&amp;B and Nyakatunguru in Bugongi S/C UGX193,062,629</li> <li>🏗️ Completion of Kihanda GFS reservoir tank (5000ltrs) with protected chain link UGX14,611,872</li> </ul> <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Derived from the LG Development Plan</li> <li>-Consistent with sector guidelines &amp; DDEG objectives</li> <li>-Financially feasible</li> <li>-Having costed project profiles.</li> </ul> <p><b>Evidence of desk appraisals for the seven (07) KDLG FY2023/2024 Water and Environment projects was provided/seen and reviewed during this assessment.</b></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>	<ul style="list-style-type: none"> <li>• As per the document “Kanungu District Water and Sanitation Development Conditional Grant Annual work plan for FY 2023/2024 submitted by CAO on 28th/06/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023, the following were the budget allocations:</li> <li>i. Construction of Nyakabungo piped water system (Phase I) at UGX 20,000,000 in kirima S/C;</li> <li>ii. Construction of Bwashwa piped water system at UGX 174,126,943 in Buhoma T/C and Kayonza S/C;</li> <li>iii. Construction of two (2) RWHTs at UGX 32,000,000 in Mpungu S/C (1) and Kanungu</li> </ul>	2

Town Council (1);

iv. Supply of one (1) Institutional RWHT (5000 ltrs-plastic) at UGX 2,000,000 in Kinaaba S/C;

v. Protection of six (9) extra-large springs at UGX 56,870,001 in Rugyeyo S/C (2), Kanungu T/C (1), Bugongi S/C (1), Kihihi T/C (1), Kihihi S/C (1), Katete T/C (1), Nyakinoni S/C (1) and Kanyantorogo S/C (1) ;

vi. Construction of one (1) 3-stance VIP Latrine at UGX 23,000,000 at Ishasha P/S Play ground in Nyanga S/C;

vii. Rehabilitation of piped water system (Mafuga GFS) at UGX 15,000,000 in Rutenga S/C;

viii. Rehabilitation of piped water system (Kinaaba GFS) at UGX 20,000,000 in Kinaaba S/C;

• There was evidence that the beneficiary communities applied for WSS investments for the current FY 2023/2024.

(i) **Application** for piped water system for Bwashwa piped water from District Water Office by LC1 chairperson Buhooma cell in Buhooma town council signed by 13 members ,Stamped and dated by LC1 chairperson buhooma cell, eastern ward, Buhooma town council on 15th/02/2022.

(ii) **Application** for Kayanja spring from district water office by LC1 kayanja village Kayanja parish in Katete sub county signed by 13 members, Stamped and dated by LC1 chairperson kayanja village, katete sub county, on 22nd October 2021 signed by 13 members .

(iii) **Application** for Rwamanyonyi spring in Rwamanyonyi village from district water office by LC1 Kakinga parish in Bugongi sub county signed by 13 members, stamped and dated by 12 members on 4th/1/2021

(iv) **Application** for Kyamagote spring in kyamagote cell, kanungu towncouncil, signed by 13 members' stamped and dated by LC1 kyamagote cell, kanungu town council stamped and dated 8/6/2020.

(v) **Application** for Komunda spring in Kanyantorogo Sub County from the district water office by LC1 Kamaha cell, Burema parish in Kanyantorogo Sub County signed by 13 members, stamped and dated 19th/03/2023.

(vi) **Application** for Mukigoma spring, Rwanga ward in kihihi town council by LC1 Rwanga southern signed by 13 members stamped and dated by LC1 Chairperson same cell dated 13/9/2021

(vii) Application for Nyende spring, Kibimbiri



parish, Rwenyerere village in Kihihi Sub County From district water signed by 12 members stamped and dated 30th/10/2020 by LC1 Rwerere a Village Kibimbiri parish in Kihihi Sub County.

• **Therefore, at least seven (7) sampled beneficiary communities applied for the budgeted WSS investments for current FY 2023/2024 and therefore, justifying a score of two (2).**

11

Planning and Budgeting for Investments is conducted effectively

*Maximum 14 points on this performance measure*

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

For the current FY2023/2024, KDLG Water and Environment department has the following projects:

☑ Protection of springs in the DLG UGX71,250,000

☑ Construction of 4 stance latrine at Nyakikoni playground in Nyakikoni S/C UGX25,000,000

☑ Completion of Kyeshero GFS Phase two UGX53,539,186

☑ Extension of water to villages of Binyungu, Busanza and Mushunga-Nkunda-Rurama-Kazinga in Nyanga S/C UGX45,000,000

☑ Extension of piped water to villages of Chumbugu and Nyarurambi in Kihihi S/C in partnership with NWSC UGX48,529,500

☑ Extension of piped water to villages of Murehe B, Rushebeya A&B and Nyakitunguru in Bugongi S/C UGX193,062,629

☑ Completion of Kihanda GFS reservoir tank (5000ltrs) with protected chain link UGX14,611,872

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

-Technical feasibility

-Environmental and social acceptability requirements

**Evidence with regard to field appraisals for the seven (07) KDLG FY2023/2024 Water and Environment projects was provided/seen during assessment and reviewed.**

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 <b>was evidence</b> that all water infrastructure projects for the current FY were and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents</p> <ol style="list-style-type: none"> <li>1. Screening for environmental and social risks/ impacts for the construction of Bwashwa GFS was carried out on 18/10/2023, signed and stamped by both the EO and DCDO, after screening the project didn't qualify for detailed study, therefore a costed ESMP was prepared on 26/10/23 at tune of Ugx 1,250,000</li> <li>2. Screening for environmental and social risks/ impacts for protection of Kayanja spring was carried out on 17/10/2023, signed and stamped by both the EO and DCDO, after screening the project didn't qualify for detailed study, therefore a costed ESMP was prepared on 26/10/23 at tune of Ugx 1,250,000</li> <li>3. Screening for environmental and social risks/ impacts for construction of of a 3 stance latrine at Ishasha was carried out on 20/10/2023, signed and stamped by both the EO and DCDO, after screening the project didn't qualify for detailed study, therefore a costed ESMP was prepared on 26/10/23 at tune of Ugx 1,250,000</li> </ol>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There is Evidence that the water infrastructure investments were incorporated in the LG approved Procurement Plan for the previous FY (2022/23) dated 6/7/2023. The following water infrastructure investment projects among others were incorporated in the Procurement Plan:</p> <ol style="list-style-type: none"> <li>1. Protection of 8 Springs in the Selected Sub-Counties in the District- Budgeted Price is UGX 65,000,000/=</li> <li>2. Extension of Piped Water to Villages in Bugongi- Budgeted Price is UGX 187,924,555,500/=</li> <li>3. Extension of Pied Water to Villages in Kihihi and Nyanga Sub-Counties- Budgeted Price is 98,729,500/=</li> </ol>	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>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 is Evidence that the water supply and public sanitation infrastructure for the previous FY (2022/23) was approved by the Contracts Committee before commencement.</p> <p>The sampled projects are listed below:</p> <ol style="list-style-type: none"> <li><b>Protection of 5 Springs in Selected Villages of Katete and Rutenga Sub Counties and Kanungu Town Council-</b> KANU851/WRKS/2022/2023/0006; approved by the Contracts Committee under Min. No. 12/OCT/2022-23(e) in a meeting held on 10/10/2022.</li> <li><b>Extension of Piped Water to Selected Villages in Bugongi S/C-</b> KANU851/WRKS/2022/2023/0009; approved by the Contracts Committee under Min. No. 12/OCT/2022-23(g) in a meeting held on 10/10/2022.</li> <li><b>Completion of Kihanda and Kyenshero Ground Floor Schemes in Kihanda and Kyenshero Sub Counties-</b> KANU851/WRKS/2022/2023/00012; approved by the Contracts Committee under Min. No. 12/OCT/2022-23(l) in a meeting held on 10/10/2022.</li> </ol>	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>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 NO evidence of proper establishment of the PITs for the Water Sector projects within the last FY (2022/2023) as per guidelines.</p> <p>Three separate appointments in memos dated 3/11/2022 have the Project Manager, appointed by the CAO for each water and sanitation contract. However, there were no other appointments for the rest of the PIT i.e. Contract Manager, Environment Officer, Labour Officer, CDO an Clerk of Works. The sampled projects are listed below:</p> <ol style="list-style-type: none"> <li>Protection of 5 Springs in Selected Villages of Katete and Rutenga Sub Counties and Kanungu Town Council.</li> <li>Extension of Piped Water to Selected Villages in Bugongi S/C.</li> <li>Completion of Kihanda and Kyenshero Ground Floor Schemes in Kihanda and Kyenshero Sub Counties.</li> </ol>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was some evidence that the seven (7) water facilities I sampled and visited in five (5) S/Counties and presented below were constructed as per the standard Technical Designs provided by the DWO in the BOQs and Technical drawings:</p> <p><b>(i) Rehabilitation of Kayenje borehole, Nyantoshi Parish in Kambugu S/County</b></p> <ul style="list-style-type: none"> <li>The apron diameter was 1600mm</li> </ul>	2

- The drainage channel was 145mmx115mmx145mm
- The platform for standing while pumping was 600mm x 600mm
- Borehole handle was protected by guards from hitting the upper and lower extents.

**(ii) Extension of piped water to four (4) villages in Bugongi S/C**

- The water was extended from NWSC source

a) PSP 1 (double with one spout pugged) at Rushebeya B village, Rushebeya Parish, Bugongi S/C

- The water collection platform was 850mmx675mmx175mm

- The drainage channel was 175mmx125mmx175mm

- The height of the water delivery pipe from the ground was 600mm.

b) PSP 1 (double with one spout pugged) at Rushebeya B village, Rushebeya Parish, Bugongi S/C

- The water collection platform was 850mmx675mmx175mm

- The drainage channel was 175mmx125mmx175mm

- The height of the water delivery pipe from the ground was 600mm.

**(iii) Extension of piped water to villages in Kihihi S/C**

- The water was extended from NWSC source

a) PSP 1 (double with one spout pugged) at Rwerere village, Rushoroza Parish, Kihihi S/C

- The water collection platform was 850mmx675mmx175mm

- The drainage channel was 175mmx125mmx175mm

- The height of the water delivery pipe from the ground was 600mm.

**(iv) Extension of piped water to villages in Nyanga S/C**

- The water was extended from NWSC source

b) PSP 1 (double with one spout pugged) at Bukugwe cell, Bukugwe Parish, Nyanza S/C

- The water collection platform was 850mmx750mmx185mm

- The drainage channel was

175mmx125mmx175mm

- The height of the water delivery pipe from the ground was 600mm.

**(v) Protection of extra-large spring at Rutooma village, Bibombogwa ward in Kihhi Town council**

- Water collection tank was 2200mm X2150mm with an overflow pipe
- Retaining wall was constructed using masonry stones/ boulders was 270mm and was up to 4700mm (in length) from the spout.
- Steps had a rise of 170-210mm and a tread of 400-450 mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- Height of delivery pipe (spout) from the ground was 605mm within the indicated values in the construction drawings
- There was a drainage channel constructed to divert storm water from flowing into or flooding over the spring

**(vi) Protection of extra-large spring at Rwanyerere B village, Bibombogwa Parish in Kihhi Town council**

- The 1500L water collection tank was 2700mmx2200mm with an overflow pipe
- Retaining wall was constructed using masonry stones/ boulders was 270mm and was up to 4800mm (in length) from the spout on both sides
- Steps had a rise of 180-200mm and a tread of 400-480 mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- Height of delivery pipe (spout) from the ground was 535mm within the indicated values in the construction drawings
- There was a drainage channel constructed to divert storm water from flowing into or flooding over the spring
- **Overall, all the seven (7) water and sanitation facilities sampled were constructed as per the standard technical designs provided by the DWO, and therefore, justifying a score of two (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 is NO evidence that the relevant technical officers carried out monthly technical supervision of WSS infrastructure projects. Technical supervision of WSS infrastructure projects was carried out by the relevant technical officers (i.e. Assistant Engineering Officer, Environment Officer and Community Development Officer) but not on a monthly basis as seen from the joint inspection reports.

The projects sampled included;

1. Protection of 5 Springs in Selected Villages of Katete and Rutenga Sub Counties and Kanungu Town Council with a joint inspection report dated
2. Extension of Piped Water to Selected Villages in Bugongi S/C with a joint inspection report dated 8/5/2023.
3. Protection of Kayenje, Kanjara, Omumbuga, Kyankyere and Buzaniro Springs with a joint inspection report dated 9/3/2023.

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

Seven (07) payments of KDLG FY2022/2023 Water and Environment infrastructure projects were sampled to test for certification and the timeliness of payment for works executed.

Payment to Derine Consults (U) Ltd for extension of piped water to selected villages in Nyanga and Kihiki S/Cs (UGX84,176,016) – Requisition dated 12/06/2023, certified by Water Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment effected on 27/06/2023 (15 days).

Payment to Orukiri Technical Consults (U) Ltd for rehabilitation of three boreholes in Kambuga S/C (UGX18,971,456) – Requisition dated 06/06/2023, certified by Water Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment effected on 27/06/2023 (21 days).

Payment to Ficeh Associates Ltd for Design of Nyakabungo piped water system (UGX19,900,000) – Requisition dated 12/06/2023, certified by Water Officer, CDO, Environment Officer and CAO on 04/05/2023 and payment effected on 27/06/2023 (15 days)

Payment to Daikam Technologies Ltd for extension of piped water to selected villages in Nyakinoni S/C (UGX3,099,916) – Requisition dated 06/06/2023, certified by Water Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment effected on 26/06/2023 (20 days)

Payment to Kanzira Ample Solutions Co. Ltd for protection of 5 springs in selected

villages in Katete and Rutenga S/Cs and Kanungu T/C (UGX1,637,867) – Requisition dated 06/06/2023, certified by Water Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment effected on 26/06/2023 (20 days)

Payment to Akba Quick Engineering Services Co. Ltd for protection of springs in selected villages in Kihhi T/C, Nyanga and Nyamirama S/Cs (UGX1,773,687) – Requisition dated 13/06/2023, certified by Water Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment effected on 13/06/2023 (58 days)

Payment to Jamrize Enterprises Ltd for construction of 4 stance drainable VIP latrine at Nyakinoni playground (UGX1,113,024) – Requisition dated 15/06/2023, certified by Water Officer, CDO, Environment Officer and CAO on 06/06/2023 and payment effected on 26/06/2023 (11 days)

**Though in all payments certification before payment was duly effected, in four (04) of the seven (07) sampled projects payments were effected beyond the 14 days' time limit.**

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

*Maximum 14 points on this performance measure*

g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:

Score 2, If not score 0

There was evidence that Kanungu DLG has a complete procurement file for all water infrastructure investments with all records; including: the evaluation report approved by the Contracts Committee; Works Contract; and Minutes of Contracts Committee decisions. The Projects files among others included;

1) Rehabilitation and Extension of Gatere GFS in Nyarubuye S/C- KISO866/WRKS/2022-23/00019; approved by the Contracts Committee under Min18/2022/2023 (c) in a meeting held on 1/11/2022. The contract was awarded on 16/11/2022. The Contracts Committee approved the evaluation report on 1/11/2022.

**1. Protection of 5 Springs in Selected Villages of Katete and Rutenga Sub Counties and Kanungu Town Council-**

KANU851/WRKS/2022/2023/0006; approved by the Contracts Committee under Min. No. 12/OCT/2022-23(e) in a meeting held on 10/10/2022. The contract was awarded on 28/10/2022. The Contracts Committee approved the evaluation report on 10/10/2022.

**2. Extension of Piped Water to Selected Villages in Bugongi S/C-**

KANU851/WRKS/2022/2023/0009; approved by the Contracts Committee under Min. No. 12/OCT/2022-23(g) in a meeting held on 10/10/2022. The contract was awarded on 28/10/2022. The Contracts Committee approved the evaluation report on 10/10/2022.

**3. Completion of Kihanda and Kyenshero Ground Floor Schemes in Kihanda and Kyenshero Sub Counties-**

KANU851/WRKS/2022/2023/00012; approved by the Contracts Committee under Min. No. 12/OCT/2022-23(l) in a meeting held on 10/10/2022. The contract was awarded on 28/10/2022. The Contracts Committee approved the evaluation report on 10/10/2022.

## 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>There <b>was evidence</b> 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>In letter dated 10/11/21, Mr. Twesigye Ambrose complained to district water officer about lack of compensation for land used to erect a water tank in his land copied to CAO, LC V, the complaint was responded too and tape was installed within his premises as compensation.</p>	3
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There <b>was evidence</b> that the DWO and the Environment Officer disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs</p> <p>In a report dated 5/7/23, the EO informed the CAO about the dissemination of guidelines on water sources and catchment protection to selected political leaders, stamped and signed by DWO Mr. Mutmba Sivaseya and EO</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans &amp; natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There <b>was no evidence</b> that water source protection plans &amp; natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>• There was evidence that WSS projects were implemented on land where the LG has proof of consent as seen from the following listed requests and the accompanying land consent statements:</p> <p>(i) <b>Consent agreement</b> for construction of Komunda spring between the land owner (Bujara Dan) and community of Kahama village in Kanyantorogo sub county in presence of 5 witnesses signed and stamped by LC1 chairperson Kahama village on 10th/ 11/ 2023 and LC3 chairperson on 11th /11/2023.</p> <p>(ii) <b>Consent agreement</b> for construction of Kayanja spring between the land owner (Can. Twinamasiko canon) and community of Kayanja village in Katete S/C in the presence of 6 witnesses signed and stamped by LC1 C/P Kayanja village on 13th/1/2022 and S/C chief Katete on 13th/1/2022.</p> <p>(iii) <b>Consent agreement</b> for construction of Bwashwa piped water between the land owner (Barugahare Moses) and community</p>	3

of Rubonwa cell Buhooma Town Council in the presence of 6 witnesses signed and stamped by LC1 C/P Rubonwa cell on 7/6/2022 and Town Clerk Buhooma town council on 7/6/2023.

(iv) **Consent agreement** for construction of Nyende Spring between the land owner (Nyende George) of Rwenyerere village, Kibimbiri Parish, Kihiki S/C in the presence of 4 witnesses signed and stamped by LC1 C/P on 30th/10/2022 and subcounty chief on 30/10/2022.

(v) **Consent agreement** for construction of Mukigoma spring between the land owner (Mugabirwe Fabiano) of Rwenyerere village, Nyakatunguru ward Kihiki Town council. In the presence of 10 witnesses signed and stamped by LC1 C/P on 28/8/2023 and Town clerk Kihiki Town council on 11/9/2023.

(vi) **Consent agreement** for construction of Kyamagote spring between the land owner (Agaba Deus) of Kyamagote cell, western ward, Kanungu Town Council. Stamped by LC1 C/P on 20th/3/2022 and town clerk Kanungu town council in the presence of 9 people.

(vii) **Consent agreement** for construction of rwamanyonyi spring between the land owner (Kakaombe Joseph) of Rwamanyonyi, Kakinga Bugongi subcounty in the presence of 8 people witnessed and signed by LC1 C/P on 6/9/2023 and subcounty chief on 6th/9/2023.

**• There was evidence that most WSS facilities budgeted for FY 2022/2023 were implemented on land where Kanungu DLG had proof of consent , and therefore, justifying a score of three (3).**

15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c. Evidence that E&amp;S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p> <p>Score 2, If not score 0</p>	<p>A sample of eight (08) KDLG FY2022/2023 investment projects was tested to check for E&amp;S certification of projects before payment:</p> <p>Extension of piped water to selected villages in Bugongi S/C – E&amp;S certificate dated 15/05/2023.</p> <p>Protection of 5 springs in selected areas of Kihihi and Nyamirama S/Cs – E&amp;S certificate dated 06/06/2023.</p> <p>Extension of piped water to selected villages in Nyakinoni S/C – E&amp;S certificate dated 12/06/2022.</p> <p>Renovation of maternity ward at Matanda HCIII – E&amp;S certificate dated 01/07/2022.</p> <p>Construction of staff house at Ntungamo HCIII – E&amp;S certificate dated 06/06/2023.</p> <p>Construction of 2 classroom block with office at Bitabo P/S – E&amp;S certificate dated 16/01/2023.</p> <p>Construction of 3 classroom block at Kihembe P/S – E&amp;S certificate dated 09/01/2023</p> <p>Construction of 4 classroom block at Kazinga P/S – E&amp;S certificate dated 10/10/2022.</p> <p><b>For all the samples tested, E&amp;S certification was effected in accordance with the requirements.</b></p>	2
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15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 2, If not score 0</p>	<p>There <b>was evidence</b> that the CDO and environment Officers undertook monitoring to ascertain compliance with ESMPs; and provide monthly reports</p> <ol style="list-style-type: none"> <li>1. Monitoring for the completion of Kyeshero flow scheme was carried out on 20/4/22, signed and stamped by EO and DCDO,</li> <li>2. Monitoring for the extension of piped water to villages in Nyanga and Kihihi S/c was carried out on 20/4/22, signed and stamped by EO and DCDO,</li> <li>3. Monitoring for the protection of Omumbuga spring was carried out on 3/4/24, signed and stamped by EO and DCDO,</li> </ol>	2
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**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>The Senior Agricultural Engineer (SAE), Mr. Politique JB Emmanuel availed a document titled “Small scale irrigation schemes in Kanungu district”, showing both beneficiaries and non-beneficiaries of Microscale Irrigation grant. An example of the beneficiaries is Kibimbiri Small Scale Irrigation scheme(20acres) constructed by Ministry of Water and Environment whereas among the beneficiaries is Mudereva John (1.25acres) in Nyanga Subcounty.</p> <p>Therefore, The DLG has up to date data on irrigated land.</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>From the document titled “Small scale irrigation schemes in Kanungu district”, it was noted that in 2021/2022, the total acreage under Irrigation in Kanungu was 50 acres whereas in 2022/2023 it increased to 55.25 acres giving a percentage increase of <math>[(55.25-50)/50]*100=10.5\%</math>, which is greater than 5%</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>The performance of KDLG in its FY2022/2023 LLG Micro-scale irrigation assessment was <b>81%</b>, <b>making it fall in the range ‘Above 70%’.</b></p>	<b>4</b>

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0	The DPO availed the Budget Performance Report for FY 2022/2023 indicating that the district was allocated UGX353,790,000 all meant for complementary activities. Of this UGX100,830,000 (30%) spent on establishment of 5 demos as per the guidelines.	2
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	For KDLG FY2022/2023, the Micro-scale irrigation program was still in initial stages (for Phase II LGs), funds had just been released and approved farmers were not yet selected.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/- 20% of the Agriculture Engineers estimates: Score 1 or else score 0	<p>The SAE availed the following evidences for review;</p> <ol style="list-style-type: none"> <li>1. The BOQ s for procurement of microscale irrigation demonstration sites in kayonza S/C (estimated at UGX20,312,992), Nyakabungo T/C (estimated at UGX17,382,000), Nyamirama S/C (estimated at UGX20,376,783), Nyanga S/C (estimated at UGX19,004,625) and Kambuga (estimated at UGX18,716,971), totalling to UGX95,793,371 as the engineers estimate for all the sites.</li> <li>2. Contract signed on 16th June 2023 between Kanungu DLG and AKBA Quick Engineering services reference Kanu851/wrks/2022-2023/00068 for design, supply and installation of five irrigation demonstration facilities with a value of UGX89,806,190.</li> </ol>	1
			<p>This gives a variation of <b>[(89,806,190-95,793,371)/95,793,371] *100=-6.23%.</b></p>	

3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within 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 SAE availed a contract signed on <b>16th June 2023</b> between Kanungu DLG and Akbar Quick Engineering services, reference Kanu851/wrks/2022-2023/00068, for design, supply and installation of five microscale irrigation demonstration sites. The completion certificate for the same contract was dated <b>26th June, 2023</b>. Similarly, the completion report by SAE indicated that the installation of all the five microscale irrigation sites was completed on 26th June 2023.</p> <p>Therefore, 100% of the contracts signed in the previous FY were completed within the previous FY.</p>	2
4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>a) Evidence that the LG has recruited LLG extension workers as per staffing structure</p> <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>	<p><b>There was no evidence that the LG has recruited LLG extension workers as per staffing structure.</b></p> <p>Kanungu District Local Government had <b>18 Sub Counties</b> and <b>9 Town Councils</b>.</p> <p>The approved structure provided for <b>six extension workers in each sub county</b> (Veterinary Officer, Agricultural Officer, Fisheries Officer, Assistant Animal Husbandry Officer, Assistant Agricultural Officer, and Assistant Fisheries Development Officer), and <b>three in each town council</b> (Veterinary Officer, Assistant Agricultural Officer, and Assistant Veterinary Officer). The staff list for extension workers showed that the District had recruited only <b>38 staff</b> out of the expected <b>135</b> computing to a percentage of <b>28.15%</b>.</p> <p>Some of the staff substantively appointed included:</p> <ol style="list-style-type: none"> <li>1. Ampeire Dan, Assistant Agricultural Officer appointed by the Chief Administrative Officer in a letter dated February 14, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 006/2023 and posted to Kyeshero Sub County. Ampeire Dan was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 08, 2023.</li> <li>2. Kyasimire Pellan, Assistant Agricultural Officer appointed by the Chief Administrative</li> </ol>	0

Officer in a letter dated January 12, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 282/2023 and posted to Rugyeyo Sub County. Kyasimire Pellan was appraised by Mutahakana Gertrude, Principal Assistant Secretary on August 31, 2023.

3. Omwesigye Levison, Assistant Veterinary Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 54/2015 (11) and posted to Kihihi Sub County. Omwesigye Levison was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 09, 2023.
4. Mugizi Ephraim, Veterinary Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 54/2015 (12) and posted to Nyakinoni Sub County. Mugizi Ephraim was not appraised.
5. Byamugisha Evaristo, Assistant Veterinary Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 54/2015 (16) and posted to Kihihi Town Council. Byamugisha Evaristo was not appraised.
6. Rubagasira Patrick, Assistant Veterinary Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 54/2015 (9) and posted to Nyanga Sub County. Rubagasira Patrick was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 21, 2023.
7. Kyomugasho Amon, Assistant Veterinary Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 54/2015 (4) and posted to Kanyantorogo Sub County. Kyomugasho Amon was

appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 19, 2023.

8. Mugisha Pastori, Assistant Veterinary Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2012 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 54/2015 (2) and posted to Katete Sub County. Mugisha Pastori was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 08, 2023.
9. Turyamureeba Justus, Agricultural Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/56/2015 (6) as directed by the District Service Commission under Minute No. 56/2015 (6) and posted to Kanyantorogo Sub County. Turyamureeba Justus was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 21, 2023.
10. Mugarura Michael, Agricultural Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 56/2015 (2) and posted to Nyakinoni Sub County. Mugarura Michael was not appraised.
11. Bejuna Kenneth, Assistant Veterinary Officer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 54/2015 (6) and posted to Rugyeyo Sub County. Bejuna Kenneth was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 19, 2023.

4

Achievement of standards: The LG has met staffing and micro-scale irrigation standards

Maximum score 6

b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF

- If 100% score 2 or else score 0

The SAE Mr. Politique Emmanuele J.B. provided the list of 5 installed irrigation demonstration facilities. These were visited and checked and were found to be complete with all the essential components as entailed in the guideline's version 1 Nov.2020 (page 87-88 of 199).

2



4

Achievement of standards: The LG has met staffing and micro-scale irrigation standards

Maximum score 6

b) Evidence that the installed micro-scale irrigation systems during last FY are functional

- If 100% are functional score 2 or else score 0

From the list of 5 installed irrigation demonstration sites provided by the SAE, the following three were sampled, visited and tested and found to be up and running with no defects; Nyamirama Catholic Parish (Nyamirama T/C), Mudereva John (Nyanga S/C) and Mugisha Musesane Emmanuel (Kambuga S/C).

Therefore, the Microscale Irrigation systems installed during the previous FY are functional.

2

### Performance Reporting and Performance Improvement

5

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0

**There was evidence that information on position of extension workers filled was accurate.**

In Kanungu District, Kanyantorogo Sub County, Kihihi Sub County, and Kanungu Town Council were sampled for assessment.

In Kanyantorogo Sub County the information on the position of extension workers filled was accurate.

The following extension workers were on the staff list of Kanyantorogo Sub County, consistent with information from HRM:

1. Turyamureeba Justus, Agricultural Officer
2. Twinomujuni Sedura, Assistant Veterinary Officer

In Kihihi Sub County the information on the position of extension workers filled was accurate.

The following extension workers were on the staff list of Kihihi Sub County:

1. Rwakarara Alfred, Agricultural Officer
2. Omwesigye Levison, Assistant Veterinary Officer

In Kanungu Town Council the information on the position of extension workers filled was accurate.

The following extension workers were on the staff list of Kanungu Town Council:

1. Tukahirwa Sarah, Assistant Agricultural Officer

2

5	Accuracy of reported information: The LG has reported accurate information	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	The following three Irrigation demonstration sites were sampled, visited and tested and found to up be and running with no defects; Nyamirama Catholic Parish (Nyamirama T/C), Mudereva John (Nyanga S/C) and Mugisha Musesane Emmanuel (Kambuga S/C).	2
	Maximum score 4		Therefore, information on established irrigation demonstration site(s) installed being functional is accurate.	
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	The District Production office (DPO) availed only one quarterly report, i.e., fourth quarter report dated 14th August 2023, prepared by Politique Emmanuel JB and Byamukama Mathias. Upon review, it was found that the report contained information on awareness raising for local leaders (page 3 of 8), awareness raising of farmers (page 4of 8), and EOIs (page 5 of 8; 1,029 EOIs submitted).	2
	Maximum score 6		Therefore, there was evidence of collection of information on quarterly basis.	
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	The DAO Mr. Byamukama Mathias accessed the MIS at the time of assessment and upon review, it was observed that the data in the MIS was last updated in November 2023, with over 1000 EOIs registered against a target of 204.	1
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  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	Fourth quarter report dated 14th August 2023, prepared by Politique Emmanuele JB and Byamukama Mathias was reviewed. the finding was that its contents were derived from the MIS data, for example as at 30th June on MIS the number of EOIS submitted stood at 1,029 which was the same on the fourth quarter report. Therefore, the DLG compiled fourth quarter report using LLG information in the MIS report.	<b>1</b>
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	Performance improvement plan was not availed for assessment.	<b>0</b>
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	PIP implementation report was not availed	<b>0</b>

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

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	a) Evidence that the LG has:  i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	Performance contract for current FY was not availed	<b>0</b>
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	Staff list availed showing 38 extension staff against 135 provided for by the approved structure.	0
	Maximum score 6			
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	<p><b>There was evidence</b> that extension workers were working in LLGs where they were deployed.</p> <p>Review of the staff list, attendance registers and monitoring reports at Kanyantorogo Sub County showed that the following LLG extension workers were actually physically working at Kanyantorogo Sub County:</p> <ol style="list-style-type: none"> <li>1. Turyamureeba Justus, Agricultural Officer.</li> <li>2. Twinomujuni Sedura, Assistant Veterinary Officer.</li> </ol> <p>These were physically posted to Kihihi Sub County:</p> <ol style="list-style-type: none"> <li>1. Rwakarara Alfred, Agricultural Officer.</li> <li>2. Omwesigye Levison, Assistant Veterinary Officer and</li> </ol> <p>These were physically at Kanungu Town Council:</p> <ol style="list-style-type: none"> <li>1. Tukahirwa Sarah, Assistant Agricultural Officer.</li> </ol>	2
	Maximum score 6			

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines

Maximum score 6

c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board.  
Score 2 or else 0

**There was evidence** that extension workers deployment had been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board.

The staff lists including extension workers, where there were any posted, and their telephone contacts were prominently displayed at the Notice Boards of all the three sampled LLGs of Kanyantorogo Sub County, Kihihi Sub County, and Kanungu Town Council.

Names of some of the LLG extension workers displayed included:

1. Turyamureeba Justus, Agricultural Officer
2. Twinomujuni Sedura, Assistant Veterinary Officer

at Kanyantorogo Sub County;

1. Rwakarara Alfred, Agricultural Officer
2. Omwesigye Levison, Assistant Veterinary Officer

at Kihihi Sub County; and

1. Tukahirwa Sarah, Assistant Agricultural Officer at Kanungu Town Council.

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

Maximum score 4

a) Evidence that the District Production Coordinator has:

i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY:  
Score 1 else 0

**There was no evidence** that the District Production Coordinator had conducted annual performance appraisal of all extension workers against their agreed performance plans and had submitted a copy to HRO during the previous FY, as most of the appraisals were done outside the stipulated timelines.

Some files reviewed indicated the following:

1. Ampeire Dan, Assistant Agricultural Officer posted to Kyeshero Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 08, 2023.**
2. Kyasimire Pellan, Assistant Agricultural Officer posted to Rugyeyo Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **August 31, 2023.**
3. Omwesigye Levison, Assistant

- Veterinary Officer posted to Kihihi Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 09, 2023.**
4. Mugizi Ephraim, Veterinary Officer posted to Nyakinoni Sub County **was not appraised.**
  5. Byamugisha Evaristo, Assistant Veterinary Officer posted to Kihihi Town Council **was not appraised.**
  6. Rubagasira Patrick, Assistant Veterinary Officer posted to Nyanga Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 21, 2023.**
  7. Kyomugasho Amon, Assistant Veterinary Officer posted to Kanyantorogo Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 19, 2023.**
  8. Mugisha Pastori, Assistant Veterinary Officer posted to Katete Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 08, 2023.**
  9. Turyamureeba Justus, Agricultural Officer posted to Kanyantorogo Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 21, 2023.**
  10. Mugarura Michael, Agricultural Officer posted to Nyakinoni Sub County **was not appraised.**
  11. Bejuna Kenneth, Assistant Veterinary Officer posted to Rugyeyo Sub County was appraised by Mutahakana Gertrude, Principal Assistant Secretary on **September 19, 2023.**

8

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

Maximum score 4

a) Evidence that the District Production Coordinator has;

Taken corrective actions: Score 1 or else 0

**There was no evidence** adduced during assessment that the District Production Coordinator had taken any corrective action based on the appraisals.

0

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Neither a training plan nor training reports were availed for assessment.	<b>0</b>
	Maximum score 4			

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	No training database was availed for review	<b>0</b>
	Maximum score 4			

**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.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0	<p>KDLG Micro-scale irrigation program is in Phase 1 LGs for FY2023/2024 allocation has been made to spend the grant on Capital Development (75%) and Complementary services (25%). The distribution of the grant for the current FY is as below:</p> <p>Capital Development UGX417,919,708</p> <p>Complementary Services UGX139,306,569</p> <p>TOTAL GRANT UGX557,226,277</p> <p><b>For the current FY2023/2024, allocation of the Micro-scale Irrigation grant has been made in accordance with the guidelines.</b></p>	<b>2</b>
	Maximum score 10			

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

Maximum score 10

b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0

KDLG Micro-scale irrigation program has been running since the previous FY2022/2023 and for the current year FY2023/2024, allocations have been made for complimentary services in line with MAIF Guidelines.

Complementary services should include a maximum 25% on enhancing LG capacity to support irrigated agriculture (Awareness leaders and procurement) and 75% on enhancing farmer capacity (Awareness farmers, Farm visits, Irrigation demos and Farmer field schools).

For KDLG, the financial breakdown is as follows:

Awareness - LG Leaders  
UGX20,895,985 (15%)

Procurement UGX13,930,657 (10%)

Awareness - Farmers  
UGX27,860,500 (20%)

Farm Visits UGX20,900,500 (15%)

Irrigation Demos UGX27,854,927 (20%)

Farmer Field Schools  
UGX27,864,000 (20%)

TOTAL Complementary Services  
UGX139,306,569.

**For FY2023/2024, allocations have been made for Complementary Services in accordance with the guidelines.**



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

Maximum score 10

c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0

The official KDLG Micro-irrigation FY2023/2024 budget of UGX557,226,277 is all GoU funded and does not have a co-funding element. As of the time of this assessment a number of farmers had paid some advances on their co-funding monies, as follows:

Twinomujurizi Michael paid UGX1,000,000 on 05/10/2023

Bizimana Emmanuel paid UGX1,000,000 on 07/08/2023

Twakire Sezi paid UGX1,000,000 on 16/10/2023

Mutakahakana Gertrude paid UGX1,000,000 on 12/10/2023

Kiconco Rebecca paid UGX1,000,000 on 16/08/2023

Kyarisiima Jeninah paid UGX1,000,000 on 16/08/2023

Kyarikunda Peace paid UGX1,000,000 on 16/08/2023

Muhangi Charles paid UGX1,000,000 on 16/08/2023

Ampumuza Abel paid UGX1,000,000 on 16/08/2023

**As on the date of the assessment on 28/11/2023, the LG had not yet had an approval in the TPC or Council on the budget adding the co-funding element. So the LG total budget UGX557,226,277 is still 100% GoU funded.**

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

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

As of the day of assessment on 28/11/2023, a number of farmers had paid advances on their co-funding portions but not yet signed agreements with the LG. So for FY2023/2024, the LG Micro-scale irrigation of UGX557,226,277 is still GoU funded.

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

e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0

The following reports were availed;

1. Awareness raising for Katete S/C dated 16th August 2023, the Agricultural officer, Agaba Miria explained cofunding modality;
2. Butogota T/CAwareness raising for subcounty leadership and other stakeholders about small scale irrigation conducted on 26th/ 05/2023 as per report dated 29/05/2023 Agaba Agricultural officer and cofunding was mentioned.
3. Kambuga subcounty awareness raising of farmers and on the microscale irrigation program in all parishes, report prepared by Mugisha Peter the Agricultural officer,
4. Report on awareness creation workshop for leaders in Kanungu district on UgIFT microscale irrigation program dated 2nd June, 2023 by the PAO, Mathias Byamukama, with presentation by MAAIF attached (co-funding was emphasized on Slide 11).

Therefore, Kanungu DLG has disseminated information on use of the farmer co-funding.

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

Maximum score 8

a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)

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

- 70-89% monitored score 1

Less than 70% score 0

The SAE availed a report titled "Monitoring visit of the microscale irrigation schemes and fish ponds by DEC members prepared by the communication officer Mr. Mwajuma Twogyeirwe, dated 24/06/2023. Projects monitored included Nyakabungo irrigation scheme at Mugisha Justus Kyoma and Kambuga Irrigation scheme at Masesani Emmanuel. Therefore, 5/5 (100%) of the installed equipment were monitored on monthly basis.

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>Trainings were conducted during famer field days as per the report by the SAE, dated 25th September 2023 whereby farmers were trained at Kayonza, Nyakabungo, and Kambuga. Host farmers (Nyamirama catholic parish, Medereva John and Musisha Sesane Emmanuel ) were interviewed and they confirmed that they were trained.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>Report on capacity building workshop for extension officers on UgIFT Micro-scale Irrigation program, in which extension staff were trained on use of Irritrack and the modules 1 to 5. 23rd May, 2023.</p> <p>Report on monitoring and backstopping awareness raising meetings in LLGs dated 10/10/2023 by Byamukama Mathias, 27 awareness meetings were conducted in all the 27 LLGs</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>Report on farmer field days by SAE, dated 23/09/2023 indicates that field days were conducted in the five demo sites.</p> <p>Therefore the DLG stablished Demos and conducted farmer field days to train farmers.</p>	2

11

Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.

a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0

Maximum score 4

The following evidences were availed for review;

1. Report on awareness raising on micro-scale irrigation to farmers at parish level by Bejuna Keneth, Assistant veterinary officer, indicating the awareness creation was conducted on 23rd and 26th June, 2023
2. Report on radio programs to create awareness, dated 1st August, 2023 showing that talk shows were conducted at KBS radio, Kinkizi radio and Kanungu radio in July
3. Report on UglIFT Microscale irrigation awareness raising at parish level, dated 19th July, 2023 prepared by Turyamureeba Justus, the AO, Kanyantogo S/C, indicating awareness raising activities were conducted in all the 3 parishes of the S/C, with attendance lists attached.

Therefore, the DLG conducted activities to mobilize farmers as per guidelines.

11	<p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p>	<p>b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0</p>	<p>The following evidences were availed for review;</p> <ol style="list-style-type: none"> <li>1. Report on awareness raising on micro-scale irrigation to farmers at parish level by Bejuna Keneth, Assistant veterinary officer, indicating the awareness creation was conducted on 23rd and 26th June, 2023</li> <li>2. Report on radio programs to create awareness, dated 1st August, 2023 showing that talk shows were conducted at KBS radio, Kinkizi radio and Kanungu radio in July</li> <li>3. Report on UglIFT Microscale irrigation awareness raising at parish level, dated 19th July, 2023 prepared by Turyamureeba Justus, the AO, Kanyantogo S/C, indicating awareness raising activities were conducted in all the 3 parishes of the S/C, with attendance lists attached.</li> <li>4. Report on awareness creation workshop for leaders in Kanungu district on UglIFT microscale irrigation program dated 2nd June, 2023 by the PAO, Mathias Byamukama, wi</li> </ol> <p>Therefore, the DLG conducted a training for Staff and political leaders at District and LLG.</p>	2
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**Investment Management**

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>THE SAE availed a book in which all the investments under irrigation are registered. Assets registered in the book included the five irrigation demonstration sites hosted by Owomugisha Caleb, Nyamirama Catholic Parish, Muderevu John, Mugisha Justus and Mugisha Emmanuel.</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>The LG keeps track of EOIs.</p> <p>A print out of all the registered EOIs was availed containing over 1000 farmer details for example number 61 is Kamari Abegire Bright (0772925000), number 124 is Twijukya Emmanuel (0783691604) among others.</p>	2

Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines

Maximum score 8

c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI):  
Score 2 or else 0

The following documents were availed for review;

1. Farm visit report by Benuna Kenneth Assistant veterinary officer, on microscale irrigation system in Rugyeyo S/C dated 22nd August, 2023 indicating 7 farm visits conducted namely Baturine Patrick of Kiragiro Village, Tumwesigye Amos of Shunga Village, etc
2. Report of Technical assessment for the farmers who expressed interest by Nahurira Trust Assistant Agricultural Officer Kihanda S/C, dated 23/08/2023 indicating 21 farmers visited.
3. Nyamirama S/C: Progressive report on farm visits under UgIFT microscale irrigation program. Dated 24/08/2023 by Mugabirwe Robert Agricultural Officer-Nyamirama S/C, showing six farm visits conducted
4. Kambuga S/C: Activity report on farm visits carried out to do technical assessment of farmers that expressed interest in the Microscale irrigation program in kambuga S/C dated 23/08/2023, by Mugisha Peter the AO, indicating 70 farm visits conducted
5. Kayonza S/C: UgIFT microscale irrigation program farm visit activity report dated 24/08/2023 by Twesigye Yona AO indicating 10 farm visits
6. Agreements to proceed for quotation by Ndzeze Ezra of kihihi T/C, Atwine Sostine (Kihihi T/C), Tindimwebwa Hope (Kayonza S/C), Asiimwe Safina (kayonza S/C)

Therefore, the district has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI).

Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines

Maximum score 8

d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards:  
Score 2 or else 0

**There was no evidence** that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they had been approved by posting on the District and LLG noticeboards.

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.	There is evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY (2023/24) as listed below:	1
	Maximum score 18		1. Support to irrigation equipment with a Budgeted cost of UGX 30,000,000/=	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	This indicator is Not Applicable since there is no pre-qualified list from MAAIF. It is going to be released this FY (2023/24). Therefore internal procurement was done.	2
	Maximum score 18			
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There is evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria.	2
	Maximum score 18		As per the internal procurement done, under Min. No. 71/April/2022/2023 (5f) in a meeting held on 18/4/2023, selection of the irrigation equipment supplier based on the set criteria.	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	There is evidence that the micro-scale irrigation systems for the previous FY (2022/23) was approved by the Contracts Committee.	1
	Maximum score 18		As per the internal procurement done, under Min. No. 105/May/2022/2023 (ii) in a meeting held on 18/4/2023, micro-irrigation systems were approved by CC before commencement of installation.	

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>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</p>	<p>There is 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.</p> <p>The list of bidders is as follows:</p> <ol style="list-style-type: none"> <li>1. Vintum Services Ltd; with a Bid Amount of UGX 89,823,700/=</li> <li>2. Akba Quick Engineering Services Company Ltd; with a Bid Amount of UGX 89,806,189/=</li> </ol> <p>As per bid evaluation report dated 4/5/2023 (pg 8 of 12), the best evaluated bidder for the Construction of 5 Micro Scale Irrigation Demonstration Sites in selected Sub Counties/Town Councils, who is eligible, technical compliant and lowest bidder, Procurement Reference No. KANU851/WRKS/2022-2023/00068 is from Ms. Akba Quick Engineering Services Company Ltd.</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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</p>	<p>For the sampled facilities, all were found to conform to the designs. For example, In Nyanga S/c, it was sprinkler technology with engine powered pump, Kyamirama it was drip with Engine powered pump and in Kyambuga T/C, it was sprikler with Engine powered pump. Therefore, the irrigation demonstration site installed are in line with the design.</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0</p>	<p>The SEA availed two progress reports one dated 16th June 2023 and another dated 23rd June 2023 showing the progress of the installation on all the five demonstration sites. Therefore, the DLG conducted regular technical supervision of the irrigation demonstration sites by the relevant technical officers</p>	2



13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p>According to the sites books accessed at the sites, the LG has overseen the irrigation equipment supply, installation and testing for functionality. For example, according to the site book at Mugisha Sesane's farm, the SAE was there during hand over of the equipment on 26/6/2023 when the system was also tested.</p>	<b>1</b>
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0</p>	<p>According to the sites books accessed at the sites, the LG has overseen the irrigation equipment supply, installation and testing for functionality. For example, according to the site book at Mugisha Sesane' s farm, the production SAE was there during hand over of the equipment on 26/6/2023</p> <p>Additionally, the SAE availed farmer acceptance forms signed by all the 5 host farmers of the irrigation demonstration sites.</p>	<b>1</b>

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

For FY2022/2023, KDLG Micro Scale Irrigation program was in its first year of operation and three (03) payments were made to suppliers of equipment for the three farmer demos. Payment to these vendors was made as follows:

Payment to Akba Quick Engineering Servicess Co. Ltd for supply and installation of equipment for three (03) farmer demo sites (UGX53,883,714) – Requisition dated 19/06/2023, certified by the Senior Agricultural Engineer on 19/06/2023, and payment effected on 27/06/2023 (8 days)

Payment to Akba Quick Engineering Servicess Co. Ltd for supply and installation of equipment for two (02) farmer demo sites (UGX35,922,476) – Requisition dated 19/06/2023, certified by the Senior Agricultural Engineer on 19/06/2023, and payment effected on 27/06/2023 (8 days)

Payment to Patrick Namara for supply of demo site materials and protective gear (UGX13,192,000) – Requisition dated 19/06/2023, certified by Senior Agricultural Engineer on 19/06/2023 and payment effected on 26/06/2023 (8 days)

**In all the three (03) cases, payment was made within the mandatory 14 days timeline.**

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 is evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law with all records; including: the evaluation report approved by the Contracts Committee; Works Contract; and Minutes of Contracts Committee decisions. The Projects file is listed below;</p>	2
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1. **Construction of 5 Micro Scale Irrigation Demonstration Sites in selected Sub Counties/Town Councils-KANU851/WRKS/2022-2023/00068**; approved by the Contracts Committee under Min. No. 105/May/2022/2023 (ii) in a meeting held on 29/5/2023. The contract was awarded on 16/6/2023. The Contracts Committee approved the evaluation report on 29/5/2023.

**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 <b>was no evidence</b> that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There <b>was no evidence</b> that the Micro-scale irrigation grievances were recorded in line with LG grievance redress framework</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There <b>was no evidence</b> that the Micro-scale irrigation grievances were investigated in line with LG grievance redress framework</p>	<b>0</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>There <b>was no evidence</b> that the Micro-scale irrigation grievances were responded in line with LG grievance redress framework</p>	<b>0</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>There <b>was no evidence</b> that the Micro-scale irrigation grievances were reported in line with LG grievance redress framework</p>	<b>0</b>

**Environment and Social Requirements**

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p>	<p>The following are some of the MoUs availed by the DPO;</p> <ol style="list-style-type: none"> <li>1. MoU between Nyamirama Catholic Parish (07886838604) and Kanungu DLG, dated 27th May, 2023,</li> <li>2. Mudereva John, Nyanga S/C (0772551023) dated 27th May 2023,</li> <li>3. Mugisha Musesane Emmanuel (0770359226) Kambuga S/C, Caleb Owomuhangi 0774154555 Kayonza S/C.</li> </ol> <p>Therefore, there was evidence that LGs have disseminated Micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p>	<b>2</b>
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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 evidence that Environmental, Social and Climate Change screening was carried out and where required, ESMPs developed, prior to installation of irrigation equipment  1. Environmental, Social and Climate Change screening i.e. supply and installation of micro irrigation equipment for Mr. Tirwomwe Francis at Nyamizo village was carried out on 4/7/2023, signed and stamped by both SEO and DCDO, a costed ESMP was prepared and incorporated into designs, BoQs, bidding and contractual documents under element 7.2 for environmental protection at cost of Ugx 300,000	1
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 <b>was no evidence</b> for 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, i.e. for supply and installation of micro irrigation equipment for Mr. Tirwomwe Francis at Nyamizo village	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There <b>was no evidence</b> that the E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects ie for supply and installation of micro irrigation equipment for Mr. Tirwomwe Francis at Nyamizo village	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There <b>was no evidence</b> that the E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects, i.e. for supply and installation of micro irrigation equipment for Mr. Tirwomwe Francis at Nyamizo village	0

**Crosscutting Minimum  
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	<b>There was evidence</b> that the position of Chief Finance Officer was substantively filled by Karuhanga Pascal appointed by the Chief Administrative Officer in a letter dated March 03, 2008 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 13/2008. Karuhanga Pascal was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	<b>There was evidence</b> that the position of District Planner was substantively filled by Atuhaire Innocent appointed by the Chief Administrative Officer in a letter dated January 12, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 285/2022. Atuhaire Innocent was appraised by Tweheyo Betega David, Chief Administrative Officer on June 27, 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	<b>There was no evidence</b> that the position of District Engineer was substantively filled and there was no secondment from the line ministry.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	<b>There was no evidence</b> that the position of District Natural Resources Officer was substantively filled and there was no secondment from the line ministry.	<b>0</b>

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	<b>There was evidence</b> that the position of District Production Officer was substantively filled by Nkwasiabwe Godwin appointed by the Chief Administrative Officer in a letter dated March 02, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 538/2020. Nkwasiabwe Godwin was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	<b>There was evidence</b> that the position of District Community Development Officer was substantively filled by Ndizeye Ezra appointed by the Chief Administrative Officer in a letter dated May 26, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 164/2022. Ndizeye Ezra was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	<b>There was evidence</b> that the position of District Commercial Officer was substantively filled by Owomuhangi Calebs Muhanuzi appointed by the Chief Administrative Officer in a letter dated May 11, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 246/2018. Owomuhangi Calebs Muhanuzi was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	<b>There was evidence</b> that the position of Senior Procurement Officer was substantively filled by Mujuni Elisa appointed by the Chief Administrative Officer in a letter dated June 10, 2013 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 39/2013. Mujuni Elisa was appraised by Mutahakana Gertrude, Principal Assistant Secretary on June 30, 2023.	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	<b>There was evidence</b> that the position of Procurement Officer was substantively filled by Kamwesigye Edgar appointed by the Chief Administrative Officer in a letter dated January 12, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 280/2023. Kamwesigye Edgar was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 29, 2023 for confirmation.	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	<b>There was evidence</b> that the position of Principal Human Resource Officer (Administration) was substantively filled by Rukundo Doreen appointed by the Chief Administrative Officer in a letter dated October 13, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 110/2021. Rukundo Doreen was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	<b>There was evidence</b> that the position of Senior Environment Officer was substantively filled by Agaba George appointed by the Chief Administrative Officer in a letter dated November 10, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 148/2017. Agaba George was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	<b>There was evidence</b> that the position of Senior Land Management Officer was substantively filled by Eroku Emmanuel appointed by the Chief Administrative Officer in a letter dated June 18, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 105/2015. Eroku Emmanuel was on official study leave granted by the District Service Commission under Minute No. 026/2023 for 12 months w.e.f October 10, 2022.	2



1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p><b>There was no evidence</b> that the position of Senior Accountant was substantively filled and there was no secondment from the line ministry.</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p><b>There was evidence</b> that the position of Principal Internal Auditor was substantively filled by Twetise Constance appointed by the Chief Administrative Officer in a letter dated October 14, 2013 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 90/2013. Twetise Constance was appraised by Tweheyo Betega David, Chief Administrative Officer on June 26, 2023.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p><b>There was evidence</b> that the position of Principal Human Resource Officer (Secretary DSC) was substantively filled by Naturinda Amon appointed by the Chief Administrative Officer in a letter dated November 10, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 149/2017. Naturinda Amon was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.</p>	2
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG  Maximum score is 15</p>	<p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).</p>	<p><b>There was no evidence</b> that the LG had substantively recruited a Senior Assistant Secretary (Sub-Counties) and a Town Clerk (Town Councils) in all LLGs</p> <p>Ntungamo District LG had 18 sub counties and 9 town councils. The LG had substantively appointed 17 Senior Assistant Secretaries and 4 Principal Township Officers. Some of the files reviewed included the following:</p> <ol style="list-style-type: none"> <li>1. Byakatonda Methodius, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated April 19, 2006 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 35/2006 (5) and posted to Kambuga Sub County. Byakatonda Methodius was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 11, 2023.</li> <li>2. Mubangizi Evans, Senior Assistant</li> </ol>	0

- Secretary appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 044/2023 and posted to Mpungu Sub County. Mubangizi Evans was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 30, 2023 for confirmation.
3. Ampumuza Rogers, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 044/2023 (3) and posted to Bugonji Sub County. Ampumuza Rogers was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 30, 2023 for confirmation.
  4. Mugarura James B., Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 044/2023 (1) and posted to Kihembe Sub County. Mugarura James B. was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 30, 2023 for confirmation.
  5. Namara Frank, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 044/2023 (4) and posted to Kayungwe Sub County. Namara Frank was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 30, 2023 for confirmation.
  6. Turyomurugyendo Salvan, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 044/2023 (6) and posted to Kinaaba Sub County. Turyomurugyendo Salvan was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 30, 2023 for confirmation.
  7. Gaswere Beatrice, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under

- Minute No. 047/2023 and posted to Kanyantorogo Sub County. Gaswere Beatrice was appraised by Mutahakana Gertrude, Principal Assistant Secretary on June 06, 2023.
8. Arineitwe Vera, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated October 14, 2014 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 51/2014 and posted to Kihiki Sub County. Arineitwe Vera was appraised by Mutahakana Gertrude, Principal Assistant Secretary on June 30, 2023.
  9. Birungi Sam, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated August 26, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 128/2015 and posted to Kirima Sub County. Birungi Sam was not appraised.
  10. Arihehi Obadia Kamara, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated November 10, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 150/2017 and posted to Rugyeyo Sub County. Arihehi Obadia Kamara was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 05, 2023.
  11. Besigye Deusdedet, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated April 19, 2006 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 35/2006 (4) and posted to Katete Sub County. Besigye Deusdedet was appraised by Mutahakana Gertrude, Principal Assistant Secretary on July 20, 2023.
  12. Nimusiima Lillian Julian, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated April 19, 2006 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 35/2006 (3) and posted to Nyanga Sub County. Nimusiima Lillian Julian was appraised by Mutahakana Gertrude, Principal Assistant Secretary on July 03, 2023.
  13. Tindiwegi Justus, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated May 17, 2021 ref.: CR/156/1 as directed by the District Service Commission under

- Minute No. 067/2021 and posted to Kihanda Sub County. Tindiwegi Justus was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 12, 2023.
14. Byomuhangi Gad, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated October 13, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 108/2021 and posted to Nyakinoni Sub County. Byomuhangi Gad was appraised by Mutahakana Gertrude, Principal Assistant Secretary on July 01, 2023.
  15. Namara Vincent, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated May 17, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 066/2021 and posted to Rutenga Sub County. Namara Vincent was appraised by Mutahakana Gertrude, Principal Assistant Secretary on June 30, 2023.
  16. Serugendo Richard, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 044/2013 (5) and posted to Cheshero Sub County. Serugendo Richard was not appraised.
  17. Barugahare Simeo, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated June 24, 2010 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 88/2010 and posted to Kayonza Sub County. Barugahare Simeo was appraised by Mutahakana Gertrude, Principal Assistant Secretary on 14, 07, 2023.
  18. Nahumuza Allen, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated April 08, 2019 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 428/2019 (2) and posted to Kihhihi Town Council. Nahumuza Allen was appraised by Tweheyo David Betega, Chief Administrative Officer on June 30, 2023.
  19. Akankwasa Moses, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated May 17, 2021 ref.:

CR/156/1 as directed by the District Service Commission under Minute No. 068/2021 (1) and posted to Kanungu Town Council. Akankwasa Moses was appraised by Tweheyo David Betega, Chief Administrative Officer on June 30, 2023.

20. Asiiimwe Emmanuel, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated November 10, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 152/2017 and posted to Butogota Town Council. Asiiimwe Emmanuel was appraised by Tweheyo David Betega, Chief Administrative Officer on June 26, 2023.
21. Tumwesigye Johnes Kanyeihamba, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated January 12, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 284/2023 and posted to Kanyantorogo Town Council. Tumwesigye Johnes Kanyeihamba was not appraised.

2

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

Maximum score is 15

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

**There was no evidence** that the LG had substantively recruited a Community Development Officer (Sub-Counties) and a Senior Community Development Officer (Town Councils) in all LLGs

Ntungamo District LG had 18 sub counties and 9 town councils. The LG had substantively appointed 17 Community Development Officers and 5 Senior Community Development Officer. Some of the files reviewed included the following:

1. Atuhaire Verinah, Community Development Officer appointed by the Chief Administrative Officer in a letter dated February 21, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 32/2017 and posted to Rugyeyo Sub County.
2. Kankimusimire Pamela, Senior Community Development Officer appointed by the Chief Administrative Officer in a letter dated January 22, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 182/2017 and posted to Kambuga Town Council.
3. Nagweiso Kinene Macreen, Senior

0

- Community Development Officer appointed by the Chief Administrative Officer in a letter dated April 17, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 222/2018 and posted to Kanungu Town Council.
4. Atwijuka Rachael, Community Development Officer appointed by the Chief Administrative Officer in a letter dated May 25, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 285/2018 (3) and posted to Kirima Sub County.
  5. Bazirebye Dan Anisius, Community Development Officer appointed by the Chief Administrative Officer in a letter dated February 14, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 08/2023 and posted to Mpungu Sub County.
  6. Kabami Oliver Sebasore, Senior Community Development Officer appointed by the Chief Administrative Officer in a letter dated January 12, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 283/2022 and posted to Buhoma Town Council.
  7. Ariho Brian, Community Development Officer appointed by the Chief Administrative Officer in a letter dated May 25, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 285/2018 (1) and posted to Kihiki Sub County.
  8. Kato Nicholas, Community Development Officer appointed by the Chief Administrative Officer in a letter dated June 06, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 221/2022 (2) and posted to Bugonji Sub County.
  9. Atwijuka Kitariko Moses, Community Development Officer appointed by the Chief Administrative Officer in a letter dated June 06, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 221/2022 (1) and posted to Kihanda Sub County.
  10. Ingabire Lillian, Senior Community Development Officer appointed by the Chief Administrative Officer in a letter dated January 18, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 179/2017 and posted to Kihiki

- Town Council.
11. Tugume Moses Lamah, Community Development Officer appointed by the Chief Administrative Officer in a letter dated September 29, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 294/2018 and posted to Nyanga Sub County.
  12. Tumuhimbise Dickson, Community Development Officer appointed by the Chief Administrative Officer in a letter dated July 15, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 558/2020 and posted to Kinaaba Sub County.
  13. Tindimwebwa Benson, Senior Community Development Officer appointed by the Chief Administrative Officer in a letter dated January 24, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 180/2017 and posted to Butogota Town Council.
  14. Orishaba Alex, Community Development Officer appointed by the Chief Administrative Officer in a letter dated February 14, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 07/2023 and posted to Kayonza Sub County.
  15. Komuhangi Betty, Community Development Officer appointed by the Chief Administrative Officer in a letter dated August 26, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 133/2015 and posted to Nyamirama Sub County.
  16. Kusasira Elizabeth, Community Development Officer appointed by the Chief Administrative Officer in a letter dated July 15, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 558/2020 (2) and posted to Nyakinoni Sub County.
  17. Asiiimwe Innocent, Community Development Officer appointed by the Chief Administrative Officer in a letter dated July 15, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 559/2020 and posted to Kanyantorogo Sub County.

every LLG

Maximum score is 15

Assistant in all LLGs, score 5 or else 0.

Ntungamo District LG had 18 sub counties and 9 town councils. The LG had substantively appointed accounts assistants, assistant accountants, senior accounts assistants, senior assistant accountants, accountants, treasurers and senior treasurers in all the LLGs. Some of the files reviewed included the following:

1. Friday Martin, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 051/2023 (1) and posted to Buhoma Town Council.
2. Twinamasiko Ezra, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 051/2023 (4) and posted to Kanyantorogo Town Council.
3. Aine Bernet Mark, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated May 07, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 124/2015 and posted to Nyamirama Town Council.
4. Tumuheigwe Sam, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 25, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 62/2017 (11) and posted to Kanyantorogo Sub County.
5. Mucunguzi Proscovia, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 051/2023 (3) and posted to Kihanda Sub County.
6. Bwigabugamukama Geoffrey, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 106/2023 and posted to Kinaaba Sub County.
7. Kamugasha Godfrey, Assistant Accountant appointed by the Chief Administrative Officer in a letter dated February 21, 2017 ref.: CR/156/1 as directed by the District Service Commission under



- Minute No. 07/2017 (2) and posted to Kihembe Sub County.
8. Byomuhangi Aliseremu, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 25, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 62/2017 (10) and posted to Cheshero Sub County.
  9. Mbabazi Francis, Treasurer appointed by the Chief Administrative Officer in a letter dated July 02, 2002 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 49/2002 and posted to Butogota Town Council.
  10. Mpeirwe Rachael, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 96/2023 and posted to Kambuga Sub County.
  11. Ainebyona Sezi, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated March 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 96/2023 and posted to Ruyeyo Sub County.
  12. Kwizera M. James, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 96/2023 and posted to Rutenga Sub County.
  13. Ayebare Annet, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated June 01, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 144/2023 and posted to Rutenga Town Council.
  14. Kyomugisha Apophia, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated June 01, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 144/2023 and posted to Nyanga Sub County.
  15. Kwizera Charless, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 96/2023 and posted to Nyakinoni Sub County.
  16. Aheigwe Angella, Senior Assistant

- Accountant appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 96/2023 and posted to Kayonza Sub County.
17. Tukahega Norbert, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 14, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 91/2013 (1) and posted to Bugonji Sub County.
  18. Asiiimwe Hellen, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated January 03, 2008 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 52/2007 (3) and posted to Kirima Sub County.
  19. Muhwezi Shoudy, Senior Treasurer appointed by the Chief Administrative Officer in a letter dated July 18, 2011 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 69/2021 (1) and posted to Kihiki Town Council.
  20. Beitomwe Leonard, Senior Treasurer appointed by the Chief Administrative Officer in a letter dated July 27, 2011 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 69/2011 (4) and posted to Kanungu Town Council.
  21. Akankwasa Elizabeth, Senior Treasurer appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 60/2015 and posted to Kambuga Town Council.
  22. Taremwa Lawrence, Senior Accounts Assistant appointed by the Chief Administrative Officer in a letter dated October 01, 2013 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 95/2013 and posted to Nyakabungo Town Council.

## **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:	For KDLG Natural Resources what was budgeted for FY2022/2023 was UGX2,382,187,366. What was spent according to the report of the year ended 30 June 2023 was UGX2,356,925,591. <b>The ratio of the expenditure to the budgeted funds was 98.9%, which was less than 100%.</b>	0
	Maximum score is 4	a. Natural Resources department,  score 2 or else 0		
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	For KDLG Community Based Services what was budgeted for FY2022/2023 was UGX329,080,343. What was spent according to the report of the year ended 30 June 2023 was UGX289,324,850. <b>The ratio of the expenditure to the budgeted funds was 89.7%, which was way less than 100%.</b>	0
	Maximum score is 4	b. Community Based Services department.  score 2 or else 0.		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening,	<b>Not applicable</b> because the DDEG funds were used for procurement and supply of material for administration block.	4
	Maximum score is 12	score 4 or else 0		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	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),	<b>Not applicable</b> because the DDEG funds were used for procurement and supply of material for administration block.	4
	Maximum score is 12	score 4 or 0		

4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;  score 4 or 0	<b>4</b>  <b>Not applicable</b> because the DDEG funds were used for procurement and supply of material for administration block.
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Maximum score is 12

### Financial management and reporting

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.	If a LG has a clean audit opinion, score 10;  If a LG has a qualified audit opinion, score 5  If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0	<b>10</b>  Kanungu DLG had an unqualified audit opinion for its FY2022/2023 final accounts.
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Maximum score is 10

6	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).	If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),  score 10 or else 0.	<b>10</b>  As per the submissions at the IAG office and the records at Kanungu DLG, two reports on the implementation status of IAG and OAG recommendations for FY2021/2022 were submitted to the office of the Internal Auditor General on 28/11/2022 and 27/02/2023, respectively. The reports contained actions taken on 3 IAG and 16 AG recommendations.  <b>The submissions to the IAG were made before the previous FY February end deadline.</b>
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maximum score is 10

7	Evidence that the LG has submitted an annual performance contract by August 31st of the current FY	If the LG has submitted an annual performance contract by August 31st of the current FY,  score 4 or else 0.	<b>4</b>  According to the MoFPED inventory of submissions and records at the DLG, Kanungu DLG Performance Contract for FY 2023/2024, signed by the Accounting Officer (CAO) was submitted on 10/07/2023.  <b>The submission was made before the mandatory August 31st deadline.</b>
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Maximum Score 4

8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Kanungu DLG Annual Performance Report for FY 2022/2023, signed by the Accounting Officer (CAO) was submitted on 28/07/2023.</p> <p><b>The submission was made before the mandatory August 31 deadline.</b></p>	4
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> <p>Maximum score is 4</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Kanungu DLG Quarterly Performance Reports for FY 2022/2023, signed by the Accounting Officer (CAO) were submitted as follows:</p> <p>Quarter 1 report on 30/12/2022</p> <p>Quarter 2 report on 01/02/2023</p> <p>Quarter 3 report on 28/04/2023</p> <p>Quarter 4 report on 28/07/2023</p> <p><b>All the four quarterly performance reports for FY2022/2023 were submitted before the mandatory August 31 deadline.</b></p>	4

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	<b>There was evidence</b> that the position of District Education Officer was substantively filled by Sunday Charles appointed by the Chief Administrative Officer in a letter dated June 16, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 59/2015. Sunday Charles was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	<b>30</b>

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.

*The Maximum Score of 70*

b) All District/Municipal Inspector of Schools, score 40 or else 0.

**There was no evidence that all District Inspector of Schools positions had been substantively filled.**

The approved customized structure of Kanungu District provided for a Senior Inspector of Schools and five Inspector of Schools positions which were filled as follows:

1. There was **no evidence** that the position of Senior Inspector of Schools was substantively filled and there was no secondment from the line ministry.
2. There was evidence that the position of Inspector of Schools was substantively filled by Niwagaba Annet appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 095/2023. Niwagaba Annet was on probation and not due for appraisal.
3. There was evidence that the position of Inspector of Schools was substantively filled by Pentecost David appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 095/2023. Pentecost David was on probation and not due for appraisal.
4. There was evidence that the position of Inspector of Schools was substantively filled by Niwagaba Isaiah appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 095/2023. Niwagaba Isaiah was on probation and not due for appraisal.
5. There was evidence that the position of Inspector of Schools was substantively filled by Tumwesigye Edison appointed by the Chief Administrative Officer in a letter dated July 15, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 561/2020. Tumwesigye Edison was appraised by Mutahakan Gertrude, Principal Assistant Secretary on September 08, 2023.
6. There was evidence that the position of Inspector of Schools was substantively filled by Night Sharon appointed by the Chief Administrative Officer in a letter dated April 26, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 95/2023. Night Sharon was on probation and not due for appraisal.

2

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

If the LG carried out:

a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

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

1. Environmental, Social and Climate Change screening for the construction of a 2 classroom block at Bitabo P/s was carried out on 18/1/2022, signed and stamped by both the EO (Miss Arineitwe Shibah) and DCDO (Mr Tunyamureba Stephen)
2. Environmental, Social and Climate Change screening for the construction of a 3 classroom block and office at Kihembe P/s was carried out on 18/1/2022, signed and stamped by both the EO (Miss Arineitwe Shibah) and DCDO (Mr Tunyamureba Stephen)
3. Environmental, Social and Climate Change screening for the construction of a 4 classroom block at Matanda P/s was carried out on 10/10/2022, signed and stamped by both the EO (Miss Arineitwe Shibah) and DCDO (Mr Tunyamureba Stephen)

The Maximum score is 30

15

2

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

If the LG carried out:

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

**Education projects** i.e. (screening for the construction of a 2 classroom block at Bitabo P/s was carried out on 18/1/2022, screening for the construction of a 3 classroom block and office at Kihembe P/s was carried out on 18/1/2022, screening for the construction of a 4 classroom block at Matanda P/s was carried out on 10/10/2022), that were implemented by the district in the previous FY, were screened by EO and DCDO, however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.

The Maximum score is 30

15



Health Minimum  
Conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<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.	<b>There was evidence</b> that the position of District Health Officer was substantively filled by Birungi Mutahunga Rwamatware appointed by the Chief Administrative Officer in a letter dated May 26, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 163/2022. Birungi Mutahunga Rwamatware was appraised by Tweheyo Betega David, Chief Administrative Officer on June 30, 2023.	<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	<b>There was evidence</b> that the position of Assistant District Health Officer Maternal, Child Health and Nursing was substantively filled by Karungi Honest appointed by the Chief Administrative Officer in a letter dated March 27, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 052/2023. Karungi Honest was not appraised.	<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.	<b>There was evidence</b> that the position of Assistant District Health Officer Environmental Health was substantively filled by Kato Moses Besisira appointed by the Chief Administrative Officer in a letter dated July 08, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 238/2022. Kato Moses Besisira was not appraised.	<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.	<b>There was evidence</b> that the position of Senior Environmental Health Officer was substantively filled by Wamukoya Fred Ouma appointed by the Chief Administrative Officer in a letter dated January 12, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 287/2022. Wamukoya Fred Ouma was not appraised.	<b>10</b>

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p><b>There was evidence</b> that the position of Senior Health Educator was substantively filled by Maari Karungi Athanasius appointed by the Chief Administrative Officer in a letter dated March 03, 2008 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 25/2008. Maari Karungi Athanasius was not appraised.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p><b>There was evidence</b> that the position of Biostatistician was substantively filled by Namara Patience appointed by the Chief Administrative Officer in a letter dated May 25, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 286/2018. Namara Patience was not appraised.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p><b>There was evidence</b> that the position of District Cold Chain Technician was substantively filled by Mugyenda Ariyo George appointed by the Chief Administrative Officer in a letter dated April 19, 2006 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 53/2006. Mugyenda Ariyo George was not appraised.</p>	10
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>		

- 1 New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

j. Health Educator, score 20 or else 0

*Applicable to MCs only.*

*Maximum score is 70*

## Environment and Social Requirements

- 2 Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)
- Maximum score is 30
- If the LG carried out:
- a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.
- There **was evidence** that LG carried out Environmental, Social and Climate Change screening for all Health projects for the current FY
1. Environmental, Social and Climate Change screening for the remodeling of staff house at Mpungu HC III was carried out on 24/10/23, signed and stamped by both the EO and DCDO
  2. Environmental, Social and Climate Change screening for the repair of general ward at Katete HC III was carried out on 24/10/23, signed and stamped by both the EO and DCDO
  3. Environmental, Social and Climate Change screening for the renovation of DHO's office was carried out on 23/10/23, signed and stamped by both the EO and DCDO
- 15**
- 2 Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)
- Maximum score is 30
- b. Social Impact Assessments (ESIAs) , score 15 or else 0.
- Health projects** i.e. (screening for the remodeling of staff house at Mpungu HC III was carried out on 24/10/23, screening for the repair of general ward at Katete HC III was carried out on 24/10/23, screening for the renovation of DHO's office was carried out on 23/10/23), that were implemented by the district in the current FY, were screened by SEO and DCDO, however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.
- 15**

**Micro-scale  
Irrigation Minimum  
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
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**Human Resource Management and Development**

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited; a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p><b>There was evidence</b> that the position of Senior Agriculture Engineer was substantively filled by Politic J. B Emmanuel appointed by the Chief Administrative Officer in a letter dated June 18, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 104/2015. Politic J. B Emmanuel was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 21, 2023.</p>	<b>70</b>
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**Environment and Social Requirements**

2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG: Carried out Environmental, Social and Climate Change screening</p> <p><i>score 30 or else 0.</i></p>	<p>There <b>was evidence</b> that the LG carried out Environmental, Social and Climate Change screening for all micro-scale irrigation projects</p> <ol style="list-style-type: none"> <li>1. Environmental, Social and Climate Change screening for supply and installation of micro irrigation equipment for Mr. Tukwasibwe John (0756712510) at Nyamizo village was carried out on 4/7/2023, signed and stamped by both SEO and DCDO</li> <li>2. Environmental, Social and Climate Change screening for supply and installation of micro irrigation equipment for Mr. Tirwomwe Francis (07550438318) at Nyamizo village was carried out on 4/7/2023, signed and stamped by both SEO and DCDO</li> <li>3. Environmental, Social and Climate Change screening for supply and installation of micro irrigation equipment for Mrs. Tweshengyereze Scovia at Karara village was carried out on 16/7/2023, signed and stamped by both SEO and DCDO</li> </ol>	<b>30</b>
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**Water & Environment  
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	<b>There was no evidence</b> that the position of Civil Engineer (Water) was substantively filled and there was no secondment from the line ministry.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	<b>There was evidence</b> that the position of Assistant Water Officer for Mobilization was substantively filled by Tumusiime Kate appointed by the Chief Administrative Officer in a letter dated May 19, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 137/2023. Tumusiime Kate was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 21, 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>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	<b>There was evidence</b> that the position of Borehole Maintenance Technician/Assistant Engineering Officer was substantively filled by Kobusheshe Martin appointed by the Chief Administrative Officer in a letter dated May 19, 2023 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 138/2023. Kobusheshe Martin was appraised by Mutahakana Gertrude, Principal Assistant Secretary on October 10, 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.	<b>There was no evidence</b> that the position of Natural Resources Officer was substantively filled and there was no secondment from the line ministry.	<b>0</b>

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p>	<p>e. 1 Environment Officer, score 10 or else 0.</p>	<p><b>There was evidence</b> that the position of Environment Officer was substantively filled by Arineitwe Shibah appointed by the Chief Administrative Officer in a letter dated May 25, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 286/2018. Arineitwe Shibah was appraised by Mutahakana Gertrude, Principal Assistant Secretary on June 25, 2023.</p>	10
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p>	<p>f. Forestry Officer, score 10 or else 0.</p>	<p><b>There was evidence</b> that the position of Forestry Officer was substantively filled by Muriisa Benson appointed by the Chief Administrative Officer in a letter dated July 15, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 560/2020. Muriisa Benson was appraised by Mutahakana Gertrude, Principal Assistant Secretary on September 12, 2023.</p>	10

**Environment and Social Requirements**

2	<p>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</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.</p>	<p>There <b>was evidence</b> that the LG carried out Environmental, Social and Climate Change screening for all water infrastructure projects for the previous FY</p> <ol style="list-style-type: none"> <li>1. Environmental, Social and Climate Change screening for the protection of Kayenje spring was carried out on 14/7/2022, signed and stamped by both SEO and DCDO</li> <li>2. Environmental, Social and Climate Change screening for the protection of Kiruruma spring was carried out on 13/7/2022, signed and stamped by both SEO and DCDO</li> <li>3. Environmental, Social and Climate Change screening for the protection of Buzaniro spring was carried out on 13/7/2022, signed and stamped by both SEO and DCDO</li> </ol>	10
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2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	<p><b>The water projects</b> i.e. (screening for the protection of Kayenje spring was carried out on 14/7/2022, screening for the protection of Kiruruma spring was carried out on 13/7/2022, screening for the protection of Buzaniro spring was carried out on 13/7/2022) implemented by the district in the previous FY, were screened by EO and DCDO. however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.</p>	10
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	<p>According to Kanungu DWO, at the end of FY 2022/2023, there was <b>10 operational piped water supply systems including: Kihanda GFS in Kihanda S/C.</b></p> <ul style="list-style-type: none"> <li>• However, Kanungu DLG Water department had not acquired water abstraction permits for all piped water supply systems.</li> <li>• Therefore, <b>Kanungu DLG specifically the Water Department did not get water abstraction permit issued by DWRM thereby justifying a score zero (0)</b></li> </ul>	0