



## **LGMSD 2022/23**

Kayunga District

(Vote Code: 523)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	90%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	90%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	92%
Educational Performance Measures	81%
Health Performance Measures	83%
Water & Environment Performance Measures	80%
Micro-scale Irrigation Performance Measures	78%

**Crosscutting  
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>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>If so: Score 4 or else 0</li> </ul>	<p>There was evidence that the 3 sampled DDEG projects were being utilized as per the purposes of the projects:</p> <p>1- Construction of a 2 classroom block with an office at Kayonza P/s at Ugx115,000,000( LG Annual Performance report 2022/23 page 104);</p> <p>2- Supply of 175 three seater desks for Kayonza Primary school at Ugx35,000,000( LG Annual Performance report 2022/23 page 104); and</p> <p>3- Procurement of equipment for veterinary laboratory 29,669,519( LG Annual Performance report 2022/23 page 104).</p>	<b>4</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>The average score in the overall LLG performance assessment increased from previous assessment by 9%. The LLG average scores was 80% in the year 2022 and 89% for the year 2023.</p> <table border="1"> <thead> <tr> <th><b>Year</b></th> <th><b>22</b></th> <th><b>23</b></th> </tr> </thead> <tbody> <tr> <td>Galiraya SC</td> <td>87</td> <td>93</td> </tr> <tr> <td>Busaana SC</td> <td>78</td> <td>80</td> </tr> <tr> <td>Bbaale SC</td> <td>71</td> <td>90</td> </tr> <tr> <td>Kangulumira TC</td> <td>82</td> <td>93</td> </tr> <tr> <td>BusaanaTC</td> <td>73</td> <td>89</td> </tr> <tr> <td>Kangulumira SC</td> <td>87</td> <td>95</td> </tr> <tr> <td>Kayunga SC</td> <td>84</td> <td>87</td> </tr> <tr> <td>Kayunga TC</td> <td>85</td> <td>94</td> </tr> <tr> <td>Kayonza SC</td> <td>83</td> <td>91</td> </tr> <tr> <td>Kitimbwa TC</td> <td>76</td> <td>80</td> </tr> <tr> <td>Nazigo SC</td> <td>79</td> <td>88</td> </tr> <tr> <td>Kitimbwa SC</td> <td>80</td> <td>92</td> </tr> <tr> <td>Nazigo TC</td> <td>79</td> <td>87</td> </tr> <tr> <td><b>Average</b></td> <td><b>80.3</b></td> <td><b>89</b></td> </tr> </tbody> </table>	<b>Year</b>	<b>22</b>	<b>23</b>	Galiraya SC	87	93	Busaana SC	78	80	Bbaale SC	71	90	Kangulumira TC	82	93	BusaanaTC	73	89	Kangulumira SC	87	95	Kayunga SC	84	87	Kayunga TC	85	94	Kayonza SC	83	91	Kitimbwa TC	76	80	Nazigo SC	79	88	Kitimbwa SC	80	92	Nazigo TC	79	87	<b>Average</b>	<b>80.3</b>	<b>89</b>	<b>3</b>
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2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> <li>• If 100% the projects were completed : Score 3</li> <li>• If 80-99%: Score 2</li> <li>• If below 80%: 0</li> </ul>	<p>There was evidence that the DDEG funded investment projects implemented in the year 2022/23 were 100 completed (Page 104 of the Annual Performance Plan), these were: -</p> <ol style="list-style-type: none"> <li>1- Construction of a 2 classroom block with an office at Kayonza P/s at Ugx115,000,000;</li> <li>2- Supply of 175 three seater desks for Kayonza Primary school at Ugx35,000,000; and</li> <li>3- Procurement of equipment for veterinary laboratory at Ugx 29,669,519.</li> </ol>	3
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>There was evidence from the LG Annual work plan, Page 34 and page 104 of the Annual Performance Report that LG spent all the DDEG of the year 2022/23 Ugx595,035,741 on eligible projects. The projects/activities included:</p> <ul style="list-style-type: none"> <li>-Performance improvement Ugx 25,667,074;</li> <li>-Investment services and monitoring Ugx25,667,074;</li> <li>-Data collection Ugx12,833,537;</li> <li>- Assessment Ugx12,833,537;</li> <li>- Construction of a 2 classroom block with an office at Kayonza P/s Ugx115,000,000;</li> <li>- Supply of 175 three seater desks for Kayonza Primary school at Ugx35,000,00;</li> <li>- Procurement of equipment for veterinary laboratory Ugx29,669,519 and</li> <li>- LLG Ugx338,365,000.</li> </ul>	2
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>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,</p> <p>score 2 or else score 0</p>	<p>There was evidence that the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY were within +/-20% of the LG Engineers estimates:</p> <p>Education</p> <ol style="list-style-type: none"> <li>1. Construction of 2 classroom block with office at Kayonza P/S, Procurement number: KAYU/523/works/22-23/00282, (DDEG funded)</li> </ol> <p>Engineer's estimate: 115,000,000/=</p> <p>Contract sum:99,569,669/=</p> <p>Percentage variation: 13.41%</p> <ol style="list-style-type: none"> <li>2. Construction of Mataba seed secondary school, Procurement number: KAYU/523/works/22-23/0066, (world bank funded)</li> </ol> <p>Engineer's estimate: 3,300,000,000/=</p>	2

Contract sum:3,241,088,005/=

Percentage variation: 1.79%

3. Construction of three classroom block at Kayunga Mixed P/S, Procurement number: KAYU/523/works/22-23/00276, (SFG funded)

Engineer's estimate: 150,000,000/=

Contract sum:149,999,225/=

Percentage variation: 0.0005%

#### Health

1. Upgrade of Buyobe HC II to III, Procurement reference number: KAYU/523/works/22-23/00287

Engineer's estimate: 665,000,000/=

Contract sum:641,486,303/=

Percentage variation: 3.54%

2. Construction of a maternity ward at Ntenjeru HC III, Procurement reference number: KAYU/523/works/22-23/00348

Engineer's estimate: 475,000,000/=

Contract sum:419,667,767/=

Percentage variation: 11.65%

3. Construction of a staff house at Busaale HC III, Procurement number: KAYU/523/works/22-23/00286.

Engineer's estimate: 161,000,000/=

Contract sum:162,144,637/=

Percentage variation: -0.71%

#### Water

1. Hydrogeological Investigation, siting, drilling designing, development and installation of 6 hand boreholes. Procurement reference number: KAYU/523/works/22-23/00271

Engineer's estimate: 150,000,000/=

Contract sum:141,995,700/=

Percentage variation: 5.33%

#### Micro -scale Irrigation

1. Design, supply and installation of micro irrigation system in Kayunga district LG cluster 3. Procurement reference number: KAYU/523/supls/22-23/00357/12

Engineer's estimate: 20,000,000/=

Contract sum:19,646,572/=

Percentage variation: 1.77%

2. Design, supply and installation of micro irrigation system in Kayunga district LG cluster 3.

Procurement reference number:  
KAYU/523/supls/22-23/00357/9

Engineer's estimate: 10,000,000/=

Contract sum:9,813,626/=

Percentage variation: 1.86%

3. Design, supply and installation of micro irrigation system in Kayunga district LG cluster 3.

Procurement reference number:  
KAYU/523/supls/22-23/00357/12

Engineer's estimate: 12,000,000/=

Contract sum:10,209,312.97/=

Percentage variation: 14.92%

## Performance Reporting and Performance Improvement

4

Accuracy of reported information

Maximum 4 points on this Performance Measure

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

score 2 or else score 0

The information on the positions filled in LLGs as per minimum staffing standards was accurate in the three sampled LLGs,

1. Busana T/C had 12 out of 50 staff recruited and included; Town Clerk, Town Treasurer, CDO, Assistant Town Clerk, Commercial Officer, 5 Town Agents, Health inspector, and Health Assistant, Therefore, the Town Council had information on the positions filled as per minimum staffing standards was accurate as reflected in the staff in post above

2. Kayunga S/C had 16 out of 21 staff recruited and included Senior Assistant Secretary, Assistant Accountant (Senior Account Assistant), 8 Parish Chiefs, CDO, Office Typist, Agricultural Officer, Fisheries Officer, Veterinary Officer, and and Health Assistant Therefore, the Sub County had information on the positions filled as per minimum staffing standards was accurate as reflected in the staff in post above

3. Kayonza S/C had 16 out of 22 staff recruited and included Senior Assistant Secretary, Assistant Accountant (Senior Account Assistant), 9 Parish Chiefs, CDO, Agricultural Officer, Veterinary Officer, and and Health Assistant Therefore, the Sub County had information on the positions filled as per minimum staffing standards was accurate as reflected in the staff in post above

2

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul>	<p>There was evidence that the 3 sampled DDEG projects were 100% complete as reported in the infrastructure report dated 23/8/2023:</p> <p>1- Construction of a 2 classroom block with an office at Kayonza P/s at Ugx115,000,000;</p> <p>2- Supply of 175 three seater desks for Kayonza Primary school at Ugx35,000,000; and</p> <p>3- Procurement of equipment for veterinary laboratory Ugx29,669,519.</p>	2
<p><b>Note: if there are no reports produced to review: Score 0</b></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>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p>	<p>The deviations between Kayunga LG LLGs results and IVA were within +-10.</p> <p>Kayunga SC, LG result was 95, IVA was 86, variance -9;</p> <p>Busaana SC, LG result was 80, IVA was 79, variance -1;</p> <p>Kayonza SC, LG result was 87, IVA was 87, variance 0.</p> <p>Busana SC, LG result was 90, IVA was 89, variance -1.</p>	4
<p><b>NB: The Source is the OPAMS Data Generated by OPM.</b></p>				
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	<p>There was evidence at the time of assessment that the LG developed a performance improvement plan (PIP) for the 3 (30%) lowest performing LLGs (Bbaale S/C, Busaana T/C and Kitimbwa S/C) in the National Assessment for FY 2022/23. The areas of improvement in the plan were preparation of AWPB (annual Work plan and budget) and five year Development Plan for 3 CDOs, 3 SAS and 3 Senior Assistant Accountants, disaggregation of data for 12 parish chiefs and 5 town agents, Record keeping and retrieval for 20 staff.</p>	2

5	N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:  Score 2 or else score 0	There was no evidence at the time of assessment that the LG implemented the PIP for the 30 % lowest performing LLGs in the National Assessment FY 2022/23 as there was no reports availed to that effect.	<b>0</b>
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**Human Resource Management and Development**

6	Budgeting for and actual recruitment and deployment of staff  Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.  Score 2 or else score 0	There was evidence at the time of assessment that the Local Government had submitted the recruitment plan for the financial year 2024/25 to the Ministry of Finance ,Planning and Economic Development, Ministry of Local Government , and, the Ministry of Public Service on the 28th September, 2023. The recruitment plan had 28 staff that included; Administration -5 staff, Works 3 staff, Community services - 1 staff, Primary Schools-79, production 2 staff, Urban Councils-12 Staff and Primary Health Care (PHC) -35 staff	<b>2</b>
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7	Performance management  Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):  Score 2 or else score 0	There was evidence on file that Kayunga District Local Government conducted a tracking and analysis of staff attendance as guided by the Ministry of Public service SCI as reflected in the report dated 7/7/2023 for staff attendance for FY 2022/23. The analysis of attendance was discussed in DTPC held on 14/2/2023 under Min. DTPC 05/TPC/FEB/2023.	<b>2</b>
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7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>There was no evidence that the LG had appraised all HODs as prescribed by MoPS guidelines.</p> <p>Only Two HODs District Education Officer (Bubale Dani) and District Community Development Officer (Nandawula Moreen) appraised on 30/6/2023 by the CAO (Batambuzze Abdu) were within the prescribed appraisal date of 30/6/2023.</p> <p>The other seven HODs were appraised by CAO (Batambuzze Abdu) after 30/6/2023 and they include; Chief Finance Officer (Luwande Paul) was appraised on 12/7/2023, District Planner (Nalayote Judith) was appraised on 31/7/2023, District production Officer (Mugabi David) was appraised on 24/8/2023, District Engineer (Wazimbe Jonathan) was appraised on 31/7/2023, District Health Officer (Matovu Ahmed) was appraised on 31/8/2023, District commercial Officer (Kateregga Samuel) was appraised on 31/8/ 2023 and District Natutal Resources (Ahibissibwe Vicent) was appraised on 25/7/ 2023.</p>	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>There was evidence that administrative rewards and sanctions were implemented as provided for in the guidelines. The rewards and sanctions committee discussed the cases of abscondment of a porter (Kaweesi Josephine), was submitted to the District Service Commission for disciplinary action as reflected in the letter dated 14/4/2023.</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>The Consultative Committee (CC) for staff grievance redress had a membership of 6 (Kiiza Godfrey - Chairperson, Tibanenda Zaik Secretary, Bubale Dani, Matovu Ahmed, Munulo Abdu and Nandaula Maureen as Member and it was functional as they held a meeting on 14/7/2023 and discussed complaints ranging from inadequate allocation funds to sectors, diversion of funds by Wafula Abubaker of Kangulumira Town Council among others.</p>	1
8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p>The LG recruited 45 staff in the FY 2022/23, and all (100%) accessed the pay roll within the period of not later than two months after appointment (22/12/2022) as evidenced from the report dated 16/11/2023. The 45 staff were all Education Assistants (Primary School Teachers).</p>	1



Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

All the sixteen (16) pensioners that retired during the previous FY 2022/23 accessed the pension pay roll within the prescribed period of two months after retirement as shown below;

- Nesta Drijaru retired on the 23/12/ 2022 and accessed the pension pay roll on 15/1/ 2022
- Ssekungu Doroth Nalule retired on the 30/5/ 2023 and accessed the pension pay roll on 15/6/ 2023;
- Lutakome Dick was retired on 11/10/2022 and accessed the pension pay roll on 15/11/2022.
- Lwanga Regina retired on the 30/9/ 2022 and accessed the pension pay roll on 15/10/ 2022;
- Makonga Mutebi Emmy retired on the 5/10/ 2022 and accessed the pension pay roll on 15/11/ 2022;
- Mulondo Ssali Ahmed retired on the 19/10/ 2022 and accessed the pension pay roll on 15/11/ 2022;
- Ssebaale William retired on the 2/1/ 2023 and accessed the pension pay roll on 15/2/ 2023;
- Mukasa Alfred retired on the 22/10/ 2022 and accessed the pension pay roll on 15/11/ 2022;
- Kasozi Simon Peter retired on the 8/5/ 2023 and accessed the pension pay roll on 15/6/ 2023;
- Joyce Naava Nabbaja retired on the 6/4/ 2023 and accessed the pension pay roll on 15/5/ 2023;
- Lutaaya Sonko Gerald retired on the 4/8/ 2022 and accessed the pension pay roll on 15/09/2022;
- Mweru Rashid retired on the 12/7/ 2022 and accessed the pension pay roll on 15/9/ 2022;
- Alachai Faustine retired on the 26/6/ 2023 and accessed the pension pay roll on 15/7/ 2023;
- Nalwoga Kasirye Jane retired on the 11/4/2023 and accessed the pension pay roll on 15/6/ 2023;
- Lubega Edward retired on the 12/7/ 2022 and accessed the pension pay roll on 15/9/ 2022;and
- Nangobi Florence retired on the 28/7/ 2022 and accessed the pension pay roll on 15/9/ 2022;

## Management, Monitoring and Supervision of Services.

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery  Maximum 6 points on this Performance Measure	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:  Score 2 or else score 0	The LG transferred DDEG funds in full to LLGs. A total of UGX 321,680,301 as budgeted for in the year 2022/23, was fully transferred to LLGs as below:  Quarter 1 & 2 Ugx 112,788,223 was transferred on 17/10/2022; and  Quarter 3 Ugx 225,574,777 was transferred on 20/1/2023.	2
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery  Maximum 6 points on this Performance Measure	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).  Score: 2 or else score 0	The LG did not submit warrants in time for DDEG transfers to LLGs:  Quarter 1 & 2 warrant was on 17/10/2022, expenditure limits date was 30/9/2022; 17 days and  Quarter 3 warrant was on 20/1/2023 , expenditure limits date was 29/12/2022;21 days	0
10	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	The LG did not invoice in time for DDEG transfers to LLGs:  Quarter 1 & 2 invoiced on 20/10/2022, expenditure limits date was 30/9/2022; 20 days and  Quarter 3 invoiced on 6/2/2023 , expenditure limits date was 29/12/2022;23 days	0
11	Routine oversight and monitoring  Maximum 4 points on this Performance Measure	a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:  Score 2 or else score 0	There was evidence that the LG supervised and mentored all LLGs at least once quarterly:  Q1 mentoring report dated 24/8/2022 done during TPC, focus was on the DDEG Guidelines;  Q2 mentoring report dated 24/10/2022 done in Galilaya, Kayunga and Nazigo, focus was on data collection;  Q3 mentoring was done on 24/3/2023 done in the TPC and focus was on PBS; and  Q4 mentoring was done on 30/5/2023 done in the TPC, focus was on Projects profiling.	2

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the supervision and monitoring reports were discussed in the TPC of 14/2/2023 MIN 004/TPC/FEB/23 and 27/6/2023 MIN005/TPC/JUNE/23</p>	2
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**Investment Management**

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p><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 maintained an up-dated assets register covering details on buildings, vehicle, Land etc. as per format in the accounting manual and was last updated on June 30,2023.</p> <p>8. Assets breakdown were as below</p> <ol style="list-style-type: none"> <li>1. Land Ugx ; 24,697,444</li> <li>2. Building and structures: <ol style="list-style-type: none"> <li>a) Non Residential buildings Ugx ;21,149,833,754;</li> <li>b) Residential buildings Ugx 1,425,841,426;</li> </ol> </li> <li>3. Roads and bridges Ugx ;2,093,368,966;</li> <li>4. Others Ugx ; 402,358,886;</li> <li>5. Office equipment Ugx ;5,625,000;</li> <li>Medical Ugx926,795,980;</li> <li>Other Ugx981,895,847;</li> <li>6. ICT equipment Ugx 0 ;</li> <li>7. Furniture and Fittings Ugx ;411,562,527</li> <li>8. Cultivated assets Ugx 149,307,539</li> <li>9. Motor vehicles Ugx 449,640,139</li> <li>10. Motorcycles Ugx 8,800,000</li> <li>11 others Ugx26,500,000</li> <li>12 Others Ugx1,583,985,782</li> </ol> <p><b>Total Ugx 29,640,213, 290</b></p> <p><b>Source: Stores and Inventory account page 47 of the LG draft accounts 2022/23</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>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>There was evidence that the LG used the Board of Survey Report to make Assets Management decisions, the LG Head Quarter was fenced as recommended.</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>The LG Physical Planning Committee was in place and functioning, at least 4 sets of minutes were prepared and submitted to MoLHUD as required:</p> <ol style="list-style-type: none"> <li>1. Minutes dated 23/9/2022 submitted on 14/8/2023;</li> <li>2. Minutes dated 13/3/2023 submitted on 14/8/2023;</li> <li>3. Minutes dated 28/4/2023 submitted on 14/8/2023; and</li> <li>4. Minutes dated 19/5/2023 submitted on 14/8/2023.</li> </ol> <p>The committee was constituted with 17 members and submission of new investments were considered within 30 days of submission. The LG did not have an approved Physical Development Plan.</p> <p>Committee members included Lubadde, Luswata, Nsubuga, Musazi, Nansubuga, Osiron, Mukasa, Nambatya, Nabate, Mukibi, Senfuka, Kiza, Nandawula, Tibanenda, Batambuze, all appointed by the CAO on 15/2/2023.</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>The LG conducted desk appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 214-215) and were eligible for funding under sector guidelines as indicated in the minutes dated 6/11/2021 for the projects implemented in the year 2022/23. The projects appraised included:-</p> <ol style="list-style-type: none"> <li>1- Construction of a 2 classroom block with an office at Kayonza P/s at Ugx115,000,000;</li> <li>2- Supply of 175 three seater desks for Kayonza Primary school at Ugx35,000,000; and</li> <li>3- Procurement of equipment for veterinary laboratory Ugx29,669,519.</li> </ol>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 9/12/2021 for the projects implemented in the year 2022/23. The projects appraised included:</p> <ol style="list-style-type: none"> <li>1- Construction of a 2 classroom block with an office at Kayonza P/s at Ugx115,000,000;</li> <li>2- Supply of 175 three seater desks for Kayonza Primary school at Ugx35,000,000; and</li> <li>3- Procurement of equipment for veterinary laboratory Ugx 29,669,519.</li> </ol>	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>There was evidence that the project profiles with costing were developed and discussed by TPC for all investments in the AWP for the current FY 2023/24. These projects were discussed in the meeting of 31/1/2023 , MIN 005/DTPC/Jan/202. They included:</p> <ol style="list-style-type: none"> <li>1. Construction of 5 stance emptable pit latrine at Bugoma Primary school at Ugx 25m;</li> <li>2. Construction of 5 stance pit latrine at Namavundu Primary school at Ugx25m; and</li> <li>3. Construction of 5 stance pit latrine at Busungire RC Primary school at Ugx 25m.</li> </ol>	<b>1</b>
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There WAS Evidence that LG had screened projects funded by DDEG for current FY (2023/2024 FY) for environmental and social impacts and mitigation measures put in place where required as exemplified by the following projects that were funded under DDEG in the current FY and that also had completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs:</p> <ul style="list-style-type: none"> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 5 Stance Drainable Pit Latrine at Namavundu P/S in Namavundu Village, Kitimbwa Sub-county under DDEG Funding, ESSF and Costed ESMP dated 18th/October/2023, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 5 Stance Drainable Pit Latrine at Busungire RC P/S in Busungire Village, Galiraya Sub-county under DDEG Funding, ESSF and Costed ESMP dated 11th/October/2023, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 5 Stance Drainable Pit Latrine at Bugoma CoU P/S in Bugoma Village, Kayonza Sub-county under DDEG Funding, ESSF and Costed ESMP dated 20th/October/2023, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> </ul>	<b>2</b>
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13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan  Score 1 or else score 0	There was evidence that only infrastructure project implemented using DDEG funds, this was incorporated by Mr. Lwanga Ponsiano the PDU head on 02nd/09/2022  1- Construction of a 2 classroom block with an office at Kayonza P/s at Ugx115,000,000.	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	There was evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction. CC minute number 512/KYG/CC/05/05/2023 chaired by Mr. Drate Edema Robert, secretary Mr. Lwanga Ponsiano dated 5th/5/2023 approved the consolidated plan of FY23/24 and the DDEG projects included the following;  1. Construction of a 2 classroom block with an office and store at Kisoga RC P/S, budgeted at 115,000,000/=	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:  Score 1 or else 0	There was evidence that the the LG has properly established the Project Implementation team as specified in the sector guidelines, the list comprised of the following personnel;  1, Dr. Matovu Ahmed - contracts manager -health projects  2. Dr. Bubale Dan -DEO - contracts manager Education projects  3. Mr. Meke Rogers - Ag. DE- Project manager projects  4. Mr. Drate Edema Robert - DWO- Project manager Water projects  4. Ms. Nanduala moreen -CDO  5. Mr. Mr. Musazi patrick - SEO  6. Ms Namwanje Zubeda - SAE - Project manager Agriculture projects  7. Mr. Buyinza Dennis Lubowa - Clerk of works  These were appointed and established by Mr. Batambuze Abdu, CAO, dated 31st/10/2022.	1

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:  Score 1 or else score 0	There was evidence that the only infrastructure that was implemented using DDEG funds followed the the standard technical designs provided by the LG Engineer. The project name was Construction of a 2 classroom block at Kayonza C/U P/S. Project reference number: KAYU/523/works/22-23/00282.  Measurements carried out indicated that the foundation depth was 0.9m deep, classroom internal dimensions of 7.8x6.0m, wall thickness of 250mm, 7No windows of 1.2x1.5m for each class, G26, ironsheets and the structure did not show any defect at the time of assessment.	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was evidence the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Sampled reports dated 23rd/3/2023, 30th/7/2023, 30th/8/2023, 30th/9/2022, 30th/10/2022, 30th/11/2022, 29th/12/2022, <b>29th/1/23</b> , 28th/2/2023, 4th/4/2023, 31st/5/2023, 30th/6/2023, 30th/9/2023, 17th/10/2023, 14th/11/2023, 5th/4/2023, 112th/4/2023, 14th/3/2023, 7th/4/2023, 20th/3/2023, these were signed by the Clerk of works, Buyinza Dennis Lubowa, DE Mr. Meke Rogers, Dr. Dan Bubaale, DEO, Mr. Lukwago Peter parish Councilor, Mr. Batambuze Abdu, CAO, Mr. Mukiibi Ronald, SEO. Ms. Nandawula maureen -CDO. For the construction of Mataba Seed school, Kayunga Mix, Kanjuki C/U P/S, Buyobe HC II to III and the maternity ward at Ntenjeru.	2
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):  Score 1 or else score 0	There was evidence that Kayunga LG certified and initiated payments of contractors within specified time frames as per the contract. Sampled construction of Mataba Seed Secondary school certificates indicated that, HEST Engineers LTd presented its First request dated 23rd/11/2022 amounting to 897,724,294/= to Engineer Kayunga LG, this was certified on 13th/12/2022 amounting to 328,503,414 after the evaluation of the works by the district engineer, Mr.Meke Rogers, signed and authorized by Mr. Batambuze Abdu on 20th/12/2022. This was paid on 12th/1/2023 on voucher number 3137339 amounting to 397,406,524/=, which is within the two months recommended.  The second payment checked revealed that Mataba Seed Secondary school certificates indicated issued to the request of HEST Engineers LTd presented dated 24th/2/2023 amounting to 368,668,499/= to Engineer Kayunga LG, it was certified on 9th/3/2023 amounting to 382,595,343/= after the evaluation of the works by the district engineer, Mr.Meke Rogers, signed and authorized by Mr. Batambuze Abdu on 10th/3/2023. This was paid on 8th/5/2023 on voucher number 4677547 amounting to 414,864,503/=, which is within the two months recommended.	1



<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:</p> <p>Score 1 or else 0</p>	<p>There was evidence that Kayunga LG had complete procurement file for infrastructural works carried out. Sampled files were:</p> <p>1. Construction of a 3 classroom block at Kayunga Mix, (SFG funded). Procurement no: KAYU/523/works/22-23/00276.</p> <p>Evaluation was done 5th/9/2022 and the following companies were invited to bid.</p> <p>M/s Mugweri Enterprises Ltd-233,741,923/=</p> <p>M/s Dembe Women's Construction Co Ltd - 210,741,923</p> <p>M/s SFED Ltd - 199,779,163</p> <p>M/s SFED Ltd was evaluated as the best bidder with the lowest bid, the committee meeting was chaired by Mr. Drate Edema Robert, and Mr. Lwanga Ponsiano as the secretary. Under CC minute 393/KYG/13/10/22, negotiations between M/s SFED Ltd and KYG LG took place and agreed to reduce the cost of construction from 199,779,163/= to 149,999,225/= by reducing on the workload by one classroom and the initial planned 4 classroom block was reduced to a 3 classroom block.</p> <p>CC meeting sat on 13th/10/2022 and approved the evaluation report under cc minute no.393/cc/KYG/13/10/2022 chaired by Mr. Odongo Kato, secretary Mr. Kajjoba Frank. The contract was awarded to M/s SFED Ltd signed on 13th/10/2022 between the KUG LG, Mr. Contract amount Ugx. 149,999,225. The agreement was signed by KYG LG and M/s SFED CEO Mr. Kyambadde Moses and Mr. Batambuze Abdu COA, witnessed by Mr. Mwanje David.</p> <p>1. Construction of Mataba seed secondary school, (world bank funded)</p> <p>Procurement no: KAYU/523/works/22-23/0066</p> <p>Evaluation was done 3rd/11/2022 and the following companies were invited to bid.</p> <p>Rosanah Investments Ltd - Ugx.2.739,707,775</p> <p>Sunny Ventures Ltd .Ugx :2,714,584,076</p> <p>Relief line U Ltd - Ugx. 2,872,916,686</p> <p>HESSt Engineers Ltd. Ugx 2,378,615,981</p> <p>Evaluation committee chaired by Mr. Odongo Kato Paul, secretary by Mr. Lwanga Ponsiano, eliminated Rossanah Investments Ltd on financial statements that didnot meet the required financial status of 300m Ugx. transaction in the last 6 months, M/s Sunny ventures was also eliminated on financial grounds of 300m UGx in the last 6months, Realifeline U Ltd was eliminated due to presentation of false company profile and professional staff that have never worked with the company. This was all done on 22nd /3/2022.</p> <p>In the same evaluation committee, an arithmetic error by HEST Engineers Ltd was corrected and the</p>
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total contract sum corrected from 2,378,615,981 to Ugx. 3,241,088,005

CC meeting dated 9th/5/22, under minute number 346/CC/KYG/09/2022 approved the evaluation report, this was chaired by Mr. Drate Edema Robert, secretary Mr. Lwanga Ponsiano.

The contract was awarded to M/s. HEST Engineers Ltd. The project contract sum was 3,241,088,005 Ugx. The contract agreement was signed between the KYG LG and M/s HEST Engineers Ltd, Mr. Kikonyogo William and Mr. Batambuze Abdu witnessed by Mr. Buyondo Isaac, dated 9th/5/2022.

#### Health

1. Upgrade of Buyobe HC II to III at Buyobe HC II. (UGIFT funded)

Procurement no: KAYU/523/works/22-23/00287

Evaluation was done 9th/9/2022 and the following companies were invited to bid.

M/s Rossanah investments Ltd-Ugx. 805,988,983

M/s Vertex construction services Ltd-Ugx. 825,006,983

M/s HEST Engineers Ltd. Ugx - 744,045,037

M/s Kaleta Construction Co Ltd - Ugx. 645,655,028

M/s Drens Enterprises Ltd - Ugx. 726,302,727

M/s Rwere Construction Ltd Ugx. 811,568,287

M/s Gira Construction Ltd Ugx. 644,347,897

BEB was M/s Gira Construction Ltd, with an arithmetic error of 2,851,808 Ugx corrected and the contract sum corrected to Ugx. 641,496,089. The committee was chaired by Mr. Odongo Kato Paul, secretary Mr. Lwanga Ponsiano, dated 9th/9/2022.

CC meeting minute number: 393/KYG/CC/13/10/2022 approved the evaluation report. This was chaired by Mr. Drate Edema Robert.

The contract was awarded to M/s Gira Construction Ltd with a contract sum of Ugx. 641,496,089, signed between KYG LG and M/s Gira Construction Ltd dated 31st/10/22 signed by Mr. Batambuze Abdu, CAO, Mr. Gabriel Singila, CEO Gira and Witnessed by Mr. Bruce Louse.

2. Construction of a maternity ward at Ntenjeru HC III. procurement number: KAYU/523/works/22-23/00348.

Evaluation of the bids was done on 10th/9/2022 and the following companies were invited.

M/s Gira Construction Ltd - Ugx. 419,667,767

M/s Siraford Ltd -Ugx. 460,500,000

M/s Rukara Enterprises Ltd - Ugx 501,020,000

BEB was M/s Gira Construction Ltd with a contract bid amount of Ugx. 419,667,767 dated 11th/9/2022 chaired by Mr. Odongo Kato Paul and recorded by Mr. Kajjoba Frank.

CC meeting dated 19th/1/2023 under minute number : 426/CC/KYG/19/01/2023 approved the evaluation report dated 10th/9/2022, chaired by Mr. Odongo Kato Paul, Secretary Mr. Kajjoba Frank.

Work contract was signed on 3rd/2/2023 between the KYG LG and M/s Gira Construction Ltd, signed by Mr. Batambuze Abdu, CAO, CEO- Gira Mr. Gabriel Singila witnessed by Mr. Dushinme Bruce Louse.

Water and environment

1. Project name: Hydroleogical, Investigation, siting, drilling, designing, development and installation of 6 hand boreholes.

Procurement number: KAYU/523/works/22-23/00271

Evaluation was done on 9th/9/2022 and the following companies were invited;

M/s KLR U Ltd .Ugx 135,219,000

M/s ICON projects Ltd. Ugx. 131,983,251

M/s Gera Engeering Services Ltd. Ugx 141,995,700

BEB was M/s KLR U Ltd, with a contract bid amount of Ugx. 135,219,000 dated 9th/9/2022 chaired by Mr. Odongo Kato Paul and recorded by Mr. Kajjoba Frank.

CC meeting dated 9th/9/22 under minute number : 393/CC/KYG/13/10/22 approved the evaluation report dated 9th/9/2022, chaired by Mr. Odongo Kato Paul, Secretary Mr. Kajjoba Frank.

Work contract was signed on 17th/10/22 between the KYG LG and M/s KLR U Ltd, signed by Mr. Batambuze Abdu, CAO, CEO- UGELLI SRIDHAR REDDY, witnessed by Mr. Kamara Richard.

## 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 feedback (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant	There WAS Evidence that Kayunga DLG had designated a person to coordinate response to feedback on grievances/complaints and had established a centralized Grievance Redress Committee (GRC) as exemplified by the following:  - Kayunga DLG presented a Letter Dated 16th/June/2023 and Referenced KYG/CR/161/1, Addressed to Communications Officer - Ms Tibanenda Zaik with the Subject: Appointment as Grievances/Complaints Desk Officer, Signed for CAO by Kiiza Godfrey Rwakijuma, with Copies to District Chairperson, Resident District Commissioner, Heads of Departments, Heads of Lower Local Governments.
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departmental heads/staff as relevant.

Score: 2 or else score 0

- Kayunga DLG presented a Letter Dated 16th/June/2023 and Referenced KYG/CR/161/1, Addressed to District Community Development Officer - Ms Nandawula Maureenie with the Subject: Appointment as Member to the Grievances and Consultative Committee, Signed by CAO - Batambuze Abdu, with Copies to District Chairperson, Resident District Commissioner, Heads of Departments, Heads of Lower Local Governments.

- Kayunga DLG presented a Letter Dated 16th/June/2023 and Referenced KYG/CR/161/1, Addressed to Senior Human Resource Officer - Mr. Munulo Abudu with the Subject: Appointment as Secretary to the Grievances and Consultative Committee, Signed by CAO - Batambuze Abdu, with Copies to District Chairperson, Resident District Commissioner, Heads of Departments, Heads of Lower Local Governments.

- Kayunga DLG presented a Letter Dated 16th/June/2023 and Referenced KYG/CR/161/1, Addressed to District Education Officer - Dr Bubaale Dan with the Subject: Appointment as Member to the Grievances and Consultative Committee, Signed by CAO - Batambuze Abdu, with Copies to District Chairperson, Resident District Commissioner, Heads of Departments, Heads of Lower Local Governments.

- Kayunga DLG presented a Letter Dated 16th/June/2023 and Referenced KYG/CR/161/1, Addressed to District Health Officer - Dr Matovu Ahmed with the Subject: Appointment as Member to the Grievances and Consultative Committee, Signed by CAO - Batambuze Abdu, with Copies to District Chairperson, Resident District Commissioner, Heads of Departments, Heads of Lower Local Governments.

- Kayunga DLG presented a Letter Dated 16th/June/2023 and Referenced KYG/CR/161/1, Addressed to Deputy CAO - Mr. Kiiiza Godfrey Rwakijuma with the Subject: Appointment as Chairperson Grievances and Consultative Committee, Signed by CAO - Batambuze Abdu, with Copies to District Chairperson, Resident District Commissioner, Heads of Departments, Heads of Lower Local Governments.

- Kayunga DLG presented Minutes of the Complaints Desk Committee Meeting that was held on 14th/July/2023 in the District Boardroom. The meeting was attended by all members of the Committee including the Chairman and the Secretary. The meeting minutes were signed by the Secretary and by the Chairman.

14

Grievance redress mechanism operational.

Maximum 5 points on this performance measure

b. The LG has specified a system for recording, investigating and responding to grievances, which includes a

There WAS Evidence that Kayunga DLG had specified a system for recording, investigating and responding to grievances and had a defined complaints referral path and public display of information at LG offices given that the LG had a Website ([www.kayunga.go.ug](http://www.kayunga.go.ug)) and also had LG Complaints Log/Complaints Record Book

2

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.

If so: Score 2 or else 0

(Complaints/Grievances Book that was managed by Communication Officer) with case reference numbers, dates cases were recorded, names of clients, details of respective cases and respective actions taken. Starting entry in the Complaints Register was filed on 20th/January/2023 (Okorie Ben filed a complaint regarding endless suspension from duty without pay, Senior Labor Officer intervened and the employee was paid on 25th/January/2023). Last entry in the Complaints Register was filed on 5th/November/2023 (Mutumba Francis, filed a complaint regarding unfair money distribution by Kayunga District Information Technology Offices, Deputy CAO mediated and the conflict was resolved on 8th/November/2023). Other cases in the complaints register were filed on the following dates: 13th/February/2023 (Babirye Annet complained about missing name on the Minute No. after promotion to Head teacher, Senior Human Resource Officer intervened, case was forwarded to District Service Commission, case was resolved after one month ); 3rd/March/2023 (13 Workers filed a complaint about not being paid by VAMBECO Water Connector, Community Liaison Officer and Senior Labor Officer intervened, employees were paid their money, case was resolved on 10th/March/2023); 15th/March/2023 (Namuli Innocent complained about having received no increment in salary after he was promoted from Nursing Officer to Senior Nursing Officer, Senior Human Resource Officer considered the matter, employee was informed that he was just re-designated and there was no need to change the salary scale, case was resolved on 15th/March/2023); 6th/April/2023 (Magimesi Anani complained about having not received salary for three months, District Education Officer intervened in the matter, the error was corrected and the employee was paid all his salary including arrears); 1st/May/2023 (Councilor Namulondo complained about skipping work by health workers at the health facilities most especially HC IIIs and HC IVs, CAO intervened by issuing warning letters to the concerned staff, case was resolved on 6th/May/2023); 8th/June/2023 (Namusisi Rebecca, Hospital In-Charge filed a complaint regarding skipping work by an employee, District Health Officer intervened by forwarding the case to the Rewards and Sanctions Committee, case was resolved on 13th/June/2023); 29th/September/2023 (Kabaya Esther complained about expulsion from her duty as a teacher after becoming pregnant because the school belonged to nuns, Senior Labor Officer intervened, employee was paid six month's salary and she left the school, case was resolved on 6th/October/2023); 10th/October/2023 (Gamwoza Richard complained about underpayment of salary after getting a promotion from Education Assistant to Senior Education Assistant, case was forwarded for consideration in November).

14	Grievance redress mechanism operational.	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.	There WAS Evidence that Kayunga DLG had publicized the grievance redress mechanisms so that aggrieved parties would know where to report and get redress given that the LG had a Website (www.kayunga.go.ug) and a Complaints Management Procedure/Flow Chart dated 5th/January/2023 that was placed on public notice boards with heading 'Grievances Referral Path for Kayunga District'. The LG also had a Notice dated 5th/January/2023 that was displayed on public notice boards with the following details: Name and Title of the Focal Point Officer - Ms Tibanenda Zaik (Communication Officer); Telephone Numbers for reporting complaints (0702079925, 0782742778). Kayunga DLG also had LG Complaints Log/Complaints Record Book with case reference numbers, dates cases were recorded, names of clients, details of respective cases and respective actions taken.	1
	Maximum 5 points on this performance measure	If so: Score 1 or else 0		
15	Safeguards for service delivery of investments effectively handled.	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	There was evidence that Environment, Social and Climate change interventions were integrated into LG Development Plans, annual work plans and budgets, Ugx10m was budgeted for it on page 34 of the LG approved budget for the 3 projects below:  1.Construction of 5 stance empty pit latrine at Bugoma Primary school at Ugx 25m;  2.Construction of 5 stance pit latrine at Namavundu Primary school at Ugx25m; and  3.Construction of 5 stance pit latrine at Busungire RC Primary school at Ugx 25m.	1
	Maximum 11 points on this performance measure			
15	Safeguards for service delivery of investments effectively handled.	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	There was evidence that DDEG guidelines were given to LLGs in the LG TPC meeting of 24/8/2022. The LLGs who attended the meeting included:- Galiraya SC; Kayonza SC; KitimbSC;Kayunga SC ;SC Nazigo SC; Kitimbwa TC; Kayunga TC; Nazigo TC; and Kangulumira	1
	Maximum 11 points on this performance measure	score 1 or else 0		

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation):  c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:  score 3 or else score 0	There WAS Evidence that Kayunga DLG incorporated Costed Environmental and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for Discretionary Development Equalization Grant (DDEG) funded infrastructure projects of the previous FY (2022/2023 FY) as exemplified by the following:  - Kayunga DLG Department of Environment and Natural Resources presented Costed ESMP in BoQs for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding. Costed ESMP was indicated in the Bid Document in the Bills of Quantities (BoQs) with the following details: Environment and social safeguards: provide for health and safety on site (1,200,000 UGX), provide for COVID-19 SOPs (1,200,000 UGX), plant trees (200,000 UGX), provide for safety ware to the workers (200,000 UGX). Costed ESMP in BoQs was signed and stamped by Contractor - NITUS Solutions Uganda Limited on 29th/July/2022.	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	There WAS Evidence that Kayunga DLG had projects with costing of the additional impact from climate change and costing of additional costs of addressing climate change adaptation as exemplified by the following:  - Kayunga DLG Department of Environment and Natural Resources presented Costed ESMP in BoQs for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding. Costed ESMP was indicated in the Bid Document in the Bills of Quantities (BoQs) with the following details: Environment and social safeguards: plant trees with 200,000 UGX collectively as costing of the additional impact from climate change and costing of additional costs for addressing climate change adaptation. Costed ESMP in BoQs was signed and stamped by Contractor - NITUS Solutions Uganda Limited on 29th/July/2022.	3

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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:</p> <p>Score 1 or else score 0</p>	<p>There WAS Evidence that all DDEG projects were implemented on land where the LG had proof of ownership, access and availability, without any encumbrances as exemplified by the following:</p> <ul style="list-style-type: none"> <li>- Kayunga DLG Department of Environment and Natural Resources presented a Land Title for Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding, with the following details: Certificate of Title, Freehold Register, Volume 1285, Folio 12, 22.857 Hectares, Bugerere County, Kayunga District, Block 115, Plot 138, Land at Ntenjeru, Ownership: Kayunga District Council, Registered on 16.10.2012, Instrument: 476205, Dated 22nd/October/2012.</li> </ul>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 1 or else score 0</p>	<p>There WAS Evidence that Kayunga DLG Environmental Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs and provided monthly reports as exemplified by the following:</p> <ul style="list-style-type: none"> <li>- Kayunga DLG Department of Environment and Natural Resources presented 'Monitoring Report for Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding'. The report was dated 18th/January/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented 'Environment and Social Safety Safeguards Inspection Report for DDEG Projects for FY 2022/2023', addressed to CAO, with the following projects: Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding; Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding. The report was dated 23rd/February/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented 'Monitoring Report for Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding'. The report was dated 22nd/March/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.</li> </ul>	1



15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:  Score 1 or else score 0	There WAS Evidence that Environmental and Social Compliance Certification Forms (ESCCFs) were completed and signed by Environmental Officer and Community Development Officer (CDO) prior to payments of contractors' invoices at interim and final stages of projects as exemplified by the following projects:  - Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding. The certification form was dated 26th/May/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.  - Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding. The certification form was dated 30th/June/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.  - Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding. Contractor: NITUS Solutions Uganda Limited. Certification Date: 12th/April/2023. Amount Paid: 73,749,060 UGX.
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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	All the 3 bank accounts sampled had their monthly reconciliations done up to October 31, 2023. These were:  1. Youth Livelihood Project in Centenary bank;  2. MUWRP in Centenary Bank; and  3. General Fund in Centenary Bank.
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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>Quarter 1 report was prepared on 28/10/2022, main issue was Irregular attendance of duty by the LG staff;</p> <p>Quarter 2 report was prepared on 28/1/2023, main issue was delayed implementation of activities at Galilaya LLG;</p> <p>Quarter 3 report was prepared 28/4/2023, main issue was expiry of Bale SSS board; and</p> <p>Quarter 4 report was prepared on 28/7/2023, main issue was failure to distribute PDM funds.</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 LG had provided status of implementation of internal audit findings to the LG PAC for all the 4 quarters:</p> <p>Quarter 1 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 28/10/2022;</p> <p>Quarter 2 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 28/2/2023;</p> <p>Quarter 3 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 8/6/2023; and</p> <p>Quarter 4 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 31/7/2023.</p>	1
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>There was no evidence that all the 4 quarterly audit reports were discussed.</p> <p>Only 3 quarterly reports were discussed as follows:-</p> <p>Q1 19-20 on Jan 2023 MIN/DPAC/01/2022/23;</p> <p>Q2 on 19-20 /3/2023 MIN00/04/DPAC/03/2022/23; and</p> <p>Q3 15-16/3/2023 MIN 006/DPAC/06/2022/23.</p>	0

**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>The actual/budget local revenue collection ratio for the FY 2022/23 was 104% (UGX1,031,481,673 / 992,123,000). This was a budget variance of 4% which was within +/- 10 %.</p> <p>(Source: LG draft Final accounts for FY 2022/23 page 16 and the LG Approved Work Plan and Budget for 2022/23 page 1.)</p>	2
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% -10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>The LG OSR increased by 24 % from UGX 834,518,119 in the FY 2021/22 to UGX 1,031,481,673 in the FY 2022/23. (Source: LG audited accounts for Financial Year (FY) 2021/22 page 18 and draft accounts for the year 2022/23 page 16).</p>	2
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>The shareable revenue of Ugx 469,847,697 was transferred to LLGs appropriately as follows:-</p> <p>Galiraya SC Ugx22,247,500; Kayonza SC Ugx8,421,000 KitimbSC Ugx21,646,500;Kayunga SC Ugx 6,262,700;SC Nazigo SC Ugx 12,320,000; Kitimbwa TC Ugx11,620,000; Kayunga TC Ugx5,598,068; Nazigo TC Ugx17,528,300; and Kangulumira TC Ugx20,700,000.</p>	2

**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 KYG LG published procurement plan and awarded contracts amount as required by the PPDA. Sampled projects were;</p> <ol style="list-style-type: none"> <li>1. Construction of a General ward at Buyobe HC II.  Procurement number: KAYU/523/works/22-23/00295  Displayed on 13th/10/2022  Removed on 28th/10/2022  BEB : Gira Construction LTd  Contract price: Ugx. 641,486,303</li> <li>2. Construction of a general maternity ward at Ntenjeru HC III  Procurement number: KAYU/523/works/22-23/00288  Displayed on 19th/1/2023  Removed on 01st/2/2023  BEB : Gira Construction LTd  Contract price: Ugx. 419,667,767</li> <li>3. Construction of a 3 classroom block at Kayunga mixed school  Procurement number: KAYU/523/works/22-23/00276  Displayed on 13th/10/2022  Removed on 28th/10/2022  BEB : ESFED Ltd  Contract price: Ugx. 199,779,163</li> </ol>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>LG performance assessment results for the year 2021/22 together with the implications dated 18/9/2023 were available on the LG notice board at the time of the assessment on.</p>	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>There was evidence that the LG during the year 2022/23 conducted discussions with the public to provide feed-back on status of activity implementation, a meeting of stakeholders was held on 13/3/2023 at Busana play ground. Discussions were on past performance and priorities for new year.</p>	<b>1</b>
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>There was evidence that the LG made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal dated 4/7/2022 on the notice board.</p>	<b>1</b>
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 LG prepared a report indicating the status of the investigations and were discussed in the LG District Executive Council on 13/2/2023 MIN 29/DEC/02/22-23</p>	<b>1</b>

**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>The LG PLE Pass rate has improved between the previous school year but one and the previous year from 62% to 67% as indicated below;</p> <p>Extract from UNEB PLE Released Results sheet for 2020 were as follows:</p> <p>Total Registered Students: 8163.</p> <p>Absentee Students: 221. Students who sat exams (8,163-221) =7,942</p> <p>Students that passed in 2020: DIV1: 621. DIV2: 2,776 and DIV3: 1,560 = Total Passed: 4,957.</p> <p>Percentage of Pass Ratio: (4,957/ 7,942) =62%.</p> <p>UNEB PLE Results for 2022 were as follows:</p> <p>Total Registered Students: 9,393.</p> <p>Absentee Students: 509 Students that sat Exams: (9,363-509) =8,854.</p> <p>Students that passed in 2022: DIV1:848. DIV2:3,512 and DIV3:1,620 = Total Passed: 5,980.</p> <p>Percentage of pass ratio: (5,980/8,854) = 67%.</p> <p>The Percentage pass increase is (67-62) =5%. This is between 1 and 5%.</p> <p>Score 2.</p>	2

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

Maximum 7 points on  
this performance  
measure

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

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

**The LG UCE Pass rate has improved between  
the previous school year but one and the  
previous year by 5% as shown below.**

**Extract from UNEB UCE released Results sheet  
for 2020 were as follows:**

Total Registered Students: 951.

Absentee Students: 12. Students who sat exams  
(951-12) = 939.

Students that passed in 2020: DIV1: 61. DIV2: 191  
and DIV3: 263 = Total Passed: 515.

Percentage of Pass Ratio: (515 / 939) = 58%.

**UNEB UCE Results for 2022 were as follows :**

Total Registered Students: 957.

Absentee Students: 10. Students that sat Exams:  
(957-10) = 947.

Students that passed in 2022: DIV1:84. DIV2:233  
and DIV3:284= Total Passed 601.

Percentage of pass ratio: (601/947) = 63%.

The Percentage pass increased from (63-58) = 5 %.  
This is an Improvement between 1 and 5%.

Score 2.

2

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 average score in the education LLG performance improved by 1% from 77% in 2021/22 to 78% in 2022/23.

Year	22	23
Galiraya SC	50	100
Busaana SC	80	30
Bbaale SC	70	100
Kangulumira TC	80	100
BusaanaTC	70	70
Kangulumira SC	80	80
Kayunga SC	80	80
Kayunga TC	80	80
Kayonza SC	80	100
Kitimbwa TC	80	30
Nazigo SC	70	80
Kitimbwa SC	100	100
Nazigo TC	80	60
<b>Total</b>	<b>1000</b>	<b>1010</b>
<b>Average</b>	<b>77</b>	<b>78</b>

1

3

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

The Budget performance report for 4th Quarter FY2022/23 dated 28/7/2023 on page 19-20 & 56 of 197. Department :060 Education, shows the Sector Development Grant of UGX.4,039,388,000 was used on the following eligible expenditure:

1-Construction of classrooms blocks at Nakitokolo PS, Kayonza Bukujju UMEA PS, Kayunga Mixed PS, Namulanda RC PS, Kyengera PS and Mataba Seed Secondary school valued at 3,674,388,000.

2-Construction of 5-stance pit latrine at the following 8 schools: Kanjuki CU, Bukujju UMEA, Kiwooza CU, Namatya CU, Nabuganyi CU, Kakiika Parents, Kasana RC PS and Kiribedda CU PS valued at each Ugx. 25,000,000 totaling to Ugx. 200,000,000 and

3-Procurement of Furniture 3 seater desks valued at Ugx. 165,000,000.

2



3	Investment Performance: The LG has managed education projects as per guidelines	b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0	<p>There was evidence that the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the year 2022/23 before the LG made payments to the contractors:-</p> <ol style="list-style-type: none"> <li>1. A Contract for the construction of a classroom block at Wabirongo PS at Ugx 30m was certified by the DEO, Environment Officer and CDO on 6/2/2023 before payment on 20/2/2023;</li> <li>2. A Contract for the construction of a classroom block at Kayunga PS at Ugx 61m was certified by the DEO, Environment Officer and CDO on 27/1/2023 before payment on 13/2/2023; and</li> <li>2. A Contract for the construction of a classroom block at Bumari PS at Ugx 40m was certified by the DEO, Environment Officer and CDO on 21/2/2023 before payment on 2/3/2023.</li> </ol>	2
	Maximum 8 points on this performance measure			
3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	<p>There was evidence that the variations in the contract price were within +/-20% of the MoWT estimates:</p> <p>Education</p> <ol style="list-style-type: none"> <li>1. Construction of 2 classroom block with office at Kayonza P/S, Procurement number: KAYU/523/works/22-23/00282, (DDEG funded)</li> </ol> <p>Engineer's estimate: 115,000,000/=</p> <p>Contract sum:99,569,669/=</p> <p>Percentage variation: 13.41%</p> <ol style="list-style-type: none"> <li>2. Construction of Mataba seed secondary school, Procurement number: KAYU/523/works/22-23/0066, (world bank funded)</li> </ol> <p>Engineer's estimate: 3,300,000,000/=</p> <p>Contract sum:3,241,088,005/=</p> <p>Percentage variation: 1.79%</p> <ol style="list-style-type: none"> <li>3. Construction of three classroom block at Kayunga Mixed P/S, Procurement number: KAYU/523/works/22-23/00276, (SFG funded)</li> </ol> <p>Engineer's estimate: 150,000,000/=</p> <p>Contract sum:149,999,225/=</p> <p>Percentage variation: 0.0005%</p>	2
	Maximum 8 points on this performance measure			

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80% score 0</li> </ul>	<p>There was no evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY. The contract was signed on 9th/5/2022 and the contract duration was 18 months, at the time of assessment the contract period had collapsed and the construction was still under construction at 76% construction level, as all the structures were still under construction.</p>	0
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> <li>• If 100%: score 3</li> <li>• If 80 - 99%: score 2</li> <li>• If 70 - 79% score: 1</li> <li>• Below 70% score 0</li> </ul>	<p>Kayunga LG primary teacher ceiling was 1,838 and filled 1776 representing 97%</p>	2

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

Maximum 6 points on this performance measure

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

- If above 70% and above score: 3

- If between 60 - 69%, score: 2

- If between 50 - 59%, score: 1

- Below 50 score: 0

Basic Minimum Service delivery Standards / norms for every primary school as per Guidelines are :

1; At least 3 Permanent Classrooms complete with storage Lockers and Pupil: Classroom Ratio of UPE 1:53 and USE 1:60.

2; Desk to Pupil Ratio of 1:3 students.

3; One Five-stance latrine Block and Stance: Pupil ratio of 1:40.

4; Accommodation of at least 4 Teachers.

5; Water Tank of at least 10,000 Liters and

6; At least one changing Room per school.

7; At least a Multipurpose Building Laboratory / Library for USE.

From the list of registered UPE and USE schools and the consolidated Schools Asset Register (Format 1: Education Facility Register at LG Level), for both UPE and USE Schools from the previous two FYs i.e. 2021/22 dated 30/6/2022 and 2022/23 dated 30/6/2023, plus Basic Requirements and minimum standards (BRMS) status report dated 13/11/2023, the following schools meet the prescribed minimum standards:

There are 167 UPE schools with an Enrollment of 97,417 students:

No of classrooms :  $1,921/97,417=1:51=104\%$

No of latrines :  $1,265/97,417 = 1:77=52\%$

No of Desks:  $26,197/97,417 = 1:4=75\%$

No of Teacher Accommodation:  $1,083/167= 7=58\%$ .

Average percentage for UPE=  
 $(104+52+75+58)/4=72.25\%$

The LG has 12 USE Schools with an enrollment of 9,282 students:

Number of Classrooms:  $154/9,282= 1:60=100\%$

Number of Toilet Stances:  $403/9,282=1:23=174\%$

Number of Desks :  $2,969/9,282=1:3=100\%$

Number of Teachers Houses:  $66/12=6=67\%$

Therefore: Average Percentage for USE:  
 $(100+174+100+67)=441/4=110\%$

Overall for LG  $(72.25 + 110) = 182/2=91\%$ .

Therefore score is 3.

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 DLG has accurately reported on Teachers and where they are deployed accurately. From the Sampled Schools, the Teachers are in schools where they are deployed. The Staff list for Schools, deployment and Staff attendance registers were verified on 16th November 2023 and below are the findings:

#### **Kayunga Mixed PS.(Urban - Kayunga Town Council)**

Fifteen Teachers were deployed including a head teacher, as per staff list at the DEO's office corresponded with deployment displayed at the school. The teachers are: Nayiga Josephine (Head teacher), Kabeyondo Zoe Nakintu, Okello Francis Tommy, Babita Rebecca, Naigaga Betty Baliddawa, Matugga Isaac, Namulondo Saniya, Namugalu Betty, Namuswa Irene, Demba Joice, Bison Charles, Nsamba Siraje, Ikiring Grace, Nakaweesi Lydia and Madada Fatuma.

#### **Bwetyaba RC PS. (Semi-Urban- Kayunga Sub County)**

Sixteen Teachers including a head teacher were deployed, as per staff list and the displayed staff list and staff attendance register at School was also the same: Nawaggi Sarah (Headmistress), Obonyo Peter, Nassozzi Teddy Nagujja, Nabiryte Monica, Kusolo John, Kiteme Damalie, Nakibuka Solomy, Nakyambadde Racheal, Nakato Deborah, Nyemera Salama, Nambi Annet Dorothy, Nagasuka Erisama, Kaguna Sylvia, Nampindi Joyce, Namutamba Prossy and Namirimu Annet.

#### **Kisoga R/C PS.(Rural- Nazigo Sub-County)**

Thirteen Teachers including a head teacher were deployed, as per staff list and Actual staff list displayed and staff attendance register at School was also the same: Achieng Christine (Head teacher), Kikuze Juliet, Namuli Salimah, Mutesi Nantale Zubeda, Nandi Christine, Oumo Vincent, Kiirya Joel, Nakazibwe Sharifah, Kalembe Scovia, Ssentamu Husein, Asaba Faith, Osensgedo Esemé Moses and Kasakya Kezironi

The information given by the DLG was accurate.

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

The LG had a Consolidated Schools Asset Register that was accurately reporting on the infrastructure in all registered primary schools.

From the Sampled Schools the findings on 16/11/2023 during verification, were as indicated below:

**Kayunga Mixed PS (Urban- Kayunga Town Council) dated 18/09/2023.**

Number of Classrooms: 12, Number of Latrines Stances: 12 , Number of Desks: 220 , Number of Teachers Houses: 0.

**Bwetyaba RC Primary School (Semi Urban- Kayunga Sub County) dated 30/06/2023**

Number of Classrooms: 10, Number of Latrines stances: 21, Number of Desks: 176, and Number of Teachers Houses: 2.

**Kisoga R/C PS (Rural- Nazigo Sub County) dated 18/9/2023.**

Number of Classrooms: 10, Number of Latrines stances: 10, Number of Desks: 183, and Number of Teachers Houses: 0.

During the verification, all the Sampled schools asset registers on infrastructure and equipment, were in place as per the Consolidated Asset Register and were found to have accurate information at 100%.

The LG was compliant.

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

The LG has complied with the MOES Guidelines since all registered primary schools have submitted copies of Annual school reports (Signed by the head teacher and chair of the SMC) and budgets from the previous year to the District Education Officer by January 30th.

The Sampled Schools submitted the reports on the following dates:

Kayunga Mixed Primary School submitted on 10/01/2023.

Bwetyaba RC Primary School submitted on 18/01/2023.

Kisoga RC Primary School Submitted on 12/01/2023.

This was before the 30th January deadline and hence compliant.

**Kayunga Mixed Primary School (Urban- Kayunga Town Council).**

Highlights of Schools Performance for year 2022.

SMC Minutes dated 8/02/2023, 30/05/2023 and 25/9/2023.

Reconciled Cash flow statement and annual budgets and expenditure report for December 2022 and Asset Register dated 18/09/2023.

**Kisoga R/C PS (Semi Urban - Nazigo Sub County).**

School performance for year 2022.

SMC Minutes dated 13/02/2023, 12/06/2023 and 06/10/2023.

Reconciled Cash flow statement and annual budget and expenditure report for December 2022 and Asset Register dated 18/09/2023.

**Bwetyaba RC Primary School. (Rural- Kayunga Sub- County).**

School Performance for year 2022.

SMC Minutes dated 15/02/2023, 31/05/2023 and 27/09/2023.

Reconciled Cash flow Statement and annual budget and expenditure report for December 2022 and Asset Register dated 30/06/2023.

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> <li>• If 50% score: 4</li> <li>• Between 30-49% score: 2</li> <li>• Below 30% score 0</li> </ul>	<p>The DLG supported UPE Schools to prepare and implement SIPs in line with the inspection recommendations. In the District Inspector of Schools, report dated 25/02/2023 the following was highlighted.</p> <p>1: In 154 schools out of 167, teachers developed SIPs with their Head teachers.</p> <p>2: Thirteen schools; Katikanyonyi CU PS, Bukasa PS, Tangoye PS, Mansa Eden PS, Kyebuye RC PS, Kamusabi PS, Lukonda Public, Namavundu, Bumali PS, Namusala RC -Ngeye, St Peters Lusenke, Kanyero Public and Misanga CU PS needed support. SIP Training workshops were conducted at Kayunga Girls Primary School on 22/11/2022 and 30/6/2023, the participants were a Head teacher and one Teacher from each of the above schools.</p> <p>The outcome of this training was an observed improvement in teaching practices, which led to improved performances in the schools as per Inspection report dated 25/8/2023.</p> <p>The participant's attendance lists confirmed that the above schools staff attended and this was more than 50% implementation.</p> <p>The DLG Complied.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> <li>• If 100% score: 4:</li> <li>• Between 90 - 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>Kayunga DLG : VOTE 858, has collected and compiled EMS return forms for all registered schools from the previous FY as per performance contract that was submitted and received by MoES on 13th March 2023 and from PBS; the schools were verified from the School list to be 167 Primary schools distributed in 8 Sub Counties and 1 Town Council. The total Primary school enrollment was 97,417 Students.</p> <p>The DLG also has 12 Secondary Schools distributed in 8 Sub counties and 1 Town Council. The total USE enrollment was 9,282 Students.</p> <p>This was 100% Submission.</p>	4

**Human Resource Management and Development**

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

Maximum 8 points on this performance measure

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:

Score 4 or else, score: 0

**The Guidelines state that “ Proper deployment of primary school teachers across primary schools. Each primary school must have at least a head teacher and a minimum of 7 additional teachers”**

The DLG Budgeted for a Head Teacher and a minimum of 7 Teachers per school. There are 167 Head teachers for the 167 Schools that have classes up to P7. There is a total of 1,776 Teachers and they were all budgeted for during FY2023/24 at UGX. 11,597,975,000 as per Wage Analysis Report for FY2023/24 and Approved Budget Report on Page 35 of 78.



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

Maximum 8 points on this performance measure

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

Score 3 else score: 0

The LG had deployed Teachers according to MoES sector guidelines/staffing norms; which prescribe that a P7 school should have a minimum of seven teachers and a head teacher and all the 167 schools had a minimum of nine teachers and a head teacher.

The Sampled Schools deployment verified on 16/11/2023 was as follows:

**Kayunga Mixed PS.(Urban - Kayunga Town Council)**

Fifteen Teachers were deployed including a head teacher, as per staff list at the DEO's office corresponded with deployment displayed at the school. The teachers are: Nayiga Josephine (Head teacher), Kabeyondo Zoe Nakintu, Okello Francis Tommy, Babita Rebecca, Naigaga Betty Baliddawa, Matugga Isaac, Namulondo Saniya, Namugalu Betty, Namuswa Irene, Demba Joice, Bison Charles, Nsamba Siraje, Ikiring Grace, Nakaweesi Lydia and Madada Fatuma.

**Bwetyaba RC PS. (Semi-Urban- Kayunga Sub County)**

Sixteen Teachers including a head teacher were deployed, as per staff list and the displayed staff list and staff attendance register at School was also the same: Nawaggi Sarah (Headmistress), Obonyo Peter, Nassozi Teddy Nagujja, Nabirye Monica, Kusolo John, Kiteme Damalie, Nakibuka Solomy, Nakyambadde Racheal, Nakato Deborah, Nyemera Salama, Nambi Annet Dorothy, Nagasuka Erisama, Kaguna Sylvia, Nampindi Joyce, Namutamba Prossy and Namirimu Annet.

**Kisoga R/C PS.(Rural- Nazigo Sub-County)**

Thirteen Teachers including a head teacher were deployed, as per staff list and Actual staff list displayed and staff attendance register at School was also the same: Achieng Christine (Head teacher), Kikuze Juliet, Namuli Salimah, Mutesi Nantale Zubeda, Nandi Christine, Oumo Vincent, Kiirya Joel, Nakazibwe Sharifah, Kalembe Scovia, Ssentamu Husein, Asaba Faith, Osensgedo Esemé Moses and Kasakya Kezironi .

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

Maximum 8 points on this performance measure

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

score: 1 else, score: 0

The DLG has disseminated teacher deployment data and publicized it, from the Sampled Schools; Kayunga Mixed PS, Bwetyaba RC Primary School and Kisoga RC Primary School, during verification on 16/11/2023 the lists of the Teachers deployed were displayed on the School Notice Boards.

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO</p> <p>Score: 2 or else, score: 0</p>	<p>There was evidence not all primary school head teachers had been appraised. Out of the 10 sampled primary school head teachers, only 3 out of 10 sampled head teachers were appraised within the prescribed deadline date of 31/12/2022. The three primary school head teachers that were appraised are as follows:</p> <ol style="list-style-type: none"> <li>1. Head teacher - Nabunganye Primary School was appraised on 31/12/2022;</li> <li>2. Head teacher - Namusala R/C Primary School was appraised on 22/12/2022; and</li> <li>3. Head teacher - Namutya COU Primary School was appraised on 19/12/2022.</li> </ol> <p>The other seven head teachers of; Namizo UMEA, Kasana R/C, Bumaali COU, Kibuzi COU, Kiriziru, Nawasama, and Namirembe COU primary schools were appraised after 31/12/ 2022.</p>	0
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p> <p>Score: 2 or else, score: 0</p>	<p>The head teachers of the Eight (8) Secondary schools of Kitatya S.S, Kangulumira Public S.S, Musitwa S.S. Busana S.S Galiraya Seed S.S, Irene Nalinya Ndagire S.S, Kanjuki S.S and St Peters' Mbuzi S.S were appraised after 31/12/2022 by the Deputy CAO as follows:</p> <p>Head Teacher of Kitatya S.S was appraised on 18/1/2023</p> <p>Head Teacher Kangulumira Public S.S was appraised on 10/1/2023</p> <p>Head Teacher Musitwa S.S was appraised on 1/11/2023.</p> <p>Head Teacher Busana S.S was appraised on 10/1/2023</p> <p>Head Teacher Galiraya Seed S.S was appraised on 16/1/2023 ,</p> <p>Head Teacher Irene Nalinya Ndagire S.S was appraised on 18/1/2023 ,</p> <p>Head Teacher Kanjuki S.S was appraised on 15/1/2023 and</p> <p>Head Teacher St Peters' Mbuzi S.S was appraised on 11/1/2023</p>	0

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>LG Education department appraised all the ten (10) staff against their performance plans as reflected in individual appraisal folders. All the 10 staff in Education department were appraised after 30/6/2023 and the dates ranged from 2/07/2023 for Senior Education Officer (Mukibi Ronald) to 11/7/2023 Inspector schools (Damulira Eugin).</p>	<b>0</b>
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>The LG has prepared a Capacity Building plan for 1st.July 2022 to 30th June 2023. Its dated 2nd July 2022, prepared by the DEO and Approved by the Principal Human Resource Officer.</p> <p>The Activities included the following :</p> <p>1: Upper Primary Teachers (ALL Subjects- All Teachers of all GOU Aided schools).</p> <p>2: Policy Direction and implementation in Educational Institutions. (SMC, PTA, Foundation Bodies, Chairperson LCIII).</p> <p>3: Lower Primary Teachers. (ALL Schools and all subjects).</p>	<b>2</b>
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**Management, Monitoring and Supervision of Services.**

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>The list of schools from PBS VS School list submitted to MOES was the same at 167 GOU schools, their enrolment of 97,417 Students and budget allocation of UGX 11,597,975,000 (Wage) was submitted on 9th December 2022. There were no correction to be made hence no need for the letter from CAO correcting the list.</p> <p>The DLG was compliant.</p>	<b>2</b>
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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

Non-wage recurrent (Grant item Code 321467)

The Education Sector April 2022 Guidelines FY2022/23, Pages 13-14, stipulates that:

“Education Management Service and Monitoring” (Output 078401): Must include DEOs/MEOs expenses for monitoring All schools and institutions in the LG at least once per year, as well as activities to mobilize and attract children to school and improve learning outcomes (e.g. By supplementing procurement of MoES recommended scholastic materials to undeserved schools from a prequalified list of suppliers). At a minimum, this function must be allocated a fixed rate of UGX. 4,500,000 per LG, plus US\$ 110,000 per Government Aided School, and US\$ 36,600 per Private school the level of the former DEO monitoring grant.”

“School Inspection” (Output 078402): Must cover all expenses for inspection of all schools and Institutions in the LG at least once per Term: At minimum, inspection must be allocated a fixed rate of UGX. 4,000,000 per LG, plus US\$ 117,600 (3 inspections at US\$ 39,200) per Government Aided school for the 3 terms, and US\$ 61,600 per Private school.”

Therefore, with 167 UPE and 12 USE= 179 GOU Schools and 242 Private schools, below is the minimum allocation for Inspection and monitoring:

**School Monitoring; 4,500,000 plus (110,000 x 179) + (36,600 x 242) = (4,500,000+19,690,000+8,857,200) = 33,047,200.**

**School Inspection; 4,000,000 plus (117,600 x 179) + (61,600 x 242) = (4,000,000+ 21,050,400+ 14,907,200) = 39,957,600.**

Therefore the minimum allocation to inspection and monitoring functions in line with sector guidelines should have been (33,047,200 +39,957,600) =73,004,800.

The Allocation made to the total cost of inspection and Monitoring for the previous financial year as per approved budget was Ugx.73, 000,000.

This was the same as the minimum allowed and hence the DLG was compliant.

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>The LG did not submit all warrants for school's capitation within 5 days for the last 3 quarters as below:</p> <p>Quarter 2 warrant was on 14/10/2022, release date was 30/9/2022; 14 days</p> <p>Quarter 3 warrant was on 19/1/2023, release date was 29/12/2022; 20 days and</p> <p>Quarter 4 warrant was on 24/4/2023, release date was 6/4/2023;18 days.</p>	0
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>There was no evidence that the LG invoiced all capitation releases to schools within 3 working days:</p> <p>Quarter 2 invoicing was on 17/10/2022 and release date was 30/9/2022, 11 days;</p> <p>Quarter 3 invoicing was on 20/1/2023 and release date was 29/12/2022, 6 days; and</p> <p>Quarter 4 invoicing was on 26/4/2023 and release date was 6/4/2023, 26 days.</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <p>• If 100% compliance, score: 2, else score: 0</p>	<p>The LG prepared an Inspection Plan for FY2022/2023 dated 5/7/2022. It was prepared by the District Inspector of Schools and verified by the DEO, with the following activities and schedule.</p> <p>1: Support Supervision on Teaching and learning process in ALL Terms 1, 2 &amp; 3, i.e. effective July 2022 to June 2023.</p> <p>2: Analysis of schools structure and availability of necessary facilities, to happen in ALL School terms.</p> <p>3. Assessment of teacher's attendance in all the 3 terms.</p> <p>Preparatory meetings were held per term as follows: on 05/7/2022, 20/09/2022, 18/01/2023 and 6/02/2023.</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>The LG carried out inspections in the previous three school terms in UPE Schools on the following dates:</p> <p>1: 30/08/2022 167 UPE = 100%</p> <p>2: 21/11/2022 167 UPE = 100%</p> <p>3: 10/04/2023 167 UPE= 100%</p> <p>The DEO carried out monitoring for the last three school terms:</p> <p>1. All government schools (both UPE 167 &amp; USE 12) and 242 Private Schools were monitored during the three terms as per District Education officers reports dated 19/10/2022, 30/01/2023 and 28/06/2023.</p> <p>Therefore, LG Inspections at 100% and DEO Monitoring at 100% is equal to average of 100%.</p> <p>The DLG was compliant.</p>	2
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10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>From the Sampled Schools, during verification on 16/11/2023, it was confirmed that the inspection reports were discussed and used to recommend for corrective action and those actions were followed up.</p> <p><b>Kayunga Mixed PS, Bwetyaba RC Primary School and Kisoga RC Primary School.</b></p> <p><b>Inspected on 10/6/2022, 24/3/2022, 13/11/2022, 15/2/2023, 6/8/2023, 10/9/2023 and 26/6/2023.</b></p> <p><b>The following were the issues raised during inspection:</b></p> <p>Hygiene and sanitation, status of furniture for students, status of classrooms, absenteeism and replacement of dead, absconded, sick and soon retiring teachers.</p> <p><b>Actions taken after the inspections were:</b></p> <p>Sanitation and Hygiene has improved with provision of several hand washing points , more Desks were procured for learners to sit on, staff attendance registers are regularly being monitored, disciplinary action was taken on absentee teachers by cautioning and plans to recruit soon to depart teachers were submitted to management</p>	2
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10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p>	<p>Copies of the Inspection Reports from the previous three terms were left behind as verified from the three sampled Schools on 16th November 2023 as indicated below:</p> <p><b>Kayunga Mixed PS dated 15/02/2023, 06/08/2023 and 16/6/2023.</b></p> <p><b>Bwetyaba RC Primary School dated 30/8/2022, 21/11/2022 and 10/4/2023 and</b></p> <p><b>Kisoga RC Primary School dated 13/11/2022, 10/9/2023 and 26/6/2023.</b></p> <p>The Inspection Reports were also submitted to the Directorate of Education Standards (DES) in the MoES by email and later delivered and acknowledged on the following dates:</p> <p>21/11/2022, 30/8/2022, 25/8/2023 and 19/9/2023 to the Directorate of Education Standards (DES).</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings:</p> <ol style="list-style-type: none"> <li>1. Minutes of the sector committee meeting dated 28/9/2022 ;</li> <li>2. Minutes of the sector committee meeting dated 19/12/2022.</li> <li>3.. Minutes of the sector committee meeting dated 2/3/2023 ; and</li> <li>4. Minutes of the sector committee meeting dated 20/4/2023.</li> </ol> <p>These minutes were discussed in the LG Council of 8/9/2022 MIN04/KBC/09/22-23, and 12/7/2023 MIN053/KDC/07/22-23.</p>	2
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,  score: 2 or else score: 0</p>	<p>The LG Education Department conducted activities to mobilize, attract, and retain children at school as evidenced in the Report to CAO from the DEO about Radio Talk Shows that were held on SAUTI FM dated 27/2/2023 and 15/5/2023 and a letter dated 14/6/2023.</p>	2

## Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>The following infrastructure and equipment is in place as per consolidated Asset Register for UPE /USE Schools FY2022/23 dated 30/6/2023 and Format 1: Education Facility Asset Register at LG.</p> <p>From the Sampled Schools the findings were as follows;</p> <p><b>Kayunga Mixed PS (Urban- Kayunga Town Council) dated 18/09/2023.</b></p> <p>Number of Classrooms: 12, Number of Latrines Stances: 12 , Number of Desks: 220 , Number of Teachers Houses: 0.</p> <p><b>Bwetyaba RC Primary School (Semi Urban- Kayunga Sub County) dated 30/06/2023</b></p> <p>Number of Classrooms: 10, Number of Latrines stances: 21, Number of Desks: 176, and Number of Teachers Houses: 2.</p> <p><b>Kisoga R/C PS (Rural- Nazigo Sub County) dated 18/9/2023.</b></p> <p>Number of Classrooms: 10, Number of Latrines stances: 10, Number of Desks: 183, and Number of Teachers Houses: 0.</p> <p>As per Consolidated Asset Register for FY 2022/23.</p> <p>This information was verified on 16th November 2023, from the schools Assets Registers and was found to be accurate.</p>
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12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>The LG conducted desk appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 214-215) and were eligible for funding under sector guidelines as indicated in the minutes dated 6/11/2021 for the projects implemented in the year 2022/23. The projects appraised included:</p> <ol style="list-style-type: none"> <li>1. Construction of 2 classroom block with an office at Kayonza PS at Ugx99,972,432;</li> <li>2. Construction of a 2 classroom block with an office at Bumaali PS Ugx95,103,953; and</li> <li>3. Construction of a 3 classroom block at Namirembe PS Ugx 148,730,951.</li> </ol>
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12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0</p>	<p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 9/12/2021 for the projects implemented in the year 2022/23. The projects appraised included:</p> <ol style="list-style-type: none"> <li>1. Construction of 2 classroom block with an office at Kayonza PS at Ugx99,972,432;</li> <li>2. Construction of a 2 classroom block with an office at Bumaali PS Ugx95,103,953; and</li> <li>3. Construction of a 3 classroom block at Namirembe PS Ugx 148,730,951.</li> </ol>	<b>1</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, score: 1, else score: 0</p>	<p>There was no evidence that Education department has budgeted for and ensured that planned sector infrastructure projects (seed secondary school) have been approved and incorporated into the procurement plan,</p> <p>This was received on 15th/11/2023</p>	<b>0</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, score: 1, else score: 0</p>	<p>There was evidence 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. The letter dated 21st/6/2022, cleared the construction of a seed school at Mataba village under reference KYG/CR, M/s HEST Engineers Ltd with a contract sum of Ugx. 3,241,088,005 was cleared by Ms. Elizabeth Namagembe for Solicitor generals Office.</p> <p>CC meeting dated 5th/5/2023 approved the infrastructures under the education department. CC minute number 511/KYG/CC/05/05/2023 chaired by Mr. Drate Edema Robert and recorded by Mr. Lwanga Ponsiano -SPO approved submissions dated 28th/4/2022 by Dr. Bubaale Dan</p>	<b>1</b>

<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was evidence that the the LG has properly established the Project Implementation team as specified in the sector guidelines, the list comprised of the following personnel;</p> <p>2. Dr. Bubale Dan -DEO - contracts manager Education projects</p> <p>3. Mr. Meke Rogers - Ag. DE- Project manager projects</p> <p>3. Ms. Nanduala moreen -CDO</p> <p>4. Mr. Mr. Musazi patrick - SEO</p> <p>5. Mr. Buyinza Dennis Lubowa - Clerk of works</p> <p>These were appointed and established by Mr. Batambuze Abdu, CAO, dated 31st/10/2022.</p>
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Procurement, contract management/execution

*Maximum 9 points on this performance measure*

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

*Score: 1, else, score: 0*

There was evidence that the school infrastructure followed the standard technical designs provided by the MoES. Sampled project was Mataba seed secondary school. Procurement number: KAYU/523/works/22-23/0066.

Sampled school infrastructure.

The ICT- Library Block

The external wall were found to be 280mm Thick, Foundation depth of b1.2m, 34.35x 8.6m external dimensions, 11.9x8.1m reading space, with 10No windows measuring 1.2x1.5m, with entrance doors of 1.2x 2.5m, columns of 200x200mm, G26 simple corrugated pre-painted iron sheets, ring beams of 200 x200mm thick, these conformed to the availed architectural drawing no. ICT-LIB/06. The block was stilling under construction at the time of the assessment.

The Science laboratory

The block measured 8.9x8.7mm internally for the laboratory room, with a drainage channel of 290mm wide and 300mm deep, 0.9m deep foundation, 270mm wall thickness, with an external dimension of 21.4x9.2m.13No windows measuring 1.2x1.5m, G26 simple corrugated iron sheets, the block was under construction at the time of assessment.

Multipurpose Hall

Measuring 27.65x 6.4m externally, wall thickness of 280mm, 0.9m deep strip foundation, G26 simple corrugated iron sheets, 12no windows of 1.2x 1.5m, 2no doors measuring 1.2x2.5m and 2no doors of 0.9x2.5m exit doors, the block was still under construction at the time of assessment.

Three classroom block

External dimensions of 24.2x 8m, G26 simple corrugated iron sheets, 18no windows measuring 1.2mx1.5m, 280mm Thick walls, 0.9m deep foundation, the structure was under construction at the time of assessment.

Administration block

External dimension of 18.4x7.4m, G26 iron sheets, 280mm walls, 8.9x7m staff room, 3.4x3.8m internal office partitions. the structure was still under construction at the time of the assessment.

3 Unit staff houses

2.15x3.2m bed room, 14x7.1m external dimension, 250mm thick walls, 1.2x1.5m windows, G26 iron sheets.

Generally the structures (seed school) was still under construction at the time of assessment.

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 infrastructure projects planned in the previous FY score: 1, else score: 0</p>	<p>There was evidence the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Sampled reports dated 23rd/3/2023, 30th/7/2023, 30th/8/2023, 30th/9/2022, 30th/10/2022, 30th/11/2022, 29th/12/2022, 29th/1/23, 28th/2/2023, 4th/4/2023, 31st/5/2023, 30th/6/2023, 30th/9/2023, 17th/10/2023, 14th/11/2023, 5th/4/2023, 11th/4/2023, 14th/3/2023, 7th/4/2023, 20th/3/2023, these were signed by the Clerk of works, Buyinza Dennis Lubowa, DE Mr. Meke Rogers, Dr. Dan Bubaale, DEO, Mr. Lukwago Peter parish Councilor, Mr. Batambuze Abdu, CAO, Mr. Mukiibi Ronald, SEO. Ms. Nandawula maureen - CDO. For the construction of Mataba Seed school, Kayunga Mix, Kanjuki C/U P/S.</p>	1
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 score: 1, else score: 0</p>	<p>There was evidence the 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 . Sampled reports dated 23rd/3/2023, 30th/7/2023, 30th/8/2023, 30th/9/2022, 30th/10/2022, 30th/11/2022, 29th/12/2022, 29th/1/1023, 28th/2/2023, 4th/4/2023, 31st/5/2023, 30th/6/2023, 30th/9/2023, 17th/10/2023, 14th/11/2023, 5th/4/2023, 11th/4/2023,14th/3/2023, 7th/4/2023, 20th/3/2023, these were signed by the Clerk of works, Buyinza Dennis Lubowa, DE Mr. Meke Rogers, Dr. Dan Bubaale, DEO, Mr. Lukwago Peter parish Councilor, Mr. Batambuze Abdu, CAO, Mr. Mukiibi Ronald, SEO. Ms. Nandawula Maureen -CDO. For the construction of Mataba Seed school, Kayunga Mix, Kanjuki C/U P/S, Buyobe HC II to III and the maternity ward at Ntenjeru.</p>	1
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, score: 1, else score: 0</p>	<p>There was evidence that Education infrastructure projects were properly executed and payments to contractors made within specified timeframes within the contracts (less than 30 days) as below:</p> <ol style="list-style-type: none"> <li>1. A Contract for the construction of a classroom block at Wabirongo PS at Ugx 30m, invoice submitted on 1/2/2023 was certified by the DEO, Environment Officer and CDO on 6/2/2023 and paid on 20/2/2023 (20 days);</li> <li>2. A Contract for the construction of a classroom block at Kayunga PS at Ugx 61m, invoice submitted on 12/1/2023 was certified by the DEO, Environment Officer and CDO on 27/1/2023 before payment on 13/2/2023 (30 days); and</li> <li>3. A Contract for the construction of a classroom block at Bumari PS at Ugx 40m, invoice submitted on 13/2/2023 was certified by the DEO, Environment Officer and CDO on 21/2/2023 before payment on 2/3/2023 (18 days).</li> </ol>	1

Procurement, contract management/execution

*Maximum 9 points on this performance measure*

h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, score: 1, else, score: 0

There was evidence that the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30th.

A submission letter dated 28th/4/2022 by Dr. Bubaale Dan -DEO indicated the following projects were submitted before 30th April

Construction of 2-2 Classroom block at Kayunga Mix P/S, budgeted at 160,000,000/=

construction of a 2-2 classroom block at ST. Peters Lusenke, budgeted at 160,000,000/=

construction of a 2-2 classroom block at Kyengera C/U P/S, budgeted at 160,000,000/=

construction of a 2-2 classroom block at Namulanda RC , budgeted at 160,000,000/=

Procurement, contract management/execution

*Maximum 9 points on this performance measure*

i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law *score 1 or else score 0*

There was evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law.

Construction of Mataba seed secondary school, (world bank funded)

Procurement no: KAYU/523/works/22-23/0066

Evaluation was done 3rd/11/2022 and the following companies were invited to bid.

Rosanah Investments Ltd - Ugx.2.739,707,775

Sunny Ventures Ltd .Ugx :2,714,584,076

Relief line U Ltd - Ugx. 2,872,916,686

HESSt Engineers Ltd. Ugx 2,378,615,981

Evaluation committee chaired by Mr. Odongo Kato Paul, secretary by Mr. Lwanga Ponsiano, eliminated Rossanah Investments Ltd on financial statements that didnot meet the required financial status of 300m Ugx. transaction in the last 6 months, M/s Sunny ventures was also eliminated on financial grounds of 300m UGx in the last 6months, Realifeline U Ltd was eliminated due to presentation of false company profile and professional staff that have never worked with the company. This was all done on 22nd /3/2022.

In the same evaluation committee, an arithmetic error by HEST Engineers Ltd was corrected and the total contract sum corrected from 2,378,615,981 to Ugx. 3,241,088,005

CC meeting dated 9th/5/22, under minute number 346/CC/KYG/09/2022 approved the evaluation report, this was chaired by Mr. Drate Edema Robert, secretary Mr. Lwanga Ponsiano.

The contract was awarded to M/s. HEST Engineers Ltd. The project contract sum was 3,241,088,005 Ugx. The contract agreement was signed between the KYG LG and M/s HEST Engineers Ltd, Mr. Kikonyogo William and Mr. Batambuze Abdu witnessed by Mr.Buyondo Isaac, dated 9th/5/2022.

## **Environment and Social Safeguards**

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>There WAS Evidence that Kayunga DLG Education grievances had been recorded, investigated, and responded to in line with the LG grievance redress framework as records of education sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log/Complaints Record Book. 13th/February/2023 (Babirye Annet complained about missing name on the Minute No. after promotion to Head teacher, Senior Human Resource Officer intervened, case was forwarded to District Service Commission, case was resolved after one month); 6th/April/2023 (Magimesi Anani complained about having not received salary for three months, District Education Officer intervened in the matter, the error was corrected and the employee was paid all his salary including arrears); 29th/September/2023 (Kabaya Esther complained about expulsion from her duty as a teacher after becoming pregnant because the school belonged to nuns, Senior Labor Officer intervened, employee was paid six month's salary and she left the school, case was resolved on 6th/October/2023); 10th/October/2023 (Gamwoza Richard complained about underpayment of salary after getting a promotion from Education Assistant to Senior Education Assistant, case was forwarded for consideration in November).</p>	3
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>The LG Disseminated Education guidelines incorporating E &amp; S Requirements.</p> <p>Copies of Item 6.2.2" Environmental and Social Safeguards for Screening Capital Investments", of the Education Sector Guidelines dated March 2022, page 28 were found in the Sampled Schools namely:</p> <p><b>Kayunga Mixed PS, Bwetyaba RC Primary School and Kisoga RC Primary School during verification on 16/11/2023.</b> They had been signed for and received on 17/4/2023.</p> <p>This was in addition to a letter from the Environment Officer, dated 26/4/2023 and Subject "Greening Programme".</p> <p>Section 6.2 of the March 22 Guidelines, page 27, guides on access to land for development without incumbrances was also found in the schools.</p> <p>Other guidelines disseminated included: Uploading data on EMIS Portal dated 31/8/2022. Guidance on Utilization of UPE &amp; USE Grants dated 9/8/2022, 17/10/2022, 5/1/2023 &amp; 26/4/2023 and Extension of registration of deadline for ALL candidates dated 19/9/2022.</p>	3

16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	There WAS Evidence that Kayunga DLG had Costed ESMPs incorporated in BoQs and contractual documents to comply with safeguards requirements within the Education Sector Guidelines as exemplified by the following education sector infrastructure projects:  - Kayunga DLG Department of Environment and Natural Resources presented Costed ESMP in BoQs for Construction of 2 Classroom Block at Nakatuli RC P/S in Galiraya Sub-county under SFG Funding. Costed ESMP was indicated in the Bid Document in the Bills of Quantities (BoQs) with the following details: Environment and social safeguards: provide for health and safety on site (900,000 UGX), provide for COVID-19 SOPs (1,500,000 UGX), plant trees (250,000 UGX), provide for safety ware to the workers (300,000 UGX). Costed ESMP in BoQs was signed and stamped by Contractor - WANSAs General Metal Crafts Limited on 13th/August/2022.	2
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was NO Evidence that Kayunga DLG had proof of land ownership, access and availability to conduct planned school construction projects. LG did not provide to the assessor any Land Titles, Certificates of Customary Ownership, Agreements, MoUs or Letters of Consent from Landowners for any planned education sector infrastructure projects.	0
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There WAS Evidence that Kayunga DLG Environmental Officer and CDO conducted support supervision and monitoring for school construction projects to ascertain compliance with ESMPs and provided monthly reports as exemplified by the following:  - Kayunga DLG Department of Environment and Natural Resources presented 'Environment and Social Safety Safeguards Inspection Report for DDEG Projects for FY 2022/2023', addressed to CAO, with the following education sector project: Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding. The report was dated 23rd/February/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.  - Kayunga DLG Department of Environment and Natural Resources presented 'Inspection and Monitoring Report for Environment, Climate Risk, Social and Health Safeguards for Projects in Education Sector for FY 2022/2023', addressed to CAO, with the following education sector project: Construction of 2 Classroom Block with an Office and a Store at Kayonza CoU P/S in Kayonza Sub-county under DDEG Funding. The report was dated 10th/January/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.  - Kayunga DLG Department of Environment and	2



Natural Resources presented 'Inspection and Monitoring Report for Environment, Climate Risk, Social and Health Safeguards for Projects in Education Sector for FY 2022/2023', addressed to CAO, with the following education sector project: Construction of 6 Classroom Block at Mataba Seed School, Mataba Parish, Kayunga Sub-county under UglIFT Funding. The report was dated 7th/April/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented 'Social Safeguards, Occupational Health and Safety of Workers, Monitoring and Inspection Report on Capital Development Projects', Addressed to CAO, Thru: District Education Officer, with the following education sector projects: Construction of 6 Classroom Block at Mataba Seed School, Mataba Parish, Kayunga Sub-county under UglIFT Funding; Construction of 2 Classroom Block with an Office and a Store at Kayonza CoU P/S in Kayonza Sub-county under DDEG Funding; Construction of 2 Classroom Block at Katuugo P/S in Bbaale Sub-county under SFG Funding; Construction of 2 Classroom Block at Nakatuli RC P/S in Galiraya Sub-county under SFG Funding. The report was dated 23rd/June/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

16

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 Environmental and Social Compliance Certification Forms (ESCCFs) were completed and signed by Environmental Officer and Community Development Officer (CDO) prior to payments of contractors' invoices at interim and final stages of projects as exemplified by the following projects:

- Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding. The certification form was dated 26th/May/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of 6 Classroom Block at Mataba Seed School, Mataba Parish, Kayunga Sub-county under UglIFT Funding. The certification form was dated 10th/May/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and

1

Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of 2 Classroom Block at Katuugo P/S in Bbaale Sub-county under SFG Funding. The certification form was dated 10th/May/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of 2 Classroom Block at Nakatuli RC P/S in Galiraya Sub-county under SFG Funding. The certification form was dated 16th/May/2023 and was signed by Senior Environmental Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding. Contractor: NITUS Solutions Uganda Limited. Certification Date: 12th/April/2023. Amount Paid: 73,749,060 UGX.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of 2 Classroom Block at Katuugo P/S in Bbaale Sub-county under SFG Funding. Contractor: JAHE Building Contractors Limited. Certification Date: 6th/December/2022. Amount Paid: 30,358,390 UGX.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of 2 Classroom Block at Katuugo P/S in Bbaale Sub-county under SFG Funding. Contractor: JAHE Building Contractors Limited. Certification Date: 20th/February/2023. Amount Paid: 42,883,684 UGX.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of 6 Classroom Block at Mataba Seed School, Mataba Parish, Kayunga Sub-county under UgIFT Funding. Contractor: HEST Engineers Company Limited. Certification Date: 1st/March/2023. Amount Paid:

382,595,343 UGX.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of 6 Classroom Block at Mataba Seed School, Mataba Parish, Kayunga Sub-county under UgIFT Funding. Contractor: HEST Engineers Company Limited. Certification Date: 5th/December/2022. Amount Paid: 328,500,000 UGX.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of 2 Classroom Block at Nakatuli RC P/S in Galiraya Sub-county under SFG Funding. Contractor: WANSA General Metal Crafts Limited. Certification Date: 28th/February/2023. Amount Paid: 53,164,590 UGX.

**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>The LG registered increased utilization of health care services of 43% (from 587 deliveries in FY 2021/2022 to 840 in FY 2022/2023): Changes at each of the 3 sampled health facilities are as follows:</p> <ol style="list-style-type: none"> <li>1. Deliveries at Nakatovu HCIII increased from 29 to 117 as shown in Health Unit Annual Reports (HMIS 107) for FY 2021/2022 and FY 2022/2023 respectively;</li> <li>2. Deliveries at Bukamba HCIII increased from 119 to 199 as shown in Health Unit Annual Reports (HMIS 107) for FY 2021/2022 and FY 2022/2023 respectively; and</li> <li>3. Deliveries at Nkokonjeru HCIII increased from 558 to 639 as shown in Health Unit Annual Reports (HMIS 107) for FY 2021/2022 and FY 2022/2023 respectively.</li> </ol>	<b>2</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 average score in Health for LLG performance assessment was 95%.</p> <p>BBAALE 100</p> <p>BUSAANA TC 100</p> <p>BUSAANA SC 100</p> <p>GALIRAYA 100</p> <p>KANGULUMIRA TC 100</p> <p>KAYUNGA SC 100</p> <p>KAYONZA 100</p> <p>KITIMBWA SC 100</p> <p>KANGULUMIRA SC 70</p> <p>KITIMBWA TC 100</p> <p>KAYUNGA TC 70</p> <p>NAZIGO SC 100</p> <p>NAZIGO TC 100</p> <p><b>Total 1240</b></p> <p><b>Average 95</b></p>	<b>2</b>

2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p>	<p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p>	<p>This indicator is not applicable</p>	<p>0</p>
	<p>Maximum 4 points on this performance measure</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>		
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>There was evidence that the LG budgeted and spent all the health development grant Ugx 732,306,000 for the year 2022/23 on eligible activities as per the health grant and budget guidelines. The projects/activities were:</p> <ol style="list-style-type: none"> <li>1.Phase II construction of OPD at Kakika HCIII Ugx131,205,950;</li> <li>2.Payment of retention for Expansion of a maternity ward-Kangulumira HC IV Ugx10,400,000; and</li> <li>3.Construction of a general ward at Buyobe HC II Ugx 561,486,303.</li> </ol>	<p>2</p>
	<p>Maximum 8 points on this performance measure</p>			
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p>	<p>b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0</p>	<p>There was evidence that the LG Engineer, Environment Officer and CDO certified work on health projects before the LG made payments to the contractors:</p> <ol style="list-style-type: none"> <li>1. A Contract for the construction of a staff house at Busare at Ugx 66,321,735 was certified by the DHO,LG Engineer, Environment Officer and CDO on 13/6/2023 before payment on 15/6/2023;</li> <li>2. A Contract for the works at Kakika at Ugx 54,995,988 was certified by the DHO,LG Engineer, Environment Officer and CDO on 19/6/2023 before payment on 28/6/2023; and</li> <li>3. A Contract for the completion of Kawomya HC III at Ugx 60,880,000 was certified by the DHO,LG Engineer, Environment Officer and CDO on 2/3/2023 before payment on 13/3/2023.</li> </ol>	<p>2</p>
	<p>Maximum 8 points on this performance measure</p>			

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 was evidence that the variations in the contract price of sampled health infrastructure investments were within +/-20% of the MoWT Engineers estimates.</p> <p>1. Upgrade of Buyobe HC II to III, Procurement reference number: KAYU/523/works/22-23/00287</p> <p>Engineer's estimate: 665,000,000/=</p> <p>Contract sum:641,486,303/=</p> <p>Percentage variation: 3.54%</p> <p>2. Construction of a maternity ward at Ntenjeru HC III, Procurement reference number: KAYU/523/works/22-23/00348</p> <p>Engineer's estimate: 475,000,000/=</p> <p>Contract sum:419,667,767/=</p> <p>Percentage variation: 11.65%</p> <p>3. Construction of a staff house at Busaale HC III, Procurement number: KAYU/523/works/22-23/00286.</p> <p>Engineer's estimate: 161,000,000/=</p> <p>Contract sum:162,144,637/=</p> <p>Percentage variation: -0.71%</p>	2
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 evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY. Sampled projects were:</p> <p>1. Upgrade of Buyobe HC II to III, Procurement reference number: KAYU/523/works/22-23/00287, contract duration was 7 months at the time of assessment the project was still ongoing despite the expiry of its contract period of 7 months on 30th/6/23. Major works like substructure, super structure, shuttering, roofing, plastering and finishes (painting) were complete at the time of the assessment. Few remaining works like installation of covers and finishes on the 4 stance VIP toilet were still ongoing. This translated to 90% completion level.</p>	1

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	<p>Two HC IV (Baale and Kangulumira) had staff ceiling was 100 and filled 91 staff.</p> <p>13 HCIIIs Bukamba, Busaale, Busaana, Galiraya, Kawomya, Kawongo, Lugasa, Nakatovu, Nkokonjeru, Ntenjeru, Wabwoko, Nazigo and Busana) had staff ceiling of 247 and filled 185 staff.</p> <p>Total ceiling = 347 and filled = 276. Staffing level was 79.5%</p>	1
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4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>	<p>There was evidence that the LG health infrastructure construction projects met the approved MoH Facility Infrastructure Designs.</p> <p>Sampled project was the Upgrade of HC II to III at Buyobe HC II.</p> <p>Measurements taken revealed that the waiting circulation area was, foundation depth was 1.2m, 9.1x 7m, post natal ward, 6.67x7m, Truss spacing was 2.5 c/c, G26 Pre-painted iron sheets, exit door, 75x2.1m, 250mm, VIP toilet partitions, 1.8x1.43m and 1.7x1.01m wash rooms, with a curtain wall measuring 7.8x6.15m, no defects were seen on the walls and floors at the time of assessment, these conform to the provided drawing provided by the LG engineer.</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>The health workers were in the health facilities where they were deployed. The information on positions of health workers filled was accurate. There were no discrepancies between positions on staff deployment lists from the MHO and those in the staff registers at all the 3 sampled health facilities as reflected below:</p> <ol style="list-style-type: none"> <li>1. At Busaale HCIII, all the 14 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO;</li> <li>2. At Busana HCIII, all the 19 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO; and</li> <li>3. At Nakatovu HCIII, all the 12 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO.</li> </ol> <p>The staff names and their positions are as follows:</p> <p>Busana HCIII</p> <ol style="list-style-type: none"> <li>1.Ssekeba Dilisa, Medical Clinical Officer</li> <li>2.Masereka Mwenge Johnson, Nursing Officer</li> </ol>	2
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3.Yiga Joseph Musoke, Senior Medical Clinical Officer

4.Konga Betty, Medical Laboratory Assistant

5.Nabisubi Eva Jjagwe, Medical Laboratory Technician

6.Lutwama Deborah, Enrolled Nurse

7.Mwoyo Sylvia, Enrolled Nurse

8.Nakisozi Margaret, Enrolled Nurse

9.Nambi Damalie, Enrolled Midwife

10.Nanyonyi Sylvia, Enrolled Midwife

11.Basemera Prossy, Health Information Assistant

12.Bakaki Isaac, Health Assistant

13.Nakyanzi Elizabeth Betty, Health Assistant

14.Lucky Alice, Nursing Assistant

15.Nakabaale Sarah, Nursing Assistant

16.Nantale Robinah, Nursing Assistant

17.Kajumba Hellen, Porter

18.Wambuga Emmanuel, Porter

19.Kyazze Edward, Health Inspector

Busaale HCIII

1.Bulaya Moses, Senior Medical Clinical Officer

2.Nalujja Prossy, Medical Clinical Officer

3.Ssebaduka Denis, Medical Laboratory Assistant

4.Ziryawula Paul, Medical Laboratory Technician

5.Naggita Betty, Enrolled Nurse

6.Nakeeya Joweria, Enrolled Midwife

7.Zaabali Prosy, Enrolled Midwife

8.Takuwa Joweria, Health Information Assistant

9.Kizza Henry, Health Assistant

10.Nabirye Evalyne, Nursing Assistant

11.Wantate Joseph, Nursing Assistant

12.Kintu Najjibu, Askari

13.Nalwoga Deborah, Porter

14.Namutebi Milly, Assistant Nursing Officer

Nakatovu HCIII

1.Bwoye Jackson, Senior Medical Clinical Officer

2.Mulyaha Adonis Innocent, Medical Clinical



- Officer
- 3.Naluwooza Mary, Enrolled Nurse
  - 4.Ochieng Joseph, Enrolled Nurse
  - 5.Komunaku Janet, Enrolled Midwife
  - 6.Segujja Siraje, Health Information Assistant
  - 7.Ssegawa Joseph, Health Assistant
  - 8.Nakazzi Victoria, Nursing Assistant
  - 9.Sanyu Sula, Nursing Assistant
  - 10.Masereka Martin, Askari
  - 11.Ezayo Harriet, Porter
  - 12.Nabulya Joyce, Porter

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>The information on health facilities upgraded or constructed and functional is accurate. There was construction of staff houses at Kawomya HCIII, Bukamba HCIII and Busaale HCIII as evidenced on the list of upgraded facilities in the annual PBS report for FY 2022/2023 on page 51.</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>The health facilities prepared and submitted Annual Work plans &amp; budgets to the DHO by March 31st of the previous FY 2022/2023 as per the LG Planning Guidelines for Health Sector as follows:</p> <ol style="list-style-type: none"> <li>1. Galilaya HCIII submitted on 25th March 2022;</li> <li>2. Busaaale HCIII submitted on 25th March 2022; and</li> <li>3. Nazigo HCIII submitted on 28th March 2022.</li> </ol> <p>The budgets of these sampled health facilities conformed to the prescribed formats in the planning guidelines since they had highlights of performance, annual expenditure and had been endorsed by the In-charges.</p>	2

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>The health facilities prepared and submitted to the DHO Annual Budget Performance Reports for the previous FY 2022/2023 by July 15th of the current FY 2023/2024 as per the Budget and Grant Guidelines. The submission dates for each of the 3 sampled health facilities are shown below:</p> <ol style="list-style-type: none"> <li>1. Galilaya HCIII submitted on 10th July 2023;</li> <li>2. Kangulumira HCIII submitted on 30th June 2023; and</li> <li>3. Bbaale HCIV submitted on 4th July 2023.</li> </ol>	2
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>The health facilities developed and reported on implementation of facility Performance Improvement Plans (PIPs) that incorporated performance issues identified in monitoring and assessment reports. All the 3 facility PIPs for the sampled health facilities including; Bbaale HCIV, Nazigo HCIII and Nakatovu HCIII had issues identified in the DHMT support supervision reports as shown below:</p> <ol style="list-style-type: none"> <li>1. Bbaale HCIV PIP dated 31st March 2023 on page 9 catered for a data validation and cleaning exercise by focal persons at the facility before data is entered into the DHIS2. The issue of inconsistencies in the data entered into DHIS2 had been identified during DHMT support supervision for Bbaale HCIV held on 18th to 23rd December 2022 as shown in quarter 2 supervision report dated 27th December 2022 on page 5;</li> <li>2. Nazigo HCIII PIP dated 31st March 2023 on page 3 catered for designing of a fridge monitoring chart by the Laboratory Manager. The issue of lack of laboratory fridge temperature monitoring had been identified during quarter 2 DHMT support supervision conducted on 18th to 23rd December 2022 as shown in quarter 2 supervision report dated 27th December 2022 on page 9; and</li> <li>3. Nakatovu HCIII PIP dated 30th March 2023 on page 6 catered for renovation of a pit latrine at the Outpatient department. A problem of the pit latrine at Nakatovu Outpatient department being very old and out of use had been noted during DHMT support supervision held on 26th to 29th September 2022 as shown in quarter 1 supervision report dated 30th September 2022 on page 8.</li> </ol>	2
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Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.

Maximum 14 points on this performance measure

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

- score 2 or else score 0

The health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter). The 3 sampled health facilities submitted the reports as follows:

1. Nazigo HCIII's latest monthly reports were submitted on the 7th day following the end of month and the latest quarterly reports were submitted on the 7th day following the end of month. The monthly submission dates are as follows: 5th August 2022, 5th September 2022, 6th October 2022, 7th November 2022, 5th December 2022, 6th January 2023, 2nd February 2023, 5th March 2023, 7th April 2023, 5th May 2023, 1st June 2023 and 7th July 2023. The quarterly submission dates are as follows: 7th October 2022, 6th January 2023, 7th April 2023 and 7th July 2023;

2. Busana HCIII's latest monthly reports were submitted on the 5th day following the end of month and the latest quarterly report was submitted on the 7th day following the end of month. The monthly submission dates are as follows: 5th August 2022, 5th September 2022, 5th October 2022, 4th November 2022, 4th December 2022, 4th January 2023, 4th February 2023, 4th March 2023, 4th April 2023, 4th May 2023, 5th June 2023 and 4th July 2023. The quarterly submission dates are as follows: 4th October 2022, 5th January 2023, 7th April 2023 and 4th July 2023; and

3. Kangulumira HCIV's latest monthly reports were submitted on the 6th day following the end of month and the latest quarterly report was submitted on the 7th day following the end of month. The monthly submission dates are as follows: 4th August 2022, 4th September 2022, 4th October 2022, 4th November 2022, 3rd December 2022, 4th January 2023, 6th February 2023, 4th March 2023, 4th April 2023, 4th May 2023, 4th June 2023 and 4th July 2023. The quarterly submission dates are as follows: 7th October 2022, 6th January 2023, 4th April 2023 and 4th July 2023.

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>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.</p>	<p>0</p>
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>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.</p>	<p>0</p>
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>There was evidence that the LG health department submitted Quarterly Budget Performance reports in time to the planner for consolidation as below:</p> <p>Quarter 1 was submitted on 12/10/2022;</p> <p>Quarter 2 was submitted on 12/1/2023;</p> <p>Quarter 3 was submitted on 13/4/2023; and</p> <p>Quarter 4 was submitted on 12/6/2023.</p>	<p>1</p>

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The LG had an approved Performance Improvement Plan (PIP) dated 11th September 2023 that catered for the weakest performing health.</p> <p>For example, the following weak facilities were catered for as follows:</p> <ol style="list-style-type: none"> <li>1. Busaale HCIII was catered for under structural infrastructure and a weakness of lack of adequate accommodation had been noted, where the area of improvement was to improve staff accommodation by constructing a staff house;</li> <li>2. Kangulumira HCIV was catered for under human resource where it had been noted that the facility had was headed by a Medical Officer instead of a Senior Medical Officer; and the area of improvement was to recruit assign a Senior Medical Officer to head the facility.</li> <li>3. Bbaale HCIV was catered for under equipment maintenance where it had been noted the facility multipurpose double cabin broke down and this had affected service delivery especially patient referral and the area of improvement was to repair the cabin.</li> </ol>	1
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>The LG implemented performance improvement plan for the weakest performing facilities as highlighted below: The PIP dated 11th September 2023 catered for repair of a multipurpose double cabin at Bbaale HCIV. This was implemented as evidenced in a letter that was written by the Incharge for Bbaale HCIV to the DHO titled "Request for repair of our Double Cabin / Ambulance" dated 20th February 2023, where he requested for funds to repair the double cabin/ambulance.</p>	1
	<p>Maximum 14 points on this performance measure</p>			

**Human Resource Management and Development**

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>The LG had budgeted for health workers as per the guidelines/in accordance with the staffing norms. The performance contract for the current FY 2023/2024, had UGX 6,965,459,000 budgeted for the health workers' salaries as indicated in the approved structure named "VOTE: 858 Kayunga District" on page 27. Both the staff list and registers reflected a total of 306 staff and that is what was budgeted for and this staffing level was equivalent to 78 percent, which was above the required staffing norms of 75 percent.</p>	2
	<p>Maximum 9 points on this performance measure</p>			
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>The LG had deployed health workers as per guidelines. The staffing level was 78% (306 out of 393 staff in the approved structure). This is evidenced on the staff list titled "Kayunga District Health Department Staff List as of 13/9/2023", dated 13th September 2023 and the staff registers. Both the staff list and registers reflected a total of 306 staff and that is what was budgeted for.</p>	2
	<p>Maximum 9 points on this performance measure</p>			
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>The health workers were working in the health facilities where they were deployed. The information on positions of health workers filled was accurate. There were no discrepancies between positions on staff deployment lists from the DHO and those in the staff registers at all the 3 sampled health facilities as reflected below:</p>	3
	<p>Maximum 9 points on this performance measure</p>		<p>1. At Busana HCIII, all the 19 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO;</p> <p>2. At Busaale HCIII, all the 14 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO; and</p> <p>3. At Nakatovu HCIII, all the 12 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO.</p> <p>The staff names and their positions are as follows:</p> <p><b>Busana HCIII</b></p> <p>1.Ssekeba Dilisa, Medical Clinical Officer</p> <p>2.Masereka Mwenge Johnson, Nursing Officer</p> <p>3.Yiga Joseph Musoke, Senior Medical Clinical Officer</p> <p>4.Konga Betty, Medical Laboratory Assistant</p>	

5.Nabisubi Eva Jjagwe, Medical Laboratory Technician

6.Lutwama Deborah, Enrolled Nurse

7.Mwoyo Sylvia, Enrolled Nurse

8.Nakisozi Margaret, Enrolled Nurse

9.Nambi Damalie, Enrolled Midwife

10.Nanyonyi Sylvia, Enrolled Midwife

11.Basemera Prossy, Health Information Assistant

12.Bakaki Isaac, Health Assistant

13.Nakyanzi Elizabeth Betty, Health Assistant

14.Lucky Alice, Nursing Assistant

15.Nakabaale Sarah, Nursing Assistant

16.Nantale Robinah, Nursing Assistant

17.Kajumba Hellen, Porter

18.Wambuga Emmanuel, Porter

19.Kyazze Edward, Health Inspector

#### **Busaale HCIII**

1.Bulaya Moses, Senior Medical Clinical Officer

2.Nalujja Prossy, Medical Clinical Officer

3.Ssebaduka Denis, Medical Laboratory Assistant

4.Ziryawula Paul, Medical Laboratory Technician

5.Naggita Betty, Enrolled Nurse

6.Nakeeya Joweria, Enrolled Midwife

7.Zaabali Prosy, Enrolled Midwife

8.Takuwa Joweria, Health Information Assistant

9.Kizza Henry, Health Assistant

10.Nabirye Evalyne, Nursing Assistant

11.Wantate Joseph, Nursing Assistant

12.Kintu Najjibu, Askari

13.Nalwoga Deborah, Porter

14.Namutebi Milly, Assistant Nursing Officer

#### **Nakatovu HCIII**

1.Bwoye Jackson, Senior Medical Clinical Officer

2.Mulyaha Adonis Innocent, Medical Clinical Officer

3.Naluwooza Mary, Enrolled Nurse

4.Ochieng Joseph, Enrolled Nurse

5. Komunaku Janet, Enrolled Midwife
6. Segujja Siraje, Health Information Assistant#
7. Ssegawa Joseph, Health Assistant
8. Nakazzi Victoria, Nursing Assistant
9. Sanyu Sula, Nursing Assistant
10. Masereka Martin, Askari
11. Ezayo Harriet, Porter
12. Nabulya Joyce, Porter

7

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

Maximum 9 points on this performance measure

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

The LG publicized health workers' deployment by posting deployment lists for FY 2023/2024 on facility notice boards. All the 3 sampled health facilities had deployment lists displayed on notice boards as shown below:

1. At Busana HCIII a deployment list of 19 staff dated 13th September 2023 for FY 2023/2024 was displayed on the patient waiting area notice board;
2. At Busale HCIII a deployment list of 14 staff for FY 2023/2024 dated 13th September 2023 was displayed on the patient waiting area notice board; and
3. At Nakatovu HCIII a deployment list of 12 staff for FY 2023/2024 dated 13th September 2023, was displayed on the patient waiting area notice board.

The staff names and their positions are as follows:

**Busana HCIII**

1. Ssekeba Dilisa, Medical Clinical Officer
2. Masereka Mwenge Johnson, Nursing Officer
3. Yiga Joseph Musoke, Senior Medical Clinical Officer
4. Konga Betty, Medical Laboratory Assistant
5. Nabisubi Eva Jjagwe, Medical Laboratory Technician
6. Lutwama Deborah, Enrolled Nurse
7. Mwoyo Sylvia, Enrolled Nurse
8. Nakisozi Margaret, Enrolled Nurse
9. Nambi Damalie, Enrolled Midwife
10. Nanyonyi Sylvia, Enrolled Midwife
11. Basemera Prossy, Health Information Assistant
12. Bakaki Isaac, Health Assistant

2



- 13.Nakyanzi Elizabeth Betty, Health Assistant
- 14.Lucky Alice, Nursing Assistant
- 15.Nakabaale Sarah, Nursing Assistant
- 16.Nantale Robinah, Nursing Assistant
- 17.Kajumba Hellen, Porter
- 18.Wambuga Emmanuel, Porter
- 19.Kyazze Edward, Health Inspector

#### **Busaale HCIII**

- 1.Bulaya Moses, Senior Medical Clinical Officer
- 2.Nalujja Prossy, Medical Clinical Officer
- 3.Ssebaduka Denis, Medical Laboratory Assistant
- 4.Ziryawula Paul, Medical Laboratory Technician
- 5.Naggita Betty, Enrolled Nurse
- 6.Nakeeya Joweria, Enrolled Midwife
- 7.Zaabali Prosy, Enrolled Midwife
- 8.Takuwa Joweria, Health Information Assistant
- 9.Kizza Henry, Health Assistant
- 10.Nabirye Evalyne, Nursing Assistant
- 11.Wantate Joseph, Nursing Assistant
- 12.Kintu Najjibu, Askari
- 13.Nalwoga Deborah, Porter
- 14.Namutebi Milly, Assistant Nursing Officer

#### **Nakatovu HCIII**

- 1.Bwoye Jackson, Senior Medical Clinical Officer
- 2.Mulyaha Adonis Innocent, Medical Clinical Officer
- 3.Naluwooza Mary, Enrolled Nurse
- 4.Ochieng Joseph, Enrolled Nurse
- 5.Komunaku Janet, Enrolled Midwife
- 6.Segujja Siraje, Health Information Assistant#
- 7.Ssegawa Joseph, Health Assistant
- 8.Nakazzi Victoria, Nursing Assistant
- 9.Sanyu Sula, Nursing Assistant
- 10.Masereka Martin, Askari
- 11.Ezayo Harriet, Porter
- 12.Nabulya Joyce, Porter

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	<p>a) Evidence that the DHO/MMOHs has:</p> <p>i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0</p>	There was evidence at the time of assessment that DHO had conducted annual performance appraisal of in-charges of the Health Centres as reviewed in the personal files. Out of the 10 sampled health facilities had incharges appraised after 30/6/2023 and appraisal date ranged from 7/7/2023 for Clinical Officer (Baiga Marriam) to 2/8/2023 for Clinical Officer (Kwagala Stephen).	0
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	<p>ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0</p>	<p>There was evidence at the time of assessment that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO to HRO during the previous FY 2022/23 as reviewed from the 10 sampled personal appraisal files of health facility workers.</p> <p>All the 10 sampled health workers were appraised after the prescribed date of 30/6/2023 and appraisal dates range from 1/7/2023 for Health Inspector (Mbudyadi Edward) to 30/8/2023 for Assistant Nursing Officer (Namuwanga Sarah Justine)</p>	0
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	Corrective actions based on the appraisal reports were not undertaken by the DHO as there were no cases of misconduct by the 10 sampled Health Facility Workers	2
	Maximum 6 points on this performance measure			

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>The LG had a Continuous Professional Development (CPD) work plan for FY 2022/2023 on file. It is titled, "Continuous Professional Development Training Plan for the Health Department Kayunga District Financial year 2022/2023" dated 28th June 2022 and trainings were conducted in accordance to this training work plan. For instance:</p> <ol style="list-style-type: none"> <li>1. Training on integration of non-communicable diseases cares among people living with HIV/AIDS;</li> <li>2. Regional training of Trainers on the 2022 Consolidated Guidelines for Prevention and Treatment of HIV/AIDS in Uganda; and</li> <li>3. Orientation of HCII peer workers in Kayunga district on AP3/PMTCT.</li> </ol>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There were documented training activities in the training/CPD database named "Continuous Professional Development Training Plan for the Health Department Kayunga District For Trainings conducted in Financial Year 2022/2023" dated 28th June 2022 which showed: the trainings which were conducted, the attendees, the trainers, the date when the trainings were conducted and the duration for the trainings. For example:</p> <ol style="list-style-type: none"> <li>1. Training on integration of non-communicable diseases cares among people living with HIV/AIDS on 5th to 7th July 2022 which was attended by 15 participants;</li> <li>2. Regional training of Trainers on the 2022 Consolidated Guidelines for Prevention and Treatment of HIV/AIDS in Uganda held on 11th to 15th July 2022 which was attended by 10 participants; and</li> <li>3. Orientation of HCII peer workers in Kayunga district on AP3/PMTCT held on 12th to 16th June 2023 which was attended by 17 participants.</li> </ol>	1

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

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence that the CAO confirmed the list of Health facilities (GoU and PNFP) that received 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 2021/2022. A letter to this effect had been written by the CAO on 18th August 2023 and submitted to MoH on 30th August 2023.</p>	2
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>The LG made allocations of Ugx68,760,000 (15%) out of the Ugx 466,148,000PHC NWR Grant for LLHF (Page 27 of the LG approved budget) towards monitoring service delivery and management of District health services which was the required 15%.</p>	2
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p>	<p>The LG did not warrant to all PHC NWR Grant transfers for the FY 2022/23 to health facilities within the required 5 working days from the day of funds release:</p> <p>Quarter 1 warrant was on 2/8/2022, receipt of expenditure limits date was 8/7/2022; 26 days</p> <p>Quarter 2 warrant was on 13/10/2022, receipt of expenditure limits date was 30/9/2022; 12 days</p> <p>Quarter 3 warrant was on 11/1/ 2023, receipt of expenditure limits date was 29/12/2022; 18 days and</p> <p>Quarter 4 warrant was on 26/4/2023, receipt of expenditure limits date was 6/4/2023;15 days.</p>	0
<p>Maximum 9 points on this performance measure</p>	<p>Maximum 9 points on this performance measure</p>	<p>Maximum 9 points on this performance measure</p>	<p>Maximum 9 points on this performance measure</p>	<p>Maximum 9 points on this performance measure</p>

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>The LG did not invoice to all PHC NWR Grant transfers for the FY 2022/22 to health facilities within the required 5 working days from the day of funds release:</p> <p>Quarter 1 invoicing was on 23/8/2022, release date was 8/7/2022; 38 days</p> <p>Quarter 2 invoicing was on 20/10/2022, release date was 30/9/2022; 29 days</p> <p>Quarter 3 invoicing was on 6/2/ 2023, release date was 29/12/2022; 21 days and</p> <p>Quarter 4 invoicing was on 17/5/2023, release date was 6/4/2023;38 days.</p>	0
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9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>The LG publicized all the quarterly functional releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED as indicated below:</p> <p>In quarter 1 expenditure limits were released on 5th August 2022 and facilities were informed on 8th August 2022 (within 5 working days);</p> <p>In quarter 2 expenditure limits were released on 14th October 2022 and facilities were informed on 17th October 2022 (within 5 working days);</p> <p>In quarter 3 expenditure limits were released on 19th January 2023 and facilities were informed on 20th January 2023 (within 5 working days); and</p> <p>In quarter 4 expenditure limits were released on 24th April 2023 and facilities were informed on 26th April 2023 (within 5 working days)</p>	1
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Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0

The health department implemented actions recommended by the DHMT quarterly performance review meeting (s) held during the previous FY 2022/2023. For example:

During quarter 1 DHMT performance review meeting held on 7th October 2022, one of the action points was that the Implementing Partner was to supply the VHT tools. Follow up on this recommendation is evidenced in a delivery note showing that tools including HMIS 097b were dispatched to the district on 14th November 2022;

In a quarter 2 DHMT meeting held on 19th January 2023, one of the action points was that the Implementing Partner was to distribute registers to health facilities. Follow up on this recommendation is evidenced in the HMIS tools distribution list showing that registers including HMIS 001, 006 and 007 were distributed to the health facilities on 7th June 2023;

During quarter 3 DHMT performance review meeting held on 29th May 2023, one of the action points was that the Implementing Partner was to supply the more VHT tools. Follow up on this recommendation is evidenced in a delivery note showing that tools including HMIS VHT 006 were dispatched to the district on 29th May 2023; and

During quarter 4 DHMT performance review meeting held on 16th August 2023, one of the action points was to conduct a training of Health Workers on the current HIV/ART guidelines. Follow up on this action is evidenced in an activity report titled "Training of Health Workers on the current HIV/ART guidelines" dated 12th August 2023.

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

Maximum 7 points on this performance measure

b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0

The LG quarterly performance review meetings involved all the health facility In-Charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department. For example:

1. Quarter 1 performance review meeting held on 7th October 2022 was attended by all 23 health facility in-charges as evidenced by the attendance list attached to a report titled "Performance Review Meeting Report for Kayunga district Q1 FY 2022/2023" dated 7th October 2022 which shows that all the In-charges attended the meeting;

2. Quarter 2 performance review meeting held on 19th January 2023 was attended by all 23 health facility in-charges as evidenced by the attendance list attached to a report titled "Performance Review Meeting Report for Kayunga district Q2 FY 2022/2023" dated 19th January 2023 which shows that all the In-charges attended the meeting;

3. Quarter 3 performance review meeting held on 29th May 2023 was attended by all 23 health facility in-charges as evidenced by the attendance list attached to a report titled "Performance Review Meeting Report for Kayunga district Q3 FY 2022/2023" dated 29th May 2023 which shows that all the In-charges attended the meeting;

4. Quarter 4 performance review meeting held on 16th August 2023 was attended by all 23 health facility in-charges as evidenced by the attendance list attached to a report titled "Performance review meeting held on 16th August 2023 in the water boardroom for Q4 April to June 2023" dated 16th August 2023 which shows that all the In-charges attended the meeting;

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>The LG supervised all HCIVs and general hospitals which received PHC grant in the FY 2022/2023. They were supervised at least once every quarter as shown below;</p> <ol style="list-style-type: none"> <li>1. In quarter 1, Kangulumira HCIV and Bbaale HCIV were supervised on 30th September 2022, as evidenced in quarter 1 supervision report;</li> <li>2. In quarter 2, Kangulumira HCIV and Bbaale HCIV were supervised on 27th December 2022, as evidenced in quarter 2 supervision report;</li> <li>3. In quarter 3, Kangulumira HCIV and Bbaale HCIV were supervised on 22nd March 2023, as evidenced in quarter 3 supervision report; and</li> <li>4. In quarter 4, Kangulumira HCIV and Bbaale HCIV were supervised on 8th June 2023, as evidenced in quarter 4 supervision report.</li> </ol>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <ul style="list-style-type: none"> <li>• If not applicable, provide the score</li> </ul>	<p>The DHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY. All the 3 sampled health facilities were supervised as follows:</p> <ol style="list-style-type: none"> <li>1. Lugasa HCIII was supervised by Bbaale HSD in all quarters as per reports titled “Bbaale HSD Quarterly Support supervision” dated 29th September 2022 for quarter 1, 29th November 2023 for quarter 2, 27th March 2023 for quarter 3 and 26th June 2023 for quarter 4;</li> <li>2. Galilaya HCIII was supervised by Bbaale HSD in all quarters as per reports titled “Bbaale HSD Quarterly Support supervision” dated 29th September 2022 for quarter 1, 29th November 2023 for quarter 2, 27th March 2023 for quarter 3 and 26th June 2023 for quarter 4; and</li> <li>3. Kawongo HCIII was supervised by Bbaale HSD in all quarters as per reports titled “Bbaale HSD Quarterly Support supervision” dated 29th September 2022 for quarter 1, 29th November 2023 for quarter 2, 27th March 2023 for quarter 3 and 26th June 2023 for quarter 4.</li> </ol>	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

The LG used results / reports from discussion of the support supervision and monitoring visits to make recommendations for specific corrective actions. For instance,

1. In Nazigo HCIII supervision report for quarter 1 dated 30th September 2022, it was noted that the minutes for facility meetings had not been signed by the Incharge and Maternal and perinatal deaths were not being reported, it was recommended that the meeting minutes should be signed and own, and maternal and perinatal deaths should be owned. Implementation of this recommendation was followed up by DHT and documented as evidenced in quarter 2 supervision report dated 27th December 2022 where it was indicated that the Incharge had signed the minutes and maternal and perinatal deaths were being reported;

2. In Bbaale HCIII supervision report for quarter 3 dated 22nd March 2023, it was noted that the facility had poor waste management and the facility did not have a grievance committee and recommended that there should be improved waste management and a grievance committee should be instituted. This recommendation was implemented as evidenced in a quarter 4 supervision report dated 8th June 2023 that shows that waste management had been improved and a grievance committee had been formed; and

3. In Nakyesa HCII supervision report for quarter 2 dated 27th December 2022, it was noted that there was no Health Facility Performance Improvement Plan in place and it was recommended that the facility should develop a Performance Improvement Plan. This recommendation was implemented as evidenced in a quarter 3 supervision report dated 22nd March 2023 where it was indicated that Nakyesa HCII had developed a Performance Improvement Plan.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>The LG provided support to all health facilities in the management of medicines and health supplies in the FY 2022/2023 as highlighted below:</p> <p>In quarter 1, all the 23 health facilities were supervised in the management of medicines and health supplies as evidenced in the medicines support supervision report dated 30th September 2022.</p> <p>In quarter 2, all the 23 health facilities were supervised in the management of medicines and health supplies as evidenced in the medicines support supervision report dated 30th December 2022;</p> <p>In quarter 3, all the 23 health facilities were supervised in the management of medicines and health supplies as evidenced in the medicines support supervision report dated 30th March 2023; and</p> <p>In quarter 4, all the 23 health facilities were supervised in the management of medicines and health supplies as evidenced in the medicines support supervision report dated 30th June 2023.</p>	<b>1</b>
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>The LG allocated Ugx 22 million (32%) out of the Ugx 68.8 million LG Health Office budget to health promotion and prevention activities, which was more than the required minimum of 30%.</p>	<b>2</b>

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

Maximum 4 points on this performance measure

b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0

The DHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the FY 2022/2023. For example:

1. In quarter 1, the DHT conducted a radio talk show on Malaria prevention key messages. This is evidenced in a report titled "Radio Talk Show on Malaria Prevention Key Messages" dated 15th September 2022;

2. In quarter 2, the DHT conducted spot messages on key family health care practices. This is evidenced in a report titled "Spot Messages on Key Family Healthcare Practices By UNICEF/WHO during the 2nd Quarter 2022/2023" dated 10th January 2023;

3. In quarter 3, the DHT conducted supervision and monitoring of health promotion and disease prevention activities in health facilities. This is evidenced in a report titled "Supervision & Monitoring of Health Promotion and Disease Prevention Activities in Health Facilities in Kayunga district" dated 22nd February 2023; and

4. In quarter 4, the DHT conducted monitoring and supervision of health education activities at health facilities. This is evidenced in a report titled "A Report Following Monitoring and Supervision of Health Education Activities at Health Facilities during the 4th Quarter FY 2022/2023" dated 1st June 2023.

11

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

Maximum 4 points on this performance measure

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

The DHT followed up actions on health promotion and disease prevention issues. For instance,

During quarter 1 DHMT meeting held on 30th August 2022, one of the action points was to conduct a radio talk show on Malaria prevention key messages. Follow up on this recommendation is evidenced in an activity report titled "Radio Talk Show on Malaria Prevention Key Messages" dated 15th September 2022, that shows that a radio talk show on malaria prevention key messages was conducted;

In a quarter 2 DHMT meeting held on 11th November 2022, one of the action points was to conduct spot messages on key family health care practices. Follow up on this recommendation is evidenced in an activity report titled "Spot Messages on Key Family Healthcare Practices By UNICEF/WHO during the 2nd Quarter 2022/2023" dated 10th January 2023, that shows that spot messages on key family healthcare practices were conducted;

During quarter 3 DHMT meeting held on 20th January 2023, one of the action points under minute to conduct support supervision and monitoring of health promotion and disease prevention activities in health facilities. This is evidenced in a report titled "Supervision & Monitoring of Health Promotion and Disease Prevention Activities in Health Facilities in Kayunga district" dated 22nd February 2023, that shows that the monitoring and support supervision of health promotion and disease prevention activities was carried out; and

During quarter 4 DHMT performance review meeting held on 25th April 2023, one of the action points was to conduct monitoring and supervision of health education activities at health facilities. This is evidenced in a report titled "A Report Following Monitoring and Supervision of Health Education Activities at Health Facilities during the 4th Quarter FY 2022/2023" dated 1st June 2023.

## 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>The LG had updated Asset registers which set out health facilities and equipment relative to basic standards. The registers were updated in July 2023 and contained asset category, cost, health facility, serial number, condition, among others. The assets for each health facility were as follows:</p> <p>Bbaale HCIV had OPD, maternity ward, theatre, placenta pit, incinerator and 12 staff houses;</p> <p>Kangulumira HCIV had had OPD, maternity ward, theatre, placenta pit, incinerator and 12 staff houses;</p> <p>All HCIIIs like Kawongo, Galilaya, Lugasa, Wabwoko, Ntenjeru, Busana, Busaale, Nakatovu had a maternity ward, placenta pit and medical waste pit, and 8 staff houses; and</p> <p>All HCIIIs like Kakiika, Buyobe, Nakyesa, Kasokwe, had an OPD, drug store, maternity ward, placenta pit and 2 staff houses.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<p>The LG conducted desk appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 214-215) and were eligible for funding under sector guidelines as indicated in the minutes dated 6/11/2021, page 2 for the projects implemented in the year 2022/23. The projects appraised included:</p> <ol style="list-style-type: none"> <li>1.Construction of a twin staff house at Busaale HC III at Ugx162,124,637</li> <li>2.Payment of retention for the construction of a twin staff house at Wabwoko HC III at Ugx1,618,182; and</li> <li>3. Phase II construction of OPD at Kakika HC III at Ugx131,205,950.</li> </ol>	1

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 9/12/2021 for the projects implemented in the year 2022/23. The projects appraised included:</p> <ol style="list-style-type: none"> <li>1. Construction of a twin staff house at Busaale HC III at Ugx162,124,637;</li> <li>2. Payment of retention for the construction of a twin staff house at Wabwoko HC III at Ugx1,618,182; and</li> <li>3. Phase II construction of OPD at Kakika HC III at Ugx131,205,950.</li> </ol>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There WAS Evidence that all health infrastructure projects for the previous FY (2022/2023 FY) were screened for environmental and social risks and mitigation measures put in place before being approved for construction and also complied with risk mitigation plans as exemplified by the following projects:</p> <ul style="list-style-type: none"> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Twin Staff House at Busaale HC III, Kayunga Sub-county under PHC Funding, ESSF and Costed ESMP dated 31st/October/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of a General Ward and a Maternity Ward at Buyobe HC II, Kayunga Sub-county under PHC Funding, ESSF and Costed ESMP dated 23rd/November/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Twin Staff House at Kawoomya HC II, Kangulumira Sub-county under PHC Funding, ESSF and Costed ESMP dated 7th/November/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> </ul>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was 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. This was prepared by Dr.Matovu Ahmed dated 24th/04/2023 received by Mr. Lwanga Ponsiano -SPO.</p> <p>This included;</p> <ol style="list-style-type: none"> <li>1. Phased construction of of a maternity ward at Kawomya HC III, budgeted at 161,000,000/=</li> <li>2. Completion of the construction of a twin staff house at Nsotoka HC III and construction, budgeted at 30,000,000/=</li> <li>3. Procurement of stationery budgeted at 800,000/=, etc</li> </ol>	<b>1</b>
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was no evidence availed to the assessor that the LG Health department submitted procurement request form <b>(Form PP5)</b> to the PDU by 1st Quarter of the current FY.</p>	<b>0</b>
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>The contracts committee minutes dated 5th/5/2023 under minute number: 356/CC/20/06/2022, approved the consolidated procurement and disposal work plan. This was chaired by Mr, Drate Edema Robert and Mr. Lwanga Ponsiano-SPO. However, there was no evidence availed to the assessor that the Solicitor General approved the infrastructure projects under the health department.</p>	<b>0</b>

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the the LG had properly established the Project Implementation team as specified in the sector guidelines, the list comprised of the following personnel;</p> <ol style="list-style-type: none"> <li>1,Dr. Matovu Ahmed - contracts manager - health projects</li> <li>2. Mr. Meke Rogers - Ag. DE- Project manager projects</li> <li>3. Ms. Nanduala moreen -CDO</li> <li>4. Mr. Mr. Musazi patrick - SEO</li> <li>5. Mr. Buyinza Dennis Lubowa - Clerk of works</li> </ol> <p>These were appointed and established by Mr. Batambuze Abdu, CAO, dated 31st/10/2022.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <p>Sampled project was the Upgrade of HC II to III at Buyobe HC II.</p> <p>Measurements taken revealed that the waiting circulation area was, foundation depth was 1.2m, 9.1x 7m, post natal ward, 6.67x7m, Truss spacing was 2.5 c/c, G26 Pre-painted iron sheets, exit door, 1.5x2.1m, 250mm, VIP toilet partitions, 1.8x1.43m and 1.7x1.01m wash rooms, with a curtain wall measuring 7.8x6.15m, no defects were seen on the walls and floors at the time of assessment, these conform to the provided drawing provided by the LG engineer.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Sampled reports dated 1/1/2023,6th/3/2023, 19th/3/2023, 26th/4/2023, 23rd/5/2023,14th/09/2022, 29th/1/1023, 28th/2/2023, 4th/4/2023, 31st/5/2023, 30th/6/2023, 30th/9/2023,17th/10/2023,14th/11/2023, 5th/4/2023, 112th/4/2023,14th/3/2023, 7th/4/2023, 20th/3/2023, these were signed by the Clerk of works, Buyinza Dennis Lubowa, DE Mr. Meke Rogers, Dr. Matovu Ahmed, DHO, Mr. Lukwago Peter parish Councilor, Mr. Batambuze Abdu, CAO, Mr. Mukiibi Ronald, SEO. Ms. Nandawula maureen -CDO. For the construction of Buyobe HC II to III and a general maternity ward.</p>	1



13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Sampled reports dated 1/1/2023, 6th/3/2023, 19th/3/2023, 26th/4/2023, 23rd/5/2023,14th/09/2022, 29th/1/1023, 28th/2/2023, 4th/4/2023, 31st/5/2023, 30th/6/2023,30th/9/2023,17th/10/2023, 14th/11/2023, 5th/4/2023, 12th/4/2023,14th/3/2023, 7th/4/2023, 20th/3/2023, these were signed by the Clerk of works, Buyinza Dennis Lubowa, DE Mr. Meke Rogers, Dr. Matovu Ahmed, DHO, Mr. Lukwago Peter parish Councilor, Mr. Batambuze Abdu, CAO, Mr. Mukiibi Ronald, SEO. Ms. Nandawula maureen -CDO. For the construction of Buyobe HC II to III.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Sampled reports dated 1/1/2023,6th/6/2023, 19th/3/2023, 26th/4/2023, 23rd/5/2023, 14th/09/2022, 29th/1/1023, 28th/2/2023, 4th/4/2023, 31st/5/2023, 30th/6/2023, 30th/9/2023, 17th/10/2023, 14th/11/2023, 5th/4/2023, 12th/4/2023, 14th/3/2023, 7th/4/2023, 20th/3/2023, these were signed by the Clerk of works, Buyinza Dennis Lubowa, DE Mr. Meke Rogers, Dr. Matovu Ahmed, DHO, Mr. Lukwago Peter parish Councilor, Mr. Batambuze Abdu, CAO, Mr. Mukiibi Ronald, SEO. Ms. Nandawula maureen -CDO. For the construction of Mataba Seed school, Kayunga Mix, Kanjuki C/U P/S.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>There was evidence that the DHO verified works and initiated payments of contractors within specified timeframe all within 2 weeks. The 3 sampled projects were:</p> <ol style="list-style-type: none"> <li>1. Works by Maziba Ltd on the construction of staff houses at BusareHCII worth Ugx 66,321,735 submitted on 12/6/2023 were certified by the LG Engineer, Environment Officer and CDO and the DHO on 13/6/2023 (1 day) and paid on 15/6/2023;</li> <li>2. Works by Freedom Ltd on the works at KakikaHCII worth Ugx 54,995,988 submitted on 16/6/2023 were certified by the LG Engineer, Environment Officer and CDO and the DHO on 19/6/2023 (3 days) and paid on 28/6/2023; and</li> <li>3. Works by Nabitende Ltd on completion of Kawomya HC III worth Ugx 60,880,000 submitted on 10/3/2023 were certified by the LG Engineer, Environment Officer and CDO and the DHO on 10/3/2023 (1 day) and paid on 13/3/2023.</li> </ol>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was evidence that the LG had a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law</p> <p>Upgrade of Buyobe HC II to III at Buyobe HC II. (UGIFT funded)</p> <p>Procurement no: KAYU/523/works/22-23/00287</p> <p>Evaluation was done 9th/9/2022 and the following companies were invited to bid.</p> <p>M/s Rossanah investments Ltd-Ugx. 805,988,983</p> <p>M/s Vertex construction services Ltd-Ugx. 825,006,983</p> <p>M/s HEST Engineers Ltd. Ugx - 744,045,037</p> <p>M/s Kaleta Construction Co Ltd - Ugx. 645,655,028</p> <p>M/s Drens Enterprises Ltd - Ugx. 726,302,727</p> <p>M/s Rwere Construction Ltd Ugx. 811,568,287</p> <p>M/s Gira Construction Ltd Ugx. 644,347,897</p> <p>BEB was M/s Gira Construction Ltd, with an arithmetic error of 2,851,808 Ugx corrected and the contract sum corrected to Ugx. 641,496,089. The committee was chaired by Mr. Odongo Kato Paul, secretary Mr. Lwanga Ponsiano, dated 9th/9/2022.</p> <p>CC meeting minute number: 393/KYG/CC/13/10/2022 approved the evaluation report. This was chaired by Mr. Drate Edema Robert.</p> <p>The contract was awarded to M/s Gira Construction Ltd with a contract sum of Ugx.</p>	1

641,496,089, signed between KYg LG and M/s Gira Construction Ltd dated 31st/10/22 signed by Mr. Batambuze Abdu, CAO, Mr. Gabriel Singila, CEo Gira and Witnessed by Mr. Bruce Louse.

2. Construction of a general maternity ward at Ntenjeru HC III. procurement number: KAYU/523/works/22-23/00348.

Evaluation of the bids was done on 10th/9/2022 and the following companies were invited.

M/s Gira Construction Ltd - Ugx. 419,667,767

M/s Siraford Ltd -Ugx. 460,500,000

M/s Rukara Enterprises Ltd - Ugx 501,020,000

BEB was M/s Gira Construction Ltd with a contract bid amount of Ugx. 419,667,767 dated 11th/9/2022 chaired by Mr. Odongo Kato Paul and recorded by Mr. Kajjoba Frank.

CC meeting dated 19th/1/2023 under minute number : 426/CC/KYG/19/01/2023 approved the evaluation report dated 10th/9/2022, chaired by Mr. Odongo Kato Paul, Secretary Mr. Kajjoba Frank.

Work contract was signed on 3rd/2/2023 between the KYG LG and M/s Gira Construction Ltd, signed by Mr. Batambuze Abdu, CAO, CEO-Gira Mr. Gabriel Singila witnessed by Mr. Dushinme Bruce Louse.

## 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 Evidence that Kayunga DLG Health sector grievances had been recorded, investigated, and responded to in line with the LG grievance redress framework as records of health sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log/Complaints Record Book. 15th/March/2023 (Namuli Innocent complained about having received no increment in salary after he was promoted from Nursing Officer to Senior Nursing Officer, Senior Human Resource Officer considered the matter, employee was informed that he was just re-designated and there was no need to change the salary scale, case was resolved on 15th/March/2023); 1st/May/2023 (Councilor Namulondo complained about skipping work by health workers at the health facilities most especially HC IIIs and HC IVs, CAO intervened by issuing warning letters to the concerned staff, case was resolved on 6th/May/2023); 8th/June/2023 (Namusisi Rebecca, Hospital In-Charge filed a complaint regarding skipping work by an employee, District Health Officer intervened by forwarding the case to the Rewards and Sanctions Committee, case was resolved on 13th/June/2023).

2

15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There WAS Evidence that Kayunga DLG Health Department had disseminated guidelines on healthcare/medical waste management to health facilities in the LG that included guidelines on construction of medical waste facilities and had followed up implementation of the healthcare waste management guidelines by health centers. LG provided to the assessor distribution lists of healthcare/medical waste management guidelines with signed acknowledgements of receipt of the guidelines by health facilities in-charges. The guidelines were disseminated in June 2023. The health facilities that received the guidelines were as follows: Bukamba HC III, Nazigo HC III, Kangulumira HC IV, Kawoomya HC III, Kasokwe HC II, Buyobe HC II, Busaale HC III, Nkokonjeru HC III, Busaana HC III, Namusaala HC III, Bbaale HC IV, Kakiika HC, Lugasa HC III.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There WAS Evidence that Kayunga DLG had a functional system/central infrastructures with equipment for medical waste management and had a dedicated/operational budget for healthcare waste management as exemplified by the following:</p> <ul style="list-style-type: none"> <li>- Kayunga DLG Health Department presented MoU between Green Label Services Limited and Kayunga DLG dated 9th/February/2023. The MoU was for collection, transportation and safe disposal of waste arising from Voluntary Male Medical Circumcision (VMMC), Maternal, New-Born and Child Health (MNCH) and Care and Treatment (C&amp;T) Activities. The MoU was signed by Managing Director GLSL - Dr Grace Mugume and CAO - Kayunga DLG and Witnessed by DHO - Kayunga DLG.</li> <li>- Kayunga DLG Health Department presented Green Label Services Limited 'District Waste Transfer Form' Serial Numbers 2904 and 2914 for May 2023 and July 2023 respectively with details of health facilities from which different types of waste was collected. The health facilities from which medical waste was collected were as follows: Bukamba HC III, Nazigo HC III, Kangulumira HC IV, Kawoomya HC III, Kasokwe HC II, Buyobe HC II, Busaale HC III, Nkokonjeru HC III, Busaana HC III, Namusaala HC III, Bbaale HC IV, Kakiika HC, Lugasa HC III. The different types of waste collected were: sharps, infectious, highly infectious, metal, plastics, glass. The waste transfer forms were dated 22nd/May/2023 and 17th/July/2023 respectively and were signed and stamped by Principal Health Inspector Kayunga DLG - Osilon James Patrick.</li> </ul>	2

15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>The LG had conducted training and created awareness on health waste management as reflected below:</p> <ol style="list-style-type: none"> <li>1. Dissemination of waste management guidelines as evidenced in a report titled "Dissemination of waste management guidelines in June 2023" dated 26th June 2023; and</li> <li>2. Training of Health Workers on IPC / Waste Management as evidenced in a report titled "Training of Health Workers on IPC / Waste Management" dated 20th October 2022.</li> </ol>	<b>1</b>
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was NO Evidence that Kayunga DLG had Costed ESMPs and Environment Social Health and Safety safeguards incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY (2022/2023 FY) as designs, BoQs, bidding and contractual documents that LG provided to the Assessor did not contain any Costed ESMPs and ESHS safeguards for any health sector infrastructure projects that were implemented in the previous FY.</p>	<b>0</b>

16

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

b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0

There WAS Evidence that Kayunga DLG had all health sector projects implemented on land where the LG had proof of ownership, access and availability, without any encumbrances on land acquisition status as exemplified by the following:

- Kayunga DLG presented Land Title for Construction of Twin Staff House at Busaale HC III, Kayunga Sub-county under PHC Funding, with the following details: Certificate of Title, Block 109, Plot 20, Bugerere County, Kayunga District, Land at Busale, 0.6940 Hectares, Ownership: Kayunga District Local Government, Instrument No.MKO-00118624.

- Kayunga DLG presented Land Title for Construction of Twin Staff House at Kawoomya HC II, Kangulumira Sub-county under PHC Funding, with the following details: Certificate of Title, Freehold Register, Volume MKO2156, Folio 20, 1.1650 Hectares, Bugerere County, Kayunga District, Block 137, Plot 115, Land at Kawomya, Ownership: Kawomya Health Centre, Instrument No.MKO-00102111, Dated 29th/March/2021.

- Kayunga DLG presented Land Sale Agreement for Construction of a General Ward and a Maternity Ward at Buyobe HC II, Kayunga Sub-county under PHC Funding. The land sale agreement was dated 1st/November/2022 and was witnessed by Kayunga DLG staff (DHO, ADHO-EH, CAO; In-Charge Buyobe HC II), Kayunga District political leaders (Chairman LC II Buyobe, District Speaker; Chairman LC V), staff of Buyobe Back to Foundation Church (Senior Pastor, Administrator). Buyobe Back to Foundation Church was the seller of the land.

16

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

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.

There WAS Evidence that Kayunga DLG Environmental Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs and provided monthly reports as exemplified by the following projects:

- Kayunga DLG Department of Environment and Natural Resources presented 'Monthly Inspection and Monitoring Report for Environment, Climate Risk, Social and Health Safeguards for Projects in Health Sector, 2022/2023', addressed to CAO. The report was for Construction of Twin Staff House at Kawoomya HC II, Kangulumira Sub-county under PHC Funding. The report was dated 27th/January/2023 and was signed by Senior Environment Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented 'Monthly Inspection and Monitoring Report for Environment, Climate Risk, Social and Health

2

Safeguards for Projects in Health Sector, 2022/2023', addressed to CAO. The report was for Construction of Twin Staff House at Kawoomya HC II, Kangulumira Sub-county under PHC Funding. The report was dated 19th/March/2023 and was signed by Senior Environment Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented 'Monthly Inspection and Monitoring Report for Environment, Climate Risk, Social and Health Safeguards for Projects in Health Sector, 2022/2023', addressed to CAO. The report was for Construction of

Maternity Ward at Ntenjeru HC III, Kayunga Town Council under PHC Funding; Construction of Busaale HC III Twin Staff House, Busaale, Kayunga Sub-county under PHC Funding; Completion of Bukamba HC III Twin Staff House, Nazigo Sub-county under PHC Funding; Construction of Pit Latrine at Bukamba HC III Twin Staff House, Nazigo Sub-county under PHC Funding; Construction of Nsotoka HC, Kayunga Sub-county under PHC Funding; Completion of Kawoomya HC II Twin Staff House, Kangulumira Sub-county under PHC Funding; Construction of Buyobe HC III OPD, Buyobe, Kayunga Sub-county under PHC Funding. The report was dated 12th/April/2023 and was signed by Senior Environment Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented 'Monthly Inspection and Monitoring Report for Environment, Climate Risk, Social and Health Safeguards for Projects in Health Sector, 2022/2023', addressed to CAO. The report was for Construction of Buyobe HC III OPD, Buyobe, Kayunga Sub-county under PHC Funding. The report was dated 2nd/February/2023 and was signed by Senior Environment Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented 'Monthly Inspection and Monitoring Report for Environment, Climate Risk, Social and Health Safeguards for Projects in Health Sector, 2022/2023', addressed to CAO. The report was for Construction of Busaale HC III Twin Staff House, Busaale, Kayunga Sub-county under PHC Funding. The report was dated 31st/January/2023 and was signed by Senior Environment Officer - Musaaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

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

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

Environmental and Social Certification Forms were completed and signed by the LG Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects as exemplified by the following projects:

- Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of General Ward and Maternity Ward at Buyobe HC III in Kayunga Sub-county under PHC Funding. The certification form was dated 30th/June/2023 and was signed by Senior Environmental Officer - Musaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of Twin Staff House at Kawoomya HC II in Kangulumira Sub-county under PHC Funding. The certification form was dated 15th/June/2023 and was signed by Senior Environmental Officer - Musaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed 'Environment and Social Certification Form for Local Governments Projects' for Construction of Twin Staff House at Busaale HC III in Kayunga Sub-county under PHC Funding. The certification form was dated 16th/June/2023 and was signed by Senior Environmental Officer - Musaazi Patrick and was also signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of General Maternity Ward at Buyobe HC II in Kayunga Sub-county under PHC Funding. Contractor: GIRA Construction Limited. Certification Date: 15th/May/2023. Amount Paid: 192,563,002 UGX.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Construction of Twin Staff House at Busaale HC III in Kayunga Sub-county under PHC Funding. Contractor: WAZIBAS General Contractors and Designers Limited. Certification Date: 14th/February/2023. Amount Paid:



31,051,000 UGX.

- Kayunga DLG Department of Environment and Natural Resources presented Contractor Payment Certificate that was duly signed by Senior Environmental Officer - Musaaazi Patrick and Senior Community Development Officer - Nandawula Eva. The Contractor Payment Certificate presented was for the following project: Completion of Staff House at Kawoomya HC II in Kangulumira Sub-county under PHC Funding. Contractor: Nabitende Investments and Suppliers Limited. Certification Date: 14th/March/2023. Amount Paid: 49,740,304 UGX.

**Water &  
Environment  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>According to the sector MIS data for current FY obtained from MoWE, dated 19/10/2023, the District Rural Water Sources functionality for Kayunga DLG currently stands at <b>88%</b>.</p>	<b>1</b>
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water &amp; sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>According to the sector MIS data for the current FY obtained from MoWE, dated 19/10/2023, the percentage of facilities with functional water and sanitation committees (WSCs) in Kayunga DLG currently stands at <b>90%</b>.</p>	<b>2</b>

2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> <li>• Above 80%, score 2</li> <li>• 60% - 80%, score 1</li> <li>• Below 60%, score 0</li> </ul>	<p>According to the LLG Assessment Report, the average score of water and environment based LLG assessment results for the year 2022/23 is 98%.</p> <p>BBAALE 100</p> <p>BUSAANA TC -</p> <p>BUSAANA SC 100</p> <p>GALIRAYA 100</p> <p>KANGULUMIRA TC -</p> <p>KAYUNGA SC 100</p> <p>KAYONZA 80</p> <p>KITIMBWA SC 100</p> <p>KANGULUMIRA SC 100</p> <p>KITIMBWA TC -</p> <p>KAYUNGA TC -</p> <p>NAZIGO SC 100</p> <p>NAZIGO TC -</p> <p><b>Total 780</b></p> <p><b>Av. 98</b></p>	2
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> <li>o If 100 % of water projects are implemented in the targeted S/Cs: Score 2</li> <li>o If 80-99%: Score 1</li> <li>o If below 80 %: Score 0</li> </ul>	<p>According to the AWP for the FY 2022/2023 signed by the CAO on 27/07/2022 and filed by the Central Registry of the MoWE on 28/07/2022, Kayunga district, at the end of FY 2021/2022, had a <b>safe water coverage of 68%</b> computed from the following breakdown per LLG:</p> <ol style="list-style-type: none"> <li>1. Bbaale - 68%</li> <li>2. Galiraaya - 41%</li> <li>3. Kayonza - 51%</li> <li>4. Kitimbwa - 50%</li> <li>5. Busaana - 77%</li> <li>6. Kayunga - 74%</li> <li>7. Nazigo - 78%</li> <li>8. Kangulumira - 78%</li> </ol> <p>The three (#3) LLGs of <b>Galiraaya - 41%, Kayonza - 51%, and Kitimbwa - 50%; are below the district average.</b></p> <p>The DWO budgeted to implement the following WSS projects to a tune of Ushs.713,969,075 in the last FY:</p> <ol style="list-style-type: none"> <li>1. Feasibility Study and Design and Phased</li> </ol>	0

Construction of GDM-Filtration Water Supply System in Bbaale S/C at **UShs.382,949,781.**

2. Completion of Extension of Piped water system from Kitimbwa to Nkokonjeru RGC (Kitimbwa S/C) at UShs.13,221,057.

3. Completion of Extension of Piped water system from Bukamba RGC to Kirindi RGC (Nazigo S/C) at Ushs.61,439,517.

4. 8 deep Borehole Rehabilitations with 1 each in Kitimbwa, Kayonza, Bbaale, Busaana, Kayunga, Kangulumira LLGs and 2 in Nazigo S/C at UShs.7,500,000.

5. Drilling of 6 Deep Hand Pump Boreholes with 1 each in Busaana and Kitimbwa LLGs and 2 each in Galiraaya and Kayonza LLGs at UShs.25,642,370 each.

6. Construction of a Public Latrine at Kiryola Landing Site in Galiraaya S/C at UShs.37,000,000.

7. Rehabilitation of a Public Latrine at Bukamba RGC in Nazigo S/C at UShs.5,504,500.

Out of these, the following budget allocations to a tune of **UShs.193,432,907** were implemented in LLGs with coverage below the district coverage:

1. Completion of Extension of Piped water system from Kitimbwa to Nkokonjeru RGC (Kitimbwa S/C) at UShs.13,221,057.

2. 2 deep Borehole Rehabilitations with 1 each in Kitimbwa and Kayonza LLGs at UShs.7,500,000.

3. Drilling of 5 Deep Hand Pump Boreholes with 1 in Kitimbwa LLGs and 2 each in Galiraaya and Kayonza LLGs at UShs.25,642,370 each.

4. Construction of a Public Latrine at Kiryola Landing Site in Galiraaya S/C at UShs.37,000,000.

According to the 4th Quarter Progress Report for the FY 2022/2023 signed by the CAO on 16/08/2023 and filed by the Central Registry of the MoWE on 23/08/2023, it was established that all these projects, including those budgeted for LLGs with safe water coverage below the district average, were implemented in the last FY.

However, only **27%** of the budgeted water projects were implemented in LLGs with safe water coverage below the district average.

2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates</p> <ul style="list-style-type: none"> <li>o If within +/-20% score 2</li> <li>o If not score 0</li> </ul>	<p>There was evidence that variations in the contract price of sampled WSS infrastructure investment for the previous FY was within +/- 20% of engineer's estimates</p> <p>Hydrogeological Investigation, siting, drilling designing, development and installation of 6 hand boreholes. Procurement reference number: KAYU/523/works/22-23/00271</p> <p>Engineer's estimate: 150,000,000/=</p> <p>Contract sum:141,995,700/=</p> <p>Percentage variation: 5.33%</p>	2
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <ul style="list-style-type: none"> <li>o If 100% projects completed: score 2</li> <li>o If 80-99% projects completed: score 1</li> <li>o If projects completed are below 80%: 0</li> </ul>	<p>According to the AWP for the FY 2022/2023, received and signed by the CAO on 27/07/2022 and approved by the Central Registry of the MoWE on 28/07/2022; the DWO budgeted to implement the following WSS projects in the last FY:</p> <ol style="list-style-type: none"> <li>1. Feasibility Study and Design and Phased Construction of GDM-Filtration Water Supply System in Bbaale S/C.</li> <li>2. Completion of Extension of Piped water system from Kitimbwa to Nkokonjeru RGC (Kitimbwa S/C)</li> <li>3. Completion of Extension of Piped water system from Bukamba RGC to Kirindi RGC (Nazigo S/C)</li> <li>4. 8 deep Borehole Rehabilitations with 1 each in Kitimbwa, Kayonza, Bbaale, Busaana, Kayunga, Kangulumira LLGs and 2 in Nazigo S/C.</li> <li>5. Drilling of 6 Deep Hand Pump Boreholes with 1 each in Busaana and Kitimbwa LLGs and 2 each in Galiraaya and Kayonza LLGs.</li> <li>6. Construction of a Public Latrine at Kiryola Landing Site in Galiraaya S/C.</li> <li>7. Rehabilitation of a Public Latrine at Bukamba RGC</li> </ol> <p>According to the 4th Quarter Progress Report for the FY 2022/2023 signed by the CAO on 16/08/2023 and filed by the Central Registry of the MoWE on 23/08/2023, it was established that all these projects <b>(100%)</b> were implemented and completed in the last FY.</p>	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>	<p>According to the MIS data for both FY 2022/2023 and current FY, dated 19/10/2023, obtained from the MoWE; the functionality of water supply facilities in Kayunga DLG increased from <b>87% to 88%</b>.</p>	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>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>According to the MIS data for both FY 2022/2023 and the current FY, dated 19/10/2023, obtained from the MoWE; there was <b>no change</b> in the functionality of Water and Sanitation committees in Kayunga DLG (<b>90%</b>)</p>	0

## Performance Reporting and Performance Improvement

Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance

*Maximum 3 points on this performance measure*

The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported:  
Score: 3

According to the 4th Quarter Progress Report for the FY 2022/2023 signed by the CAO on 16/08/2023 and filed by the Central Registry of the MoWE on 23/08/2023; the DWO reported to have constructed the following WSS facilities in the FY 2022/2023.

1. Feasibility Study and Design and Phased Construction of GDM-Filtration Water Supply System in Bbaale S/C.
2. Completion of Extension of Piped water system from Kitimbwa to Nkokonjeru RGC (Kitimbwa S/C).
3. Completion of Extension of Piped water system from Bukamba RGC to Kirindi RGC (Nazigo S/C).
4. 8 deep Borehole Rehabilitations with 1 each in Kitimbwa, Kayonza, Bbaale, Busaana, Kayunga, Kangulumira LLGs and 2 in Nazigo S/C.
5. Drilling of 6 Deep Hand Pump Boreholes with 1 each in Busaana and Kitimbwa LLGs and 2 each in Galiraaya and Kayonza LLGs.
6. Construction of a Public Latrine at Kiryola Landing Site in Galiraaya S/C.
7. Rehabilitation of Bukamba Public Latrine in Nazigo S/C

Out of these, a sample of the following WSS facilities was taken and visited:

1. The supply and Installation of a Cold Pressed Reservoir Tank of Capacity 200m<sup>3</sup> at a height of 1m above ground surface in Bbaale SC.
2. 1 newly drilled borehole, DWD 79023, commissioned on 07/12/2022 in Namulaba Village, Kitimbwe SC
3. Construction of 1 Public Toilet at Kiryola Landing Site, Galiraaya SC

From the visits, it was established that the DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported.

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>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>There was evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement in the quarterly data update reports provided as seen detailed below:</p> <ul style="list-style-type: none"> <li>• 1st quarter data update report received by the Central Registry of Kayunga DLG on 30/09/2022.</li> <li>• 2nd quarter data update report received by the Central Registry of Kayunga DLG on 30/12/2022.</li> <li>• 3rd quarter data update report received by the Central Registry of Kayunga DLG on 31/03/2023.</li> <li>• 4th quarter data update report received by the Central Registry of Kayunga DLG on 29/06/2023.</li> </ul> <p>These contained Form 4s for old facilities, Form 1s for new point water facilities and a Form 2s for Piped Water Systems; capturing all the necessary information.</p>	2
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>There was evidence that the DWO updates the MIS (WSS data) quarterly with water supply and sanitation information on new facilities, population served, functionality of WSCs and WSS facilities, etc. found in the quarterly data update reports provided as seen detailed below:</p> <ul style="list-style-type: none"> <li>• 1st quarter data update report received by the Central Registry of Kayunga DLG on 30/09/2022.</li> <li>• 2nd quarter data update report received by the Central Registry of Kayunga DLG on 30/12/2022.</li> <li>• 3rd quarter data update report received by the Central Registry of Kayunga DLG on 31/03/2023.</li> <li>• 4th quarter data update report received by the Central Registry of Kayunga DLG on 29/06/2023.</li> </ul> <p>These contained Form 4s for old facilities, Form 1s for new point water facilities and Form 2s for Piped Water Systems; capturing all the necessary information that is fed into the MIS database.</p>	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 LIG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>No PIPs were provided for review.</p>	0
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### Human Resource Management and Development

6	<p>Budgeting for Water &amp; Sanitation and Environment &amp; Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water &amp; Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation &amp; hygiene); 1 Engineering Assistant (Water) &amp; 1 Borehole Maintenance Technician: Score 2</p>	<p>The DWO budgeted UGX710,369,000 for Water &amp; Sanitation staff that included: Civil Engineer(Water), Assistant Engineering Officer-Water (Water Supply), Assistant Engineering Officer-Water (Borehole Maintenance Technician) &amp; driver. Assistant Water Offices for mobilization was on secondment from the Community services department. Assistant Water Offices for sanitation &amp; hygiene was not budgeted for;</p>	0
6	<p>Budgeting for Water &amp; Sanitation and Environment &amp; Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment &amp; Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>The Environment and Natural Resources Officer budgeted UGX177,000,000 for the Environment &amp; Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer</p>	2
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>There was evidence at the time of assessment that DWO Conducted Annual performance appraisal as reflected in appraisal individual file. Only one staff ( Assistant Water Officer for Borehole Maintenance - Luboya Paul) was appraised on 30/6/2023 by District Water Officer (Drate Edema Robert).</p>	3

Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.

*Maximum 6 points on this performance measure*

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

Performance Appraisals for staff were provided which contained the capacity needs assessment of the staff.

However, training plans and subsequent training reports were not documented in the training database

## 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 6 points on this performance measure*

- a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:
  - If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3
  - If 80-99%: Score 2
  - If 60-79: Score 1
  - If below 60 %: Score 0

According to the AWP for the FY 2023/2024, received and signed by the CAO on 16/08/2023 and approved by the Central Registry of the MoWE on 23/08/2023, Kayunga district, at the end of FY 2022/2023, had a **safe water coverage of 74%** computed from the following breakdown per LLG:

1. Bbaale – 68%
2. Galiraaya – 41%
3. Kayonza – 52%
4. Kitimbwa – 52%
5. Busaana – 76%
6. Kayunga – 87%
7. Nazigo – 80%
8. Kangulumira – 77%

The four (#4) LLGs of **Bbaale - 68%, Galiraaya - 41%, Kayonza - 52%, Kitimbwa - 52%** are below the district average.

The DWO plans to implement the following WSS projects in the current FY:

1. Feasibility Study and Design of Mini-solar Piped water system in Galiraaya S/C at Ushs.30,000,000.
2. Phased Construction of Piped water system in Bbaale RGC, Bbaale S/C at UShs.283,814,540
3. 6 deep Borehole Rehabilitations with 1 each in Nazigo, Busaana, Kayunga, Kangulumira LLGs and 2 in Kitimbwa S/C at Ushs.7,500,000 each.
4. Drilling of 5 Deep Hand Pump Boreholes with 1 each in Nazigo, Kayonza and Kitimbwa LLGs and 2 in Galiraaya S/C at UShs.25,621,000 each.
5. Construction of a Public Latrine at Kisuga Landing Site in Galiraaya S/C at UShs.34,495,500.

Out of these, the following budget allocations have been allocated in LLGs with coverage below the district coverage:

1. Feasibility Study and Design of Mini-solar Piped water system in Galiraaya S/C at Ushs.30,000,000.
2. Phased Construction of Piped water system in Bbaale RGC, Bbaale S/C at UShs.283,814,540
3. 2 deep Borehole Rehabilitations in Kitimbwa S/C at Ushs.7,500,000 each.
4. Drilling of 3 Deep Hand Pump Boreholes with 1 in Kitimbwa S/C and 2 in Galiraaya S/C at UShs.25,621,000 each.
5. Construction of a Public Latrine at Kisuga Landing Site in Galiraaya S/C at UShs.34,495,500.

This adds up to **Ushs.440,173,040** which is **(84%)** of the total allocations (**Ushs.521,415,040**) for the current FY.

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

There was evidence that the DWO informed LLGs about their allocations per source on the DWO Notice Board in documents dated 04/07/2023 and the allocations publicized are as follows:

1. Feasibility Study and Design of Mini-solar Piped water system in Galiraaya S/C at Ushs.30,000,000.
2. Phased Construction of Piped water system in Bbaale RGC, Bbaale S/C at UShs.283,814,540
3. 6 deep Borehole Rehabilitations with 1 each in Nazigo, Busaana, Kayunga, Kangulumira LLGs and 2 in Kitimbwa S/C at Ushs.7,500,000 each.
4. Drilling of 5 Deep Hand Pump Boreholes with 1 each in Nazigo, Kayonza and Kitimbwa LLGs and 2 in Galiraaya S/C at UShs.25,621,000 each.
5. Construction of a Public Latrine at Kisuga Landing Site in Galiraaya S/C at UShs.34,495,500.

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 facilities monitored quarterly: score 2
- If less than 80% of the WSS facilities monitored quarterly: Score 0

There was 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.) in the quarterly data update reports provided as seen detailed below:

- 1st quarter data update report received by the Central Registry of Kayunga DLG on 30/09/2022.
- 2nd quarter data update report received by the Central Registry of Kayunga DLG on 30/12/2022.
- 3rd quarter data update report received by the Central Registry of Kayunga DLG on 31/03/2023.
- 4th quarter data update report received by the Central Registry of Kayunga DLG on 29/06/2023.

These contained Form 4s for old facilities, Form 1s for new point water facilities and Form 2s for Piped Water Systems; capturing all the necessary information collected from the quarterly monitoring of these WSS facilities. Therefore, **100%** of all WSS facilities were monitored quarterly.

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

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 was provided in the minutes below:

1. 1st quarter DWSCC meeting held on 10/08/2022.
2. 2nd quarter DWSCC meeting held on 09/12/2022.
3. 3rd quarter DWSCC meeting held on 18/01/2023.
4. 4th quarter DWSCC meeting held on 28/06/2023.

Some of the key issues discussed in the DWSCC meetings include the following:

- Delayed implementation of Bbaale Reservoir Tanks Construction by the contractor.
- Challenge in accessibility of land for piped water supply projects at Bugoma.
- Theft and vandalism of water facilities e.g., Bukamba Water Pump was stolen.

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>According to the AWP for the FY 2023/2024, received and signed by the CAO on 16/08/2023 and approved by the Central Registry of the MoWE on 23/08/2023, the DWO plans to implement the following WSS projects in the current FY:</p> <ol style="list-style-type: none"> <li>1. Feasibility Study and Design of Mini-solar Piped water system in Galiraaya S/C at Ushs.30,000,000.</li> <li>2. Phased Construction of Piped water system in Bbaale RGC, Bbaale S/C at UShs.283,814,540</li> <li>3. 6 deep Borehole Rehabilitations with 1 each in Nazigo, Busaana, Kayunga, Kangulumira LLGs and 2 in Kitimbwa S/C at Ushs.7,500,000 each.</li> <li>4. Drilling of 5 Deep Hand Pump Boreholes with 1 each in Nazigo, Kayonza and Kitimbwa LLGs and 2 in Galiraaya S/C at UShs.25,621,000 each.</li> <li>5. Construction of a Public Latrine at Kisuga Landing Site in Galiraaya S/C at UShs.34,495,500.</li> </ol> <p>On the DWO Notice Board, these details were displayed in documents dated 04/07/2023 which is evidence that allocations for the current FY to all LLGs including those with safe water coverage below the LG average have been displayed at notice boards.</p>	2
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> <li>• If funds were allocated score 3</li> <li>• If not score 0</li> </ul>	<p>According to the AWP for the FY 2022/2023, received and signed by the CAO on 27/07/2022 and approved by the Central Registry of the MoWE on 28/07/2022, the total NWR rural water and sanitation budget was <b>Ushs.82,373,671</b> out of which a total of <b>Ugx.37,736,984</b> was allocated towards mobilization activities which is <b>46%</b> of the total NWR budget.</p>	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.

The following quarterly progress reports for the FY 2022/2023 were provided for review:

1. 1st quarter progress report signed by CAO on 06/10/2022 and received by the Central Registry of MoWE on 06/10/2023.
2. 2nd quarter progress report signed by CAO on 08/01/2023 and received by the Central Registry of MoWE on 09/01/2023.
3. 3rd quarter progress report signed by CAO on 11/04/2023 and received by the Central Registry of MoWE on 12/04/2023.
4. 4th quarter progress report signed by CAO on 16/08/2023 and received by the Central Registry of MoWE on 23/08/2023.

Under the quarterly software report section of these reports, there was evidence that WSCs were established and trained on their roles and on O&M of WSS facilities.

From the projects that were visited, WSCs were found to have been trained and understood their roles. The visited projects were:

1. The supply and Installation of a Cold Pressed Reservoir Tank of Capacity 200m<sup>3</sup> at a height of 1m above ground surface in Bbaale SC.
2. 1 newly drilled borehole, DWD 79023, commissioned on 07/12/2022 in Namulaba Village, Kitimbwe SC
3. Construction of 1 Public Toilet at Kiryola Landing Site, Galiraaya SC

## Investment Management

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>There was evidence of existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG in the following quarterly data update reports that were availed.</p> <ul style="list-style-type: none"> <li>• 1st quarter data update report received by the Central Registry of Kayunga DLG on 30/09/2022.</li> <li>• 2nd quarter data update report received by the Central Registry of Kayunga DLG on 30/12/2022.</li> <li>• 3rd quarter data update report received by the Central Registry of Kayunga DLG on 31/03/2023.</li> <li>• 4th quarter data update report received by the Central Registry of Kayunga DLG on 29/06/2023.</li> </ul> <p>These contained Form 4s for old facilities, Form 1s for new point water facilities and Form 2s for Piped Water Systems, capturing all the necessary information for all WSS assets of the district local government.</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>The LG conducted desk appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 214-215) and were eligible for funding under sector guidelines as indicated in the minutes dated 7/4/2023 for the projects implemented in the year 2023/24. The projects appraised included:</p> <ol style="list-style-type: none"> <li>1. Construction of a Public Latrine at Kisuga landing site Ugx 35,000,000;</li> <li>2. Payment of retention for the boreholes constructed Ugx 8,105,000; and</li> <li>3. Rehabilitation of 6 boreholes in 6 villages at Ugx 45,000,000.</li> </ol>	4



11

Planning and Budgeting for Investments is conducted effectively

*Maximum 14 points on this performance measure*

c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2

According to the AWP for the FY 2023/2024, received and signed by the CAO on 16/08/2023 and approved by the Central Registry of the MoWE on 23/08/2023, the DWO plans to implement the following WSS projects in the current FY:

1. Feasibility Study and Design of Mini-solar Piped water system in Galiraaya S/C.
2. Phased Construction of Piped water system in Bbaale RGC, Bbaale S/C.
3. 6 deep Borehole Rehabilitations with 1 each in Nazigo, Busaana, Kayunga, Kangulumira LLGs and 2 in Kitimbwa S/C.
4. Drilling of 5 Deep Hand Pump Boreholes with 1 each in Nazigo, Kayonza and Kitimbwa LLGs and 2 in Galiraaya S/C.
5. Construction of a Public Latrine at Kisuga Landing Site in Galiraaya S/C.

A community application file was availed which contained community applications from beneficiary communities of the current FY's WSS investments. The following are some of the village applications:

- A village application form for a borehole from LCI council of Kisuga, Galiraaya SC dated 28/02/2023.
- A village application form for a borehole from LCI council of Nsambya, Kayonza SC dated 06/02/2023.
- A village application form for a borehole from LCI council of Wabuti, Kitimbwa SC dated 19/03/2023.

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

The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 15/5/2023 for the projects implemented in the year 2023/24.

1. Construction of a Public Latrine at Kisuga landing site Ugx 35,000,000;
2. Payment of retention for the boreholes constructed Ugx 8,105,000; and
3. Rehabilitation of 6 boreholes in 6 villages at Ugx 45,000,000.

2

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was NO Evidence that all water infrastructure projects for the current FY (2023/2024 FY) were screened for environmental and social risks/impacts and ESIA/ESMPs prepared before the projects were approved for construction. LG did not provide to the assessor any completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for any water sector infrastructure projects that were implemented in the current FY.</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was evidence that the water infrastructure investments were incorporated in the LG approved. These were submitted by Mr. Drate Edema Robert and incorporated into the consolidated plan on 2nd/9/2022.</p> <p>These included the following;</p> <ol style="list-style-type: none"> <li>1. Hydrogeological investigation and drilling, development and installation of 6 No hand boreholes, budgeted at 65,000,000/=</li> </ol> <p>Construction of piped water supply system for Bbaale RGC budgeted at 126,000,000/=</p> <p>Rehabilitation of 8 non functional Hand pump budgeted at 500,000,000/=, etc</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>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>CC mins dated <b>5th/5/2023</b> under minute number: 356/CC/20/06/2022, approved the consolidated procurement and disposal work plan. This was chaired by Mr, Drate Edema Robert and Mr. Lwanga Ponsiano-SPO.</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was evidence that the the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines as enlisted below;</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<ol style="list-style-type: none"> <li>1. Mr. Meke Rogers - Ag. DE- Project manager projects</li> <li>2. Mr. Drate Edema Robert - DWO- Project manager Water projects</li> <li>3. Ms. Nanduala moreen -CDO</li> <li>4. Mr. Mr. Musazi patrick - SEO</li> <li>5. Mr. Luboya Paul - Clerk of works</li> </ol> <p>These were appointed and established by Mr. Batambuze Abdu, CAO, dated 31st/10/2022.</p>	
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</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>The following sample of 3 contracts was made and the Standard Technical Designs for those projects reviewed:</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<ol style="list-style-type: none"> <li>1. Supply and Installation of a Cold Pressed Reservoir Tank of Capacity 200m<sup>3</sup> at a height of 1m above ground surface at Bbaale, KAYU/523/WRKS/22-23/00375, signed on 21/03/2023 by CAO, DWO and the Managing Director of M/S Becco Electricals and Engineering SMC Ltd.</li> <li>2. Construction of a Public Latrine at Kiryola Landing Site in Galiraaya Sub-County, KAYU/523/WRKS/22-23/00295, signed on 28/02/2023 by CAO, DWO and the director of M/S Wansa General Metal Craft Ltd.</li> <li>3. Hydro-geological Investigation, Siting, Drilling, Designing, Development, and Installation of 6 Hand Pumps, KAYU/523/WRKS/22-23/00271, signed on 17/10/2022 by the CAO, DWO, and the Finance Manager of M/S KLR Uganda Ltd.</li> </ol> <p>The following facilities were visited and found to be constructed as per technical design specifications.</p> <ol style="list-style-type: none"> <li>1. The supply and Installation of a Cold Pressed Reservoir Tank of Capacity 200m<sup>3</sup> at a height of 1m above ground surface in Bbaale SC.</li> <li>2. 1 newly drilled borehole, DWD 79023, commissioned on 07/12/2022 in Namulaba Village, Kitimbwe SC</li> <li>3. Construction of 1 Public Toilet at Kiryola Landing Site, Galiraaya SC</li> </ol>	

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was no evidence availed to the assessor that the relevant technical officers supervised the WSS infrastructure projects.</p>	0
	<p><i>Maximum 14 points on this performance measure</i></p>			
	<p>.</p>			
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p>	<p>There was evidence that the DWO verified works and initiated payments of contractors within specified timeframe. The sampled projects were:</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<p>1.Works by Rosana ltd on the construction of piped water system at Bukamba to Kirindi worth Ugx 11,339,123 submitted on 24/5/2023 were verified works and initiated for payments by the DWO on 1/6/2023 (7 days) and paid on 15/5/2023;</p>	
	<p>o If 100 % contracts paid on time: Score 2</p>	<p>o If not score 0</p>	<p>2.Works by Wansa ltd on the construction of public toilet at Kilyora landing site worth Ugx 35,149,406 submitted on 19/5/2023 were verified works and initiated for payments by the DWO on 26/5/2023 (7 days) and paid on 15/5/2023; and</p>	
	<p>.</p>		<p>2.Works by KLR ltd , retention on drilling 10 hand pumps in Kasenge, Nsavu and Nakatuli worth Ugx 9,845,219 submitted on 2/1/2023 were verified works and initiated for payments by the DWO on 15/1/2023 (3days) and paid on 20/1/2023.</p>	

12

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 a complete procurement file for water infrastructure investments is in place for the sampled contract with all records as required by the PPDA Law

Project name: Hydroleogical, Investigation, siting, drilling, designing, development and installation of 6 hand boreholes.

Procurement number: KAYU/523/works/22-23/00271

Evaluation was done on 9th/9/2022 and the following companies were invited;

M/s KLR U Ltd .Ugx 135,219,000

M/s ICON projects Ltd. Ugx. 131,983,251

M/s Gera Engeering Services Ltd. Ugx 141,995,700

BEB was M/s KLR U Ltd, with a contract bid amount of Ugx. 135,219,000 dated 9th/9/2022 chaired by Mr. Odongo Kato Paul and recorded by Mr. Kajjoba Frank.

CC meeting dated 9th/9/22 under minute number : 393/CC/KYG/13/10/22 approved the evaluation report dated 9th/9/2022, chaired by Mr. Odongo Kato Paul, Secretary Mr. Kajjoba Frank.

Work contract was signed on 17th/10/22 between the KYG LG and M/s KLR U Ltd, signed by Mr. Batambuze Abdu,CAO, CEO-UGELLI SRIDHAR REDDY, witnessed by Mr.Kamara Richard.

## Environment and Social Requirements

13

Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework

*Maximum 3 points this performance measure*

Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:

Score 3, If not score 0

There WAS Evidence that Kayunga DLG Water Supply, Sanitation Services and Environment related grievances had been recorded, investigated, and responded to by DWO in liaison with the District Grievance Redress Committee and in line with the LG grievance redress framework as records of water and environment sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log/Complaints Record Book. 3rd/March/2023 (13 Workers filed a complaint about not being paid by VAMBECO Water Connector, Community Liaison Officer and Senior Labor Officer intervened, employees were paid their money, case was resolved on 10th/March/2023).

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 WAS Evidence that Kayunga DLG DWO and Environment Officer had disseminated guidelines on water source and catchment protection and natural resource management to CDOs. LG provided to the assessor distribution list for the guidelines that had signed acknowledgements of receipt of the guidelines by eight (8) CDOs. The guidelines were disseminated on 30th/November/2022.</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 was NO Evidence that Kayunga DLG water source protection plans and natural resource management plans for Water Supply and Sanitation Services facilities and infrastructure projects constructed during the previous FY (2022/2023 FY) were prepared and implemented as the plans themselves (specifying activities, targets, budgets and responsibilities), site visit reports and monthly monitoring reports were all NOT available.</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 are implemented on land where the LG has proof of ownership. From the three WSS projects that were sampled, two of them were constructed in the previous FY and their land agreements seen and examined:</p> <ol style="list-style-type: none"> <li>1. Land Offer Agreement between Ms. Naali Joyce and the LC1 Chairperson of Kiryola Village, Galiraaya S/C for land of size 10m by 9m for construction of a Public Latrine, dated 06/12/2023.</li> <li>2. Land offer agreement between Ms. Nekesa Florence and the LC1 Chairperson of Namulaba Village, Kitimwe S/C for construction of a borehole, dated 05/12/2022.</li> <li>3. Land offer agreement between Mr. Nabongo Aggrey and the LC1 Chairperson of Nabityanka Village, Galiraaya S/C for construction of a borehole, dated 10/12/2022.</li> </ol>	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>There was evidence that E&amp;S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices on the following:</p> <ol style="list-style-type: none"> <li>1. Works by Rosana Ltd on the construction of piped water system at Bukamba to Kirindi worth Ugx 11,339,123 submitted on 24/5/2023 were certified by the Environment Officer and CDO on 1/6/2023 and paid on 15/6/2023;</li> <li>2. Works by Wansa Ltd on the construction of public toilet at Kilyora landing site worth Ugx 35,149,406 submitted on 19/5/2023 were certified by the Environment Officer and CDO on 25/5/2023 and paid on 15/6/2023; and</li> <li>2. Works by KLR Ltd , retention on drilling 10 hand pumps in Kasenge, Nsavu and Nakatuli worth Ugx 9,845,219 submitted on 2/1/2023 were were certified by the Environment Officer and CDO on 15/1/2023 and paid on 20/1/2023.</li> </ol>	2
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 2, If not score 0</p>	<p>There WAS Evidence that Kayunga DLG Environmental Officer and CDO conducted monitoring of Water Supply and Sanitation Services infrastructure projects to ascertain compliance with ESMPs and to verify implementation of environmental and social mitigation measures as exemplified by the following Water Supply and Sanitation Services infrastructure projects:</p> <p>- Kayunga DLG Department of Environment and Natural Resources presented reports on 'Monitoring and Inspection of Water Projects FY 2022/2023' that covered the following projects: Drilling, Construction and Installation of Hand Pump Borehole at Wampologoma B Village, Namirembe Parish, Busaana Sub-county; Drilling, Construction and Installation of Hand Pump Borehole at Namanoga Village, Nakyesanja Parish, Kayonza Sub-county; Drilling, Construction and Installation of Hand Pump Borehole at Kiroberi Village, Kirasa Parish, Galiraaya Sub-county. The reports were dated 30th/September/2022, 3rd/October/2022, 5th/December/2022, 6th/December/2022, 23rd/January/2023; 25th/January/2023. The reports were signed by Environment and Wetlands Officer - Nantabo Maimuna and were also signed by Senior Community Development Officer - Nandawula Eva.</p>	2

**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>Kayunga district LG has Up-to date data on irrigated land for the 2021/2022 and 2022/2023. In 2021/2022, the total irrigated land was 169.5 acres while in 2022/2023, the total land under irrigation was 208 acres as per the data sheet prepared by the Senior Agricultural Engineer (Water for Production) and received by the District Agricultural Officer on 30/6/2023. The data was disaggregated as follows; In 2021/2022, 31.5 acres were beneficiaries of UGIFT program and 138 acres were non beneficiaries of UGIFT program. In 2022/2023, 69 acres were beneficiaries of UGIFT and 138 acres were non beneficiaries of UGIFT.</p>	2
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> <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>Irrigated land in Kayunga district LG increased from 169.5 acres in the FY 2021/2022 to 208 acres in FY 2022/2023 which translates into 38.5 acres increase. The percentage increase was 22.7% as per the data sheet prepared by the Senior Agricultural engineer (Water for production) and received by the District Agricultural Officer on 30/06/2023.</p>	2



2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• Above 70%, score 4</li> <li>• 60% - 70%, score 2</li> <li>• Below 60%, score 0</li> </ul>	<p>The average score in the micro-scale irrigation for LLG performance assessment was 91%.</p> <p>BBAALE 80          BUSAANA TC 100          BUSAANA SC 80          GALIRAYA 100          KANGULUMIRA TC 100          KAYUNGA SC 100          KAYONZA 60          KITIMBWA SC 100          KANGULUMIRA SC 100          KITIMBWA TC 100          KAYUNGA TC 100          NAZIGO SC 80          NAZIGO TC 80</p> <p><b>Total 1180</b></p> <p><b>Av. 91</b></p>	4
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>The development component of micro-scale irrigation grant which was 1,461,217,288.80 shs. was used on eligible activities. These included procurement and installation of 69 micro-scale irrigation systems which costed UGX 1,433,691,228.80, sign post 18,426,000 and Personal Protection Equipment (PPEs) 9,100,000 as per the Budget performance report for the FY 2022/2023 prepared by the Senior Agricultural Engineer (Water for Production) dated 30/06/2023 and the grant guidelines for the FY 2022/2023. The approved farmers include Nyanzi Fazil Kato, Kayonza S/C, Akifezi Grace Ngabirano, Kayonza subcounty, Mutalya Charles David, Nazigo subcounty, Oyeyo Moses, Nazigo S/C among others.</p>	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	<p>There was evidence that the approved farmer signed an Acceptance Form confirming that equipment was working well, before the LG made payments to the suppliers: These included the following payments:</p> <ol style="list-style-type: none"> <li>1. Grow more ltd Ugx 10,209,312 for the design and supply of installation of irrigation site for Lukyamuzi Muhamood who signed the acceptance letter on 24/5/2023 before payment was made on 15/6/2023;</li> <li>2. Grow more ltd Ugx 9,813,626 for the design and supply of installation of irrigation site for Mayanja Joseph who signed the acceptance letter on 25/4/2023 before payment was made on 17/5/2023;</li> <li>3. Grow more ltd Ugx 13,751,128 for the design and supply of installation of irrigation site for Wangolo James who signed the acceptance letter on 25/4/2023 before payment was made on 15/6/2023;</li> </ol>	1
Maximum score 6				
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	<p>There was evidence that the variations in the contract price for establishment of irrigation sites were not within +/-20% for 2 of the 3 sampled irrigation sites. For example according the supplier contracts for Ms. Akifezi Grace Ngabirano, Kayonza subcounty contract No. KAYU/523/WRKS/22-23/00400 whose contract quote was 28,866,000/- and Engineer's estimated of 44,000,000 from the Irritrack Designs and cost estimate dated 23/03/2023 resulting into a variation of 34.3%% and Mr. Mutalya Charles David, Nazigo S/C Contract No. KAYU/523/WRKS/22-23/00400 whose contract quote was 33,750,000/- and Engineer's estimated of 30,750,000 from the Irritrack Designs and cost estimate dated 03/04/2023 resulting into a variation of 9.7%.Mr. Nyanzi Faziri Kato contract No. KAYU/523/WRKS/22-23/00400 whose contract quote was 28,866,000/- and engineers estimate of 44,800,000 dated 24/03/2023 which translates into 35.6%.</p> <p>The high variation between the engineers estimates and the contract quote for Nyanzi Faziri Kato and Akifeezi Grace was attributed to the fact that Irritrack sometimes over estimates or underestimates depending on the network availability</p>	0
Maximum score 6				

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

Maximum score 6

d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY

- If 100% score 2
- Between 80 – 99% score 1
- Below 80% score 0

There was evidence that some of the planned irrigation sites whose contracts were signed in the FY 2022/2023 were completed within the FY. Out of the 69 irrigation sites whose contracts were signed within FY 2022/2023, only 5 irrigation sites were completed with the FY as per the Budget performance report for the FY 2022/2023 prepared by the Senior Agricultural Engineer (Water for Production) dated 20/07/2023. Examples of the supplier contracts are; Ms. Akifezi Grace, Kayonza subcounty contract No. KAYU/523/WRKS/22-23/00400, Mr. Mutalya Charles David, Nazigo S/C Contract No. KAYU/523/WRKS/22-23/00400 and Nyanzi Faziri Kato contract No. KAYU/523/WRKS/22-23/00400 among others. Examples of Completion certificates are for; Mr. Nyanzi Faziri kato whose site was completed on 11/09/2023 according the completion certificate that was signed Senior Agricultural Engineer (Water for Production), DAO and CAO on 6/11/2023, Mr. Akifezi Grace Ngabirano whose site was completed on 11/09/2023 as per the completion certificate signed by the Senior Agricultural Engineer (Water for Production), DAO and CAO on 6/11/2023 and Mutalya Charles David whose sites was completed on 31/08/2023 as per the completion certificate signed by Ag. Senior Agricultural Engineer (Water for Production), DAO and COA on 6/11/2023. The completion percentage was 7.24%.

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

Maximum score 6

a) Evidence that the LG has recruited LLG extension workers as per staffing structure

- If 100% score 2
- If 75 – 99% score 1
- If below 75% score 0

Approved establishment for 13 LLGs extension staff was 54 and filled posts was 20 representing 37.0%

Three (3) LLGs of **Busana T/C, Kangulumira T/C and Nazingo T/C** had **no** extension staff and the ten (10) LLGs that had were as follows:

Kayonza S/C had **Musita Ivan**-Agriculture Officer, **Liebba Bernard**- Assistant Veterinary Officer and **Mawa John**- Assistant Fisheries Officer;

Galiraya S/C had **Zawedde Grace** -Assistant Agriculture Officer, **Sekibira Edward**- Assistant Veterinary Officer and **Ssajabi Peter**-Agriculture Officer;

Kitimbwa S/C had **Walimbwa Washallip**- Agriculture Officer, **Sengendo Brian**- Assistant Veterinary Officer;

Bbaale S/C had **Milia Douglas**- Agriculture Officer, **Kyambadde Arnest** Assistant Veterinary Officer;

Busana S/C had **Sendangire Francis**- Animal husbandry Officer, **Ddindi Ronald**- Assistant Veterinary Officer

Nazingo S/C had **Kyakuwa Emmanuel**- Agriculture Officer;

Kangulumira S/C had **Wandera Peter**-Agriculture Officer, **Suuna Henry**-Assistant Fisheries Officer and **Mukonyezi Chris**-Assistant Veterinary Officer;

Kayunga S/B had **Bbosa Fredrick**- Agriculture Officer, **Nabirye Florence**- Assistant Fisheries Officer and **Morgan Sirus Nakewa**- Animal Production Officer; and

Kitimbwa T/C had **Lwebikiire James**-Agriculture Officer.

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

There was evidence that the micro-scale irrigation equipment installed at the three sampled irrigation sites of Mutalya Charles of Nazigo S/C, Akifeezi Grace Ngabirano in Kayonza S/C, Nyanzi Fazir Kato in kayonza S/C meet the standards as defined by MAAIF according to their respective Inventory of the installed micro scale irrigation equipment.

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	The three samples irrigation systems of Mutalya Charles of Nazigo S/C, Akifeezi Grace Ngabirano in Kayonza S/C, Nyanzi Fazir Kato in kayonza S/C were 100% functional at the time of assessment	2
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### Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information  Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	<p>There was evidence that at the time of assessment, the three sampled LLGs (Kayonza S/C, Busana T/C, and Kayunga S/C had staff lists that included all the extension staff . There was a total of 4 extension workers posted and working in the 2 out 3 sampled LLGs.</p> <ul style="list-style-type: none"> <li>• Busana Town Council had no extension staff filled;</li> <li>• Kayonza S/C had 2 extension staff filled and posted that included; and</li> <li>• Agricultural Officer and Veterinary Officer and Kayunga S/C also had 2 extension staff filled and posted that included; Assistant fisheries Officer and Veterinary Officer.</li> </ul> <p>Therefore, the information on position of extension workers filled was accurate for all the three sampled LLGs</p>	2
5	Accuracy of reported information: The LG has reported accurate information  Maximum score 4	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	There was evidence that the information on microscale irrigation system installed and function was accurate according to the inventory of micro-scale irrigation equipment sampled of Mutalya Charles of Nazigo S/C, Akifeezi Grace Ngabirano in Kayonza S/C, Nyanzi Fazir Kato in kayonza S/C.	2
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	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 information on new irrigated land functionality of irrigation equipment installed (Mayanja Joseph Kirembeka, Kitimbwa S/C, KAYU/523/SUPLS/22-23/00357/9, Lukyamuzi Muhamood, Galiraya S/C, KAYU/523/22-23/00357/8, Wangolo James, Kayunga S/C, KAYU/523/SUPLS/22-23/00357/8), provision of complementary services like farmer field days, awareness raising for leaders, farmer exchange visit and expression of interest was collected on quarterly basis as per the Quarter 2, Quarter 3 and Quarter 4 and prepared by the Senior Agricultural Engineer (Water for Production) dated 16/05/2023, 22/05/2023 and 09/06/2023 respectively. There was no report in Quarter 1 because in FY 2022/2023, funds were first released in Quarter 2.	2

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Kayunga district LG has entered up-to-date LLG information into MIS/Irritrack which has 739 expression of interest which is above the Kayunga district target of 318 and 348 farm visits which is above the Kayunga district target of 154 farm visits as per the data for MIS reports that were collected from the following LLGs: Galiraya S/C, Kyonza S/C, Kayunga S/C, Kayunga T/C, Kangulumira T/C, Bbaale S/C, Nazigo S/C, Busaana S/C, Kitimbwa T/C, Kitimbwa S/C, Busaana T/C, and Nazigo T/C.	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Kayunga district LG has prepared quarterly reports using information compiled from LLGs in the MIS/Irritrack as per Quarter 2, Quarter 3 and Quarter 4 reports prepared by the Senior Agricultural Engineer (Water for Production) dated 16/05/2023, 22/05/2023 and 09/06/2023 respectively. The LLGs that compiled performance information for submission in MIS: Galiraya S/C, Kyonza S/C, Kayunga S/C, Kayunga T/C, Kangulumira T/C, Bbaale S/C, Nazigo S/C, Busaana S/C, Kitimbwa T/C, Kitimbwa S/C, Busaana T/C, and Nazigo T/C.	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	d) Evidence that the LG has:  i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Kayunga district LG developed and approved performance improvement plan for the lowest performing LLG which was Busaana subcounty as per approved performance plan signed by the District Agricultural Officer and District Production Officer on 20/08/2022.	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Kayunga DLG did not have any PIP implementation reports by the time of assessment	0

## Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	Kayunga district LG budgeted for extension workers as per guidelines according to the performance contract for FY 2023/2024 signed by the DPO on 20/09/2023 and the CAO on 20/09/2023 where it is indicated that extension workers from all the four sections of production department (crop, veterinary, fisheries and entomology) budgets and workplans were developed in line with government policies.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>ii Deployed extension workers as per guidelines score 1 or else 0</p>	<p>There was evidence that Kayunga DLG deployed extension workers as per the guidelines forexample according to the staff register developed by the District Production Officer, all the 29-extension workers in the district were deployed accordingly. These include; Kanakulya Ronald M (District headquarters), Wasemera Stanley (District headquarters), Rwebikire James (Subcounty), Nabirye Florence (Subcounty), Nsubuga Zacchaeus Mukasa (District headquarters), Sendagire Francis, Kyakuwa Emmanuel (Subcounty), Ddindi Ronald (Subcounty), Nakewa Silas Morgan (District headquarters), Bulya Ann (District headquarters), Yiga Charles (District headquarters), Mugabi David (District headquarters), Kibumba Moses (Town council), Namwanje Zubeda (District headquarters), Lwandasa Hannington (District headquarters), Maawa John (Subcounty), Wandera Peter (Subcounty), Ziryamunno Anthony (District headquarters), Bbosa Fredrick (Subcounty), Sekibira Edward (Subcounty), Kyambadde Arnest Senyonga (Subcounty), Mukonyezi Emmanuel Chris (Subcounty), Sajjabi Peter (Subcounty), Suuna Henry (Subcounty), Ssendendo Brian (Subcounty), Milya Douglas (Subcounty), Musiita Ivan (Subcounty), Kebba Bernard (Subcounty), Walimbwa Washaki Peter (Subcounty).</p>	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p>	<p>There was evidence that in the three sampled LLGs, the extension workers were working in the LLGs where they had been deployed. The three sampled LLGs had the extension staff as follows:-</p> <p>Kayonza S/C had two extension staff namely; Agricultural Officer (Kyakuwa Emmanuel) and Veterinary Officer (Sendangire Francis) all were in the S/C staff list and signed attendnace book.</p> <p>Busana S/C had four extension staff namely; Agricultural Officer (Rwebikire James), and Veterinary Officer (Kyambadde Ernest) all were in the S/C staff list and signed attendnace book.</p> <p>Busana Town Council had no extension staff .</p>	2

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	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 at the time of assessment that all the three sampled LLGs displayed staff list on their notice boards that included the extension Officers except Busana Town Council that did have extension workers.	2
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	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	<p>There was evidence at the time of assessment that District Production Coordinator conducted annual performance appraisal of the 10 sampled Extension Workers against the agreed performance plans and submitted a copy to HRO during the previous FY 2022/23 as follows:</p> <ul style="list-style-type: none"> <li>The 10 sampled extension staff (Agriculture Officer -Kayonza S/C(Musita Ivan), Assistant Agricultural Officer Galiraya S/C (Zawede Grace), Assistant Veterinary officer- Kayonza S/C (Lyeba Bernard), Agricultural officer-Kitibwa S/C (Walibwa Washalip), Agricultural officer- Bbaale S/C (Miliya Douglas), Animal Husbandry Officer-Busana S/C -(Sendagire Francis, Agricultural officer- Nazigo T/C (Kyakuwa Emmanuel), Agricultural officer-Kangulumira S/C- (Wabdera Peter), Assistant Veterinary Office- Galiraya S/C (Sekibira Edward) and Assistant Veterinary Officer- Busana T/C (Ddidndi Ronald) were on appraised beyond the prescribed deadline appraisal date of 30/6/2023.</li> </ul> <p>The appraisal dates for the 10 sampled extension staff ranged from 3/7/2023 for Agricultural officer-Kangulumira S/C- (Wabdera Peter) to 12/7/2023 for Agriculture Officer -Kayonza S/C(Musita Ivan).</p>	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	a) Evidence that the District Production Coordinator has;  Taken corrective actions: Score 1 or else 0	<p>The District Production Coordinator took corrective action as evidenced in the performance management report dated 12/9/2023 submitted to CAO regarding weakness in records keeping by the extension staff, weakness on reporting on PDM and other Government programmes, time management and Logistics.</p> <p>District Production Coordinator instructed the extension to always move with the note and keep all records of all the farmers visited and advise given to them and trained extension workers on report writing.</p>	1
Maximum score 4	Maximum score 4	Maximum score 4	Maximum score 4	Maximum score 4



8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	b) Evidence that:  i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Training activities were conducted in accordance to the training plans at the district level for example agricultural officers like Milya Dauglas Bbaale S/C, Kibumba Moses Kayunga T/C, Walimbwa Wahaki Peter Kitimbwa S/C, undertook a course on farmer field school, irrigation operation and maintenance, understanding farmers field school facilitation and general crop agronomy from 3rd -7th July, 2023 the report dated 17th July, 2023 where 20 participants attended as per Attendance registers dated 3/07/2023, 4/07/2023, 05/07/2023, 06/07/2023 and 07/07/2023 and the training reports data base file.	<b>1</b>
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	There was evidence that the training activities were documented in the training data base as per the training reports data base file. The dates for the training activities were 03/07/2023, 04/07/2023, 05/07/2023, 06/07/2023 and 07/07/2023.	<b>1</b>

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

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.  Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0	There was evidence that the LG allocated the micro scale irrigation grant between 75% capital development; and 25% complementary services;  Total grant was Ugx512m ( page 1of the revised Work Plan), out of this only 75% (Ugx384m) was allocated to capital development and 25% (Ugx128m)to complementary services.	<b>2</b>
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>There was evidence that the 25% for complementary services were allocated in line with guide lines as below:-</p> <p>Out of the Ugx 128m for complementary Ugx 19m (15%) was allocated on awareness, procurement was Ugx13m (10%) and Ugx98m(75%) to farmer capacity enhancement.</p>	2
	<p>Maximum score 10</p>			
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>There was no evidence that the co-funding was reflected in the LG Budget and allocated as per guidelines. Only Ugx31m (8%) was budgeted for the total development grant of Ugx384m.</p>	0
	<p>Maximum score 10</p>			
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>There was no evidence that the LG used the farmer co-funding following the same rules applicable to the micro scale irrigation grant</p>	0
	<p>Maximum score 10</p>			

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>Kayunga DLG has disseminated the information on use of the farmer co-funding through distribution a brochure titled “a guide for smallholder farmers”. The DPO also held a meeting with the DTPC and the LLGs where DPO, DTPC and LLGs representatives attended chaired by the Deputy CAO according to the minutes that were prepared by the Planner (Nanyanzi Hajarah) on 16/05/2023 where irrigation information was shared and 12 farmers for the UGIFT funding were approved.</p>	2
<p>Maximum score 10</p>				
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> <li>Less than 70% score 0</li> </ul>	<p>There was no evidence that the DPO has monitored on a monthly the installation of equipment for the irrigation demonstration sites in the key areas of functionality of equipment, environment and social safeguards including adequacy of water source.</p> <p>Instead, the DPO monitored some irrigation schemes on a quarterly basis as per monitoring reports developed by the DPO dated 16/01/2023, 30/03/2023 and 27/07/2023 and as per the inventory of irrigation equipment for example Ms. Akifezi Grace Ngabirano, Kayonza subcounty contract No. KAYU/523/WRKS/22-23/00400 and inventory of irrigation equipment dated 03/07/2023, Mr. Mutalya Charles David, Nazigo S/C Contract No. KAYU/523/WRKS/22-23/00400 and inventory of irrigation equioment dated 03/07/2023 and Mr. Nyanzi Faziri Kato contract No. KAYU/523/WRKS/22-23/00400 and inventory of irrigation equipment dated 03/07/2023 among others. The percetage monitored was 7.2% derived from the 5 irrigation sites monitored out 69 whose contracts were signed within the FY 2022/2023.</p>	0
<p>Maximum score 8</p>				

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>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>Kayunga district LG has overseen technical training and support to the approved farmers to achieve servicing and maintenance during the warranty period as per the field monitoring and supervision report written by the Senior Agricultural Engineer (Water for Production) dated 27/07/23023 for irrigation sites like Luzira Samuel in Kitimbwa T/C and Nazigo demonstration site at Musitwa seed school Nazigo S/C.</p> <p>The other supervision and monitoring report written by the Senior Agricultural Engineer (Water for Production) dated 28/03/2023 for small scale irrigation sites in FAO irrigation demonstration and Katuleebe irrigation site in Gariliya S/C.</p> <p>The other supervision and monitoring report written by the Senior Agricultural Engineer (Water for Production) dated 22/12/2022 for irrigation sites of Alexandra and Galiraya Irrigation demonstration site in Galiraya S/C.</p> <p>Also, the farmers at the sampled irrigation sites (Akifezi Grace in Kayonza S/C, Mutalya Charles Davis in Nazigo S/C and Nyanzi Fazir Kato in Kayonza S/C) confirmed that Kayunga DLG has overseen technical training and support to the approved farmers to achieve servicing and maintenance during the warranty period.</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>Kayunga district LG provided hands-on support to the LLG extension workers during the implementation of complementary services as per the guidelines according the supervision report written by Senior Agricultural Engineer (Water for Production) date 17/07/2023 where SAE (W/P) provided hands-on experience in irrigation operation and maintenance and hoe to use soil sensors to 20 LLG extension workers in Kayunga T/C on 07/07/2023 during the implementation of complementary services as per the guidelines.</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>Kayunga district LG has established and run farmer field schools as per the guidelines according to the farmer field school report prepared by the Senior Agricultural Engineer (Water for Production dated 08/08/2023 for the farmer filed school in Nazigo irriigation demonstration site in Nazigo T/C where 19 farmers attended.</p> <p>The other report on farmer field school dated 30/01/2023 was written by District Agricultural Officer for farmer field school in Kangulumira irrigation demonstration site in Kangulumira S/C where 39 farmers attended</p> <p>Ther other farmer field school report prepared by the Senior Agricultural Engineer (Water for Production dated 30/01/2023 for the farmer filed school in Gwero demonstration center irrigation demonstration site in Galiraya S/C where 42 farmers attended.</p>	2
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>a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0</p>	<p>The LG has conducted activities to mobilize and sensitize farmers as per the guidelines according to attendance sheet for sensitizing farmers about micro-scale irrigation project as per field-based photos in the exhibition report developed by the Senior Agricultural Engineer (Water for Production) dated 20/03/2023 and the attendance sheet of the irrigation exhibition show which took place on 15/03/2023, 112 farmers, Grow More Seeds and Chemical Limited equipment supplier and Rainbow Agro services supplier attended, Centary bank, Patient Pays initiative, NBS TV and UBC TV. A radio talk show was also held at Sauti FM in Kayunga district on 14/03/2023.</p>	2
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>Kayunga district LG has trained staff and sensitized political leaders at district and LLG levels according to the training report prepared by the Senior Agricultural Engineer (water for production) and by the district production Officer dated 17/04/2023 where 19 Chairpersons of Kitimbwa T/C and another report dated 20/04/2023 where 27 chairpersons of Kangulumira S/C attended. According to a report by the District Agricultural Officer 23/01/23, 42 chairpersons of Kitimbwa S/C attended the meeting. The district staff were trained on 29/11/2022 at the district headquarters according the DTPC minutes dated 29/11/20232. The political leaders at the district level were trained on 16/01/2023 according to the training report written the District Agricultural Officer dated 16/01/2023 where 50 participants attended.</p>	2

**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>There is evidence that Kayunga DLG has an updated register of micro-scale irrigation equipment supplied to farmers in the FY year 2022/2023 as per the 3 sampled inventory of irrigation equipment for the 3 sampled micro-scale irrigation sties for the approved beneficiary farmer files for example Akifezi Grace Ngabirano Kayonza S/C, Nyanzi Fazir Kato Kayonza S/C and Mutalya Charles among others.</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>Kayunga district LG keeps an up-to-date data of applications in its data base as per the copies of applications from LLGs availed at the time of applications for example Nyanzi Fazir Kato (Kayunga/2023-01-11/MALE/30783) In Kayonza S/C, Akifezi Grace Ngabirano (Kayunga/2023-01-11/FEMALE/30786) Kayinza S/C and Mutalya Charle David (Kayunga/2023-02-09/MALE/36842) in Nazigo S/C) among other as per the forms to express interest in the micro-scale irrigation program according to the farmer application database and as per the submission letter dated 17/01/2023 written by the Senior Agricultural Engineer (Water for production) of names of successful micro-scale irrigation beneficiaries for the FY 2022/2023 to the District Technical Planning Committee for approval.</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>Kayunga DLG has carried out farm visits to farmers that submitted complete Expression of Interests as per the Agreements to proceed to quotations provided for example the one for Mutalya Charles David in Nazigo S/C dated 23/02/2023, Akifeezi Grace Ngabirano in Kayonza S/C dated 11/01/2023 and Kalule Wiberforce in Bbale S/C dated 12/03/2023 and as per farm visit reports for example farm visit reports for Mutalya Charle David , Nazigo subcounty done by Prociple Agricultural Officer on 23/02/2023, Akifeezi Grace Ngabirano in Kayonza S/C done by Senior Agricultural Engineer (Water for Production) on 24/01/2023 and Kalule Wilberforce, Bbaaale subcounty done 28/02/2023 by Senior Agricultural Officer.</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>The was evidence that Kayunga DLG Senior Agricultural Engineer publicized the eligible farmers that have been approved by posting on the district and LLG notice board for example a list of 69 eligible farmers for the FY 2022/2023 as at 30/06/2023 prepared by the Senior Agricultural Engineer (water for production) on 20/06/2023 was pinned on the Production department noticeboard, and the LLGs of Kayonza S/C, Katosi T/C and Nazigo S/C sampled.</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>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>There was evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY. below were the incorporated projects;</p> <ol style="list-style-type: none"> <li>1. Design, supply and installation of micro -scale irrigation systems in Kayunga LG, budgeted at 1,085,235,000/=</li> <li>2. Supply and installation of demonstration sites in Kangulumira TC, budgeted at 25,000,000</li> <li>3. Supply and installation of Water tank and stands, budgeted at 11, 174,000/=</li> <li>4. Supply of Agricultural supplies to Demos and FFS, budgeted at 28,436,000/=, etc consolidated on 15th/11/2023 by Mr. Lwanga Ponsiano -SPO</li> </ol>	<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>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>There was evidence that the LG requested for quotation from Irrigation equipment suppliers. The following were the pre-qualified suppliers from the list of MAAIF.</p> <p>M/s Rima EA Ltd, M/s Akvo International Ltd, M/s W &amp; S M/s Grow more seeds and chemical Ltd. Baata Engineering services Ltd</p> <p>the request for quotation dated 2nd/2/2023 revealed that the above firms were invited to bid for supply, installation of a micro irrigation equipment in Kayunga district under procurement reference number: KAYU/523/supls/22-23/00387.</p> <p>The bid closed on 17th/3/2023 with only three firms responding to the bid. these included</p> <p>M/s Grow more seeds and chemical Ltd. M/s Baata Engineering services Ltd M/s Akvo International Ltd,</p> <p>These bids were received by Mr. Sebidde Ibrahim Nouma PO.</p>	<b>2</b>

Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines

Maximum score 18

c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0

There was evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria:

The Opening and evaluation of the bidders was done on 18th/3/2023, chaired by Ms. Namwanje Zubeda Irumba, in the presence of Mr. Kajjoba Frank - Secretary, Sebidde Ibra Nouma and Lwandasa Hannington SEO.

The following firms were issued the bid document and returned them dated 18th/3/2023 for the 28 farmers as listed below

1. Baata Engineering services Ltd
2. Akvo International SMC Ltd
3. Grow more seeds and Chemicals.

Below were the farmers;

1. Akifeza Grace N, Kayonza
2. Barwenda James, Galiraya
3. Byansi Wilson, Kayonza
4. Ddungu Lawrence, Kayunga TC
5. Kalwanyiza Samuel, Galiraya
6. Kasasa Ronald, galiraya
7. Katsigazi Geoffrey, Galiraya

8. Lutaya Isma, Galiraya, etc, evaluation took place comparing the prices of the suppliers Vs the farmers and best bidders were elected as M/s Grow more seeds and Chemical Ltd and M/s Akvo International Ltd.



Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines

Maximum score 18

d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0

The CC meeting dated 13th/4/2023 approved the micro-scale irrigation systems for the previous FY, under CC minute number 0454/CC/KYG/13/04/23. for various farmers among which include;

1. Akifeza Grace N, Kayonza
2. Barwenda James, Galiraya
3. Byansi Wilson, Kayonza
4. Ddungu Lawrence, Kayunga TC
5. Kalwanyiza Samuel, Galiraya
6. Kasasa Ronald, galiraya
7. Katsigazi Geoffrey, Galiraya
8. Lutaya Isma, Galiraya, etc., to be supplied by the best evaluated bidders as M/s Akvo international Ltd and M/s Grow more seed and chemical Ltd. This was chaired by Mr. Drate Edema Robert and recorded by Mr. Lwanga Ponsiano

Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines

Maximum score 18

e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0

There was evidence 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;

Three firms submitted bids for Mr. **Akifeza Grace Ngabirano as below;**

Akvo International Ltd - 28,866,000/=

Rima EA Ltd - 31,320,700/=

Grow more seeds and chemicals ltd -N/A

Baata engineering services Ltd - 31,459,300/=

BEB was Akvo International Ltd with a bid amount of 28,866,000/=

**Mr. Barwenda James as below;**

Akvo International Ltd - 14,227,400/=

Rima EA Ltd - 15,250,000/=

Grow more seeds and chemicals ltd - 10,083,000/=

Baata engineering services Ltd - 12,481,600/=

BEB was Grow more seeds and chemicals ltd - 10,083,000/=

**Byansi Wilson, as below;**

Akvo International Ltd - 24,567,900/=

Rima EA Ltd - 23,450,000/=

Grow more seeds and chemicals ltd - 21,293,366.85/=

Baata engineering services Ltd - 24,762,600/=

BEB was Grow more seeds and chemicals ltd - 21,293,366.85/=

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	There was evidence that the micro-scale irrigation equipment installed by Kayunga DLG in the FY 2022/2023 were in line with in line with the design design output sheet forexample generated by the MIS/IrriTract App for example technical design developed by AKVO International SMC on 9/05/2023 Nyanzi Fazir Kato in kayonza S/C was in line with his corresponding design output sheet dated 24/01/2023, the technical design for of Mutalya Charles of Nazigo S/C developed by AKVO International SMC on dated 09/05/2023 was in line with the corresponding design output sheet dated 23/02/2023 and the technical design for Akifeezi Grace Ngabirano in Kayonza S/C developed by AKVO International SMC dated 09/05/2023 was in line with the corresponding data output sheet dated 24/01/2023.	2
Maximum score 18				
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	There was evidence that Kayunga district LG has conducted technical supervision by the Senior Agricultural Engineer (Water for Production). For example, the supervision and monitoring report of UgIFT micro-scale irrigation systems installations for farmer beneficiaries in Musiitya Seed School Nazigo subcounty, kyakuwa Nassim Kayonza S/C, and Jude Matovu Galiraya S/C written by Senior Agricultural Engineer (Water for Production) dated 24/07/2023.	0
Maximum score 18			Another one written by District Agricultural Officer Namutebi Rebbeca in Busaana T/C, Musana Joseph in Garilaya S/C and Luzira Stephan Sayuuni in Kayunga T/C dated 24/07/2023.	
			However, according to the site books of 2 of the sampled irrigation systems of Akifeezi Grace Ngabirano in Kayonza S/C and Nyanzi Fazir Kato in kayonza S/C, there was no evidence that the relevant technical officers conducted regular technical supervision of micro-scale irrigation projects in the district. For Mutalya Charles of Nazigo S/C, there was no site book at all.	
			Also according to the supervision and monitoring reports, the supervision and monitoring was nor regular since it was only done in one month of July 2023.	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	h) Evidence that the LG has overseen the irrigation equipment supplier during:  i. Testing the functionality of the installed equipment: Score 1 or else 0	There was no evidence that Kayunga district LG has overseen irrigation equipment supplier during testing of the three samples irrigation sites: Mutalya Charles of Nazigo S/C, Akifeezi Grace Ngabirano in Kayonza S/C, Nyanzi Fazir Kato in kayonza S/C since no district officer had signed in the site books of the 2 irrigation sites had site books at the time of assessment and 3rd irrigation site did not have a site book.	0
Maximum score 18				

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>There was no evidence that the sampled three irrigation sites of Mutalya Charles of Nazigo S/C, Akifeezi Grace Ngabirano in Kayonza S/C, Nyanzi Fazir Kato in kayonza S/C had been handed over to the approved farmers according to the site books of the 2 irrigation sites. The 3rd did not have a site book.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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</p>	<p>There was evidence that the Local Government made payment of the supplier within specified timeframes subject to the presence of the Approved farmers signed acceptance form</p> <ol style="list-style-type: none"> <li>1. Grow more ltd Ugx 10,209,312 for the design and supply of installation of irrigation site for Lukyamuzi Muhamood who signed the acceptance letter on 24/5/2023, requisition was 27/5/2023 and payment was made on 15/6/2023;</li> <li>2. Grow more ltd Ugx 9,813,626 for the design and supply of installation of irrigation site for Mayanja Joseph who signed the acceptance letter on 25/4/2023 before payment was made on 17/5/2023; and</li> <li>3. Grow more ltd Ugx 13,751,128 for the design and supply of installation of irrigation site for Wangolo James who signed the acceptance letter on 25/4/2023 before payment was made on 15/6/2023.</li> </ol>	2

Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines

Maximum score 18

j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0

There was evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law. The following files were sampled and contracts signed.

Project name: Design, supply and Installation of Micro Irrigation system in Kayunga LG.

Procurement number: KAYU/523/supls/22-23/00357/12- Ms. Zalwango Ruth Kabazi-Kayonza S/C

Procurement number: KAYU/523/supls/22-23/00357/9- Mayanja Joseph Kilemebe -Galiraya S/C

Procurement number: KAYU/523/supls/22-23/00357/8-Mr. Lukyamuzi Mohammad - Galiraya S/C

Evaluation dated 17th/3/2023 was chaired by Mr. Odongo Kato Paul and recorded by Mr. Kajjoba Frank invited the following prequalified suppliers to supply the above farmers with irrigation system.

M/s Rima EA Ltd, M/s Akvo International Ltd, M/s W & S and M/s Grow more seeds and chemical Ltd

Evaluation was carried and this was chaired by Mr. Odongo Kato Paul and recorded by Mr. Kajjoba Frank. Among the list of bidders M/s Grow more seeds and chemicals Ltd was evaluated as the best bidder with bid amount of Ugx. 19,646,572, for Farmer Ms. Zalwango Ruth Zubeda, Ugx. 9,813,626 for farmer Mr. Mayanja Joseph Kilembeka and Ugx. 10,209,312.97 for farmer Mr. Lukyamuzi Mohammad.

CC meeting dated 2nd/3/2023 approved the evaluation report, for the three farmers. Under minute number 0454/CC/KYG/13/04/23, this was chaired by Mr. Drate Edema Robert and recorded by Mr. Lwanga Ponsiano SPO.

Work contract was signed between KYG LG and M/S Grow more seeds and chemical Ltd dated 3rd/2/2023 signed by Mr. Batambuze Abdu, COA, CEO- Grow more seeds and chemicals Ltd, Mr. G.N. Mohana PAO and witnessed by Ms. Zalwango Ruth Zubeda, Mr. Mayanja Joseph Kilembeka and Mr. Lukyamuzi Mohammad, farmers.

## 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>a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0</p>	<p>There was evidence that the local government had displayed details of the Nature and avenues to address grievances in public areas for example the two grievances that were identified by Kayunga DLG according to the grievances Log dated 30/06/2023 were pinned at the Production department noticeboard and Galiraya S/C, Nazigo T/c and Kayunga S/C noticeboard.</p> <p>The first grievance is for the pump running without pumping water reported by Kasujja Charles in Galiraya S/C on 23/01/2023. A technician was sent on sight and analyzed the pump a report was sent to the supplier.</p> <p>On 20/11/2022, Mukasa Jovia rose of Nazigo T/C complained of delayed installation of equipment. A warning letter was sent to the Supplier on 22/11/2022 and he cancelled the contract and it was given to Grow More Seeds and Chemicals Limited.</p> <p>On 7/03/2023, there was failure of solar irrigation pump at Ntooke demonstration site in Kayunga S/C. The technician was sent to site and analyzed the pump, bought spare parts and repaired it. By 9/03/2023, the pump was working well.</p>	2
	<p>Maximum score 6</p>			
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>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 was NO Evidence that Kayunga DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were not found in LG Complaints Log/Complaints Record Book.</p>	0
	<p>Maximum score 6</p>			

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	<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>	There was NO Evidence that Kayunga DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were not found in LG Complaints Log/Complaints Record Book.	0
Maximum score 6				
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	<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>	There was NO Evidence that Kayunga DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were not found in LG Complaints Log/Complaints Record Book.	0
Maximum score 6				
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	<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>	There was NO Evidence that Kayunga DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were not found in LG Complaints Log/Complaints Record Book.	0
Maximum score 6				

**Environment and Social Requirements**

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro-irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.  score 2 or else 0	Kayunga district LG have disseminated micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrances), proper use of agro-chemicals and safe disposal of chemical waste containers according to farm visit reports for Nyanzi Faziri Kato, Kayonza S/C done on 24/01/2023 by Senior Agricultural Engineer (Water for Production), Akifezi Grace Ngabirano in Kayonza S/C Senior Agricultural Engineer (Water for Production) done on 24/01/2023 and Mutalya Charles David in Nazigo S/C done 23/02/2023 among others. Kayunga DLG also has sector guidelines on micro-scale irrigation, for September 2020 and has signed MOUs with the beneficiary farmers. For example, an MOU between Kayunga DLG Akifezi Grace Ngabirano in Kayonza S/C was signed by the CAO and the farmer on 11/08/2023. Another one was signed by CAO and the farmer, Nyanzi Faziri Kato, Kayonza S/C on 18//06/2023. Additionally, another MOU was signed by Mr. Musitwa Seed School, Nazigo S/C and the CAO 12/02/2023.	2
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.  i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	There was NO Evidence that Kayunga DLG had Costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for micro-scale irrigation sector projects as Costed ESMPs were not incorporated into designs, BoQs, bidding and contractual documents for micro-scale irrigation sector projects that the LG provided to the Assessor.	0



Safeguards in the delivery of investments

Maximum score 6

ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers  
score 1 or else 0

There WAS Evidence that Kayunga DLG had carried out compliance monitoring for mitigation of irrigation impacts for micro-scale irrigation sector projects as exemplified by the following:

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Compliance Monitoring Report for Design, Supply and Installation of Small Scale Irrigation Equipment at Kiwangula Village, Kiwangula Parish, Busaana Sub-county under UgIFT Funding. The report was dated 2nd/May/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Compliance Monitoring Report for Design, Supply and Installation of Small Scale Irrigation Equipment at Kikwanya Village, Kikwanya Parish, Kangulumira Sub-county under UgIFT Funding. The report was dated 4th/June/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Compliance Monitoring Report for Design, Supply and Installation of Small Scale Irrigation Equipment at Wabukwa Village, Nakatunda Ward, Kangulumira Town Council under UgIFT Funding. The report was dated 2nd/May/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

Safeguards in the delivery of investments

Maximum score 6

iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0

There WAS Evidence that Kayunga DLG had Environmental and Social Certification Forms (ESCFs) completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of micro-scale irrigation sector projects as exemplified by the following:

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Certification Form (ESCF) completed and signed by Environmental Officer for Design, Supply and Installation of Small Scale Irrigation Equipment at Wabukwa Village, Nakatunda Ward, Kangulumira Town Council under UglIFT Funding. The form was dated 6th/June/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Certification Form (ESCF) completed and signed by Environmental Officer for Design, Supply and Installation of Small Scale Irrigation Equipment at Kikwanya Village, Kikwanya Parish, Kangulumira Sub-county under UglIFT Funding. The form was dated 8th/June/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Certification Form (ESCF) completed and signed by Environmental Officer for Design, Supply and Installation of Small Scale Irrigation Equipment at Kiwangula Village, Kiwangula Parish, Busaana Sub-county under UglIFT Funding. The form was dated 6th/June/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

15

Safeguards in the delivery of investments

Maximum score 6

iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0

There WAS Evidence that Kayunga DLG had Environmental and Social Certification Forms (ESCFs) completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of micro-scale irrigation sector projects as exemplified by the following:

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Certification Form (ESCF) completed and signed by CDO for Design, Supply and Installation of Small Scale Irrigation Equipment at Wabukwa Village, Nakatunda Ward, Kangulumira Town Council under UgIFT Funding. The form was dated 6th/June/2023, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Certification Form (ESCF) completed and signed by CDO for Design, Supply and Installation of Small Scale Irrigation Equipment at Kikwanya Village, Kikwanya Parish, Kangulumira Sub-county under UgIFT Funding. The form was dated 8th/June/2023, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented Environmental and Social Certification Form (ESCF) completed and signed by CDO for Design, Supply and Installation of Small Scale Irrigation Equipment at Kiwangula Village, Kiwangula Parish, Busaana Sub-county under UgIFT Funding. The form was dated 6th/June/2023, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

**Crosscutting Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	There was evidence that the Local Government (LG) had substantively recruited a Chief Finance Officer (Luwande Paul Rogers) appointed on 28/3/2019 under DSC Minute No. 807/DSC/KYG/2019 as extracted from file No. CR.11300	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	There was evidence that the Local Government (LG) had substantively recruited a District Planner (Nalayote Judith) appointed on 4/7/2023 under DSC Minute No. 1365/DSC/KYG/2023(a) as extracted from file No. CR.13844	<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	There was evidence that the Local Government (LG) had substantively recruited a District Engineer appointed (Wazimbe Jonathan) on 29/5/2017 under DSC Minute No. 577/054/KYG2017 as extracted from file No CR13452	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	There was evidence that the Local Government (LG) had substantively recruited a District Natural Resources Officer (Ahimbisibwe Vicent) appointed on 16/6/2022 under DSC Minute No. 1186/DSC/KYG2522 as extracted from file No CR132110	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	There was evidence that the Local Government (LG) had substantively recruited a District Production Officer appointed (Dr. Mugabi David) on 26/6/2013 under DSC Minute No. 206/DSC/KYG/2013(i) as extracted from file No CR10336	<b>3</b>

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	There was evidence that the Local Government (LG) had substantively recruited a District Community Development Officer (Nandawula Maureenie) appointed on 26/6/2012 under DSC Minute No. 68/DSC/KYG/2012(i) as extracted from file No CR10246	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	There was evidence that the Local Government (LG) had substantively recruited a District Commercial Officer (Kateregga Samuel Mukasa) appointed on 28/3/2019 under DSC Minute No.808/DSC/KYG/2019 as extracted from file No CR12719	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	There was evidence that the Local Government (LG) had substantively recruited a Senior Procurement Officer;(Lwanga Ponsiano) appointed on 4/11/2017 under DSC Minute No. 656/DSC/KYG/2017(2) as extracted from file No CR13084.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	There was evidence that the Local Government (LG) had substantively recruited a Procurement Officer (Sebide Ibrahim Nouman) appointed on 29/6/2020 under DSC Minute No. 927/DSC/KYG/2020(1) as extracted from file No CR10785.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	There was evidence that the Local Government (LG) had substantively recruited a Principal Human Resource Officer (Nava Fatuma); appointed on 19/10/2022 under DSC Minute No. 1249/DSC/KYG/2022(iv) as extracted from file No CR10458.	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>j. A Senior Environment Officer, score 2 or else 0</p>	<p>There was evidence that the Local Government (LG) had substantively recruited a Senior Environment Officer (Musaazi Patrick); appointed on 1/8/2004 under DSC Minute No. 45(iii)KYG/DSC/2004 as extracted from file No. CR10454.</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>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>There was evidence that the Local Government (LG) had substantively recruited a Senior Lands Management Officer (Ouma Geofrey Wandera; appointed on 4/7/2022 under DSC Minute No. 1207/DSC/KYG/2022 as extracted from file No CR12724.</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>l. A Senior Accountant, score 2 or else 0</p>	<p>There was evidence that the Local Government (LG) had substantively recruited a Senior Accountant (Walumba Richard) appointed on 23/6/2020 under DSC Minute No.927/DSC/KYG/2020(2) as extracted from file No CR10532.</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>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>There was evidence that the Local Government (LG) had substantively recruited a Principal Internal Auditor (Segonga Abasi); appointed on 19/4/2023 under DSC Minute No. 1317/DSC/KYG/2023(iii) as extracted from file No CR13564.</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>There was evidence that the Local Government (LG) had substantively recruited a Principal Human Resource Officer (Secretary DSC) (Ssebowa Dickson) appointed on 23/3/2023 under DSC Minute No. 1299/DSC/KYG/2023 as extracted from file No CR12407.</p>	2

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

Maximum score is 15

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

There was evidence at the time of assessment that the LG had substantively recruited the 13 Senior Assistant

Secretaries /Town Clerks in all the nine Lower Local Governments appointed as follows:

- SAS Kayunga S/C (Mabonga Godfrey) on 1/7/2015 under DSC Min No.389/DSC/KYG/2015(1) file No. CR10462;
- SAS-Kayonza S/C (Kusasira Recheal) on 10/6/2008 under DSC Min No. 389/DSC/KYG/2015(3) file No. CR10721;
- T.C Busana Town Council (Nansubuga Margret) on 22/2/2006 under DSC Min No.2/KYD/DSC/06; file No. CR10003;
- SAS-Busana S/C (Galimulia Immaculate) on 9/9/2022 under DSC Min No. 1221/DSC/KYG/2022(iv) file No CR10444;
- T/C NazigoTown Council (Nabatte Ramula) on 29/9/2022 under DSC Min No. 1233/DSC/KYG/2022(iii) file No CR12731
- SAS- Galiraya S/C (Namisi Farida) on 29/6/2020 under DSC Min No928/DSC/KYD/2020(4) file No. CR12388
- SAS-Nazigo S/C (Nakanjako Eva) on 3/7/2006 under DSC Min No.57/KYG/DSC/06 file No. CR10241;

SAS Kitibwa S/C (Nakayenga Florence) on 10/9/2020 under DSC Min .No. 969/DSC/KYG/2020 file No. CR10469;

SAS Baale S/C (Nakalisa Epephania) on 19/1/2023 under DSC Min .No. 1277/DSC/KYG/2023(ii) file No. CR12635;

SAS Kangulumira S/C (Nakkazi Josephine) on 3/7/2006 under DSC Min .No. 61/KYG/DSC/2006 file No. CR10485;

•Town Clerk Kangulumira T/C (Higenyi Jackson) on 30/9/2022 under DSC Min .No. 1334/DSC//KYG/2022file No. CR10637;

Town Clerk Kitibwa T/C (Kanku Simon Peter) on 29/9/2022 under DSC Min .No. 1233/DSC/KYG/2022(ii) file No. KYG/P13405; and

Town Clerk Kayunga T/C (Kulabako Ssebunya Farida) on 29/9/2022,under DSC Min .No. 1233/DSC/KYG/2022(i) file No. CR11298;

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

Maximum score is 15

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

There was evidence at the time of assessment that the LG had substantively recruited the 13 Community Development Officers in all the 13 Lower Local Governments appointed as follows:

- CDO Kayunga S/C (Kabejja Harriet) on 1/3/2016 under DSC Min No.427/DSC/KYG/2015(1) file No. CR10329;
- CDO-Kayonza S/C (Kalende Stephen) on 1/3/2016 under DSC Min No. 396/DSC/KYG/2015(2) file No. CR/13194;
- CDO-Busana Town Council (Akello Justine) on 1/3/2016 under DSC Min No. 396/DSC/KYG/2015(1); file No. CR13221
- CDO-Busana S/C (Kyowulira Abdu) on 1/7/2023 under DSC Min No. 1362/DSC/KYG/2023(xviii) file No CR/13467;
- CDO-NazigoTown Council (Nabasirye Diana) on 1/11/2008 under DSC Min No. 85//DSC/KYG/2008 (a) file No CR12762;
- CDO-Galiraya S/C (Ntogo Rebecca) on 1/10/2021 under DSC Min No. 1057/DSC/KYD/2021(1) file No. CR13402
- CDO-Nazigo S/C Waswa James) on 1/7/2023 under DSC Min No.1364/DSC//KYG/2023(b) file No. CR103461;
- CDO Kitibwa S/C (Nakayenga Florence) on 10/9/2020 under DSC Min.No. 969/DSC/KYG/2020 file No. CR10469;
- CDO Baale S/C (Khaukha Alfred) on 1/3/2016 under DSC Min.No. 427/DSC/KYG/2015(2) file No. CR13218;
- CDO Kangulumira S/C (Namukasa Joy) on 1/10/2021 under DSC Min.No. 1031/DSC//KYG/2021 file No. CR13424;
- CDO Kangulumira T/C (Namboze Natasha) on 1/7/2023 under DSC Min .No. 1364/DSC//KYG/2023(c) file No CR13836;
- CDO Kitimbwa T/C (Wabomba Dani) on 1/5/2022 under DSC Min.No. 1057/DSC/KYG/2021 file No.CR13614; and
- CDO Kayunga T/C (Nandagire Saudah) on 1/3/2012, under DSC Min.No. 18/DSC/KYG/2012(b) file No. CR12717;



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

Maximum score is 15

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

There was evidence at the time of assessment that the LG had substantively recruited the 13 Senior Accounts Assistants in all the 13 Lower Local Governments appointed as follows:

- Senior Accounts Assistant-Kayunga S/C (Nansubuga Christine) on 1/5/2023 under DSC Min No.1317/DSC/KYG/2023 (Vii) file No. CR/10071;
- Senior Accounts Assistant-Kayonza S/C (Kalumba Duncan Jacob) on 1/5/2023 under DSC Min No. 1317/DSC/KYG/2023(vii) file No. CR/12786;
- Senior Accounts Assistant-Busana Town Council (Musaazi Georgina) on 1/5/2023 under DSC Min No. 1317/DSC/KYG/2023(ii); file No. CR10310;
- Senior Accounts Assistant-Busana S/C(Bugalalyo Ivan) on 1/3/2018 under DSC Min No. 674/DSC/KYG/2018(a4); file No. CR10459;
- Senior Accounts Assistant-NazigoTown Council (Nakiberu Prossy) on 1/12/2022 under DSC Min No. 1258//DSC/KYG/2022 (v) file No CR12732;
- Senior Accounts Assistant- Galiraya S/C (Musisi Willy Ntambi) on 1/3/2018 under DSC Min No. 674/DSC/KYD/2018 file No. CR/10013
- Senior Accounts Assistant-Nazigo S/C (Kajoba Frank) on 1/3/2018 under DSC Min No.674/DSC//KYG/2018(a11) file No. CR10255
- Senior Accounts Assistant-Kitimbwa S/C (Khauka Ismail) on 1/11/2023 under DSC Min.No. 1392/DSC/KYG/2023 file No. CR10724
- Senior Accounts Assistant- Baale S/C (Byegumye Samuel) on 1/3/2018 under DSC Min.No. 674/DSC/KYG/2018(a1) file No. CR10260;
- Senior Accounts Assistant-Kangulumira S/C (Kayiizi John) on 1/5/2023 under DSC Min.No. 1317DSC//KYG/2023(ix) file No. CR/10346;
- Senior Accounts Assistant-Kangulumira T/C (Kagolo Peterson) on 1/02/2023 under DSC Min .No. 1277/DSC//KYG/2023(i) file No CR10438
- Senior Accounts Assistant-Kitimbwa T/C (Ssenyange Ahmed) on 1/5/2023 under DSC Min.No. 1317/DSC/KYG/2023(iv) file No.CR12395; and
- Senior Accounts Assistant-Kayunga T/C (Senyonga Joshua) on 1/3/2018, under DSC Min.No.674/DSC/KYG/2018 file No. CR/10457

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	The LG released 100% of funds received from government in the year 2022/23 to Natural Resources Department. The LG received Ugx 223,186,248 and released Ugx 223,186,248 to Natural Resources Department (LG draft Financial statements for the year 2022/23 page 18).	2
	Maximum score is 4	a. Natural Resources department, score 2 or else 0		
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	The LG released 100% of funds allocated in the year 2022/23 to Community Based Services Department. The received Ugx 246,152,836 and released Ugx246,152,836 to the Community Based Services Department (LG draft Financial statements for the year 2022/23 page 18).	2
	Maximum score is 4	b. Community Based Services department. score 2 or else 0.		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening,	There WAS Evidence that Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG) for the previous FY (2022-2023 FY) as exemplified by the following projects that were funded under DDEG in the previous FY and that also had completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs:	4
	Maximum score is 12	score 4 or else 0	<ul style="list-style-type: none"> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding, ESSF and Costed ESMP dated 10th/September/2022, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding, ESSF and Costed ESMP dated 5th/October/2022, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> </ul>	

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.

Maximum score is 12

b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),

score 4 or 0

There WAS Evidence that Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG) for the previous FY (2022-2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments as exemplified by the following projects that were funded under DDEG in the previous FY and that also had completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs:

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding, ESSF and Costed ESMP dated 10th/September/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding, ESSF and Costed ESMP dated 5th/October/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

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.

Maximum score is 12

c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;

score 4 or 0

There WAS Evidence that Kayunga DLG had Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG) prior to commencement of all civil works for the previous FY (2022-2023 FY) as exemplified by the following projects that were funded under DDEG in the previous FY and that also had completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs:

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding, ESSF and Costed ESMP dated 10th/September/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Completion of the Southern Wing of the Administration Block in Ntenjeru Ward, Kayunga Town Council under DDEG Funding, ESSF and Costed ESMP dated 5th/October/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

## Financial management and reporting

5

Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.

Maximum score is 10

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

Kayunga LG had a clean audit opinion from the Auditor General for the Financial Year 2022/23.

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),	The LG submitted status of implementation of Internal Auditor General and Auditor General audit issues for the year 2021/22 on 20 March 2023 to PS/ST, after the February 2023 deadline.	0
	maximum score is 10	score 10 or else 0.		
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,	The LG submitted an annual performance contract of 2023/24 on 20 June 2023 before the deadline of August 31st, 2023.	4
	Maximum Score 4	score 4 or else 0.		
8	Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,	The LG submitted the Annual Performance Report for the year 2022/23 on 28/7/2023 before the deadline of August 31, 2023.	4
	maximum score 4 or else 0	score 4 or else 0.		
9	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	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,	The LG did submit all the quarterly budget Performance Reports for the year 2022/23 by the deadline of August 31, 2023: Q1 was submitted on 2/1/2023 ; Q2 was submitted on 27/2/2023; Q3 was submitted on 16/5/2023 ; and Q4 was submitted on 28/7/2023.	4
	Maximum score is 4	score 4 or else 0.		

**Education  
Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
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**Human Resource Management and Development**

1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	There was evidence that at the time of assessment the LG had substantively recruited a District Education Officer (Dr. Bubale Dani, appointed on 4/7/2022 under DSC Min No. 1205/DSC/KYG/2022 file No. CR 12426;	<b>30</b>
	<i>The Maximum Score of 70</i>			

1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	There was evidence at the time of assessment that the LG had recruited a substantive District Inspector of Schools (Simali Ramadhan), appointed on 29/9/2022 under DSC Minute No 1233/DSC/KYG/2022 file No. CR10451	<b>40</b>
	<i>The Maximum Score of 70</i>			

**Environment and Social Requirements**

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)

The 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 Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all education sector projects for the previous financial year (2022/2023 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following education sector projects:

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding, ESSF and Costed ESMP dated 10th/September/2022, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block at Nakatuli RC P/S in Galiraya Sub-county under SFG Funding, ESSF and Costed ESMP dated 27th/January/2023, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block at Katuugo P/S in Bbaale Sub-county under SFG Funding, ESSF and Costed ESMP dated 24th/October/2022, Signed by Senior Environmental Officer - Musaaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

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.

There WAS Evidence that Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all education sector projects for the previous financial year (2022/2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following education sector projects:

The Maximum score is 30

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block with an Office and a Store at Kayonza P/S in Kayonza Sub-county under DDEG Funding, ESSF and Costed ESMP dated 10th/September/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block at Nakatuli RC P/S in Galiraya Sub-county under SFG Funding, ESSF and Costed ESMP dated 27th/January/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of 2 Classroom Block at Katuugo P/S in Bbaale Sub-county under SFG Funding, ESSF and Costed ESMP dated 24th/October/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.



**Health Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.	There was evidence at the time of assessment that the LG had recruited a substantive District Health Officer (Matovu Ahmed) appointed on 10/6/2015 under DSC Minute No 420/DSC/KYG/2015 file No CR 10168;	<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	There was evidence at the time of assessment that the LG had recruited a substantive Assistant District Health Officer Maternal and Child Health (Busigye Olive), appointed on 1/2/2016 under DSC Minute N. 421/DSC/KYG/2015 file No. KYG/P/13215.	<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.	There was evidence at the time of assessment that the LG had recruited a substantive Assistant DHO Environmental Health (Odongo Paul), appointed on 21/9/2021 under DSC Minute No. 1039/DSC/KYG/2021 file No. CR10127.	<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.	There was evidence at the time of assessment that the LG had recruited a substantive Principal Health Inspector (Osilon James Patrick), appointed on 21/9/2021 under DSC Minute No 1040/ DSC/KYG/2021 file No. CR12825.	<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>There was evidence at the time of assessment that the LG had recruited a substantive Senior Health Educator (Mwase Simon), appointed on 21/9/2021 under DSC Minute Number 1042/DSC/KYG/2021 file No. CR13581</p>	<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>f. Biostatistician, score 10 or 0.</p>	<p>There was evidence at the time of assessment that the LG had recruited a substantive Biostatistician (Ddunge Serwadda Jimmy), appointed 18/5/2015 under DSC minute No. 374/DSC/KYG/2015 file No. CR13075.</p>	<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>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>There was evidence that at the time of assessment the LG had substantively recruited a Cold Chain Technician (Mpoya Joel), appointed 7/4/2022 under DSC Minute No. 1048/DSC/KYG/2021 file No. CR13615 .</p>	<b>10</b>
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 New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. i. Principal Health Inspector, score 20 or else 0.

*Applicable to MCs only.*

*Maximum score is 70*

- 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**

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 Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all health sector projects for the previous financial year (2022/2023 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following health sector projects:

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Twin Staff House at Busaale HC III, Kayunga Sub-county under PHC Funding, ESSF and Costed ESMP dated 31st/October/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of a General Ward and a Maternity Ward at Buyobe HC, Kayunga Sub-county under PHC Funding, ESSF and Costed ESMP dated 23rd/November/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Twin Staff House at Kawoomya HC II, Kangulumira Sub-county under PHC Funding, ESSF and Costed ESMP dated 7th/November/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

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

Maximum score is 30

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

There WAS Evidence that Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all health sector projects for the previous financial year (2022/2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following health sector projects:

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Twin Staff House at Busaale HC III, Kayunga Sub-county under PHC Funding, ESSF and Costed ESMP dated 31st/October/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of a General Ward and a Maternity Ward at Buyobe HC, Kayunga Sub-county under PHC Funding, ESSF and Costed ESMP dated 23rd/November/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Twin Staff House at Kawoomya HC II, Kangulumira Sub-county under PHC Funding, ESSF and Costed ESMP dated 7th/November/2022, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.

**Micro-scale  
Irrigation Minimum  
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The LG had substantively appointed a senior Agricultural Engineer (Namwajje Zubedda ) on 4/7/2022 under DSC minute No. 1207/DSC/KYG/22 as extracted from file No, CR/12426</p>	<b>70</b>
<b>Environment and Social Requirements</b>				
2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening</p> <p><i>score 30 or else 0.</i></p>	<p>There WAS Evidence that Kayunga DLG carried out Environmental, Social and Climate Change Screening and prepared Costed ESMPs, where required, prior to commencement of all civil works for all micro-scale irrigation sector infrastructure projects as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following micro-scale irrigation sector infrastructure projects:</p> <ul style="list-style-type: none"> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Design, Supply and Installation of Small Scale Irrigation Equipment at Wabukwa Village, Nakatunda Ward, Kangulumira Town Council under UgIFT Funding. ESSF and Costed ESMP dated 17th/May/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Design, Supply and Installation of Small Scale Irrigation Equipment at Kiwangula Village, Kiwangula Parish, Busaana Sub-county under UgIFT Funding. ESSF and Costed ESMP dated 19th/April/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> <li>- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Design, Supply and Installation of Small Scale Irrigation Equipment at Kikwanya Village, Kikwanya Parish, Kangulumira Sub-county under UgIFT Funding. ESSF and Costed ESMP dated 24th/May/2023, Signed by Senior Environmental Officer - Musaazi Patrick, Signed by Senior Community Development Officer - Nandawula Eva.</li> </ul>	<b>30</b>

**Water & Environment  
Minimum Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	There was evidence that at the time of assessment the LG had substantively recruited Civil Engineer (water) (Drate Edema Robert), appointed on 8/8/2008 under DSC. Min No. 50/DSC/KYG/2008 as extracted from file No CR10725	<b>15</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	There was evidence at the time of assessment that the LG had substantively recruited Assistant Water Officer for mobilization (Kafeero Collins), appointed on 18/3/2021 under DSC. Min No. DSC/KYG/15 as extracted from file No . CR10556.	<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.	There was evidence that at the time of assessment the LG had substantively recruited Borehole Maintenance Technician/Assistant Engineering Officer, (Luboya Paul), appointed on 8/8/2008 under DSC. Min No.53/DSC/KYG/08 as extracted from file No . CR10730	<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.	There was evidence that at the time of assessment the LG had substantively recruited Natural Resources Officer (Ahimbisibwe Vicent), appointed on 29/5/2017 under DSC. Min No.51186/DSC/KYG/2522 as extracted from file No . CR13210	<b>15</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	There was evidence that at the time of assessment the LG had substantively recruited Environment Officer (Nantabo Maimuna), appointed on 21/9/2021 under DSC. Min No. 1032/DSC/KYG as extracted from file No CR13391	<b>10</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	There was evidence that at the time of assessment the LG had substantively recruited Forestry Officer (Mukasa Umar), appointed on 30/9/2022 under DSC. Min No. 1235/DSC/KYG/2022 as extracted from file No CR10069	<b>10</b>

**Environment and Social Requirements**

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

If the LG:

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

There WAS Evidence that Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all water sector infrastructure projects for the previous FY (2022/2023 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following water sector infrastructure projects that were implemented in the previous FY:

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Drilling, Construction and Installation of Hand Pump Borehole at Namanoga Village, Nakyesanja Parish, Kayonza Sub-county, ESSF and Costed ESMP dated 2nd/August/2022, Signed by Environment and Wetlands Officer - Nantabo Maimuna, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Drilling, Construction and Installation of Hand Pump Borehole at Kiroberi Village, Kirasa Parish, Galiraaya Sub-county, ESSF and Costed ESMP dated 25th/August/2022, Signed by Environment and Wetlands Officer - Nantabo Maimuna, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Drilling, Construction and Installation of Hand Pump Borehole at Wampologoma B Village, Namirembe Parish, Busaana Sub-county, ESSF and Costed ESMP dated 30th/August/2022, Signed by Environment and Wetlands Officer - Nantabo Maimuna, Signed by Senior Community Development Officer - Nandawula Eva.



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

b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.

There WAS Evidence that Kayunga DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all water sector projects for the previous financial year (2022/2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following water sector infrastructure projects that were implemented in the previous FY:

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Drilling, Construction and Installation of Hand Pump Borehole at Namanoga Village, Nakyesanja Parish, Kayonza Sub-county, ESSF and Costed ESMP dated 2nd/August/2022, Signed by Environment and Wetlands Officer - Nantabo Maimuna, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Drilling, Construction and Installation of Hand Pump Borehole at Kiroberi Village, Kirasa Parish, Galiraaya Sub-county, ESSF and Costed ESMP dated 25th/August/2022, Signed by Environment and Wetlands Officer - Nantabo Maimuna, Signed by Senior Community Development Officer - Nandawula Eva.

- Kayunga DLG Department of Environment and Natural Resources presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Drilling, Construction and Installation of Hand Pump Borehole at Wampologoma B Village, Namirembe Parish, Busaana Sub-county, ESSF and Costed ESMP dated 30th/August/2022, Signed by Environment and Wetlands Officer - Nantabo Maimuna, Signed by Senior Community Development Officer - Nandawula Eva.

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.

The DWO did not provide any abstraction permit for Piped water systems. This is a requirement for all piped water systems.