



LGMSD 2022/23

Kikuube District

(Vote Code: 628)

Assessment	Scores
Crosscutting Minimum Conditions	69%
Education Minimum Conditions	100%
Health Minimum Conditions	40%
Water & Environment Minimum Conditions	75%
Micro-scale Irrigation Minimum Conditions	30%
Crosscutting Performance Measures	68%
Educational Performance Measures	63%
Health Performance Measures	64%
Water & Environment Performance Measures	74%
Micro-scale Irrigation Performance Measures	62%

**Crosscutting
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): If so: Score 4 or else 0 	<p>There was evidence that infrastructure project implemented using DDEG funding in FY 2022/2023 was functional and utilized as per purpose of the project. The amount was UGX. 127,903,000, (ABPR, page 153, AWP, page, 36)</p> <p>The project was:</p> <p>Administration Block – Annex UGX. 127,903,000 (AWP- page, 1: ABPR- page 36).</p>	4
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> By more than 5%, score 3 1 to 5% increase, score 2 If no increase, score 0 <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>The average score in the overall LLG performance assessment decreased from previous assessment by 6.41%.</p> <p>2022 performance was 78%</p> <p>2023 performance was 73%</p> <p>Implying (73-78) = - 5% hence decline in performance.</p>	0
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> If 100% the projects were completed : Score 3 If 80-99%: Score 2 If below 80%: 0 	<p>Evidence provided showed the DDEG funded investment project implemented was completed 80% (AWP, page, 36) as per performance contract end of the FY 2022/2023.</p> <p>The project was:</p> <p>Construction of Administration Block (AWP- page 1 ABPR- page, 36) was 80% complete.</p>	2

Investment
Performance

Maximum 4 points on
this performance
measure

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

Score 2 or else
score 0.

The LG budgeted and received DDEG, UGX 463,078,000 (ABPR, page 4) FY 2022/2023.

a. HLG, UGX.182,718,927

b. LLGs, UGX. 280,359,073

Total, UGX. 463,078,000.

HLG, expenditure of UGX. 182,718,927 was as below:

1. Construction of Administration Block, UGX. 127,903,000 (ABPR, page 9)

2. Performance Improvement, UGX 18,272,000 (ABPR, page,9)

3. Monitoring and investment servicing cost, UGX. 18,272,000 (ABPR, page,29)

4. LLG Performance assessment UGX. 9,136,000 (ABPR, page, 9)

5. Data Collection UGX. 9,136,000 (ABPR, page 29)

Total, UGX.182,719,000

The above expenditure was eligible according to DDEG Grant, Budget and Implementation guidelines, page 8.

Investment Performance
Maximum 4 points on this performance measure

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

score 2 or else score 0

There was evidence that the variations in contract price for sampled infrastructure projects for the previous financial year were all within +/-20% of the LG Engineers estimates

The evidence is as below for the following sampled projects.

Renovation of classroom block at Kigaaya BCS P/S. - Engineer's estimate was UGX. 140 Million, while the contract price was UGX. 139, 366, 515.00 - Giving an absolute variance of UGX. -633, 485.00 and therefore a percentage variance of -1.58%

Construction of 2 Classroom block at Kirimba P/S. - Engineer's estimate was UGX. 120.00 million, Contract price was UGX. 119, 797, 446.00 - Giving an absolute variance of UGX. -202, 554.00 and therefore a percentage variance of -0.17%

Construction of 2 Classroom block at Bugambe P/S. - Engineer's estimate was UGX. 120.00 million, Contract price was UGX. 119, 714, 590.00 - Giving an absolute variance of UGX. -285, 410.00 and therefore a percentage variance of -0.24%

Construction of ART shade at Lucy Bisereko HC IV 5 - Engineers' estimate UGX. 108 million while the contract sum is UGX. 105million - Giving an absolute variance of UGX 3.0 million and therefore a percentage variance of -2.8%

All variances are well below the threshold of +/- 20%

Performance Reporting and Performance Improvement

Accuracy of reported information
Maximum 4 points on this Performance Measure

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

score 2 or else score 0

Information of staffing positions filled in the LLGs that was obtained from the HRM Office was found to be accurate based on the filled positions in the 3 LLGs visited by the assessor. the staffing level in the sampled LLGs was in conformity with information obtained from the HRM Office. Bugambe Sub-county had 7 technical staff, Kirizanfumbi sub-county had 12 technical staff and Kikuube Town Council had 14 technical staff

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p>	<p>Evidence provided shows the approved works of the construction of Administration Block, UGX. 127,903,000 (ABPR, page 9) FY 2022/2023 and was in place.</p>	2
		<ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. 		
		<p>Note: if there are no reports produced to review: Score 0</p>		
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p>	<p>There was no evidence to confirm that the Kikuube DLG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled four LLGs and found that the Kikuube DLG did not undertake credible assessment. Three out of four sampled Lower Local Governments (LLGs) exhibited a deviation within the recommended range of +/- 10%, while one LLG was out of the recommended range as outlined</p>	0
		<p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p>	<p>1. Kyangwali SC: The district internal assessment awarded a perfect score of 87%, while the national assessment team awarded a slightly lower score of 85%. This indicates a deviation of -2%.</p>	
		<p>score 4 or else 0</p>	<p>2. Buhimba SC: The district internal assessment awarded a perfect score of 58%, while the national assessment team awarded a slightly higher score of 73%. This indicated a deviation of +15%.</p>	
		<p>NB: The Source is the OPAMS Data Generated by OPM.</p>	<p>3. Bugambe SC: The district internal assessment awarded a perfect score of 74%, while the national assessment team awarded a slightly higher score of 92%. This indicated a deviation of +18%.</p>	
			<p>4. Buhimba TC: The district internal assessment awarded a perfect score of 79%, while the national assessment team awarded a slightly higher score of 91%. This indicated a deviation of +12%.</p>	

5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results. Score: 2 or else score 0	Kikuube District had not developed performance improvement plans for at least 30% of the lowest performing LLGs for the previous FY.	0
5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	There was no evidence provided to show that the district had implemented the PIP for the 30% lowest performing LLGs in the previous FY	0

Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED. Score 2 or else score 0	There was evidence that Kikuube consolidated and submitted the staffing requirements for the coming FY (Recruitment Plan for 2024/2025 dated 29th September 2023) to the MoPS on September 30th 2023 by e-mail. However, the hard copy of the document was received by MoPS on 3rd October 2023 according to the Delivery Book that was availed to the Assessor	0
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 availed to confirm that the district had conducted a tracking and analysis of staff attendance for the previous FY. The attendance book together with monthly analysis reports of staff attendance was provided and reviewed by the assessor including reports from LLGs	2

Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

Evidence that was availed to the assessor confirmed that HoDs in Kikuube district had not been appraised in the previous FY according to guidelines from MoPS. Out of 14 files of HoDs reviewed, 10 did not have performance reports for the previous FY

1. The performance report for the Chief Finance Officer (Mugisha Moses) for the previous FY was not availed to the assessor

2. The Acting District Planner (Twesigye Faustino Baguma) was appraised on 30th June 2022.

3. The performance report for the acting District Engineer (Arinaitwe Emmy) for the previous FY was not provided.

4. The Acting District Natural Resources Officer (Nambi Pauline) was appraised on 30th June 2023.

5. The District Production Officer (Dr Ntume Barnabas) was appraised on 30th June 2023

6. The performance report for the acting District Community Development Officer (Atumanya Nelson) for the previous FY was not provided.

7. The performance report for the Acting District Production Officer (Businge Faridah) for the previous FY was not provided

8. The Senior Procurement Officer (Byarugaba Christopher) was not appraised in the previous FY because he was on interdiction

9. Performance Appraisal report for the Acting Principal Human Resource Officer (Businge Patrick) was not provided.

10. The performance report for the acting Principal Internal Auditor (Kusiima Julian) for the previous FY was not provided.

11. The appraisal report for the Acting Principal Human Resource Officer (Kirungi Denis) was not provided.

12. The performance report for the District Education Officer (Byakagaba Deogratias) for the previous FY was not provided.

13. Performance report for the District Health Officer (Dr Naisye Nelson) for the previous FY was not provided

14. The Civil Engineer (Water) - Hillary Agondeze Winyi was appraised on 30th June 2023

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>Evidence was given to the assessor which confirmed that Kikuube district was administering rewards and sanctions. The Rewards and Sanctions Committee was in place and functional. The assessor reviewed minutes of its meetings which took place on 28th February 2023, 8th August 2023 and 28th August 2023. Issues discussed centred on disciplinary actions against various staff members.</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>Evidence was provided to assessor which confirmed that Kikuube district had established a Consultative Committee (CC) for staff grievance redress. The decision to establish the Committee was made in a District Technical Planning Committee meeting which took place on 31st May 2022 (Agenda item 6). Subsequently letters dated 1st August appointing members to the Consultative Committee were distributed. Members included representatives of Allied Health Professionals, Uganda National Teachers Union, Uganda Nurses and Midwives Association, Uganda Professional Science Teachers Union and Chairperson of Workers Unions in Kikuube on top of district technical staff. By the time of the assessment the Consultative Committee had not met because they had not received cases.</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>Not all staff who were recruited in the previous FY by Kikuube district have accessed the salary payroll within two months. Evidence was provided to the assessor to confirm that 43 Education Assistants were recruited in May 2023 (with clearance from MoPS), they assumed duties in the same month but had not yet accessed the salary payroll by the time of the assessment because they were still waiting for Ministry of Education and Sports to increase the district quota for Education Assistants</p>	0

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.

Evidence was given to the assessor which confirmed that all staff who retired in the previous FY did not access the pension payroll within two months after retirement. The reason given for the delay was that the data entrant transferred her services to Hoima district and it took months before the replacement to get user access the system. All the retired staff accessed the payroll in June 2023.

1. Kirimunda Simon (Head Teacher Primary) retired on 11th March 2023 and accessed the pension payroll of June 2023

2. Muwanga Christopher (Fisheries Officer) retired on 1st January 2023 and accessed the pension payroll of June 2023

3. Komurubuga Benjamin Franklin (Education Officer) retired on 16th October 2022 and accessed the pension payroll of June 2023

4. Muhanguzi Stuart (Senior Assistant Secretary) retired on 16th September 2022 and accessed the pension payroll of June 2023.

5. Mugabi Ilyasi (Senior Accounts Assistant) retired on 2nd September 2022 and accessed the pension payroll of June 2023

6. Muyombozi Simon (Education Assistant II) retired on 26th January 2023 and accessed the pension payroll of June 2023

7. Barwoleka Busobozi Jotham (Head Teacher Primary) retired on 22nd October 2022 and accessed the pension payroll of June 2023

8. Tindimunda Lucy (Education Assistant II) retired on 13th December 2022 and accessed the pension payroll of June 2023

9. Isingoma John (Head Teacher Primary) retired on 16th March 2023 and accessed the pension payroll of June 2023

Management, Monitoring and Supervision of Services.

10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:</p> <p>Score 2 or else score 0</p>	<p>The evidence availed showed that direct transfers of DDEG to LLGs were executed in accordance with the requirements of the budget as follows:</p> <p>Total DDEG was UGX.463, 078,000.</p> <p>HLG was UGX.UGX. 182,718,927</p> <p>LLGs, UGX.280,359,373</p> <p>Transfers to LLG's UGX. 280,359,073 were as below:</p> <p style="text-align: center;">Entity UGX</p> <ol style="list-style-type: none"> 1. Kyangwali 94,410,956 2. Buhimba 35,829,384 3. Bugombe 40,346,193 4. Kabwoya 72,736,464 5. Kiziranyimba 33,036,076 <p>Total 280,359,073</p>	2
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).</p> <p>Score: 2 or else score 0</p>	<p>The LG did not timely warrant (Q 2, Q 3) DDEG transfers to LLGs FY 2022/2023.</p> <p>The status was as follows:</p> <p>Q 1- There was no disbursement for DDEG in this quarter</p> <p>Q 2- Warranted on 13/10/2022 and transferred on 20/10/2022. This was 7 days which was beyond 5 working days.</p> <p>Q 3- Warranted on 09/01/2023 and transferred on 21/02/2023. This was 41 days which was beyond 5 working days.</p> <p>In Q 2 and Q 3, transfer of funds to LLGs were not within 5 working days after warranting.</p>	0
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>The evidence shows that the LG did not invoice and communicate (Q 2, Q 3) DDEG transfers to the LLGs within 5 working days in FY 2022/2023.</p> <p>Q 1 - No release of DDEG in this quarter</p> <p>Q 2 - Cash release was on 10/11/2022, invoiced and communicated on 13/10/2022, 3 days after the release.</p> <p>Q 3 - Cash release was on 10/01/2023, invoiced and communicated on 21/02/2023, 41 days after the release.</p> <p>The LG did not invoice and communicate DDEG funds 5 days after the release of funds in Q 2 and Q 3</p>	0

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>Evidence adduced indicate the LG did not supervise and mentor LLGs in the Districts as per status on report dates below:</p> <p>Q1 - No report was availed</p> <p>Q2 -dated 2nd January 2023</p> <p>Q3 No report was availed</p> <p>Q4 dated 22nd June 2023</p> <p>The LG did not provide reports for Q 1 and Q 3.</p>	0
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>For FY 2022/2023, the LG availed reports show it did not avail reports of support supervision and monitoring visits as they were not all discussed in the TPC by the District to make recommendations for corrective actions and follow up.</p> <p>The status of supervision and monitoring reports discussed in the TPC Meetings (dates of report and TPC Minutes shown below):</p> <p>The Supervision and monitoring reports were discussed in the following TPC Meetings -</p> <p>Q1 dated 19/10/2022 (TPC dated 30/11/2022 under MIN 06/30/11/2022)</p> <p>Q2 No report was availed</p> <p>Q3 No report was availed</p> <p>Q4 No report was availed</p>	0

Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p>	<p>The LG provided the assets registers both manual and IFMS system generated which were maintained by the District up to-date by the time of assessment on 21st November 2023. The assets registers were maintained according the Local Governments Financial and Accounting Manual 2007 and was printed from IFMIS system. It included; Land, transport equipment, Office equipment, medical equipment, Office equipment, ICT equipment, furniture and fittings roads and bridges. These included: description, site, plot number, block number, title number, and plot number, type, date of acquisition, cost, department section, physical location and status of date of registration for all respectful assets.</p>
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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>The District provided the Board of Survey (BOS) report for FY 2021/2022 dated 29th August 2022 was signed by the committee chairperson Abitekaniza Kiva Francis, Kabakube Joyce and Dorothy Ajwang. The BOS was received by the Accountant Generals' Office on 30th August 2022. The BOS report included the following items; cash and bank balances, status of stores-inventories-assets and losses, statement of discrepancies, recommendation for disposal of assets that add value to the LG, recommendation on improvement in internal controls and storage, Update on BOS recommendations, complete and updated assets registers, vehicles and motor-cycles, Board of survey checklist and pictorial evidence of the exercise. BOS as well showed Assets Management decisions on recommendations on action taken on disposal of assets that do not add value to the LG (page 46) and recommendations on improvement on internal controls and storage facilities (page 47). Follow up on recommendations and action taken on disposal of assets for FY 2021/2022 was on BOS, FY 2022/2023, page 10 and 11. The BOS was reviewed and approved by the CAO Agum Moses on 31st August 2023.</p>
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Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

The evidence provided indicate the District had functional physical planning committee and all fully appointed of 13 members.

-The Approved Physical Development Plan was printed and signed by Peter Bahunura Araali, LCV Chairperson on 1st September 2021 and availed.

-The Physical planner Ronnie Bahungule availed the following documents for FY 2022/2023:

a. Plans submission register which was up to date on 30th October 2023-ATC, Uganda at Kinogozzi Parish, Buhimba SC.

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

c. Appointments letter dated 12th February 2020 has a list for all the 13 members

d. The LG submitted only three sets of minutes and the status of Minutes sent to MOLHUD as follows;

Set 1. Meetings held on 26th August 2022 Min. KDPPC/08/2022, Submitted to MOLHUD on 10th November 2022 (with date stamp).

Set 2. Meetings held on 26th September 2022 Min. HPPP/08/2022, Submitted to MOLHUD on 10th November 2022 (with date stamp).

Set-3- Meetings held on 19TH December 2022, Min. PPP/12/2022, Submitted to MOLHUD on 3rd October 2023 (with date stamp).

Set - 4 - Meetings held on 22nd March 2023 Min. HPPP/12/2022, respectively, submitted to MOLHUD on 3rd October 2023 (with date stamp).

The LG submitted all the four sets of minutes to MOLHUD FY 2022/2023.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>The LG provided evidence that the District conducted a desk appraisal for the project in the budget and the prioritized investment was derived from the LG Development Plan eligible for expenditure as per sector guidelines and funding source. The project was from LG DP III, page, 201. The desk appraisal was carried out on 10th October 2022, by the following; District Planner, Senior Environment Officer, DCDO, District Engineer and HODs.</p> <p>The desk appraisal was for:</p> <p>-Administration Block (Annex), UGX. 127,903,000 (ABPR, page 9)</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>The LG provided evidence that showed it conducted field appraisal as per report dated, 23rd November 2022, to check for technical feasibility, environmental and social acceptability and customized design for investment project. It was appraised by, the, District Planner, Senior Environment Officer, DCDO, District Engineer and HODs.</p> <p>Field appraisal was carried out on the following project: Administration Block (Annex), UGX. 127,903,000 (ABPR, page 9).</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>AWP for FY 2023/2024 indicate all projects to be implemented in the FY 2023/2024 (LG DP III, pages- 91 – 227)</p> <p>April TPC dated 26th October 2023 under MIN 200/10/2023, presentation, discussion and Adoption of the priorities for the FY 2023/2024.</p> <p>Health (AWP, page 9 to 31)</p> <ol style="list-style-type: none"> 1. Procurement of Dental Chair for Kikuube HCIV at Ugx. 40,000,000 2. Procurement of dental kit for Kikuube HCIV at Ugx, 9,220,000 	1

3. Construction of a staff house at Lucy Bisereko HCIII at 167,374,000

Education (AWP, page 14-22)

4. Rehabilitation of Buhuka PS in Buhuka, Kyangwali

5. Construction of Kyangwali Seed School at Wairagaza, Kyangwali

6. Construction of a 2 Classroom block at Kyebitaka PS Igwanjura

7. Construction of a 2 Classroom block at Musaijamukuru PS Musaijamukuru East.

8. Construction of a 2 Classroom Block at Sir Tito Winyi PS in Kikuube TC

9. Latrine Construction At Mukabara PS in Munteme, Kiziranfumbi.

10. Latrine construction at St. John Baptist Kihangi PS - Kidoma

11. Latrine construction at Kyabaseke PS in Katanga, Bugambe

12. Latrine construction at Bujugu Public PS in Ruguse, Bugambe

Roads (AWP, page 25-26) UGX. 1,230,405,000

1. Rehabilitation of Kitam,

Water (AWP, page 22 -23 UGX. 982,111,221

1. Drilling of Kyangwali Seed Secondary School Borehole

2. Drilling of Munsisa A Borehole in Kasonga Kyangwali

3. Drilling of Ndongo Village Borehole in Kaseeta, Kabwoya

4. Construction of a water Bourne toilet at Kinogozi Market in Buhimba

5. Extension and rehabilitation of Bujalya piped water system

6. Drilling of Ruhunga-Kikimizi Village Borehole in Ruhunga, Bugambe

7. Designing and Drilling of Rwemparaki Production well

8. Extension and rehabilitation of Bujalya piped water system in Musaijamukuru East, Buhimba

9. Drilling of Ruhunga-Kikimizi Village Borehole in Ruhunga, Bugambe

10. Designing and Drilling of Rwemparaki Production well in Ruhunga, Buhimba

11. Drilling of Habukwenda Borehole in Munteme Kiziranfumbi

12. Drilling of Kyambara Village Borehole in Katanga, Bugambe

13. Construction of Phase Two Nyamulima piped water system in Katanga, Bugambe

14. Drilling of Kikinda Village Borehole in Nyarugabu, Bugambe

15. Drilling of Kikoboza-Kitunduru Village Borehole in Buhimba West Ward, Buhimba TC

16. Drilling of Kakooge cell Borehole in Kigaaya West Ward, Buhimba TC

17. Drilling of Kikuuba B Cell Borehole in Bulimya Ward, Kikuube TC

12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	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: Score 2 or else score 0	There was evidence that the LG carried out Environmental, Social and Climate Change screening for DDEG Project(s) for current FY. The projects include; Completion of Admin Block Annex under Planning department Ref No: KIKU863/WRKS/23-24/00005). Contractor M/s Fastgate Associates Ltd. Contract Value 92,048,655 UGX. (ongoing project) Screening was done by Environment officer and DCDO on 8/8/2022.ESMP mitigation cost was 6,395,000UGX Mitigation measures included; No entry to un authorized workers/people on site, removal of overburden soils on site and non-employment of children at the site.	2
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 all infrastructure projects to be implemented in the current FY were incorporated in the LG approved procurement plan The assessor reviewed a copy of the approved procurement plan with stamps (on the cover page) as being received by both registries of PPDA and Ministry of Finance. This procurement plan included all infrastructure projects planned for implementation this F/Y 2023-24	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 the only infrastructure projects for last FY implemented under DDEG was approved by contracts committee before commencement. The file is the following. Phase II Construction of administration block annex – The work was awarded to M/s Richat & Partners Ltd during the contracts committee meeting of 24th October 2022 through minute Min.26.10.22. The contract sum was UGX. 172, 610, 046.00	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 Kikuube Local Government established Project Implementation Team (PIT) as specified in the sector guidelines.

From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF: 156/2 dated 128th November 2022. This letter appointed eight members of the project management team (1) Arinaitwe Emmy – District Engineer (2) Dr. Naise Nelson – District Health Officer (3) Muganzi Samuel – Principal assistant Secretary (4) Bykagaba Deogratiuous – District Education Officer (5) Natumanya Nelson – DCDO (6) Nambi Pauline – Senior Environment Officer (7) Agondeze Hillary Winyi – District Water Officer (8) Mpuuga Arthur – Snior Labour Officer

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

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

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

Monthly progress reports seen indicated attendance from the PIT members.

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

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

13

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 all infrastructure projects implemented in all three sectors of education health, water followed standard technical designs. Projects were sampled in all three sectors and field visits were conducted to these facilities on 21st November 2023 to have physical checks if the projects complied with the standard technical designs.

For the health sector the, following two projects were sampled

Construction of ART shade at Lucy Bisereko HC IV 5 – This work was awarded to M/S Rinde Engineering Services Ltd at the contracts committee meeting of 19th October 2022 Min.26.10.22 the contract sum is UGX. 105million .The date of the PP form 1 was 20th August 2022

Construction of 5 stance pit latrine at Wambabya HC III – Contract awarded to Jodha and Akbar

1

Investment Ltd at the contracts committee sitting of 13th march 2023 through minute Min.38.3.23. The contract sum is UGX. 30 million. The date of the PP form 1 was 17th October 2022

Field visits were conducted to these sites on 21th November 2023 to have physical checks if the projects complied with MOH standard technical designs.

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

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

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

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

Renovation of classroom block at Kigaaya BCS P/S. – Awarded to M/S Kona Company Ltd at contract sum of UGX. 139, 366, 515.00

Construction of 2 Classroom block at Kirimba P/S. – Awarded to Kristo Val Enterprises Ltd at a contract sum of UGX. 119, 797, 446.00

Construction of 2 Classroom block at Bugambe P/S. – Awarded to M/S Basingo Construction Co. Ltd at a contract sum of UGX. 119, 714, 590.00

Field visits were conducted to these schools on 21st November 2023 to have physical checks if the projects complied with the standard technical designs.

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

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

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 is evidence that the LG has provided supervision by key relevant technical officers at critical moments for infrastructure projects prior to verification and certification of works and initiated payments of contractors within specified timeframes as per contract.

From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF: 156/2 dated 128th November 2022. This letter appointed eight members of the project management team (1) Arinaitwe Emmy – District Engineer (2) Dr. Naise Nelson – District Health Officer (3) Muganzi Samuel – Principal assistant Secretary (4) Bykagaba

2

Deogratious – District Education Officer (5)
Natumanya Nelson – DCDO (6) Nambi Pauline –
Senior Environment Officer (7) Agondeze Hillary
Winyi – District Water Officer (8) Mpuuga Arthur –
Snior Labour Officer

Files of the following projects were reviewed to
check timely initiation and certification of
payments and supervision prior to certification

1. For the project “construction of 2 classroom
block partitioned with a main hall at Kirimbi P/S –
The contractor M/S Kristo Val Enterprises Ltd
requested for payment through their letter to the
CAO dated 1st March 2023. This certificate of
payment was duly signed for payment by the CAO
on 21st march 2023. Attached to the payment
certificate is a field monitoring and inspection
team report with relevant measure sheet dated 9th
March 2023 signed by the District Engineer and
endorsed by CDO, District Environment Officer and
the District Education Officer. In addition, the
Environment Officer and Community Development
Officer also conducted a field
inspection/monitoring and prepared environment
and social safeguards report called environment
and social certificate that is attached to the
payment request. Meaning that to prepare
environment and social certificate, the officers visit
the project site to ascertain fulfillment of the
safeguards and write a report. The assessor was
shown copies of these certificates that were
attached to the payment requests.

2. For the project construction of phase II of
administration block Annex Kikuube District
headquarters - M/S Richat Partners Ltd requested
for payment through their letter dated 27th March
2023 and by 30th April 2023 the request had been
fully verified by the CAO for payment. Attached to
this verification is field inspection report and a
measurement sheet signed by District Engineer
dated 4th April 2023 and endorsed by District
Community Development Officer, District
Education Officer, District Environment officer. In
addition the Environment Officer and Community
Development Officer also conducted a field
inspection/monitoring and prepared environment
and social safeguards report called environment
and social certificate that is attached to the
payment request. Meaning that to prepare
environment and social certificate, the officers visit
the project site to ascertain fulfillment of the
safeguards, write a report. The assessor was
shown copies of these certificates that were
attached to the payment requests.

3. For the project construction of Kyangwali Seed
School, M/S Bana Enterprises Ltd requested for
payment through their letter dated 31st May 2023.
This payment request was fully certified for
payment on 14th June 2023. Attached to this
payment request is field inspection and monitoring
report complete with a measurement sheet. The
measurement sheet is dated 12th June 2023. It is
signed by District Water Officer and endorsed by
District Engineer, District Community development
Officer, District Environment Officer. In addition,
the Environment Officer and Community

Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that to prepare environment and social certificate, the officers visit the project site to ascertain fulfillment of the safeguards and write a report. The assessor was shown copies of these certificates that were attached to the payment requests.

The above is a clear evidence, (1) that there was timely initiation and certification of payments of contractors and (2) that supervision prior to certification took place by district technical team as appointed by the CAO.

13

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

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

Score 1 or else score 0

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

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

Files of the following projects were reviewed to check timely initiation and certification of payments and supervision prior to certification

1. For the project “construction of 2 classroom block partitioned with a main hall at Kirimbi P/S – The contractor M/S Kristo Val Enterprises Ltd requested for payment through their letter to the CAO dated 1st March 2023. This certificate of payment was duly signed for payment by the CAO on 21st march 2023. Attached to the payment certificate is a field monitoring and inspection team report with relevant measure sheet dated 9th March 2023 signed by the District Engineer and endorsed by CDO, District Environment Officer and the District Education Officer. In addition, the Environment Officer and Community Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that to prepare environment and social certificate, the officers visit the project site to ascertain fulfillment of the safeguards and write a report. The assessor was shown copies of these certificates that were attached to the payment requests.

2. For the project construction of phase II of administration block Annex Kikuube District headquarters - M/S Richat Partners Ltd requested for payment through their letter dated 27th March 2023 and by 30th April 2023 the request had been fully verified by the CAO for payment. Attached to this verification is field inspection report and a measurement sheet signed by District Engineer dated 4th April 2023 and endorsed by District Community Development Officer, District Education Officer, District Environment officer. In addition the Environment Officer and Community

1

Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that to prepare environment and social certificate, the officers visit the project site to ascertain fulfillment of the safeguards, write a report. The assessor was shown copies of these certificates that were attached to the payment requests.

3. For the project construction of Kyangwali Seed School, M/S Bana Enterprises Ltd requested for payment through their letter dated 31st May 2023. This payment request was fully certified for payment on 14th June 2023. Attached to this payment request is field inspection and monitoring report complete with a measurement sheet. The measurement sheet is dated 12th June 2023. It is signed by District Water Officer and endorsed by District Engineer, District Community development Officer, District Environment Officer. In addition, the Environment Officer and Community Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that to prepare environment and social certificate, the officers visit the project site to ascertain fulfillment of the safeguards and write a report. The assessor was shown copies of these certificates that were attached to the payment requests.

The above is a clear evidence, (1) that there was timely initiation and certification of payments of contractors and (2) that supervision prior to certification took place by district technical team as appointed by the CAO.

13

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else 0

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

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

Renovation of classroom block at Kigaaya BCS P/S.
- The work was awarded to M/S Kona Co. Ltd through minute Min.26.10.22 dated 24th October 2022 while the contract price was UGX. 139, 366, 515.00

Construction of 2 Classroom block at Kirimba P/S. The work was awarded to M/S Kristo Val Enterprises through minute Min.26.10.22 dated 24th October 2022 Contract price was UGX. 119, 797, 446.00 -

Construction of 2 Classroom block at Bugambe P/S.
-This work was awarded to M/S Basingo Construction Co Ltd through minute Min. 26.10.22 dated 24th October 2022. Contract price was UGX. 119, 714, 590.00

Construction of ART shade at Lucy Bisereko HC IV 5
- This work was awarded to M/S Rinde Engineering

1

Services Ltd at the contracts committee meeting of 19th October 2022 Min.26.10.22 the contract sum is UGX. 105million

Survey, Sighting & drilling of 10 boreholes and one production well. - This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 24th October 2022 through minute Min.26.10.22 The contract sum is UGX. 286, 462, 685.00 The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022

Phase I of Nyamulima mini-piped water system at Bugambe S/C - This work was awarded to M/S TAT & JAD Investments Ltd at the contracts committee meeting of 24th October 2022 through Min. 26.10.22 the contract sum is UGX. 157, 975, 426.00

Construction of 4 stance water borne toilet at Kikuube town Council - This work was awarded to M/S Kibs General Services Ltd at the contracts committee meeting of 13th March 2023 through Min. 38.3.23. the contract sum is UGX. 31, 039, 280.

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

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

Environment and Social Safeguards

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feedback (grievance/complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>Score: 2 or else score 0</p>	<p>Letter of Appointment (CR-159/1 as a focal person for coordinating response to feedback (Grievance/complaints MS Ndagano Faridah (Coordinator). Highlights in the letter include; To develop a common strategy and organize barazas, convene and chair meetings dated 6/7/2020 signed by CAO (Moses chure Kaplon)</p> <p>Letter on establishment of Grievance/complaint committee dated 6/1/2020 members include PIA, SPO, VO, SAS, SRO and CO. Members are to ensure barazas are held and convene quality meetings signed by CAO on 6/1/2020</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>The LG had specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action. Example;</p> <p>There was evidence of a grievance log book in the names of Kikuube DLG describing Date, Names, complaint, location, action taken, resolution.</p> <p>E.g. on 20/10/2023 one Mugisa Agaba from Kyangwali subcounty, Production department was delayed to be given PDM funds. Action was taken and is to be considered in the 2nd disbursement.</p> <p>There were also Minutes of the GRM meeting held on 25/10/2023. Issues discussed were about PDM funds and delayed salaries. signed by secretary Ndagano Faridah</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>The District had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress</p> <p>This information was publicized on the district notice boards of Kikuube DHQ and Town council offices showing a referral pathway. The details were also on website of the Kikuube DLG (www.Kikuube.go.ug)</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance</p>	<p>a. Evidence that Environment, Social and Climate change interventions have</p>	<p>The evidence that was provided indicated environment, social and climate change interventions were integrated into, LG DP III, AWP and Budget Estimates.</p> <p>Environment, Social and climate change</p>	1

measure

been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0

interventions:

Environment interventions, LG DP III, pages, 79, 80, Table 40-page-125,157,164,170,171,195,199 and 225. : Climate change interventions, – Table 40, page-125, and pages, 104,125,126,127,129,157, 164,180, 195.

AWP-environment interventions- page, 22,23, 33; social interventions-pages, 34, 35 and 11; climate interventions, page, 33.

Sample projects were.

1. Promotion of sustainable land and environment management practices, UGX. 446,200,000 (LG DP 111, page, 174).

2. Conserved and degraded wetlands demarcated and restored, UGX. 6,530,000(LG DP III, page 175)

3. Tree planting in both rural and urban areas including the local and indigenous species, UGX. 283,164,000 (LG DP III, page, 175).

Interventions

i. Disaster response plans.

ii. Integrate environmental management in refugee settlement, and in the District.

iii. Ensure tree seedlings are procured from certified tree nurseries and provide the necessary technical support to the farmers.

iv. Develop and implement integrated catchment management plans for water resources catchment areas

v. Develop and implement wetland and forest management plans.

vi. Demarcate and gazette conserved and degraded wetlands Establish functional gender sensitive District Management Committee for water resources.

vii. Ensure efficient utilization of water resources information for early warning and decision making.

viii. Procure equipment for monitoring set standards on air, noise, water resources and soil pollution.

ix. Reduce climate change vulnerability and carbon footprint.

x. Undertake sensitization campaigns on the permitted levels of pollution and penalties for exceeding thresholds thereof.

xi. Undertake a comprehensive inventory of Government land.

xii. Strengthen the capacity of Area Land Management Committees in executing their mandate geared towards securing land rights.

xiii. Promote tenure security including women's access to land Promote integrated land use planning.

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>score 1 or else 0</p>	<p>Evidence provided indicates, DDEG Guidelines for FY 2023/2024 of 15th February 2023 were Disseminated to LLGs as evidenced by the dissemination letter dated 27th February 2023 to the Town Clerks, sub-county chiefs, and community leaders. In addition, a distribution list for DDEG guidelines to LLGs for FY 2023/2024 was availed on file.</p> <p>The activities included;</p> <p>To disseminate new guidelines on DDEG 2023/2024 and unconditional Grant Guidelines.</p> <ul style="list-style-type: none"> • Changes in internal assessment guidelines on DDEG. • Planning for Parish Model at LLGs. • To guide LLGs on project DDEG selection for projects for FY 2023/2024 • To have all LLGs plans/budgets for 2023/2024 to follow DDEG guidelines. <p>The DDEG guidelines were disseminated to LLGs as per distribution sheet which was seen during the assessment on 21st November 2023.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>There was evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects other than Health, Education, Water and Irrigation Examples include;</p> <p>Construction of Phase II Admin Block Annex under Administration department Ref No: KIKU863/WRKS/22-23/00004).ESMP mitigation cost was 100,000,000UGX.In the BOQ under preliminaries Item 7 ,Occupational Health and safety(OHS),prevention of covid 19/AIDS cost was 2,000,000UGX site clearing and removal of Debris, landscaping on 100m2 Area costed 1,500,000UGX</p>	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 no evidence in the LG to show projects with costing of the additional impact from climate change for the previous FY by the time of assessment	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 1 or else score 0	There was Evidence that all DDEG projects implemented on land had proof of ownership Example Construction of Admin Block at District HQ. There was a Certificate of Title-area-4.941hec, Ownership Kikuube District Local Government (District HQs)Plot 106 Block 13 at Kisambo LAF KIK/009,County-Buhanguzi dated 11/8/2021 .signed by Registrar of Titles	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There was evidence that Environmental officer and CDO conducted support supervision and monitoring for health, education and water projects. Monthly reports were done. Examples include; Project Monitoring Report for compliance on Construction of 2 classroom block at Bugambe tea COU PS. Monitoring report for May and April dated signed by LCV, DEO, and Senior Environment officer on 4/5/2023 and 3/4/2023 Monthly Report for compliance on Construction of Wambyabya HC III for May and June. Monitoring report dated 20/2/2022 and 30/6/2023 signed by Environment officer Environmental and social monitoring Report for drilling sitting of Borehole at Rumogi PS. The joint Monitoring report was dated 19/7/2023 and signed by environment officer Compliance issues included; improving on soak pit designs, revegetation of bare ground at all water facilities and Certification to be done for these projects.	1

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was evidence that LG had E&S compliance Certification forms completed and signed by Environmental Officer and CDO. this involved overburden soils leveled, construction area recovered naturally and vegetation clearance limited to site area only. Examples include; Construction of 5 stance VIP Latrine at Wambabya HC III. Environmental and social certification was signed by the Environmental officer and DCDO on 30/6/2023 Construction of 2 classroom block and partitioned with main hall at Kirimbi PS. Environmental and social certification was signed by the Environmental officer on 8/8/2022 Drilling, sitting of Borehole at Rumogi PS. Environmental and social certification was signed by the Environment officer, DCDO and district Planner on 10/1/2023	1
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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	The LG monthly bank reconciliations were up to-date at time of the assessment on 20th November 2023. The bank reconciliations were as at 31st October 2023. The 3 sampled banks accounts reconciled were as follows; 1. Kikuube DLG, UNHCR A/C,- Stanbic Bank. a/c. no. 9030015716281, -UGX. 0 2. Kikuube DLG -General Fund a/c, Stanbic Bank, a/c. 9030014958311, UGX. 205,138,864. 3. Kikuube DLG-YLP-a/c - DFCU Bank, a/c. 01133656661186, UGX. 375,175.	2
17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY. Score 2 or else score 0	Evidence showed the LG produced all the four quarterly internal audit reports for FY 2022/2023. They were provided by Internal Auditor Julian Kusiima. Preparation dates were as follows: Q 1- 11th November 2022 Q 2 -7th March 2023 Q 3- 25th July 2023 Q 4 -20th September 2023	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>Evidence showed the LG provided information on all the four quarterly reports to the Council and the Chairperson LG PAC on the status of implementation of internal audit findings for the FY 2022/2023.</p> <p>The status of submission dates to Council, LC V and Chairperson LG PAC for the four quarterly internal audit reports were as below:</p> <p>Q 1- report of 11/11/2022, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 12/11/2022.</p> <p>Q 2- report of 07/03/2023, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 07/03/2023.</p> <p>Q 3- report of 25/07/2023, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 28/07/2023.</p> <p>Q 4- report of 20/09/2023, submitted and acknowledged Council and LC V and the Chairperson LG PAC by on 25/09/2023.</p> <p>The LG provided all the four quarterly reports (Q 1, Q 2, 3 and Q 4) internal audit reports for implementation on internal audit findings and follow-up on audit queries.</p>	1
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>There was evidence that the internal audit reports for FY 2022/23 (Quarter 1 - Quarter 4) were submitted to CAO, LGPAC and RDC/LCV Chair following stamp dates received.</p> <p>The status of the reports were as follows:</p> <p>Quarter 1 report dated 11th November 2022 was submitted to LGPAC on 12th November 2022. Report not reviewed by LG PAC.</p> <p>Quarter 2 report dated 7th March 2023 was submitted to LGPAC on 7th March 2023. Report not reviewed by LG PAC.</p> <p>Quarter 3 report dated 25th July 2023 was submitted to LGPAC on 28th July 2023. Report not reviewed by LG PAC.</p> <p>Quarter 4 report dated 20th September 2023 and submitted to LG PAC on 25th September 2023 Report not reviewed by LG PAC.</p> <p>For FY 2022/2023, evidence provided showed only Quarter 1 and Quarter 2 were submitted to LG PAC and discussed. However, Quarter 3 and Quarter 4 were submitted to LG PAC but were not reviewed and no follow-up made.</p>	0

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Actual Revenue collected in FY 2022/23 was UGX. 1,133,934,685 against the planned of UGX. 1,763,129,084. The difference between actual and planned was UGX. 629,194,399 (Final accounts, FY 2022/2023, page, 13). This was 35.7% not within the range of 10%.</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>The actual OSR for the FY 2022/23 was UGX. 1,133,934,685 and actual for 2021/2022 was UGX. 738,344,107 (Final accounts, 2022/2023, page, 11), which was an increase of UGX. 436,043,830. This was an increase of 59% more than 10% range.</p>	2

20	Local revenue administration, allocation, and transparency Maximum 2 points on this performance measure.	a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0	<p>There was evidence that the LG remitted the mandatory LLG share of the local revenue FY 2022/2023. The total revenue realized during the year was, UGX. 1,133,934,685 (Final accounts, page, 13), of which, UGX. 598,966,990 was not shareable, leaving a balance of UGX. 534,967,695, shareable: out of which UGX. 305,139,342 was for HLG and balance of UGX. 229,828,353 to LLGs.</p> <p>During the year, the District disbursed the entire UGX. 229,828,353 (100%+) to LLGs. (Sub-counties,</p> <p>SC UGX.</p> <ol style="list-style-type: none"> 1. Kyangwali 65,259,000 2. Kanwoya 32,607,002 3. Bugambe 12,634,000 4. Kiziranfumbi 17,623,222 5. Buhimba 15,586,472 6. Kikuube TC 43,995,300 7. Buhimba TC 42,123,357 <p>Total 229,828,353</p>	2
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Transparency and Accountability

21	LG shares information with citizens Maximum 6 points on this Performance Measure	a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0	<p>There was evidence that the LG had complete procurement files for each project.</p> <p>The following files were reviewed for their completeness as required by PPDA law.</p> <p>Renovation of classroom block at Kigaaya BCS P/S. - The work was awarded to M/S Kona Co. Ltd through minute Min.26.10.22 dated 24th October 2022 while the contract price was UGX. 139, 366, 515.00</p> <p>Construction of 2 Classroom block at Kirimba P/S.The work was awarded to M/S Kristo Val Enterprises through minute Min.26.10.22 dated 24th October 2022 Contract price was UGX. 119, 797, 446.00 -</p> <p>Construction of 2 Classroom block at Bugambe P/S. -This work was awarded to M/S Basingo Construction Co Ltd through minute Min. 26.10.22 dated 24th October 2022. Contract price was UGX. 119, 714, 590.00</p> <p>Construction of ART shade at Lucy Bisereko HC IV 5 - This work was awarded to M/S Rinde Engineering Services Ltd at the contracts committee meeting of 19th October 2022 Min.26.10.22 the contract sum is UGX. 105million</p> <p>Survey, Sighting & drilling of 10 boreholes and one production well. - This work was awarded to M/S Icon Projects Ltd at the contracts committee</p>	2
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meeting of 24th October 2022 through minute Min.26.10.22 The contract sum is UGX. 286, 462, 685.00 The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022

Phase I of Nyamulima mini-piped water system at Bugambe S/C - This work was awarded to M/S TAT & JAD Investments Ltd at the contracts committee meeting of 24th October 2022 through Min. 26.10.22 the contract sum is UGX. 157, 975, 426.00

Construction of 4 stance water borne toilet at Kikuube town Council – This work was awarded to M/S Kibs General Services Ltd at the contracts committee meeting of 13th March 2023 through Min. 38.3.23. the contract sum is UGX. 31, 039, 280.

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

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

21

LG shares information with citizens

Maximum 6 points on this Performance Measure

b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0

The LG ranked 76th with a score of 50%, FY 2021/2022.

Scores in percentage by sector were:

Cross-cutting 54

Education 80

Health 29

Water 38

The results were displayed on the notice board by the time of assessment on 20th November 2023.

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>The LG conducted discussions with the public to provide feed-back on status of activity implementation.</p> <p>▲ Radio Talk shows reports: Conducted in the radios of: ▲ LBS, Hoima FM, The programmes were conducted by; District Chairperson, CAO, Deputy CAO, RDC and HODs. The feed-back are on the following projects; - Mass sensitization of mass house to house polio campaign - Enforcement of the law on the resistant communities The talk shows were on 3rd November 2022 and 4th November 2022. However, there no barazas held in the LG during the FY 2022/2023.</p>	1
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>The LG did not provide any evidence on publicly available information on tax rates, collection procedures, and procedures for appeal on the two days of assessment, 20th-21st November 2023.</p>	0
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 were no fraud and corruption cases reported in Kikuube LG during the FY 2022/2023 according to the Clerk to Council, Francis Kiva and confirmed by the internal auditor Julian Kusiima on the day of assessment on 20th November 2023</p>	1

**Educational
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>PLE 2020: Div. 1 - 162; Div. 2 - 1413; Div. 3 - 907 [Total - 2482]. Total Candidates: 3622 - 100 Absentees = 3522. Giving a pass rate of 68.5%.</p> <p>PLE 2022: Div. 1 - 263; Div. 2 - 1758; Div. 3 - 853 [Total - 2874]. Total Candidates: 4138 - 191 Absentees = 3947. Giving a pass rate of 72.8%.</p> <p>There was an increase in performance of 4.3% points.</p> <p>Source: UNEB PLE results 2020 and 2022. [I used UNEB figures because district figures were not in tandem with figures provided by UNEB].</p>	2
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>UCE 2020: Div. 1 - 51; Div. 2 - 97; Div. 3 - 166 [Total - 314]. Total Candidates: 679 - 07 Absentees = 672. Giving a pass rate of 46.7%.</p> <p>UCE 2022: Div. 1 - 31; Div. 2 - 132; Div. 3 - 209 [Total - 372]. Total Candidates: 718 - 09 Absentees = 699. Giving a pass rate of 53.2%.</p> <p>There was an increase in performance of 6.5% points.</p> <p>Source: UNEB UCE results 2020 and 2022. [I used UNEB figures because district figures were not in tandem with figures provided by UNEB].</p>	3
2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 <p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>The scores for the seven LLG for 2022 were Buhimba T/C - 08/10; Buhimba S/C - 00/10; Bugamba S/C - 08/10; KabwoyaS/C - 04/10; Kyangwali S/C - 04/10; Kiziranfumbi S/C - 05/10; Kikuube T/C - 10/10; giving an average performance of 56%.</p> <p>The scores for the seven LLG for 2023 were Buhimba T/C - 10/10; Buhimba S/C - 10/10; Bugamba S/C - 08/10; KabwoyaS/C - 10/10; Kyangwali S/C - 08/10; Kiziranfumbi S/C - 10/10; Kikuube T/C - 10/10; giving an average performance of 94%.</p> <p>There was an increase in performance of 38% points.</p>	2

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>Basing on vouchers:</p> <ol style="list-style-type: none"> 1. No. 6428697 dated 02/02/2023 of UGX. 5,000,000/= to Atugonza Hannington [Senior Education Officer] in respect of facilitating site meeting at Kyangwali Seed Secondary School. 2. No. 5167426 dated 04/05/2023 of UGX. 51,241,868/= to Basingo Construction Company in respect of construction of 2-classroom block at Bugambe Tea P/S. 3. No. 5171695 dated 04/05/2023 of UGX. 105,330,212/= to Kristo Val Enterprises Ltd. in respect of construction of a 2-classroom block at Kirimbi P/S. <p>The education development grant was spent on eligible activities as per sector guidelines.</p>	2
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p>	<p>The DEO, District Engineer, DCDO and Senior Environment Officer certified works on Education construction projects in FY 2022/2023 before the LG made payments to the contractors.</p> <p>The projects were as follows;</p> <ol style="list-style-type: none"> 1. Construction of Kyangwali Seed Secondary School, by Bana Enterprises Limited. Requisition for funds 25/05/2023. Certified works on 25/05/2023 and paid on 15/06/2023 by EFT. 5867965, UGX. 769,137,233. 2. Construction of A 2 Classroom Block At Kirimbi Primary School, by Kristo Val Enterprises Limited. Requisition for funds 02/05/2023. Certified works on 02/05/2023 and paid on 03/05/2023 by EFT. 5171695, UGX. 112,053,417. 3. Construction of 2 Classroom Block at Bugambe Tea P/S In Bugambe Sub County, by Basingo Construction Company. Requisition for funds 02/05/2023. Certified works on 02/05/2023 and paid on 03/05/2023 by EFT 5167426, UGX. 45,751,668. 	2

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/- 20% of the MoWT estimates score 2 or else score 0	There was evidence that the variations in contract price for sampled education projects are all within +/-20% of the LG Engineers estimates	2
	Maximum 8 points on this performance measure		The evidence is as below for the following sampled projects.	
			Renovation of classroom block at Kigaaya BCS P/S. - Engineer's estimate was UGX. 140 Million, while the contract price was UGX. 139, 366, 515.00 - Giving an absolute variance of UGX. -633, 485.00 and therefore a percentage variance of - 1.58%	
			Construction of 2 Classroom block at Kirimba P/S. - Engineer's estimate was UGX. 120.00 million, Contract price was UGX. 119, 797, 446.00 - Giving an absolute variance of UGX. -202, 554.00 and therefore a percentage variance of 0.17%	
			Construction of 2 Classroom block at Bugambe P/S. - Engineer's estimate was UGX. 120.00 million, Contract price was UGX. 119, 714, 590.00 - Giving an absolute variance of UGX. -285, 410.00 and therefore a percentage variance of 0.24%	
			All variations are well below the threshold of +/-20%	
3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects (Seed Secondary Schools)were completed as per the work plan in the previous FY	There was evidence that the Kyangwali Seed School is being implemented as per approved work plan.	1
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 	This 18 month project is progressing as per plan. From progress reports like the one dated 29th June 2023, work plan found at project site office and from physical site inspection on 21st November 2023, it was observed that all structures are at the stage of finishes.	
			The work plan indicates completion to be in June 2024. So far all indications are that work can be completed within that planned time.	
			On 21st November 2023 there was a site visit during which physical progress was witnessed and the work plan displayed at the site office of the contractor was reviewed. So far, the work is 95% complete.	

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	<p>Kikuube district had not recruited primary school teachers in accordance with guidelines from Ministry of Education and Sports. According to information obtained from the HRM Office, the staff ceiling for primary schools in Kikuube is 1,275 out of which 718 positions are filled which is equivalent to 56% hence a score of 0</p>	0
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4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>According to the consolidated Assets Register 2022/2023 dated 05/07/2023, 71/74 [95.9%] UPE and 06/07 [85.7%] USE schools had submitted assets registers and had the basic requirements and minimum standards as per DES guidelines. This yielded to an average submission of 90.8%.</p>	3
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Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>According to the consolidated staff list November 2023 dated 10/11/2023 and the staff lists I found in primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited, the names and number of teachers at both staff lists [district and schools] were tallying. For example, names of Nyakake Sauya, Akugizibwe Emmanuel, Nsungwa Josta, and others [at Wambabya P/S]; Katuhaise Imelda Diana, Wandera Selvanick, Ayesiga Peter, and others [at Mukabara P/S]; Atugonza Dalphin, Atuganyira Winfred, Brendah, Ayesiga Peter, and others [at Rumogi P/S] were physically existing in schools.</p> <p>However, at Mukabara P/S I found Katusiime Patrick absent since the year [2023] began, he was reported blind and there was no evidence to that effect at school. Again, Ntegeka Sheifah was not at school, she absconded from duty and headteacher had reported the case to the DEO's office. Salary for Ntegeka Sheifah had been suspended but still on the payroll and staff list and disciplinary process had not taken off.</p>	0
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5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>Basing on the consolidated assets register 2022/2023 dated 05/07/2023 and the primary schools [wambabya, Mukabara, Rumogi] I sampled and visited, had the infrastructure and equipment tallying and were in place. So, the 74[100%] UPE schools had the infrastructure and equipment in place.</p>	2
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> • If 100% school submission to LG, score: 4 • Between 80 – 99% score: 2 • Below 80% score 0 	<p>Schools had submitted termly reports not annual. For example, Terms: 3/2022, 1/2023, 2/2023 - Sir Tito Winyi P/S dated: 22/01/2022, 10/05/2023, and 04/09/2023; Bukinda P/S dated: 28/11/2022, 15/05/2023, 25/08/2023; Kisambo P/S dated: 12/12/2022, 15/05/2023, 25/08/2023; respectively, signed by headteachers but no SMCs chairmen signatures. However, reports did not follow the customized template as per budgeting and reporting guidelines.</p> <p>Primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited did not have all the reports for the three terms - Wambabya P/S had a report for term 2/2023 dated 28/08/2023 only. Mukabara P/S had a report for term 3/2022 dated 12/12/2022. Rumogi P/S had two reports for term 2/2023 and term 1/2023 dated 25/08/2023 and 24/04/2023 respectively.</p> <p>On average 74% [55] of the UPE schools had submitted termly reports.</p>	0
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0 	<p>Schools developed SIPs and 69/74 [93.2%] UPE schools had submitted the SIPs. In the primary schools [Wambabya, Mukabara, Rumogi } I sampled and visited, I found copies of SIPs in files and displayed on the notice boards.</p>	4

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 - 99% score 2 • Below 90% score 0 	<p>According to the Approved Budget FY 2022/2023, PBS data, and the letter dated 21/10/2022, and referenced CR103/1 from CAO to PS/MoES and received on 25/10/2022, the LG submitted the list of 74 UPE and 07 USE schools with their enrolment figures.</p>	4
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Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>Basing on the Approved Budget Estimates FY 2023/2024, PBS data, the LG budgeted for 725 teachers at UGX.5,785,214,000/= as per staffing norms of a threshold of 8 teachers per school.</p>	4
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p>	<p>Basing on the consolidated staff list November 2023 dated 10/11/2023, two schools - Kamwokya P/S and Nyamiganda P/S had 07 and 04 teachers respectively deployed contrary to staffing norms. Secondly, in the primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited, the teachers were there as per the deployment schedule, but in Mukabara P/S two teachers were not in place.</p> <p>Katusiime Patrick was not at school since the year began and was reported blind though there was no evidence to that effect at school. Ntegeka Sheifah equally was not at school - she absconded from duty. However, the headteacher had informed the DEO's office and evidence was available at school. Although, DEO's office claim to have suspended salary, she was still appearing on the payroll list [November 2023] and both deployment schedules at district and school.</p>	0
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board, score: 1 else, score: 0</p>	<p>The district deployment schedule dated 10/11/2023 had been displayed on the district notice board. I found similar names and number of teachers on the staff lists displayed at notice boards of Wambabya, Mukabara, and Rumogi primary schools I sampled and visited.</p>	1
<p>Maximum 8 points on this performance measure</p>				
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO Score: 2 or else, score: 0</p>	<p>The assessor reviewed personal files of 7 primary school head teachers for the previous school year and found out that not all were appraised in 2022 as per guidelines from MoPS. Two head teachers did not have performance reports for 2022 and others had appraisal dates that don't make sense (Appraisals for 2022 calendar year which are done in January – before beginning of term 1). One head teacher was appraised late (in January 2023).</p>	0
<p>Maximum 8 points on this performance measure</p>				
		<ol style="list-style-type: none"> 1. Kyaligonza Jamidah (Head Teacher Kayera Primary School) was appraised on 27th January 2023 2. Asimwe Margret (Head Teacher St Peters Kisaaru Primary School) was appraised on 19th December 2022 3. Katuhaise Imelda Diana (Head Teacher Mukabara Primary School) was appraised on 29th December 2022 4. Asemere Doreen (Head Teacher Kaseeta Primary School) had no appraisal report for calendar year 2022 5. Kagwa Hamidu (Head Teacher St Andrews Nyairogo Primary School) was appraised on 4th January 2022 6. Sunday Seezi (Head Teacher Rumogi Primary School) had no performance report for calendar year 2022 7. Kyategeka Robinson (Head Teacher Sir Tito Winyi Primary School) was appraised on 18th February 2022 		

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>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>Performance reports for all secondary school head teachers for the previous school year were not availed to the assessor</p>	0
<p>Maximum 8 points on this performance measure</p>				
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>The assessor reviewed files of 6 officers from the Education department and found out that only 3 were appraised as per guidelines from MoPS namely;</p> <ol style="list-style-type: none"> 1. Senior Inspector of Schoos – Zondera Amon was appraised on 30th June 2023 2. Inspector of Schools - Mbabazi Kepha was appraised on 30th June 2023 3. Talemwa Michael – Education Officer was appraised on 30th June 2023 <p>The rest of the staff including the District Education Officer, one Inspector of Schools and the Sports Officer had no performance/appraisal reports in their files.</p>	0
<p>Maximum 8 points on this performance measure</p>				
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>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 departmental training programme for 2022/2023 dated 05/07/2022 was in place with concerns of: SIPs development, Training SMCs, Positive development/alternatives for corporal punishments, Training teachers on entry guidelines for pregnant girls, Accerelated Education Programme, Gender Responsive Education, among others.</p>	2
<p>Maximum 8 points on this performance measure</p>				

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>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>Basing on the letter from CAO referenced CR103/1 dated 21/10/2022 to PS/MoES received on 25/10/2022 and PBS data, the LG communicated revisions of the 74 UPE and 07 USE schools and their enrolments.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 or else, score: 0</p>		
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p>	<p>According to Approved Budget Estimates FY 2022/2023, UGX. 14,400,000/= was allocated the inspection and monitoring function and it was spent on fuel, stationery, lubricants and oils, and allowances thus meeting the sector guidelines.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 else, score: 0</p>		
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p>	<p>A review of PBS timestamps from MoFPED of LG warrant submissions for school capitation grants revealed that the LG in FY 2022/203, warranted more than 5 working days (i.e, Q 1) after cash limits for the LG were uploaded in the PBS by MoFPED.</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>Evidence</p>	
			<p>Q 3 - FY 2022/2023-Cash lint uploaded on 4th January 2023 and LG warranted on 9th January 2023, after 5 working days.</p>	
			<p>Q 4 FY 2022/2023-Cash lint uploaded on 20th April 2023 and LG warranted on 24th April 2023 2023, after 4 working days.</p>	
			<p>Q 1 Q 4 FY 2023/2024-Cash lint uploaded on 17th July 2023 and LG warranted on 28th July 2023, after 8 working days</p>	

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>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>Release circulars dated 18/10/2022, 30/01/2023, 07/05/203 for the last 3 quarters were present. Invoices of capitation grants to schools were not in place although releases were communicated and publicized on notice boards. Equally, basing on the primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited, there was no official communication to individual schools in writing and invoices were not issued. However, the releases were displayed on notice boards. There was no total compliance to the indicator</p>	0
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> • If 100% compliance, score: 2, else score: 0 	<p>The inspection plan 2022/2023 dated 05/07/2022 and minutes of 30/01/2023, 20/04/203 were in place with emphasis on classroom observation/support supervision, teachers and headteachers due for retirement, staffing positions, recommendations of schools for coding, quality of use of resources, performance of standing committees, follow-up of recommendations to schools, among others.</p>	2
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</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"> • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0 	<p>Inspection reports of term 3/2022 had 59/74 [79.7%]; Term 1/2023 had 61/74 [82.4%]; Term 2/2023 had 43/74 [58.1%] UPE schools inspected. On average 73.4% [54] UPE schools were inspected.</p>	0
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</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>Minutes of departmental meetings dated 16/01/2023, 20/05/2023, 03/08/2023 had discussed issues of: schools recommended for coding, few classrooms found in schools, education development partners in the district, inadequate staff houses; salary delays, language barriers in schools, staff and learners' attendance among others. In the primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited, issues of abscondment from duty, inadequate planning by teachers, absenteeism of learners had been highlighted and followed.</p>	2

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0	Term 3/2022 inspection report dated 04/10/2022 received by DES on 10/02/2023; Term 1/2023 report dated 17/04/2023 received by DES on 09/05/2023; and Term 2/2023 e-report uploaded on 20/09/2023 10:08:27 were in place. Equally when I visited primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited, I found reports written in "Inspection Books" and in some cases feedback reports left behind.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0	There was no evidence provided that showed the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results.	0
11	Mobilization of parents to attract learners <i>Maximum 2 points on this performance measure</i>	Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, <i>score: 2 or else score: 0</i>	According to reports of reporting period July 2022 and September - November 2022 on basic Education and Adolescent Development [BEAD], the LG was assisted by UNICEF to mobilize, attract, and retain children at schools.	2

Investment Management

12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i>	The consolidated schools' assets register 2022/2023 dated 05/07/2023, schools had basic facilities and equipment as per DES guidelines. I equally found assets registers in primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited with tallying information with the district consolidated register and the facilities and equipment were in place.	2
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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, score: 1 or else, score: 0</p>	<p>Evidence showed the LG conducted a desk appraisal for all sector projects and the investment were derived from the LGDP and eligible for expenditure under sector guidelines. The appraisals were conducted for all projects that were planned in the FY 2022/2023. They were appraised on 21/09/2022.</p> <p>Projects appraised were;</p> <ol style="list-style-type: none"> 1. Construction of a 2 classroom block at Kirimbi PS. 2. Construction of a 2 classroom block at Bugambe PS. 3. Construction of a 2 classroom block at Bugambe Tea PS. 4. Rehabilitation of Kigaaya BCS PS. 5. Construction of a 5 stance latrine at Omugo Bisereko PS. 6. Construction of a 2 classroom block at Kaseta PS. 7. Construction of Kyangwali Seed SS. 	1
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0</p>	<p>Evidence showed the LG conducted a field appraisal for all sector projects and the investment were derived from the LGDP and eligible for expenditure under sector guidelines. The appraisals were conducted for all projects that were planned in the FY 2022/2023. They were appraised on 21/09/2022.</p> <p>Projects appraised were;</p> <ol style="list-style-type: none"> 1. Construction of a 2 classroom block at Kirimbi PS. 2. Construction of a 2 classroom block at Bugambe PS. 3. Construction of a 2 classroom block at Bugambe Tea PS. 4. Rehabilitation of Kigaaya BCS PS. 5. Construction of a 5 stance latrine at Omugo Bisereko PS. 6. Construction of a 2 classroom block at Kaseta PS. 7. Construction of Kyangwali Seed SS. 	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>There was evidence that the education department has budgeted and ensured that the planned sector infrastructure projects have been approved and incorporated into the procurement plan</p> <p>The assessor reviewed a copy of the approved procurement plan with stamps (on the cover page) as being received by both registries of PPDA and Ministry of Finance. This procurement plan included all infrastructure projects planned for implementation this F/Y 2023-24</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>There was evidence that the school infrastructure projects were approved by the contracts committee and cleared by the Solicitor general before the commencement of construction. The approval of the Solicitor General was given through his letter DLAS/FPT/073/2023</p> <p>Renovation of classroom block at Kigaaya BCS P/S. – Awarded to M/S Kona Company Ltd at contract sum of UGX. 139, 366, 515.00 at the contracts committee sitting on 24th October 2022. The minute of approval is Min. 26.10.22</p> <p>Construction of 2 Classroom block at Kirimba P/S. – Awarded to Kristo Val Enterprises Ltd at a contract sum of UGX. 119, 797, 446.00 at the contracts committee sitting on 24th October 2022. The minute of approval is Min. 26.10.22</p> <p>Construction of 2 Classroom block at Bugambe P/S. – Awarded to M/S Basingo Construction Co. Ltd at a contract sum of UGX. 119, 714, 590.00 at the contracts committee sitting on 24th October 2022. The minute of approval is Min. 26.10.22</p> <p>Construction of the seed school at Kyangwali – Awarded to M/S Bana Enterprises Ltd at a contract sum of UGX. 2, 997, 106, 780.00. This award was done at the contracts committee sitting on 15th March 2022. The minute of approval is Min. KDLG/DCC/57/03/2022.</p>	1

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

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

From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF: 156/2 dated 128th November 2022. This letter appointed eight members of the project management team (1) Arinaitwe Emmy - District Engineer (2) Dr. Naise Nelson - District Health Officer (3) Muganzi Samuel - Principal assistant Secretary (4) Bykagaba Deogratiuous - District Education Officer (5) Natumanya Nelson - DCDO (6) Nambi Pauline - Senior Environment Officer (7) Agondeze Hillary Winyi - District Water Officer (8) Mpuuga Arthur - Snior Labour Officer

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

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

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

Monthly progress reports seen indicated attendance from PIT members.

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

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

Procurement, contract management/execution
Maximum 9 points on this performance measure

d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES
Score: 1, else, score: 0

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

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

Renovation of classroom block at Kigaaya BCS P/S. – Awarded to M/S Kona Company Ltd at contract sum of UGX. 139, 366, 515.00

Construction of 2 Classroom block at Kirimba P/S. – Awarded to Kristo Val Enterprises Ltd at a contract sum of UGX. 119, 797, 446.00

Construction of 2 Classroom block at Bugambe P/S. – Awarded to M/S Basingo Construction Co. Ltd at a contract sum of UGX. 119, 714, 590.00

Field visits were conducted to these schools on 21st November 2023 to have physical checks if the projects complied with the standard technical designs.

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

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

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

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

The file for Construction of Kyangwali Seed School was reviewed and copies of monthly site meetings could be seen on the file. An example of these monthly site meeting minutes are the minutes of the meetings dated 3rd May 2023, of 2nd June 2023, of 31st July 2023 and many others.

On the file there are copies of weekly reports prepared by the Clerk of Works and many other reports like quarterly PIT monitoring reports and others like copies of site instruction like the one dated 10th May 2023 regarding the instruction to carry out confirmatory materials tests. The instruction was to test the concrete blocks that are used for walling.

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

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

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

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

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

Procurement, contract management/execution

Maximum 9 points on this performance measure

f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted *score: 1, else score: 0*

There is evidence that during critical stages of construction of infrastructure projects joint technical supervision involving engineers, environment officers & CDOs were conducted.

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

Monthly progress reports seen indicated attendance from members.

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

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

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

Some of the evidence of participation of these officers are mainly through meetings such as (1) Monthly site meeting for construction of Kyangwali Seed School 1st meeting is dated 3rd May 2023 and 2nd meeting is dated 8th June 2023. (2) Meeting on construction of office block Annex. (3) Quarterly project monitoring done by all heads of departments. In all these cases, heads of departments were in attendance as evidenced by the attendance lists.

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

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i>	The CFO provided evidence to the assessor that indicated the sector infrastructure projects were properly executed and payments to contractors. The projects were certified by the Education Officer, District Engineer, SCDO, Senior Environment Officer and approved by the CAO. 1. Construction of Kyangwali Seed Secondary School, by Bana Enterprises Limited. Requisition for funds 25/05/2023. Certified works on 25/05/2023 and paid on 15/06/2023 by EFT. 5867965, UGX. 769,137,233. 2. Construction of A 2 Classroom Block At Kirimbi Primary School, by Kristo Val Enterprises Limited. Requisition for funds 02/05/2023. Certified works on 02/05/2023 and paid on 03/05/2023 by EFT. 5171695, UGX. 112,053,417. 3. Construction of 2 Classroom Block at Bugambe Tea P/S In Bugambe Sub County, by Basingo Construction Company. Requisition for funds 02/05/2023. Certified works on 02/05/2023 and paid on 03/05/2023 by EFT 5167426, UGX. 45,751,668. The contractors were not paid within the timeframe within the contract in number 2.	0
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	There was no evidence that the education department submitted procurement plans timely by 30th April as required by the guidelines. The documents that the assessor saw were dated in June.	0

<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i></p>	<p>There was evidence that the Kikuube LG had complete procurement files for each of the school infrastructure projects including the file for Kyangwali Seed School.</p> <p>Renovation of classroom block at Kigaaya BCS P/S. – Awarded to M/S Kona Company Ltd at contract sum of UGX. 139, 366, 515.00 at the contracts committee sitting on 24th October 2022. The minute of approval is Min. 26.10.22</p> <p>Construction of 2 Classroom block at Kirimba P/S. – Awarded to Kristo Val Enterprises Ltd at a contract sum of UGX. 119, 797, 446.00 at the contracts committee sitting on 24th October 2022. The minute of approval is Min. 26.10.22</p> <p>Construction of 2 Classroom block at Bugambe P/S. – Awarded to M/S Basingo Construction Co. Ltd at a contract sum of UGX. 119, 714, 590.00 at the contracts committee sitting on 24th October 2022. The minute of approval is Min. 26.10.22</p> <p>Construction of the seed school at Kyangwali – Awarded to M/S Bana Enterprises Ltd at a contract sum of UGX. 2, 997, 106, 780.00. This award was done at the contracts committee sitting on 15th March 2022. The minute of approval is Min. KDLG/DCC/57/03/2022.</p> <p>The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law</p> <p>Apart from the above information on each project file many other details were seen on the files as follows: LGPP form 1 with Engineers’ estimate, Newspaper extract for the call for bids, Bidding forms and Instructions to bidders, LGPP form 2 Request for approval of procurement method, Request for approval of bidding documents, Evaluation Reports, Minutes of contract award, Payment receipt and many other documents like progress reports and certificates for practical completion.</p>
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Environment and Social 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 no evidence of grievances redress framework nor did the LG have grievances recorded, investigated, responded to and redress reported under Education.</p>	0
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was a document of environment guidelines at both the DEO's office and schools whose authenticity was doubtful. It was not dated, not stamped, the source was not known though with national emblem and signed. There was no original copy of it and all the copies at DEO's office and those I found in primary schools [Wambabya, Mukabara, Rumogi] I sampled and visited were photocopies.</p>	0
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0</p>	<p>There was evidence in the LG to show costed ESMP safeguard requirements incorporated in the BoQs for the following education projects;</p> <p>Construction of 2 classroom block and partitioned with main hall at Kirimbi PS. (Ref No KIKU/WRKS/22-23/00002). ESMP mitigation cost was 6,000,000UGX. In the BOQ under Element no 12 fixtures and unique features i.e. planting and maintenance of grass, PPEs, trainings of Covid 19/HIV/AIDS prevention costed 3,656,000UGX Pg 14 in the BOQ.</p> <p>Construction of 2 classroom bock and partitioned with main hall at Bugambe PS. (Ref No KIKU863/WRKS/22-23/00003). ESMP mitigation cost was 6,000,000UGX. In the BOQ under unique features that include engraving, site restoration, protective clothing's (PPEs) costed at 2,440,000UGX. ESMP mitigation cost was</p> <p>Classroom renovation of 7 classroom blocks with office at Kigaaya BCS PS. Ref No KIKU863/wrks/2022-23/00006. ESMP mitigation cost was 6,000,000UGX. In the BOQ under element No 1 preliminaries-environment and health item A-I costed 5,050,000UGX</p>	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 evidence availed by LG to show proof of land ownership for Education/school construction projects implemented in the previous year. Example; Certificate of Title. Plot 403, Block 2 at Wairagaza Kamata Area 3.2590 hec, county Buhaguzi, Ownership Kikuube District Local Government. (Kyangwali Seed School dated 10/6/2023 signed by Registrar of Titles	1
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There was evidence that the LG had consistent monitoring and engagement of education projects throughout the contract period by CDO and Environment Officer. There were also monthly reports for supervision of the education projects Project Monitoring Report for compliance on Construction of 2 classroom block at Bugambe Tea COU PS. Monitoring report for May and April dated signed by LCV, DEO, and Senior Environment officer on 4/5/2023 and 3/4/2023 Monthly Report for compliance on Construction of Kirimbi PS. Monitoring report dated 3/4/2023 signed by senior Environment officer Project Monitoring Report for compliance on Construction of Kyangwali seed secondary school. site Monitoring report dated 2/6/2023 Corrective measures were done according to the reports example; need for planting more grass at Kirimbi PS, removal of debris material and creating green environments for children	2

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

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

Score: 1, else score:0

There was evidence that LG had E&S Contractor payment certificates and compliance Certification forms completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates. examples include;

Classroom renovation of 7 classroom blocks with office at Kagaaya BCS PS. Payment certificate. No 2-amount due 35,046,777UGX. VAT Inclusive. Signed by DEng, Environment officer, DEO, DCDO dated 12/4/2023 and stamped

Construction of 2 classroom block at Bugambe tea COU PS. Certificate 1. Amount paid was 51,241,868UGX. signed by DEng, DEO, CAO, CDO and Environment officer on 14/3/2023

Construction of Kyangwali seed secondary school. Certificate No 1. Amount due 774,013,696UGX.Signed by DEng, DCDO, DEO, Senior Environment officer on 13/06/2023

**Health
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
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"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>The LG Health department registered an increase in population delivering at health facilities by 25.9% between FY 2021/2022 to 2022/2023. Delivery data was obtained for the FY 2021/2022 and 2022/2023 for (Lucy Bisereko HC III, Bujalya HC III and Muhwiju HC III). Total deliveries for the FY 2021/2022(Old) was 495 and FY 2022/2023(New) was 623. Percentage change was calculated using (New-Old)/Old x100 = (623-495)/495 x 100 = 25.9%.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0 	<p>Average score in health for LLG Performance was 93%. This was above the 70% mark.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> • 75% and above; score 2 • 65 - 74%; score 1 • Below 65; score 0 	<p>This indicator is NA, All LGs to score 0</p>	0

3	Investment performance: The LG has managed health projects as per guidelines.	a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.	The LG budgeted for Health Sector Development Grant, UGX. 2440,044,000 (ABPR, page, 17).	2
	Maximum 8 points on this performance measure		The expenditure were on the following eligible activities:	
			1. Construction of Artshed at Bisereko HC III, UGX. 99,013,658.	
			2. Construction of 5 stance pit latrine at Bisereko HC II, UGX.29, 978,025.	
			3. Construction of 5 stance pit latrine at Wambatay HC IV, UGX.27,881,123	
			4. Titling of Kaseeta HC II, UGX.24, 224,461.	
			5. Titling of land for Health centre facilities in the District, UGX.50, 000,000.	
			6. Launch of project at Bisereko HC II, UGX.3, 551,000.	
			7. Monitoring and supervision on environment at Bisereko CH II, UGX.4, 350,733.	
			7. Monitoring and Monitoring at Bisereko HC II, UGX.5, 005,000.	
			Total, UGX.244, 004,000.	
3	Investment performance: The LG has managed health projects as per guidelines.	b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0	The Acting DHO, Acting District Engineer, Environment Officer, DCDO certified works on health projects before the LG made payments to the Contractors and suppliers.	2
	Maximum 8 points on this performance measure		The payments made were as follows:	
			1. Construction of the Artshed at Lucy Bisereko Health Center III by M/S Rinde Engineering Services Limited Kikuube. Procurement Number. KIKU 863/WRKS/022 - 023/0005. Requisition for funds on 01/5/2023. Certified works on 18/5/2023 and paid on 28/6/2023 by EFT. 6441957, UGX. 93,072,885.	
			2. Construction of 5 Stance Lined at Wambabya HC III by Jodha and Akba R Investments Limited. Procurement Number. KIKU 863/WRKS/ 022-023/00020 .Requisition for funds on 17/5/2023. Certified works on 5/6/2023 and paid on 28/6/2023 by EFT. 6441357, UGX. 26,208,256.	
			3. Survey and Titling of Various Health Facilities in the District by Scapes and Surveys Associates. Procurement Number. KIKU 863/CONS/022-023/0002. Requisition for funds on 22/5/2023. Certified works on 29/5/2023 and paid on 28/6/2023 by EFT. 6441358, UGX. 47,000,000.	

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 contract price for sampled health projects are within the +/-20% of the threshold.</p> <p>The evidence is as below for the following sampled projects.</p> <p>Construction of 5 stance lined pit latrine at Wambabya HC II – Engineer’s estimate UGX. 30.00 million while the contract awarded to M/S Jodha and Akbar Investment Ltd at a cost of UGX. 30.00 million giving an absolute variance of 0 and a percentage of also 0</p> <p>Construction of ART shade at Lucy Bisereko HC III – Engineer’s estimate UGX. 108.00 million while the contract awarded to M/S Rinde Engineering Services Ltd at contract price was UGX. 105.00 million Giving an absolute variance of UGX. -3.00 million and percentage variance of - 2.78%</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"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	<p>There was evidence that health sector investment projects implemented in the previous financial year were completed as per work plan by end of financial year.</p> <p>The health projects sampled were:</p> <p>Construction of 5 stance lined pit latrine at Wambabya HC II</p> <p>Construction of ART shade at Lucy Bisereko HC III</p> <p>Records on project files (works contracts, annual budget performance reports, work plans, progress reports, and certificate of practical completion) clearly indicate that both projects are complete. Field inspection conducted on 21st November 2023 confirmed that projects have been executed to completion.</p>	2
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>There were 2 HCIV and 12 HCIII in Kikuube district. According to the approved structure obtained from MoPS each HCIV is supposed to have 74 staff while a HCIII is supposed to have 29 therefore Kikuube has a staff ceiling of 496 staff in HCIVs and HCIIIs out of which 175 are filled which is equivalent to 35% hence a score of 0</p>	0

Achievement of Standards: The LG has met health staffing and infrastructure facility standards

Maximum 4 points on this performance measure

b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.

- If 100 % score 2 or else score 0

There was evidence that LG health infrastructure construction projects meet the approved MOH facility infrastructure designs

The health projects sampled were:

Construction of 5 stance lined pit latrine at Wambabya HC II

Construction of ART shade at Lucy Bisereko HC III

Field visits were conducted on 21st November 2023 to both projects. During the field visits, measurements were undertaken and visual observations were made to verify compliance with MOH standard technical designs.

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

Performance Reporting and Performance Improvement

Accuracy of Reported Information: The LG maintains and reports accurate information

Maximum 4 points on this performance measure

a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0

There was evidence to show that health workers were in place as indicated in the staff list provided by the DHOs office for the FY 2023/2024. The assessment team compared the staff list obtained from the DHOs office for the FY 2023/2024 with what was available at the sampled facilities (Lucy Bisereko HC III, Bujalya HC III and Muhwiju HC III) and observed the following.

Lucy Bisereko: The deployment list provided by the DHOs office had 6 health workers. On verification at the facility, ALL the health workers were in place as indicated in the staff list with Mutesi Maureen on annual leave.

Bujalya HC III: The deployment list provided by the DHOs office had 8 health workers. On verification ALL the health workers were in place as indicated in the staff list, with Mate Ayubu-Lab Assistant on study leave.

Mujwiju HC III: The deployment list provided by the DHOs office had 12 health workers. On verification ALL the health workers were in place as indicated in the staff list, with Nyiranziza Annet-Lab Assistant on maternity leave and Ahebwa Evelyn - Nursing Assistant on annual leave.

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>Kyagwali HC III was upgraded to a HC IV in the FY 2022/2023. No infrastructure and or construction projects were planned and implemented in the FY 2022/2023. The HF was upgraded when it had all the required infrastructure to function as a HC IV.</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 & 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"> • Score 2 or else 0 	<p>There annual work plan and budgets for the sampled health facilities (Lucy Bisereko HC III, Bujalya HC III and Muhwiju HC III) conformed to the prescribed formats in the planning guidelines and were submitted by March 31st of the previous FY 2022/2023</p> <p>Lucy Bisereko III: The workplan and budget was prepared by Mutesi Maureen (Health Facility In charge) on 31st March 2023 and submitted to the DHOs office of the same date</p> <p>Bujalya HC III: The workplan and budget was prepared Tugume Racheal (Health Facility In charge) on 31st March 2023 and submitted to the DHOs office of the same date</p> <p>Muhwiju HC III: The workplan and budget was prepared by Ssebandeke Allen (Health Facility In charge) on 31st March 2023 and submitted to the DHOs office on the same date</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>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"> • Score 2 or else 0 	<p>There was evidence that the sampled health facility (Muhwiju HC III, Bujalya HC III and Lucy Bisereko HC III) Annual Budget Performance Reports for the previous FY 2022/2023 conformed to the Budget and Grant Guidelines and were submitted timely i.e. 15th July of the current FY 2023/2024.</p> <p>Lucy Bisereko HC III: The HF annual budget performance report was prepared Mutesi Maureen (Health Facility In charge) on 15th July 2023 and submitted to the DHOs office on the same date.</p> <p>Bujalya HC III: The HF annual budget performance report was prepared Tugume Racheal (Health Facility In charge) on 11th July 2023 and submitted to the DHOs office on 12th July 2023</p> <p>Muhwiju HC III: The HF annual budget performance report was prepared Ssebandeke Allen (Health Facility In charge) on 30th June 2023 and submitted to the DHOs office on 3rd July 2023</p>	2

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There was evidence that the sampled health facility improvement plans for the current FY (2023/2024) incorporated performance issues identified in DHMT monitoring and assessment reports.

Lucy Bisereko HC III: Quarter 4 Integrated support supervision visit conducted from 12th – 16th June 2023 noted that, the partographs were not being used to monitor mothers during labour. Equally Maternal Perinatal Death Surveillance Response (MPDSR) meetings were not being conducted. These issues were incorporated in the PIP. Monthly staff meetings were integrated with MPDSR meetings and mentorship on partograph use was planned (PIP prepared by Mutesi Maureen HF In charge, dated 12th July 2023)

Bujalya HC III: Quarter 3 supervision visit conducted from 23rd January – 7th March 2023 noted that, there was low TB notification rate at the health facility and GeneXpert machine was under-utilized. This issue was integrated in the PIP. The facility planned to increase TB assessment through screening of all clients using the intensified case screening tools and increase the GeneXpert utilization in the facility. The responsible persons were the TB Focal Person and All Clinical staff. (PIP prepared by Tugume Rachael- HF In charge, dated 11th July 2023)

Muhwiju HC III: Quarter 4 supervision visit conducted from 12th – 16th June 2023 noted that, essential equipment and supplies were lacking at the facility. This issue was incorporated in the PIP. Procurement of missing drugs and essential supplies was incorporated as an activity on the PIP (PIP prepared by Ssebandeke Allen Richard- Health Facility In charge, dated 14th July 2023)

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

Maximum 14 points on this performance measure

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

- score 2 or else score 0

There was evidence that the sampled HFs (Lucy Bisereko HC III, Bujalya HC III and Muhwiju HC III) did not submit 100% their monthly (12) and quarterly (4) reports for the FY 2022/2023 timely i.e. 7 days following the end of each month and quarter. Lucy Bisereko HC III submitted the November 2022 report on 9th Dec 2022, Sep 2022 monthly report and Q1 to Q4 reports were missing. Bujalya HC III submitted the Q1 report on 8th Oct 2022, May 2023, Jan 2023, Oct 2022, Q2 and Q3 reports were missing. Muhwiju HCIII, The June 2023, Feb 2023, Q3 and Q4 reports did not have submission dates and Aug and Sep 2022 monthly reports were missing. The details are summarized.

Month Lucy Bisereko HC III Bujalya HC III Muhwiju HC III

June 2023 5/7/2023 5/7/2023 missing

May 2023 3/6/2023 Missing 4/6/2023

Api 2023 4/5/2023 4/5/2023 3/5/2023

March 2023 3/4/2023 4/4/2023 5/4/2023

Feb 2023 7/3/2023 4/3/2023 missing

Jan 2023 Not dated missing 5/2/2023

Dec 2022 5/1/2022 4/1/2023 1/1/2023

Nov 2022 9/12/2022 4/12/2022 2/12/2022

Oct 2022 7/11/2022 Missing 2/11/2022

Sep 2022 Missing 5/10/2022 Missing

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

Jul 2022 5/8/2022 3/8/2022 1/8/2022

Quarter Lucy Bisereko HC III Bujalya HC III Muhwiju HC III

Q1 Missing 8/10/2022 Missing

Q2 Missing Missing 2/1/2022

Q3 Missing Missing Not received

Q4 Missing 7/7/2023 No received

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 NA, All LGs to score 0</p>	0
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>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 NA, All LGs to score 0</p>	0
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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>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>The LG DHOs office timely (by end of the first month of the following quarter) FY 2022/2023 compiled and submitted all quarterly (4) Budget Performance Reports and status were as follows;</p>	1
	<p>Maximum 14 points on this performance measure</p>		<p>The due dates for submission and submission by DHO's office for consolidation were as below:</p>	
			<p>Q-1- Due date for submission was 31/10/2022, submitted on 20/10/2022. This was within the timeline.</p>	
			<p>Q 2- Due date for submission was 31/01/2023, submitted on 25/01/2023. This was within the timeline.</p>	
			<p>Q 3- Due date for submission was 30/04/2023, submitted on 28/04/2023. This was within the timeline.</p>	
			<p>Q 4 -Due date for submission was 31/07/2023, submitted on 28/07/2023. This was within the timeline.</p>	

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p>	<p>h) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>There was evidence the LG developed performance improvement plan for the lowest performing health facilities. Based on the supervision visits in the previous FY 2022/2023, it was noted that Bujugu HC III was not performing well in a number of key indicators. A performance improvement plan was developed by Mugabe Thadex- Health Facility In charge and approved by CAO on 11th July 2022.</p>	1
	<p>Maximum 14 points on this performance measure</p>		<p>Key performance issues addressed in plan included</p>	
			<p>- Quality control of HIV testing through retesting before confirming HIV+ results and initiation in ART</p>	
			<p>- Measures to minimize organized absenteeism at the HF caused by staff registering those who were absent</p>	
			<p>- Procurement of uniform for health facility staff</p>	
			<p>- Functionalizing CQI committee and projects</p>	

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was evidence that the LG implemented Performance Improvement Plan for the lowest performing health facilities. A copy of the annual report was presented as evidence of implementation of the proposed interventions.</p> <p>Projects and CQI committee were functionalized at the health facility and mentorships on 5Cs were conducted.</p> <p>Duty rosters and monthly attendance sign in sheets were put in place. The facility In charge also completed monthly attendance analysis forms.</p> <p>(Report prepared by Mugabe Thadex- Health Facility In charge and approved, dated 5th July 2023)</p>	1
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Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>The LG-Health department did not budget for health workers as per guidelines. We reviewed the LG approved performance contract and wage analysis and noted that the department budgeted for 208(52%) of the health workforce with a wage of Ugx 4,436,267,373 (LG Approved Budget Estimates 2023/2024). The health facility list obtained from the District Health office indicated that, the LG health department has a total of 16 health facilities (2 HC IV, 14 HC IIIs and 4 HC IIs), with an approved staff structure of 400 health workers.</p>	0
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that the LG health department did not deploy health workers as per guidelines/staffing levels and norms in the FY 2023/2024(i.e. at least all the HFs to have 75% of the staff required. Some of the facilities had less than 75% of the required staffing. For example; Bujalya HC III had 8 staff out of 19(42.1%), Mukabara HC III had 12 staff out of 19(63.2%), Lucy Bisereko HC III had 5 staff out of 19(26.3%) and Buhimba HC III had 11 staff out of 19(57.9%),</p>	0

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>There was evidence that health staff were working where they are deployed in all the sampled facilities (Lucy Bisereko, Bujalya HC III and Muhwiju HC III). The assessment team reviewed the deployment list provided by the DHOs office and HF list obtained at the sampled facilities and noted the following;</p> <p>Lucy Bisereko HC III: The deployment list provided by the DHOs office had 6 health staff. On verification at the facility, ALL the health staff were working where they were deployed with Mutesi Maureen on annual leave</p> <p>Bujalya HC III: The deployment list provided by the DHOs office had 8 health staff. On verification, ALL the health staff were working where they were deployed with Mate Ayubu-Lab Assistant on study leave</p> <p>Muhwiju HC III: The deployment list provided by the DHOs office had 12 health staff. On verification ALL the health staff were working where they were deployed, with Nyiranziza Annet-Lab Assistant on maternity leave and Ahebwa Evelyn - Nursing Assistant on annual leave</p>	3
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>c) Evidence that the LG has publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY score 2 or else score 0</p>	<p>There was evidence that the list of health workers deployed in the sampled facilities (Lucy Bisereko HC III, Bujalya HC III and Muhwiju HC III) were displayed on the health facilities notice boards</p> <p>Lucy Bisereko HC III had a list of 6 health staff displayed (List prepared by Mutesi Maureen - Health Facility In charge, not dated)</p> <p>Bujalya HC III had a list of 8 health staff displayed (List prepared by Tugume Racheal-Health Facility In charge, not dated)</p> <p>Muhwiju HC III had a list of 12 health staff displayed (List prepared Ssebandeke Allen - Health Facility In charge, not dated)</p>	2

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

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

The assessor reviewed personal files for all 10 health in-charges and established that not all were appraised according to guidelines from MoPS in the previous FY. 9 out of 10 were appraised late (after 30th June 2023)

1. Ahaisibwe Innocent (Enrolled Nurse) was appraised on 29th June 2023
2. Gahanza Alex (Medical Clinical Officer) was appraised on 20th September 2023
3. Ayebale Margaret (Medical Clinical Officer) was appraised on 9th August 2023
4. Timbigamba Justus (Clinical Officer) was appraised on 5th July 2023
5. Rukomagwa George William (Senior Clinical Officer) was appraised on 12th July 2023
6. Tugume Rachael (Clinical Officer) was appraised on 20th July 2023
7. Nyamukiza (Clinical Officer) was appraised on 1st July 2023
8. Mutesi Maureen (Clinical Officer) was appraised on 3rd July 2023
9. Dr Tuhairwe Alex (Medical Officer) was appraised on 6th July 2023
10. Ssebandeke Allan (Medical Clinical Officer) was appraised on 5th July 2023

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0	<p>The assessor reviewed personal files for a sample of 10 health workers and established that not all were appraised according to guidelines from MoPS (5 were appraised late - beyond 30th June 2023)</p> <ol style="list-style-type: none"> 1. Katusabe Justine (Enrolled Nurse) was appraised on 30th June 2023 2. Agaroi David (Laboratory Assistant) was appraised on 30th June 2023 3. Barongo Godfrey (Health Inspector) was appraised on 30th June 2023 4. Tumusiime Rehema (Enrolled Nurse) was appraised on 15th June 2023 5. Muganyizi Wilson (Senior Clinical Officer) was appraised on 7th July 2023 6. Kyomuhangi Alex (Laboratory Technician) was appraised on 24th July 2023 7. Nelima Barbra (Enrolled Nurse) was appraised on 21st July 2023 8. Kyalisiima Arrafah (Enrolled Nurse) was appraised on 24th July 2023 9. Kemigisa Julian (Enrolled Nurse) was appraised on 30th June 2023 10. Aganyire Dorcas (Enrolled Nurse) was appraised on 1st July 2023 	0
Maximum 6 points on this performance measure	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	No evidence was provided to show that corrective actions to address performance gaps identified during the appraisal process were implemented.	0
8	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>There was evidence that training activities for the FY 2022/2023 were conducted.</p> <p>Training on infection prevention and control was conducted from 19th – 20th December 2022, with funding from Baylor Uganda. It was attended by 21 participants and the main objective was to build capacity of health facility focal persons in infection prevention and control so that they can conduct on site mentorship and collect and submit IPC data timely. (Report prepared by Barongo Godfrey- Health Inspector, dated 22nd Dec 2022)</p> <p>Infection prevention and control training was also conducted between August – October 2022. The purpose of the training was to establish operation and maintenance of WASH facilities and promote hygiene practices in health care facilities and schools. A total 30 health facility staff and In charges and 60 teachers in 20 selected schools were trained on WASH IPC. (Report prepared by Barongo Godfrey- Health Inspector, dated 3rd November 2022)</p> <p>Advance HIV diseases training was conducted from 2nd – 3rd October 2022. The objective of the training was to orient health workers, working on Advance HIV Diseases (AHD), in order to improve screening, diagnosis, care, documentation and utilization of logistics (Report prepared by Cassim Lule, dated 9th November 2022).</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was evidence that the LG health department documented training activities in the training/CPD database. Individual health facilities database for Kabwoya HC III, Kisiha HC III and Lucy Bisereko HC III among others were provided as evidence for training activities that were conducted last FY 2022/2023</p>	1

Management, Monitoring and Supervision of Services.

9	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.	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	There was no evidence that the CAO 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 2022/2023. No documentation was provided to the assessment team.	0	
Maximum 9 points on this performance measure	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.	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.	The LG PHC budget for FY 2022/2023 was UGX. 81,884,000 (ABPR, page, 54) and allocated, UGX. Out of this a total of, UGX. 13,448,000 (16%) was allocated to the monitoring of health service delivery and management of district health services. This was within 15% maximum.	2	
Maximum 9 points on this performance measure	9	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.	c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0	The LG did not warrant and transfer direct transferred to health facilities all quarters (Q 1, Q3, and Q 4) in accordance to the requirements within 5 working days in FY 2022/2023.	0
Maximum 9 points on this performance measure	Q 1- FY 2022/2023, warranted on 27/07/2022 and transferred 15/08/2022, after 19 working days.	Q 2- FY 2022/2023, warranted on 13/10/2022 and transferred 18/10/2022, after 5 working days	Q 3 - FY 2022/2023, warranted on 09/01/2023 and transferred 15/01/2023, after 6 working days.	Q 4 - FY 2022/2023, warranted on 24/04/2023 and transferred 16/05/2023, after 21 working days.	
The LG did not transfer within 5 working days after warranting for all the 4 quarters (Q 1, Q3, Q 4) FY 2022/2023					

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>The LG did not invoice and communicate PHC NWR Grant transfers for FY 2022/2023 to health facilities (Q 1-Q 4) within 5 working days from the day of funds release in each quarter.</p>	0
	<p>Maximum 9 points on this performance measure</p>		<p>Q 1- FY 2022/2023, released funds on 08/08/2022, invoiced and communicated on 15/08/2022, after 7 working days which was beyond the 5 working days.</p>	
			<p>Q 2- FY 2022/2023, released funds on 10/10/2022, invoiced and communicated on 18/10/2022, after 8 working days, which was beyond the 5 working days.</p>	
			<p>Q 3 - FY 2022/2023, released funds on 04/01/2023, invoiced and communicated on 15/01/2023, after 11 working days, which was beyond the 5 working days.</p>	
			<p>Q 4 - FY 2022/2023, released funds on 20/04/2023, invoiced and communicated on 16/05/2023, after 25 working days, which was beyond the 5 working days.</p>	
			<p>The LG did not invoice and communicate all PHC NWR Grant transfers after release of funds for the FY 2022/2023 to health within 5 working days (Q 1- Q 4) FY 2022/2023.</p>	
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>Evidence provided showed the LG did not publicize all the quarterly (Q 2, Q 3 and Q 4) financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED.</p>	0
	<p>Maximum 9 points on this performance measure</p>		<p>Q 1 - was publicized on 15th August 2022 which was 3 days after the release of the expenditure limits from MoFPED on 8th August 2022, after 7 days, beyond the timeframe of 5 days.</p>	
			<p>Q 2 - was displayed on 27th October 2022 which was 3 days after the release of the expenditure limits from MoFPED on 20th October 2022, after 7 days, beyond the timeframe of 5 days.</p>	
			<p>Q 3 - was displayed on 6th February 2023 which was 3 days after the release of the expenditure limits from the MoFPED on 23rd January 2023, after 13 days, beyond the timeframe of 5 days.</p>	
			<p>Q 4 - was displayed on 18th April 2023 which was 6 days from the release of the expenditure limits from MoFPED on 5th April 2023, after 13 days, beyond the timeframe of 13 days.</p>	
10	<p>Routine oversight and monitoring: The LG monitored, provided</p>	<p>a. Evidence that the LG health department implemented action(s)</p>	<p>There was no evidence that the health department implemented actions recommended by the DHMT/MMHT quarterly</p>	0

hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0

performance review meetings of the previous FY. Meeting minutes for the quarterly review meeting and implementation reports were reviewed;

Q: The meeting was held on 20th August 2022, attended by 10 participants. Key recommendations made under Min 5/KDLG/08/2022 included;

- The biostatistician to follow up on reporting to avoid double reporting by facilities
- The In charges were advised to order for essential medicines for 2 cycles
- The TB focal person to follow up clients who move to other health facilities to avoid loss to follow up

There was no evidence of implementation of these recommendations

Q2: The meeting was held on 8th November 2022, attended by 28 participants. Key recommendation made under Min 4/11/2022 included;

- Midwives were to encourage mothers to come with their husbands to the facility as part of the male involvement
- Health Educator to follow up with the midwives to schedule health education talks at the facilities
- The health facility in charges to conduct mentorship on filling the primary tools on Gender Based Violence

There was no evidence of implementation of these recommendations

Q3: The meeting was held on 31st March 2023, attended by 13 participants. Key recommendations made under MIN 5/3/2023 included;

- Performance indicators to be pinned on notice boards by all HF In charges
- The TB Focal Person to follow up TB patients within 12 months as measure of monitoring recoveries
- The District Laboratory Focal Person to follow up with health facilities on microscopic testing and samples for GeneXpert.

There was no evidence of implementation of these recommendations

Q4: The Meeting was held on 3rd July 2023, attended by 24 participants. A copy of the attendance and not minutes for this meeting was availed to the assessment team.

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 did not involve key LG departments e.g. WASH, Community Development, Education and implementing partners. The assessment team reviewed attendance for the quarterly review meeting and noted the following;

Q: The meeting was held on 20th August 2022, attended by 10 participants including DHMT, Health facility In charges and Baylor Uganda- Key departments like Community Development, Internal Audit and Education did not attend this meeting

Q2: Q2: The meeting was held on 8th November 2022, attended by 28 participants including, HF In charges, DHMT, Medical Teams International- Key departments like Community Development, Internal Audit and Education did not attend this meeting

Q3: The meeting was held on 31st March 2023, attended by 13 participants including health facility in charges, some members of the DHMT, Medical Teams International and Baylor Uganda. Key departments like Community Development, Internal Audit and Education did not attend this meeting

Q4: The Meeting was held on 3rd July 2023, attended by 24 participants including health facility in charges and some members of the DHMT. Implementing partners and Key departments like Community Development, Internal Audit and Education did not attend this meeting

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

Maximum 7 points on this performance measure

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

If not applicable, provide the score

The LG did not supervise the HCIV at least once every quarter in the FY 2022/2023. The LG had 1 HSD in the last FY 2022/2023- Buhaguzi HSD supervised by Kikuube HC IV. The assessment team reviewed the quarterly integrated support supervision reports and noted the following;

Q1: The supervision visits were conducted from 15th - 19th August 2022. A total of 19 HFs were supervised this quarter - Kikuube HC IV was not supervised this quarter (Report prepared by Harriet Nyamahunge-Biostatistician, dated 23rd August 2022

Q2: Supervision activities were conducted from 18th Oct 2022 to 2nd Nov 2022. A total of 10 health facilities were supervised this quarter - Kikuube HC IV was not supervised this quarter (Report prepared by Harriet Nyamahunge-Biostatistician, dated 13 Nov 2022)

Q3: A total of 7 health facilities, including Kikuube HC IV were supervised this quarter. (Report prepared by Barongo Godfrey- Ag. District Health Officer-Environmental Health, dated 10th March 2023)

Q4: A total of 9 health facilities, including Kikuube HC IV were supervised this quarter. (Report prepared by Barongo Godfrey- Ag. District Health Officer-Environmental Health, dated 20th June 2023)

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

Maximum 7 points on this performance measure

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

- If not applicable, provide the score

The LG had 1 HSD in the last FY 2022/2023- Buhaguzi HSD supervised by Kikuube HC IV There was evidence that the Health Sub District (HSD) carried out support supervision of lower level health facilities within the previous FY 2022/2023

Q1: A total of 4 health facilities (Kawoyo HC III, Kisaru HC II, Sebigoro HC III and Kyehoro HC III) were supervised between 8th - 22nd August 2022(Report prepared by Dr Tuhairwe Alex- Medical Officer and Dr Asaba Gerald - HSD In charge, not dated)

Q2: A total of 5 facilities (Buhuka HC III, Maratatu B HC III, Bugambe HC III, Bugambe Tea HC III and Muhwiju HC III) were supervised between 24th -27th Oct 2022(Report prepared by Dr Asaba Gerald - HSD In charge, not dated)

Q3: A total of 4 facilities (Munteme HC II, Kichompyo HC II, Kisiiha HC II and Wambabya HC III) were supervised between 11th - 15th March 2023(Report prepared by Dr Asaba Gerald -HSD In charge, not dated)

Q4: A total of 5 health facilities (Kyangwali HC IV, Nasozi HC III, Lucy Bisereko HC III, Kabwoya HC III and Muhwiju HC III) were supervised between 19th - 23rd June 2023(Report prepared by Dr Asaba Gerald - HSD In charge, not dated)

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

Maximum 7 points on this performance measure

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

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

At Bujalya HC III, the support supervision visit conducted on 16th March 2023 recommended that the Incharge should request for an updated Integrated Nutrition Register (INR) from the district. This recommendation was implemented. An update version of the INR was obtained from the district and it was opened on 26th April 2023. The new version of the register had additional provisions for the patient's NIN number.

The support supervision visit conducted on 30th Sep 2022 recommended that the in charge Out Patient Department should update the Team Performance Monitoring Tool (TPMT). This was implemented. The TPMT was updated and the assessment team was provided with the last updated copy for Q1(July - Sep 2023) since the tool is always completed at the end of each quarter. The indicators that were monitored by the tool included - Number of deliveries, ANC 4th visits, No. of CQI meetings held, No. of staff meetings held

At Muhwiju HC III, the support supervision visit conducted on 10th March 2023 recommended that the Incharge should request for pediatrics TB drugs from other health facilities that had them. This recommendation was implemented. A copy of the requisition and issue voucher dated 24th Oct 2023 requesting for 5 packs of pediatric RHZ and Ethambutol from Buhimba HC III was provided as evidence of implementation.

The supervision visit conducted on 29th Sep 2022 also recommended for the HF Incharge to spearhead the formation of the reward and sanction committee. This recommendation was implemented. The committee was formed in a meeting that was held on 31st Oct 2022. The meeting was attended by 11 health staff. Mutono Geoffrey- Enrolled Nurse was elected chairperson and Ahebwa Evelyne - Nursing Assistant, Secretary

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was no evidence that the LG provided support to health facilities in the management of medicines and health supplies.</p> <p>Quarterly reports were reviewed and it was noted that the content in all the 4 reports were the same. The assessment team could therefore not ascertain whether support was provided to health facility in-charges on secure, safe storage and disposal of medicines and health supplies.</p>	0
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>The LG DHOs health office budget was UGX. 13,448,000. The total amount allocated to health promotion and prevention activities was UGX. 4,034,000. (ABPR-page, 54). This was a maximum of 30%.</p>	2

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

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

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

Q1: The LG conducted quarterly IPC review meetings for health facility IPC focal persons and health facility In charges. Training of teachers on IPC/Wash was equally conducted

(Report prepared by Barongo Godfrey- Health Inspector, dated 3rd November 2022)

During Q2(Oct - Dec 2023), a number of key activities were implemented. This included;

- Orientation of the refugee community on EVD prevention and delivery of EVD messages through house to house in Kyangwali Refugees camp targeting communities with new arrivals from DRC.
- Training of trainers of sub county level facilitators on EVD and disease outbreaks for selected health workers, local council leaders and mobilisers.
- Orientation of headteachers and deputies in EVD preparedness and control and hygiene practices to deliver prevention messages to school, learners and communities (Report prepared by Barongo Godfrey - Health Inspector, dated 5th January 2023)

A radio talk show was conducted to mobilize communities for mass house to house polio campaign. It was conducted on 3rd November 2022 on LBS Hoima. Topic covered included signs and symptoms of polio, the age group eligible for vaccination, roles of stakeholders in mobilizing communities, importance of immunization to children and how to handle Adverse events after immunization (Report prepared by Barongo Godfrey - Health Inspector, dated 7th November 2022)

11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>There was no evidence that follow up action was taken by the LG on health promotion and disease prevention issues during the last FY 2022/23. We reviewed the DHMT meeting minutes and progress reports and noted the following;</p> <p>The DHT meeting held on 29th Oct 2022 recommended under min 04/06/2023, that the District health educator should increase dissemination of HIV messages and other disease condition. There was no evidence provided on the status of implementation.</p> <p>The DHT meeting held on 14th Feb 2023 recommended under Min 03/02/23 that the District Health Educator should distribute the IEC materials which were still packed in the store. There was no evidence of implementation of this recommendation.</p>	0
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Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was evidence that the LG had an Assets register that details health facilities and equipment in the LG, relative to the medical equipment list and service standards. Each individual health facility had a register detailing the assets and medical equipment available (Nsozi HC III- asset register as of 15th July 2023, Muhwiju HC III as of 15th July 2023, Kisiiha HC II as of 1st July 2023, Lucy Bisereko HC III as of 15th July 2023 and Buhuka HC III as of 30th June 2023</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>Evidence provided showed the LG prioritized investments in the health sector FY 2022/2023 were derived from the LG Development Plan and desk appraisal was carried out. They were eligible for expenditure under sector guidelines and funding source (sector development grant, Discretionary Development Equalization Grant). These were profiled in LG DP III, pages, 97-191 on 24/10/2022. Projects were appraised by; Acting District Planner, Environment Officer, DCDO, and Acting District Engineer.</p> <p>The project appraised was:</p> <ol style="list-style-type: none"> 1. Construction of a latrine at Wambabya at Kizironfumbi SC. 2. Land registration at 19 health facilities in the District. 3. Construction of Artshed at Bisereka HC III. 	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>Evidence provided showed the LG conducted field Appraisal to check for technical feasibility, environment and social acceptability and customized designs to site conditions for sector projects. The projects were eligible for expenditure under sector guidelines and funding source, development grant, Discretionary Development Equalization Grant . These were profiled in LG DP III, pages, 97-191 on 24/10/2022. Projects were appraised by; Acting District Planner, Environment Officer, DCDO, and Acting District Engineer.</p> <p>The project appraised was:</p> <ol style="list-style-type: none"> 1. Construction of a latrine at Wambabya at Kizironfumbi SC. 2. Land registration at 19 health facilities in the District. 3. Construction of Artshed at Bisereka HC III. 	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>The LG screened and prepared costed ESMPS and complied to risk mitigation plans for the following health projects;</p> <p>Construction of ART Shade at Lucy Bisereko HC III-Health department (Ref No KIKU/863WRKS/22-23/00005). Screening was done on 14/3/2023 by the Environment officer and DCDO. ESMP mitigation costed 5,400,000UGX and signed by Environment officer, DCDO, DEng and District Planner on 14/3/2023</p> <p>Construction of 5 stance line Pit Latrine and Wambabya HC III-Health department (Ref No KIKU863/WRKS/22-23/00020. Screening was done on 14/3/2023 by the Environment officer and DCDO. ESMP mitigation costed 1,500,000UGX and signed by Environment officer and CDO on 14/3/2023</p> <p>Compliance to the risk mitigation plan for projects implemented include, all burden soils levelled, construction area recovered fully.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was no evidence that the education department submitted procurement plans timely by 30th April as required by the guidelines. The documents that the assessor saw were dated in June.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence that the Health department submitted procurement requests' form PP1 to the PDU by first quarter of the financial year as the submission was dated 20th September 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>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>Construction of ART shade at Lucy Bisereko HC IV 5 - This work was awarded to M/S Rinde Engineering Services Ltd at the contracts committee meeting of 19th October 2022 Min.26.10.22 the contract sum is UGX. 105million .The date of the PP form 1 was 20th August 2022</p> <p>Construction of 5 stance pit latrine at Wambabya HC III - Contract awarded to Jodha and Akbar Investment Ltd at the contracts committee sitting of 13th march 2023 through minute Min.38.3.23. The contract sum is UGX. 30 million. The date of the PP form 1 was 17th October 2022</p>	1

<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</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>There was evidence that Kikuube Local Government established Project Implementation Team (PIT) for health construction projects.</p>
<p>Maximum 10 points on this performance measure</p>	<p>If there is no project, provide the score</p>	<p>From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF:No 156/2 dated 28th November 2023.</p> <p>The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).</p> <p>From the District Engineers' files it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.</p> <p>Monthly progress reports seen indicated attendance from all the PIT members.</p> <p>All the field monitoring reports sampled had records of attendance of all PIT members.</p> <p>Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.</p>

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0	There was evidence that LG health infrastructure construction projects followed the approved MOH technical infrastructure designs. The following two projects were sampled	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	Construction of ART shade at Lucy Bisereko HC IV 5 – This work was awarded to M/S Rinde Engineering Services Ltd at the contracts committee meeting of 19th October 2022 Min.26.10.22 the contract sum is UGX. 105million .The date of the PP form 1 was 20th August 2022	
			Construction of 5 stance pit latrine at Wambabya HC III – Contract awarded to Jodha and Akbar Investment Ltd at the contracts committee sitting of 13th march 2023 through minute Min.38.3.23. The contract sum is UGX. 30 million. The date of the PP form 1 was 17th October 2022	
			Field visits were conducted to these sites on 21th November 2023 to have physical checks if the projects complied with MOH standard technical designs.	
			During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs.	
			At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOH headquarters.	
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0	There was evidence that daily site activities records that are consolidated into weekly reports and submitted to District engineer with a copy to DHO for each health infrastructure project. The projects were too small to attract a Clerk of Works but SOW from Works Department did this work.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	The health projects sampled were:	
			Construction of 5 stance lined pit latrine at Wambabya HC II	
			Construction of ART shade at Lucy Bisereko HC III	
			The assessor looked through the files and saw copies of daily reports prepared by SOW and copies of consolidated weekly reports submitted to District engineer with a copies to DHO	

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 that Kikuube Local Government held monthly site meetings for infrastructure projects. In attendance were the appointed PIT members including chairperson of the Health Unit Management Committee (HUMC).</p> <p>Files of the sampled projects were scrutinized for information.</p> <p>Construction of 5 stance lined pit latrine at Wambabya HC II</p> <p>Construction of ART shade at Lucy Bisereko HC III</p> <p>On all the files sampled, among other documents, the following reports could also be seen:</p> <p>Minutes of monthly site meetings indicating attendance of all PIT members with chairperson HUMC.</p> <p>Monthly progress reports.</p> <p>Field monitoring reports made by PIT members.</p> <p>Regular reports prepared by Superintendent Of Works and consolidated into weekly and monthly reports.</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 that the LG carried out technical supervision of works at health infrastructure projects at least monthly by relevant officers of the PIT including engineers, environment officers, and community development officers at critical stages of construction.</p> <p>Looking through the files, it can be seen that project supervision is taking place. For example site inspection reports dated 27th January 2023, 9th March 2023, 8th may 2023 give a good impression that there is consistent site inspection being conducted. There are monthly progress reports. These meeting are with full participation of District Health Officer, District Education Officer, District Environment Officer, District Community Development Officer, District Natural Resources Officer, District Engineer, Chief Internal Auditor, Chief Finance Officer, Chief Administrative Officer</p> <p>There was evidence that the Kikuube District Local Government verified works (certify) and initiated payments of contractors within specified timeframes as per contract.</p> <p>Files of several projects were sampled and the following evidence was found as examples of timely initiation and certification of payments.</p>	1

For the construction of the Art shade at Lucy Bisereko HC III, there was a payment request from the contractor dated 1st May 2023 but this payment was fully verified and signed by CAO on 1st June 2023. Attached to this payment request was a site inspection report dated 10th May 2023 and signed by Superintendent of Works (Apuuli Mbazira) attached to the measurement sheet (prepared by the District Engineer). In addition there was an environment and social certificate prepared by District Community Development Officer and Environment Officer. Meaning that at this critical stage of certification of works, Key district technical staff carry out supervision.

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

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

This is sufficient evidence that Kikuube Local Government (1) technical staff supervise during critical moments (2) Technical staff initiate and certify payments of contractors within specified time frames as per contract.

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

Maximum 10 points on this performance measure

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

The Acting DHO, Acting District Engineer, Environment Officer, DCDO certified works on health projects before the LG made payments to the Contractors but were not paid within the timeframe of 14 working days..

The payments made were as follows:

1. Construction of the Artshed at Lucy Bisereko Health Center III by M/S Rinde Engineering Services Limited Kikuube. Procurement Number. KIKU 863/WRKS/022 - 023/0005. Requisition for funds on 01/5/2023. Certified works on 18/5/2023 and paid on 28/6/2023 by EFT. 6441957, UGX. 93,072,885. **Paid after 27 days which was beyond the timeframe of 14 days.**

2. Construction of 5 Stance Lined at Wambabya HC III by Jodha and Akba R Investments Limited. Procurement Number. KIKU 863/WRKS/ 022-023/00020. Requisition for funds on 17/5/2023. Certified works on 5/6/2023 and paid on 28/6/2023 by EFT. 6441357, UGX. 26,208,256. **Paid after 40 days which was beyond the time frame of 14 days.**

3. Survey and Titling of Various Health Facilities in the District by Scapes and Surveys Associates. Procurement Number. KIKU 863/CONS/022-023/0002. Requisition for funds on 22/5/2023. Certified works on 29/5/2023 and paid on 28/6/2023 by EFT. 6441358, UGX. 47,000,000. **Paid after 27 days which was beyond the timeframe of 14 days.**

The contractors 1-3 were not paid within the specified timeframe of 14 days.

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 Kikuube Local Government kept complete procurement files for health infrastructure projects. The following two files were sampled.</p> <p>Construction of ART shade at Lucy Bisereko HC IV 5 – This work was awarded to M/S Rinde Engineering Services Ltd at the contracts committee meeting of 19th October 2022 Min.26.10.22 the contract sum is UGX. 105million .The date of the PP form 1 was 20th August 2022</p> <p>Construction of 5 stance pit latrine at Wambabya HC III – Contract awarded to Jodha and Akbar Investment Ltd at the contracts committee sitting of 13th march 2023 through minute Min.38.3.23. The contract sum is UGX. 30 million. The date of the PP form 1 was 17th October 2022</p> <p>The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law</p> <p>Apart from the above information on each project file many other details were seen on the files as follows: LGPP form 1 with Engineers’ estimate, Newspaper extract for the call for bids, Bidding forms and Instructions to bidders, LGPP form 2 Request for approval of procurement method, Request for approval of bidding documents, Evaluation Reports, Minutes of contract award, Payment receipt and many other documents like progress reports and certificates for practical completion.</p>
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Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was no evidence that the LG had grievances recorded, investigated, responded to and redress reported under Health</p>
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence that the guidelines on medical waste management were issued .example</p> <p>An attendance list/Distribution list mentioning Names, sex, Title, station and signature, the guidelines were distributed to 12 Health units(Kaseeta, Kyehoro, Bujalya, Kikuube HC IV, Kabwoya, kitoole, Bujugu, Muholju health units dated 13/12/2022</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>Wambabya and Lucy Bisereko Health Center II had open burning for medical waste pits seen during site visit. However, they were in very poor condition, the medical pit at Lucy Bisereko H C II was already full and was not fenced attracting stray domesticated animals. The health centers did not have incinerators</p>	0
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence of training records and awareness raising on healthcare waste management seen by the time of assessment. Example</p> <p>Infection prevention and control (IPC) training activity report for the Kikuube District Health Facility IPC Focal persons from 19-20/12/2022. Training involved building capacity of focal persons, promoting WASH in health facilities and continuous quality improvement in IPC.Participants in attendance were 21, (8Males and 13 Females) held at Da Villa Hotel in Kikuube District organized by Baylor-Uganda</p>	1

16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	<p>There was evidence that the LG had costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY example;</p> <p>Construction of ART Shade at Lucy Bisereko HC III-Health department (Ref No KIKU/863WRKS/22-23/00005). In the BOQ item element No 12 engraving works, site restoration, landscaping maintaining planted grass, planting trees at 2,240,000UGX. ESMP Mitigation costed at 5,400,000UGX and was signed by Environment officer and CDO on 14/3/2023</p> <p>Construction of 5 stance line Pit Latrine and Wambabya HC III-Health department (Ref No KIKU863/WRKS/22-23/00020. In the BOQ element No 7. Unique features site restoration, managing planted grass. Sensitizations on Covid 19, prevention and hand sanitizer access to site.ESMP Mitigation costed 1,500,000UGX and was signed by Environment officer DCDO, District Planner and DEng on 14/3/2023</p>	2
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	<p>There was evidence showing the LG had proof of land ownership for health construction projects implemented at the time of assessment for Lucy Bisereko HC III</p> <p>Letter (CR-FHR/533 KIK) addressed to Commissioner, Lands Administration Kampala (Masindi MZO) and subject line was request to issue freehold title for plot 247, Buhaguzi Block 19 Kikube district. (Measuring 0.4160 hec) Signed by senior land management officer, Kikuube DLG (Kyakusimire Zainabu) dated 11/10/2023</p>	2
	Maximum 8 points on this performance measure			

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was evidence of consistent monitoring and engagement throughout the contract period by CDO and Environment officer and monthly reports for health projects</p> <p>Examples:</p> <p>Monthly Report for compliance on Construction of Wambyabya HC III for May and June. Monitoring report dated 20/2/2022 and 30/6/2023 signed by Environment officer</p> <p>Monthly Report for compliance on Construction of ART Shade at Lucy Bisereko HC III -Buhimba SC for May and 30/6/2023. Monitoring report dated 30/6/2023 signed by Environment officer</p> <p>Corrective measures done on the monthly reports include; all over burden soils levelled, vegetation clearance limited to only the site area. During site visit at Lucy Bisereko HC III, the medical waste pit was full. There's need to improve the waste pit</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There was evidence accessed in LG for payment certificates signed off by the Environment Officer and CDO for health projects examples include;</p> <p>Payment Certificate No 1 Construction of ART Shade at Lucy Bisereko HC III -Buhimba SC. Amount due 98,072,111 UGX. Signed by DEng, DCDO, DHO and CAO on 18/5/2023 and 23/5/2023</p> <p>Payment Certificate No 1 Construction of 5 stance lined pit Latrine. Amount due 26,208,205 UGX. Signed by DEng, DCDO, DHO and CAO on 5/6/2023</p>	2

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & 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"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>As per the MWE-MIS for the FY 2022/23, the rural water functionality for Kikuube District was 93% which falls in the range of 90% to 100%, thereby justifying a maximum score of 2 to be entered.</p>	2
1	<p>Water & 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 & 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"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>From the MWE -MIS for the FY 2022/23, the % of WSS facilities with functional WSCs in Kikuube DLG, as seen under the Management Column, was 99%. This is in the range from 90% to 100%, thereby justifying a maximum score of 2 to be entered.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0 	<p>The water and environment LLGs performance assessment for the current FY 2023/24 indicated an overall average score for Kikuube DLG of 58% which is less than 60%. Therefore, a score of zero (0) was entered.</p>	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> o If 100 % of water projects are implemented in the targeted S/Cs: Score 2 o If 80-99%: Score 1 o If below 80 %: Score 0 	<p>Safe Water Coverage (SWC) for Kikuube District for the previous FY 2022/23, as obtained from the DWO for Rural water, was 64.5%. The Sub-Counties (S/Cs) with their SWC were Bugambe S/C (85%), Buhimba S/C (95%), Buhimba TC (44%), Kabwoya S/C (41%), Kiziranfumbi S/C (95%), and Kyangwali S/C (27%). Therefore, the Sub-counties with their SWC below the district average that were to be targeted included: Buhimba TC, Kabwoya S/C, and Kyangwali S/C.</p>	0

Kikuube DLG Rural Water and Sanitation AWP Report for FY 2022/23, submitted by CAO on 14th/07/2022 to MWE-PS, received by MWE Central Registry and approved by MWE RWSSD on 25th/07/2022 and Annual Budget performance report for FY 2022/23 (Quarter 4 progress report), submitted by CAO on 12th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023 indicated the following budgeted water projects that were implemented:

(i) Construction of Public lined Latrine (1): Construction of a 4-stance Water Borne Toilet at Bulimya RGC in Bulimya Ward of Kikuube Town Council of which 0 out of 1 is to the target S/C.

(ii) Extra-large Spring protection (7): Bugambe S/C (2), Kiziranfumbi S/C (2), Kabwoya S/C (1), and Buhimba (2). Equivalent to 1 out of 7 is to the target S/Cs.

(iii) Deep Borehole drilling (Hand Pumped: Siting, drilling, casting, installation and pump testing of 10 deep boreholes in Kyangwali S/C (3), Bugambe S/C (2), Kabwoya S/C (2), Kikuube TC (2), and Buhimba S/C (1): Equivalent to a target of 5 out of 10.

(iv) Production well drilling (Motorized Pump) at Kiswaza RGC: Siting, drilling, casting, installation and pump testing of 1 Production well at Kiswaza village, Munteme Parish in Kiziranfumbi S/C: Equivalent to a target of 0 out of 1.

(v) Construction of Phase (I) Nyamulima piped water supply system (Borehole pumped) in Nyamulima village, Katanga Parish in Bugambe S/C: Equivalent to 0 out of 1 is to the target S/C.

(vi) Extension of Kiziranfumbi piped water system in Kisambo Cell, Kisambo Ward of Kikuube TC: Equivalent to 0 out of 1 is to the target S/C.

(vii) Boreholes rehabilitated (11) in Kabwoya S/C (2), Kyangwali S/C (3), Buhimba S/C (1), Buhimba TC (1) and Kikuube TC (2), and Bugambe S/C (2), of which 6 out of 11 were in the targeted S/Cs.

(viii) Rehabilitation and extension of Kikuube HCIV piped water system in Kikuube Cell, Kigoora Ward, Kikuube TC: Equivalent to 0 out of 1 is to the target S/C.

(ix) Consultancy and design of piped

water supply scheme at Kiswaza RGC in Kiswaza village, Munteme Parish in Kiziranfumbi S/C: Equivalent to 0 out of 1 is to the target S/C.

Therefore, the total number of projects implemented in target S/C was 11 out of 27 budgeted projects in the Previous FY 2022/23, equivalent to 40.7%, which is far below 80% of water projects were implemented in the targeted S/Cs, thereby justifying the zero (0) score to be entered.

N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance measure

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

o If within +/-20% score 2

o If not score 0

A review of the Annual Work Plan and Budget for the previous FY 2022/23 and the sample of 3 WSS contracts revealed the following percentage variation of the engineering estimates:

(a) Project with reference KIKU863/WRKS/022-023/00008: Construction of Phase I Nyamulima Mini-piped water system at Bugambe S/C, awarded to TAT & JAD Investments Ltd at a cost of UGX157,975,426, compared with the Engineer's estimate of UGX161,909,021. This represents a negative variation of UGX3,933,595; equivalent to a **percentage variation of -2.43%**.

(b) Project with reference KIKU863/WRKS/022-023/00007: Survey, sitting and drilling of 10 Boreholes and one production well in Kikuube DLG for FY 2022/23, awarded to ICON Projects Ltd at contracted cost of UGX286,462,685, compared with the Engineer's estimate of UGX291,296,500 (UGX260,887,000 for 10 Boreholes + UGX30,409,500 for Production Well). This represents a negative variation of UGX4,833,815; equivalent to a **percentage variation of -1.66%**.

(c) Project with reference KIKU863/WRKS/022-023/00018: Construction of a 4-stance water borne Toilet at Kikuube TC in Kikuube DLG for FY 2022/23, awarded to KIBS General Services Ltd at contracted cost of UGX29,488,000, compared with the Engineer's estimate of UGX31,039,280. This represents a negative variation of UGX1,551,280; equivalent to a **percentage variation of 5.0%**.

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

N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance measure

d. % of WSS infrastructure projects completed as per annual work plan by end of FY.

o If 100% projects completed: score 2

o If 80-99% projects completed: score 1

o If projects completed are below 80%: 0

Kikuube DLG Rural Water and Sanitation AWP Report for FY 2022/23, submitted by CAO on 14th/07/2022 to MWE-PS, received by MWE Central Registry and approved by MWE RWSSD on 25th/07/2022 and Annual Budget performance report for FY 2022/23 (Quarter 4 progress report), submitted by CAO on 12th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2023 indicated the

following planned and budgeted water projects were implemented and their extent of completion by the end of the previous FY 2022/23:

(i) Construction of Public lined Latrine (1): Construction of a 4-stance Water Borne Toilet at Bulimya RGC in Bulimya Ward of Kikuube Town Council: **Achieved 100%** at a cost of UGX29,488,000.

(ii) Extra-large Spring protection (7): Bugambe S/C (2), Kiziranfumbi S/C (2), Kabwoya S/C (1), and Buhimba (2): **Achieved 100%** at a cost of UGX33,995,656.

(iii) Deep Borehole drilling (Hand Pumped: Siting, drilling, casting, installation and pump testing of 10 deep boreholes in Kyangwali S/C (3), Bugambe S/C (2), Kabwoya S/C (2), Kikuube TC (2), and Buhimba S/C (1): **Achieved 100%** at a cost of UGX260,887,000.

(iv) Production well drilling (Motorized Pump) at Kiswaza RGC: Siting, drilling, casting, installation and pump testing of 1 Production well at Kiswaza village, Munteme Parish in Kiziranfumbi S/C: **Achieved 100%** at a cost of UGX30,409,500.

(v) Construction of Phase (I) Nyamulima piped water supply system (Borehole pumped) in Nyamulima village, Katanga Parish in Bugambe S/C: **Achieved 100%** at a cost of UGX161,909,021.

(vi) Extension of Kiziranfumbi piped water system in Kisambo Cell, Kisambo Ward of Kikuube TC: **Achieved 100%** at a cost of UGX27,645,000.

(vii) Boreholes rehabilitated (11) in Kabwoya S/C (2), Kyangwali S/C (3), Buhimba S/C (1), Buhimba TC (1) and Kikuube TC (2), and Bugambe S/C (2): **Achieved 100%** at a cost of UGX113,677,778.

(viii) Rehabilitation and extension of Kikuube HCIV piped water system in Kikuube Cell, Kigoora Ward, Kikuube TC: **Achieved 100%** at a cost of UGX6,790,000.

(ix) Consultancy and design of piped water supply scheme at Kiswaza RGC in Kiswaza village, Munteme Parish in Kiziranfumbi S/C: **Achieved 100%** at a cost of UGX40,000,000.

Since 100% of the WSS Infrastructure projects implemented for FY 2022/23 were completed by the end of the FY,

then a score of 2 is entered.

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>From MWE-MIS for the assessment of Previous FY 2022/23, the rural water functionality for Kikuube DLG as per June 30th, 2023 was 93%.</p> <p>From MWE-MIS for the assessment of Previous FY but one 2021/22, the rural water functionality for Kikuube DLG per June 30th, 2022 was 93%.</p> <p>The variation in Functionality from 93% in FY 2021/22 to 93% in FY 2022/23, represents a zero (0) Change, which is a no increase in the water supply facilities that were functional. Therefore, a minimum score of zero (0) was entered.</p>	0
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water & 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>From MWE-MIS for the assessment of previous FY 2022/23, the rural water management for Kikuube DLG was 99% while the management was also 99 % for the assessment of previous FY but one, FY 2021/22. This indicates a 0% increase in the water supply facilities with functional water and sanitation committees, which is a no increase and therefore, a minimum score of zero (0) was entered.</p>	0

Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>There was evidence that DWO had accurately reported on WSS facilities constructed in the previous FY 2022/23 and the performance of the facilities was as reported. the following 3 facilities were sampled</p> <p>The following 3 WSS facilities were sampled from a list provided of the WSS facilities that were constructed in FY 2022/23. The sampled facilities were visited, and the following observations were made:</p> <p>(a) WSS facility source name: Kikuube Town Council Four-Stance water-borne Toilet in Bulimya RGC, Bulimya Ward, Kikuube Town Council, funded by DWSCG:</p> <ul style="list-style-type: none">• It was constructed in FY 2022/23 and completed on 30th/05/2023 by KIBS General Services Ltd Contractor at a cost of UGX29,488,000.• Its project reference number is	3
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KIK/PS/0035/PAF, constructed under contract reference number KIKU863/WRKS/022-023/00018.

- It has 4 stances, two for Males with a urinal, a stance for Females, and a fourth stance with a ramp for PWDs. There is a ramp also on the Males' side.
- There is a lined septic tank and a soak pit for the urinal
- It had WSC established and trained.
- The facility was completed and is already in use as reported.

(b) WSS facility source name: Kiswaza Production Well in Kiswaza RGC, Kiswaza Village, Muteme Parish in Kiziranfumbi S/C, funded by UgIFT:

- It was drilled and installed by ICON Projects Ltd in FY 2022/23 to serve Kiswaza RGC.
- Approximately 72m deep and 22 stainless pipes were installed in it.
- The system is to have a pipe work for 4 km of transmission and distribution lines.
- The production well has a good yield of 10.8 m³/h and was capped after drilling and installation in phase I.
- There was no fence installed on the facility but a pump house will be constructed and a chain link fence will be built.
- The tank for the water supply system is installed at the Kiswaza Catholic Church
- The facility phase I is completed as reported.

(c) WSS facility source name: Rwabasande Borehole in Rwabasande Village in Kisambo Ward, Kikuube Town Council, with ID DWD 87739, funded by DWSCG:

- Its construction was completed on 27th/03/2023 by ICON Projects Ltd.
- Its project reference number is
- Approximately 11 stainless steel pipes were installed
- The drainage channel is not clear and requires regular cleaning, and so is the casted platform.
- There was a fence installed on the facility.

- There was little iron in the facility water and a soak pit needs to be dug/constructed at the end of the drainage channel.
- No grass was planted around the facility to mitigate against erosion and no interceptor drain was dug to safely carry away surface runoff.
- Despite the few challenges observed, the facility is completed and in use as reported.

Therefore, the facilities were constructed and are functioning well, despite the few challenges observed and noted during the field visits. The DWO accurately reported them as completed and functional, and therefore, a score of 3 was accordingly entered.

5

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

Maximum 7 points on this performance measure

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

There was evidence that the LG Water Office collects and compiles information on sub-county water supply and sanitation reported in each quarter incorporated in the following Quarterly reports as attachments:

(i) The Quarter One Report was submitted by CAO on 20th/10/2022 to MWE PS, and received by MWE Rural Water & Sanitation Department and Central Registry on 9th/11/2022.

(ii) The Quarter Two Report was submitted by CAO on 23rd/02/2023 to MWE PS, and received by MWE Rural Water & Sanitation Department and Central Registry on 27th/02/2023.

(iii) The Quarter Three Report was submitted by CAO on 14th/04/2023 to MWE PS, and received by MWE Central Registry and Rural Water & Sanitation Department on 11th/05/2023.

(iv) Quarter Four Report was submitted by CAO on 12th/07/2023 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 14th/07/2023.

The other information details on the functionality of facilities and WSCs, safe water coverage, and community involvement especially in management through WSCs are also reported in the summary list attached especially the 4th Quarter report and Form 1s for data collection for new point water sources/facilities and attachments of Form 4s for old sources. Therefore, a score of 2 was accordingly entered.

2

b	<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>3</p>
			<p>There was evidence that the LG Water Office updates the MIS (WSS data) as seen in all the Quarterly Reports, the newly constructed facilities are reported and their details are filled in Form 1 as a data collection form for new point water sources/facilities, detailing location of the new facilities, population served, functionality of WSCs and WSS facilities.</p> <p>In the Fourth Quarterly progress report, Form 1s are attached with a summary table with column entries: New ID, Parish, Village, Type, YoC, Source name, Source number, Functionality (Functional (F), Non-Functional (NF), Decommissioned (D)), Comment, Free from contamination (Yes/No), Source Funder, Source owner, Management (Fees, Repairs, Meetings, Environment/Sanitation) and Gender: Women in Key Positions.</p> <p>The dates for submission of Quarterly reports are listed below:</p> <p>(a) The Quarter One Report was submitted by CAO on 20th/10/2022 to MWE PS, and received by MWE Rural Water & Sanitation Department and Central Registry on 9th/11/2022.</p> <p>(b) The Quarter Two Report was submitted by CAO on 23rd/02/2023 to MWE PS, and received by MWE Rural Water & Sanitation Department and Central Registry on 27th/02/2023.</p> <p>(c) The Quarter Three Report was submitted by CAO on 14th/04/2023 to MWE PS, and received by MWE Central Registry and Rural Water & Sanitation Department on 11th/05/2023.</p> <p>(d) The Quarter Four Report was submitted by CAO on 12th/07/2023 to MWE PS, and received by MWE Rural Water & Sanitation Department and Central Registry on 14th/07/2023.</p> <p>Examples of sources recorded in the Quarter Four Progress Report included the following six sources which were submitted for updating in the MIS:</p> <p>(a) Source Name: Kyebitaka Block 18 Deep Borehole with ID DWD 87743, located in Kyebitaka Village, Kyebitaka Parish in Kyangwali S/C at Location Coordinate UTM Zone 36N 252058mE, 130548mN. It was funded by GOU through DWSCG and is under community ownership and communal management.</p> <p>(b) Source Name: Buhumuuro Deep Borehole with ID DWD 87745, located in Buhumuuro Village, Butooke Parish</p>

in Kyangwali S/C at Location Coordinate UTM Zone 36N 259958mE, 142241mN. It was funded by GOU through DWSCG and is under community ownership and communal management.

(c) Source Name: Kahooyo Deep Borehole with ID DWD 87740, located in Kyarubanga Village, Ruguuse Parish in Bugambe S/C at Location Coordinate UTM Zone 36N 300099mE, 164533mN. It was funded by GOU through DWSCG and is under community ownership and communal management.

(d) Source Name: Rwabasande Deep Borehole with ID DWD 87739, located in Rwabasande Village, Kiyoora Ward in Kikuube TC at Location Coordinate UTM Zone 36N 300426mE, 151762mN. It was funded by GOU through DWSCG and is under community ownership and communal management.

(e) Source Name: Kiswaza Production Well (Deep Borehole) with ID DWD 87748, located in Kiswaza Village, Muteme Parish in Kiziranfumbi S/C at Location Coordinate UTM Zone 36N 301297mE, 141092mN. It was funded by GOU through UglFT.

(f) Source Name: Kabajangi Protected Spring with ID KIK/PS/0039/PAF, located in Kihooko Village, Buhogo Parish in Kabwoya S/C at Location Coordinate UTM Zone 36N 292284mE, 136659mN. It was funded by GOU through DWSCG.

Therefore, the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information and uses compiled information for planning purposes. This justifies a score of 3 to be entered.

5

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

Maximum 7 points on this performance measure

c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0

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.

There was no evidence that the DWO supported the 25% lowest performing LLGs in the previous FY 2022/23 in developing PIPs.

There were no PIPs developed that were provided by the Planner for implementation in the current FY 2023/24, thereby justifying a score of zero (0) to be entered.

0

Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>There was evidence in the staff list and performance contract to show that the District Water Officer budgeted for the following critical staff in the District Water Office:</p> <ol style="list-style-type: none">1. Civil Engineer (Water)2. Assistant Water Officer for Mobilisation3. Assistant Engineering Officer (Hygiene and Sanitation)4. Borehole Technician	2
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>There was evidence in the staff list and performance contract that the Acting District Natural Resources Officer has budgeted for critical staff in the Natural Resources department including:</p> <ol style="list-style-type: none">1. Natural Resource Officer2. Environment Officer3. Forestry Officer	2
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>Review of personal files of staff of the District Water Officer revealed that apart from the District Water Officer, other staff of the District Water Office were not appraised in the previous FY</p>	0

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

There was no evidence that the District Water Office identified capacity needs of staff from the performance appraisal process.

- There was no Kikuube DLG Capacity Needs Assessment Report for FY 2022/23 that was prepared and no training database was developed by the Principal Human Resource Officer (PHRO) of Kikuube DLG.

- There was no training plan developed and no training of the LG Water Sub-departmental Staff was conducted.

- Since no training was conducted for the District Water Office staff, there were no training reports.

Therefore, based on the above, a score of zero (0) was entered.

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

The Safe Water Coverage (SWC) for Kikuube District for the previous FY 2022/23, as obtained from the DWO for Rural water, was 64.5%. The Sub-Counties (S/Cs) with their SWC were Bugambe S/C (85%), Buhimba S/C (95%), Buhimba TC (44%), Kabwoya S/C (41%), Kiziranfumbi S/C (95%), and Kyangwali S/C (27%). Therefore, the Sub-counties with their SWC below the district average that were to be targeted included: Buhimba TC, Kabwoya S/C, and Kyangwali S/C.

From the Annual Work Plan (AWP) and Budget for the current FY 2023/24, submitted by Kikuube CAO on 12th/07/2023 to MWE PS, received by MWE Central Registry and approved by RWSSD on 14th/07/2023 showed the following budget allocations under the District Rural Water Supply-Development Fund part of the DWSCG and UglIFT:

Construction of Public Latrines in RGCs (1): Construction of a four-stance public water borne toilet at Kinogozi Market in Buhimba S/C at a cost of UGX57,219,825 of which none (0) went to Target S/C.

(i) Drilling of Production Well at Rwemparaki RGC with UglIFT funding: Production Well Drilling in Buhimba S/C, Kapapi S/C and Kitoba S/C at a cost of UGX33,000,000 of which UGX0 went to Target S/C.

(ii) Deep Borehole drilling (Hand pumps): Drilling of 12(no) Deep

Boreholes in Kyangwali S/C (UGX59,900,000), Kabwoya S/C (UGX59,500,000), Bugambe S/C (UGX58,800,000), Buhimba S/C (UGX57,900,000), Kiziranfumbi S/C (UGX29,300,000), Buhimba TC (UGX28,700,000) and Kikuube TC (UGX56,500,000) at a cost of UGX350,600,000 of which only UGX147,600,000 went to Target S/C.

(iii) Borehole Rehabilitation (14): Kyangwali S/C (UGX46,149,999), Kabwoya S/C (UGX34,900,000), Buhimba S/C (UGX23,150,000), Kikuube TC (UGX21,318,897) and Kiziranfumbi S/C (UGX22,271,000) at a cost of UGX159,109,958 of which UGX81,049,999 is to the Target S/Cs.

(iv) Feasibility and design of a piped water system at Rwemparaki RGC under UglIFT funding in Rwemparaki Village, Ruhunga Parish, Buhimba S/C (1) at a cost of UGX40,000,000 of which none went to Target S/C.

(v) Construction of Phase 2 Nyumulima piped water system in Bugambe S/C under UglIFT funding in at a cost of UGX194,267,435 of which UGX0 is to the Target S/Cs.

(vi) Extension and rehabilitation of Kyehoro piped water system under UglIFT funding in Kabwoya S/C at a cost of UGX13,000,000 of which all is to the target S/C.

(vii) Extension of Kinakyeitaka piped water system under UglIFT funding in Kyangwali S/C at a cost of UGX17,000,000 of which all is to the Target S/Cs.

(viii) Extension and rehabilitation of Bujalya piped water system under UglIFT funding in Buhimba S/C at a cost of UGX15,400,000 of which none is to the Target S/Cs.

(ix) Maintenance of Kiziranfumbi piped water system under UglIFT funding in at a cost of UGX6,181,190 of which none is to the Target S/Cs.

The AWP and Budget for the current FY 2023/24, therefore reflected a total of UGX258,649,999 allocated to target S/Cs out of UGX828,158,583 allocated to Water developmental infrastructure projects. This equated to 31.3% of the budget for water developmental infrastructure projects, falling far below 60% and therefore, a score of zero (0) was entered.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>There was evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY 2023/24.</p> <ul style="list-style-type: none"> • At the District Notice board, there was display of information on budget allocations for the current FY 2023/24, dated 26th/06/2023, with title “Water Sector Projects Allocation for the FY 2023/24 information on the current FY 2023/24”, addressed to the Senior Assistant Secretary (SAS/Town Clerk of all Sub-counties/Town Councils. The display allocations to the target S/C covered all the hardware project investments planned to be implemented in FY 2023/24, specifying the name and type of the facility, Sub-County/Town Council, Parish, Village, Amount allocated and source of funding. • There were also minutes of the district water and sanitation planning and advocacy meeting held on 20th December 2022 at Hotel Davilla in Kikuube TC, attended by 35 participants. The DWO informed the participants about the allocations. <p>Therefore, a score of 3 was entered.</p>	3
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>There was significant evidence that the district Water Office monitored each of the previous FY 2022/23 WSS facilities at least quarterly.</p> <p>The list of water and sanitation projects implemented during the previous FY 2022/23 is provided below:</p> <ul style="list-style-type: none"> (i) Construction of a 4-stance Water Borne Toilet at Bulimya RGC in Bulimya Ward of Kikuube Town Council. (ii) Extra-large Spring protection (7): Bugambe S/C (2), Kiziranfumbi S/C (2), Kabwoya S/C (1), and Buhimba (2). (iii) Deep Borehole drilling (Hand Pumped): Siting, drilling, casting, installation and pump testing of 10 deep boreholes in Kyangwali S/C (3), Bugambe S/C (2), Kabwoya S/C (2), Kikuube TC (2), and Buhimba S/C (1). (iv) Production well drilling (Motorized Pump) at Kiswaza RGC: Siting, drilling, casting, installation and pump testing of 1 Production well at Kiswaza village, Munteme Parish in Kiziranfumbi S/C. 	4

(v) Construction of Phase (I) Nyamulima piped water supply system (Borehole pumped) in Nyamulima village, Katanga Parish in Bugambe S/C.

(vi) Extension of Kiziranfumbi piped water system in Kisambo Cell, Kisambo Ward of Kikuube TC.

(vii) Boreholes rehabilitated (11) in Kabwoya S/C (2), Kyangwali S/C (3), Buhimba S/C (1), Buhimba TC (1) and Kikuube TC (2), and Bugambe S/C (2).

(viii) Rehabilitation and extension of Kikuube HCIV piped water system in Kikuube Cell, Kigoora Ward, Kikuube TC.

(ix) Consultancy and design of piped water supply scheme at Kiswaza RGC in Kiswaza village, Munteme Parish in Kiziranfumbi S/C.

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

- Drilling of 10 Boreholes (Hand pumps) and drilling of one Production Well (Motorized pump) were to be done in: 2nd Week of January; 4th Week of February; 2nd and 4th Weeks of March; and 3rd Week of May 2023.
- Protection of 7 Springs was to be done in 4th Week of December 2022; 1st Week of February and 4th Week of April 2023.
- Construction of one Public Latrine was to be done on 3rd Week of February; 3rd Week of March and 4th Week of April 2023.
- Rehabilitation of 11 Boreholes was to be done in 3rd Week of December 2022; 1st Week of January 2023; 1st Week of April; and 4th Week of May 2023.
- Feasibility study and design of one piped water systems, Construction of Nyamulima piped water system Phase 1, Extension of Kiziranfumbi piped water system Phase One and Rehabilitation of Kikuube HCIV piped water system by of Kiziranfumbi piped water system Phase One were to be done in 3rd to 4th Weeks of January; 2nd Week of February; 1st Week of March; 2nd to 3rd Week of April; 1st to 2nd Week of May; and 1st Week of June 2023.

The following monitoring/supervision or project implementation reports were found at the LG Water Department for WSS facilities

implemented during the Previous FY 2022/23:

- Activity monitoring report for water sources rehabilitated in FY 2022/23 within Kyangwali S/C where 9 boreholes were fully rehabilitated and are functional as reported by the SAS of Kyangwali S/C to CAO on 30th/0/2023.
- Sectoral Committee monitoring dated 1st/06/2023 regarding Rumogi P/S Borehole, Rwabasande Borehole, and Kikuube TC Borehole, reported by Clerk to Council.
- Supervision report for Spring Protection in Kabwoya S/C, dated 26th/06/2023 by the ADWO to SAS of Kabwoya S/C.
- Works and Water Political Monitoring report dated 16th/05/2023 that covered Kyatatemba Borehole, Borehole drilling at Kibingo Musaijamukuru and boreholes that needed rehabilitation (Kyabataka Bubogo Kabwoya Borehole and Mabaale Borehole in Buhimba TC, reported by Clerk to Council.
- Monthly monitoring/project implementation reports by the ADWO, approved by the DWO and submitted to CAO, variously dated 27th/07/2022; 26th/08/2022; 30th/09/2022; 30th/10/2022; 30th/11/2022; 30th/12/2022; 30th/01/2023; 28th/02/2023; 31st/03/2023; 30th/01/2023; 28th/04/2023; 31st/05/2023; and 30th/06/2023.
- It can therefore be estimated that on average, all the 34 WSS facilities were monitored, at least quarterly, equivalent to 100% of the WSS facilities that were monitored.

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

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

There was no evidence that the DWO conducted quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities discussed and remedial actions incorporated in the current FY 2023/24 AWP.

- There was only the first quarter DWSCC meeting minutes that were seen at the LG Water Department: Minutes for the First Quarter Kikuube DLG District Water and Sanitation Coordination Committee Meeting held on 20th/12/2022 at Hotel Davilla in Kikuube TC, attended by 35 participants. Agenda items 6 and 8 had some water issues identified and discussed. However, there is no evidence that some actions were made in the subsequent quarters two, three and four as most infrastructural developments take place in these quarters. Therefore, remedial actions that could have been identified and be incorporated in the current FY AWP could be ascertained.

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

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

Maximum 8 points on this performance measure

c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties:
Score 2

There was evidence that allocations for the Current FY 2023/24 to LLGs with SWC below the LG average were displayed at the District Water Notice Board and although the district website displays allocation for FY 2019/20 as a result of not being updated for some time.

- At the District Notice board, there was display of information on budget allocations for the current FY 2023/24, dated 26th/06/2023, with title “Water Sector Projects Allocation for the FY 2023/24 information on the current FY 2023/24”, addressed to the Senior Assistant Secretary (SAS/Town Clerk of all Sub-counties/Town Councils. The display allocations to the target S/C covered all the hardware project investments planned to be implemented in FY 2023/24, specifying the name and type of the facility, Sub-county/Town Council, Parish, Village, Amount allocated and source of funding.

- There were also minutes of the district water and sanitation planning and advocacy meeting held on 20th December 2022 at Hotel Davilla in Kikuube TC, attended by 35 participants. The DWO informed the participants about the allocations.

- For the sampled facilities in Kikuube T/C, and Kiziranfumbi S/C, had information on the current FY 2023/24 allocations to the target S/C that were displayed on their notice boards.

Therefore, a score of 2 was entered.

Mobilization for WSS is conducted

Maximum 6 points on this performance measure

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

- If funds were allocated score 3
- If not score 0

The Total Non-Wage Recurrent (NWR) budget for the previous FY 2022/23 was UGX74,480,328 while the amount spend on Mobilization was UGX123,749,326, which is 60.2% of the NWR. This percentage is more than the Minimum of 40% as per sector guidelines. Therefore, a maximum score of 3 was entered.

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.

There was evidence that the DWO in liaison with the CDO trained WSCs on their roles on O&M of WSS facilities.

For the sample of 3 WSS facilities, the following was observed and noted regarding training of WSCs on O&M roles:

(a) WSS facility source name: Public Water Borne Toilet at Bulimya RGC in Bulimya Ward of Kikuube TC, funded by DWSCG:

- It was constructed in FY 2022/23 and completed by KIBs General Services Ltd Contractor on 27th/02/2023.

- It had its WSC established and trained.

(b) WSS facility source name: Production Well (Deep Borehole) in Kiswaza village, Munteme Parish in Kiziranfumbi S/C, funded by DWSCG:

- It was drilled and installed by ICON Projects Ltd on 28th/04/2023.

- There was no WSC established since it was capped for future motorizing.

(c) WSS facility source name: Rwabasande Deep Bore Hole in Rwabasande Cell, Kisambo Ward S/C in Kikuube TC, with ID DWD 87739, funded by DWSCG:

- It was constructed on 27th/03/2023 by ICON Projects Ltd.

- There was a fence installed on the facility

- It had its WSC established and trained.

Therefore, the District Water Officer in liaison with the Community Development Officer established and trained WSCs/WUCs on their roles on O&M of WSS facilities, thereby justifying a score of 3 to be entered.

Investment Management

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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

Score 4 or else 0

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

- The LG assets register, which sets out WSS facilities by location and LLG was provided by the DWO as “Kikuube District Water Source Register” in a form of Table with column entries of (i) Submission date; (ii) Year; (iii) Village Name; (iv) Water Point Village ID; (v) Total Number of House Holds Served Estimated Population; (vi) Name of Water Point/Source; (vii) What type of Water Point is this? (viii) UTM Latitude Distance; and (ix) UTM Longitude Distance.

- It had 17 water facilities comprised of 10 Deep Boreholes and 7 Protected Springs that were constructed in the previous FY 2022/23, also listed with the above details, submitted on 20th/06/2023. The sampled Boreholes that were constructed in the previous FY 2022/23 and are found in the listed facilities included DWD 87738 Kigoora Borehole, DWD 87747 Kibingo Borehole, DWD 87743 Kyebitaka Borehole and KIK/PS/0041-PAF Ibanda Protected Spring Well

- It had 16 water facilities comprised of 13 Deep Boreholes and 3 Protected Springs that were constructed in the previous FY 2021/22, also listed with the above details, submitted on 21st/06/2022.

- The register must include the net worthies of the Assets and could include WSCs/WUCs established and/or trained, WUCs/WSCs composition by Gender as is indicated in the viewed Form 1s and Form 4s.

Since there was an assets register, that had WSS facilities by location and LLG that were updated with the previously constructed facilities in FY 2021/22 and FY 2022/23, a score of 4 was entered.

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:

Score 4 or else score 0.

Evidence was provided which showed the, DWO, Acting District Engineer, Environment Officer, CDO conducted desk appraisals for all WSS projects for FY 2023/2024. The prioritized investments were profiled in the LG DP III and in the approved AWP. The projects were appraised on, 29/03/2022.

Projects appraised were:

1. Construction of piped water system for Kikuube-Kikingura.
2. Rehabilitation of 5 deep bore holes at Ruhunga, Butoole, Kasonga, Nyarugabu and Butoole.
3. Sitting, Drilling, Casting and casting of 5 bore holes at Kituuka Central, Waiga B, Wampara, Kyarumbeuha and Baghdad
4. Construction of a production well at Miduuma.

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

There was evidence that the beneficiary communities applied for WSS investments for the current FY 2023/24.

Beneficiary communities applied for the budgeted investments in the current FY 2023/24 as indicated by the listed requests:

- The Letter from Kihigwa LC1, Kidoma Parish, Kiziranfumbi S/C to the DWO, dated 22nd/06/2022 requesting a protected water source following a resolution made by the community on 27th/05/2022 by 85 community members.
- The Letter submitted by SAS of Kyangwali S/C to CAO on 11th/04/2023 and received on 14th/04/2023 regarding the subject "Submission of request for water facilities for consideration by the district for the current FY 2023/24" that indicated 7 proposed water source sites.
- The Letter from the Head Teacher of Rumogi P/S found in Rumogi village, Kigoora Ward of Kikuube TC, dated 4th/04/2022, to the DWO requesting for a borehole. The school was willing to make a capital contribution and avail the land for the facility.
- The Letter by the SAS of Bugambe S/C on 20th/05/2022 to DWO, requesting for consideration of water sector projects for FY 2023/24 that included drilling 3 boreholes and installation of hand pumps, 3 borehole rehabilitations and Phase 2 construction of Nyamulima piped water system.
- Humble application for a protected water facility by the LCIs of Kakooge North Cell and Kakooge South Cell to the DWO through the Chairman LCV, Male and Female Councilors, and the Chairperson LC III of Buhimba TC, dated 25th/03/2022. The application was made after an earlier meeting of community members from both Cells in Kigaaya West Ward of Buhimba TC on 18th/03/2022.

Therefore, all the budgeted investments for the current FY 2023/24 had completed applications from beneficiary communities, and a maximum score of 2 was entered.

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>Evidence was provided which showed the, DWO, Acting District Engineer, Environment Officer, CDO conducted field appraisals for all WSS projects for FY 2023/2024. The prioritized investments were profiled in the LG DP III and in the approved AWP. The projects were appraised on, 6th April 2022.</p> <p>Projects appraised were:</p> <ol style="list-style-type: none"> 1. Construction of piped water system for Kikuube-Kikingura. 2. Rehabilitation of 5 deep bore holes at Ruhunga, Butoole, Kasonga, Nyarugabu and Butoole. 3. Sitting, Drilling, Casting and casting of 5 bore holes at Kituuka Central, Waiga B, Wampara, Kyarumbeuha and Baghdad 4. Construction of a production well at Miduuma. 	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was evidence of Environmental and Social Screening Forms for water projects for current Yr, and mitigation measures put in place example;</p> <p>Construction of Phase II Nyamulima piped water system. Ref No KIKU863/Wrks/23-24/00005. Contract amount 190,064,936UGX (ongoing project). Screening was done on 08/8/2022. ESMP Mitigation costed 6,395,000UGX and signed by Senior Environment officer on 8/8/2022</p> <p>Mitigations in place include; Improving soak away pits. certification to be done by CDOs, DWO and revegetation of all bare grounds at all water facilities</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There is evidence that water and sanitation infrastructure projects have been incorporated in the LG approved procurement plan</p> <p>The assessor reviewed a copy of the approved procurement plan with stamps (on the cover page) as being received by both registries of PPDA and Ministry of Finance. This procurement plan included all infrastructure projects planned for implementation this F/Y 2023-24</p>	2

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

Maximum 14 points on this performance measure

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

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

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

- Survey, Sighting & drilling of 10 boreholes and one production well. – This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 24th October 2022 through minute Min.26.10.22 The contract sum is UGX. 286, 462, 685.00 The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022
- Phase I of Nyamulima mini-piped water system at Bugambe S/C - This work was awarded to M/S TAT & JAD Investments Ltd at the contracts committee meeting of 24th October 2022 through Min. 26.10.22 the contract sum is UGX. 157, 975, 426.00
- Construction of 4 stance water borne toilet at Kikuube town Council – This work was awarded to M/S Kibs General Services Ltd at the contracts committee meeting of 13th March 2023 through Min. 38.3.23. the contract sum is UGX. 31, 039, 280.

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 District Water Officer properly established Project Implementation Team (PIT) as specified in water sector guidelines.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<p>The assessor saw a letter ref: No.156/2 dated 28th November 2022 signed by the CAO appointing members of PIT for several projects including water sector projects.</p>	
			<p>The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).</p>	
			<p>From the District Engineers' files and that of Water officer it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.</p>	
			<p>Monthly progress reports seen indicated attendance from all the PIT members.</p>	
			<p>All the field monitoring reports sampled had records of attendance of all PIT members.</p>	
			<p>Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.</p>	
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>There was evidence that Water and Public Sanitation Infrastructure sampled and indicated below were constructed as per the standard Technical Designs provided by the DWO in the BOQs and Technical drawings:</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<p>(a) WSS facility source name: Public Water Borne Toilet at Bulimya RGC in Bulimya Ward of Kikuube TC, funded by DWSCG:</p>	
			<ul style="list-style-type: none"> • It was constructed in FY 2022/23 and completed by KIBs General Services Ltd Contractor on 27th/02/2023. 	
			<ul style="list-style-type: none"> • It has 4 stances, two for Males with a urinal, another stance for Females and a fourth one with wider door and a ramp for PWDs, there is a ramp also on the Males' side. 	
			<ul style="list-style-type: none"> • There is no roof water harvesting and a tank for hand washing is placed in front of the facility but without water supply or connection to roof top, whose gutters were not in place. 	

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

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

(b) WSS facility source name: Production Well (Deep Borehole) in Kiswaza village, Munteme Parish in Kiziranfumbi S/C, funded by DWSCG:

- It was drilled and installed by ICON Projects Ltd on 28th/04/2023.
- Approximately 72m deep and a dynamic head of 70m and static head of 65m.
- The Reservoir tanks are located at Kiswaza Catholic Church, which is 25m above the Production well location. With an additional head loss of 12m along the transmission line, the total head of the pump required is 102m.
- Phase I construction which was completed covered (i) the sitting and Feasibility studies; (ii) Drilling and installation of the Deep Borehole (the production well), and (iii) Pipe work for 4 km of transmission and distribution lines.
- The production well has a good yield of 10.8 m³/h and was capped after drilling and installation in phase I.
- There was no fence installed on the facility
- No grass was planted around the facility to mitigate against erosion and no interceptor drain was dug to safely carry away surface runoff.

The facility was drilled and installed as per the design specifications and BOQs provided by the DWO. Despite all the challenges, the facility is completed and in use

(c) WSS facility source name: Rwabasande Deep Bore Hole in Rwabasande Cell, Kisambo Ward S/C in Kikuube TC, with ID DWD 87739, funded by DWSCG:

- It was constructed on 27th/03/2023 by ICON Projects Ltd.

- Approximately 11 pipes were put
- The drainage channel is not clear and requires regular cleaning, even at the casted platform.
- There was a fence installed on the facility
- There was no soak pit constructed at the end of the drainage channel and should be constructed as well.
- No grass was planted around the facility to mitigate against erosion and no interceptor drain was dug to safely carry away surface runoff.
- The facility was drilled and installed as per the design specifications and BOQs provided by the DWO, and is in use.

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

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

(a) Well Lining and Well Development Works

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

around the borehole site and landscape. Cart away mud and all waste from the site referring to technical specifications.

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

Construct hand pump platform with drainage channel and soak pit to drawing details, Civil concrete works to BS8100, structure engraved.

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

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

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

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

Maximum 14 points on this performance measure

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

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

- Survey, Sighting & drilling of 10 boreholes and one production well. - This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 24th October 2022 through minute Min.26.10.22 The contract sum is UGX. 286, 462, 685.00 The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022
- Phase I of Nyamulima mini-piped water system at Bugambe S/C - This work was awarded to M/S TAT & JAD Investments Ltd at the contracts committee meeting of 24th October 2022 through Min. 26.10.22 the contract sum is UGX. 157, 975, 426.00
- Construction of 4 stance water borne toilet at Kikuube town Council - This work was awarded to M/S Kibs General Services Ltd at the contracts committee meeting of 13th March 2023 through Min. 38.3.23. the contract sum is UGX. 31, 039, 280.

Minutes of monthly site meetings indicating attendance of PIT members.

Monthly progress reports.

Field monitoring reports made by PIT members.

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

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

The DWO, Ag. District Engineer, CDCO, and Environment Officer verified works and initiated payments of contractors but were not paid (contractors, 2 and 3) within the timeframe in the FY 2022/2023.

Maximum 14 points on this performance measure

- o If 100 % contracts paid on time: Score 2
- o If not score 0

Sample of 3 payments were.

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

1. Construction of phase 1 Nyamuliima Mini piped water system by Tat Ejad Invest Ltd Procurement Number. KIKU863/WKS/022-23/00018.

Requisition for funds on 7/6/2023. Certified works on 7/6/2023 and paid on 28/6/2023 by EFT. 6437754, UGX. 150,076,655.

Payment was after 21 days, which was within 30 days.

2. Protection of springs Lot 1 Bubogo Spring Well by Ruthette Partners Ltd. Procurement Number. KIKU/WRKS/022-023/00022.

Requisition for funds on 18/05/2023. Certified works on 18/05/2023 and paid on 28/06/2023 by EFT. 6441354, UGX. 32,295,873.

Payment was after 41 days, which was beyond 30 days.

3. Supply of spare parts for boreholes by Reliefline (U) Ltd. Procurement Number. KIKU/SPLS/022-023/00001.

Requisition for funds on 13/03/2023 . Certified works on 13/03/2023 and paid on 28/06/2023 by EFT. 6441315, UGX. 745,759.

Payment was after 81 days, which was beyond 30 days.

For 3 the sampled projects, payments to the Contractor 2 and supplier 3 were not effected within the precribed timeframe of 30 days.

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 complete procurement files for water infrastructure investments are in place for each contract with all records as required by PPDA Law

- Survey, Sighting & drilling of 10 boreholes and one production well. – This work was awarded to M/S Icon Projects Ltd at the contracts committee meeting of 24th October 2022 through minute Min.26.10.22 The contract sum is UGX. 286, 462, 685.00 The Solicitor General gave approval of the contract through his letter referenced DLAS/FPT/104/2022 and dated 21st December 2022
- Phase I of Nyamulima mini-piped water system at Bugambe S/C - This work was awarded to M/S TAT & JAD Investments Ltd at the contracts committee meeting of 24th October 2022 through Min. 26.10.22 the contract sum is UGX. 157, 975, 426.00
- Construction of 4 stance water borne toilet at Kikuube town Council – This work was awarded to M/S Kibs General Services Ltd at the contracts committee meeting of 13th March 2023 through Min. 38.3.23. the contract sum is UGX. 31, 039, 280.

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

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

Environment and Social Requirements

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p>	<p>There was no evidence that the LG had grievances recorded, investigated, responded to and redress reported under Health</p>	0
		<p>Score 3, If not score 0</p>		
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p>	<p>There was evidence that the LG had Water source and catchment protection and natural resource management guidelines disseminated to CDOs .example;</p>	3
		<p>Score 3, If not score 0</p>	<p>Letter addressed to CAO, Kikuube and subject line; water source protection and natural resource management action plan for WSS Facilities for FY 2022/2023 dated 16/01/2023. The letter was informing submission of the guidelines for WSS Facilities to CDOs to raise community awareness on their roles twice a month and estimated budget at 816,000UGX. signed by the District water officer (Agondeze Hillary Winyi) on 16/1/2023</p>	
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There was evidence in the LG to show water source protection plans and natural resource management plans for WSS infrastructure projects constructed during the previous FY prepared and implemented. Example;</p>	3
			<p>Report on the dissemination of water protection action plan for FY 2022/23 and how the local community can protect their water sources from destruction by human activities and other weather vagaries. In attendance were 25 members dated 28/02/2023 signed by ADWO Mobilization (Kabahuguzi Annet)</p>	
			<p>The CDOs and health assistants were requested to intensify monitoring of these sources continuously engaging the water user committees</p>	
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>There was evidence that all WSS projects were implemented on land where the LG has proof of consent.</p> <p>The following Land consent Forms were filled as proof consent:</p>	3

Score 3, If not score 0

- Land Consent: Voluntary land contribution with Rumogi COU as land owner for land in Rumogi LC1, Bulimya parish, Kiziranfumbi S/C that was voluntarily contributed without compensation for community project of borehole drilling. The affidavit of declaration of offer of land by the owner was filled on 19th/07/2023.

- Land Consent: Voluntary land contribution with Irumba Atwani and Kabayanja Margret as land owners for land in Kyarubango II Village, Ruguuse Parish, Bugambe S/C that was voluntarily contributed without compensation for community project of borehole drilling. The affidavit of declaration of offer of land by the owner was filled on 15th/06/2022.

- Land Consent: Voluntary land contribution with Bonerance Abigaba Barongo as land owner for land in Kijenga Village, Nyarugaba Parish, Bugambe S/C that was voluntarily contributed without compensation for community project of borehole drilling. The affidavit of declaration of offer of land by the owner was filled on 15th/06/2023.

- Land Consent: Voluntary land contribution with Paskali Restatuta as land owner for land in Kiyooro East Village, Ruguuse Parish, Bugambe S/C that was voluntarily contributed without compensation for community project of borehole drilling. The affidavit of declaration of offer of land by the owner was filled on 16th/06/2022.

- Land Consent: Voluntary land contribution with Alinda Hussein and Abiteyeka Robbinah as land owner for land in Kitindura Village, Ruhumbo Parish, Buhimba S/C that was voluntarily contributed without compensation for community project of Spring Well protection. The affidavit of declaration of offer of land by the owner was filled on 20th/04/2023.

For the sampled WSS projects that were visited:

(a) WSS facility source name: Public Water Borne Toilet at Bulimya RGC in Bulimya Ward of Kikuube TC, funded by DWSCG:

- Kikuube DLG had proof of consent for the land where the facility was implemented.

(b) WSS facility source name: Production Well (Deep Borehole) in Kiswaza village, Munteme Parish in Kiziranfumbi S/C, funded by DWSCG:

- Kikuube DLG had proof of consent for the land where the facility was implemented.

(c) WSS facility source name:
Rwabasande Deep Bore Hole in
Rwabasande Cell, Kisambo Ward S/C
in Kikuube TC, with ID DWD 87739,
funded by DWSCG:

- Kikuube DLG had proof of consent for the land where the facility was implemented.

From the sampled land consent forms, it can be concluded that actually all WSS projects were implemented on land where the LG had proof of consent without any encumbrances. Therefore, a maximum score of 3 was entered.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

c. Evidence that E&S
Certification forms are
completed and signed by
Environmental Officer and CDO
prior to payments of contractor
invoices/certificates at interim
and final stages of projects:

Score 2, If not score 0

Evidence that showed Environment
and Social Safeguards Certification
forms were completed and signed by
the Senior Environment Officer and
DCDO prior to payments of contractor
invoices and certificates at interim
and final stages of projects.

Sample of 3 payments were:

1. Construction of phase 1 Nyamuliima
Mini piped water system by Tat Ejad
Invest Ltd Procurement Number.
KIKU863/WKS/022-23/00018.

Requisition for funds on
7/6/2023. Certified works on 7/6/2023
and paid on 28/6/2023 by EFT.
6437754, UGX. 150,076,655

2. Protection of springs Lot 1 Bubogo
Spring Well by Ruthette Partners Ltd.
Procurement Number.
KIKU/WRKS/022-023/00022.

Requisition for funds on 18/05/2023.
Certified works on 18/05/2023 and
paid on 28/06/2023 by EFT. 6441354,
UGX. 32,295,873.

3. Construction of 4 boreholes in 4
villages: Rujunju, Bulumuro,
Kabanjangi by Kibs General Services
Ltd. Procurement number,
KIKU863/WRKS/022-023/00018.

Requisition for funds on 30/05/2023.
Certified works on 30/05/2023 and
paid on 28/06/2023. by EFT. 6432336,
UGX. 29,487,316.

From the sample above, Environment
and Social Safeguards Certification
forms were completed and signed by
the Senior Environment Officer and
DCDO prior to payments of
contractors for FY 2022/2023.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was evidence in the LG that the CDO and Environment Officers undertook monitoring to ascertain compliance with ESMPs. The reports include;

Environment and social compliance monitoring report for water Projects under water department. Joint monitoring was done by Environment officer, on 6-8/7/2023. Certification for Ruyanja and Rumogi PS borehole drilling done on 10/1/2023 by environment officer

Mitigation measures implemented for water projects included; planted trees, revegetation of bare ground and construction of soak pit

**Micro-scale
Irrigation
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries - score 2 or else 0</p>	<p>There was evidence that the LG has up-to-date data on irrigated land for the last two FYs (2021/2022 & 2022/2023); disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries. Data on irrigated land for the two FYs were summarized below: Title of the report dated June 20, 2022 "Submission of a list of micro-irrigation facilities in Kikuube district FY 2021/2022 for Non-micro scale beneficiaries" had total acreage of 156. Another report dated June 20, 2023 "Submission of a list of micro-irrigation facilities in Kikuube FY 2022/2023 for both non-micro scale and micro scale beneficiaries" had acreage 206, of which 4 acres were under micro irrigation.</p>	2
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>There was evidence that the LG had increased acreage of newly irrigated land in the previous FY as compared to the previous FY but one. Data on irrigated land in Kikuube district as of June 30/2022 for Non -micro scale beneficiaries was 156 acres. Data on irrigated land in Kikuube district as at June 30/2023- for both non-micro scale and micro scale beneficiaries was 206 acres. Therefore percentage Increase in acreage = $(206-156) \times 100 / 156 = 32\%$.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0 	<p>N/A (Kikuube LG is under Phase 2 Districts).</p>	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0	There was evidence that the development component of micro-scale irrigation grant had been used on eligible activities. From the budget performance report for the FY 2022/2023 report dated July 01, 2023, 98,275,047/= was received and 97,579,876/= was utilized. Grant guidelines were provided for Phase 2 which was 100% complimentary services and started in the FY 2022/2023 looking at upscaling the program to the rest of the country covering the 95 roll-out districts where Kikuube was among.	2
Maximum score 6				
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	N/A (Kikuube LG is under Phase 2 Districts).	0
Maximum score 6				
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	There was evidence that the variations in the contract price for the establishment of irrigation demonstration sites were within +/-20% of the Agriculture Engineer's estimates. As per the contract document provided with procurement ref nos. KIKU863/SUPLS/022-023/001, the budget for the supply and installation of micro-scale irrigation equipment under UGIFT was 24,978,476/=. The contract was signed on 6th June 2023 between Kikuube district LG and Tripple Mutuunda Green Valley Investments (U) Ltd. The Engineer's estimate was 24,925,942/= for the two irrigation sites. Therefore, the percentage variation in the contract price was 0.2%.	1
Maximum score 6				

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY	There was evidence that planned irrigation demonstration sites where contracts were signed during the previous FY 2022/2023 were installed/completed within the previous FY 2022/2023. The contract document was signed on June 06, 2023. The work completion certificate was issued on June 27, 2023.	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 	The percentage = $2 \times 100/2 = 100\%$.	
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	a) Evidence that the LG has recruited LLG extension workers as per staffing structure	Evidence that was provided to the assessor showed that Kikuube district had not recruited LLG extension workers as per staffing structure. The staff list provided by the HRM Office was not clear. This assessment is based on the 3 LLGs sampled by the assessor. Bugambe Sub-County had 1 extension worker instead of 6, while Kikuube Town Council and Kiziranfumbi sub-county were sharing 1 extension staff out of a total of 9. Basing on the 3 LLGs visited by the assessor, there were only two extension workers out of a total 15 which is 13% hence a score of 0	0
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • If 75 - 99% score 1 • If below 75% score 0 		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF	There was evidence that irrigation demonstration site(s) in different LLGs met standards as defined by MAAIF. Mulindwa Sulayiman had a quarter an acre under irrigation in the Kyangwali sub-county with sprinkler irrigation and a drag hose system demonstrated. There was a water tank of capacity 10000 litres, solar water pump, Tank stand, solar mounting structure, sprinklers (4) and hydrants (2). Kabanyoro Dinah had a quarter an acre under irrigation in Kikuube town council with sprinkler irrigation and a drag hose system demonstrated. There was a water tank of capacity 5000 litres, two solar modules each with 260W and of monocrystalline type, a solar water pump, a solar mounting structure, a tank stand, and hydrants (2).	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 or else score 0 		

4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>b) Evidence that the installed micro-scale irrigation systems during last FY are functional</p> <ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 	<p>The two demonstration sites (Mulindwa Sulayiman and Kabanyoro Dinah) were installed but not functional. The non-functional site (Kabanyoro Dinah) was as result of poor site selection. It was situated in a waterlogged area, and this affected its performance. The non- functionality of Mulindwa Sulayiman Demo was as result of the main delivery pipe from the reservoir frequently cut by the farmers downstream. The main pipe was not laid under the ground.</p>	0
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Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>Based on information got from the 3 sub-counties sampled by the assessor, information on position of extension workers filled is accurate. Kikuube Town Council and Kiziranfumbi sub-county were sharing one extension worker (Kabanyoro Dinah – Assistant Agricultural Officer) and Bugambe sub-county had 1 extension worker (Katusiime Janet – Agriculture Officer)</p>	2
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5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p>The two sites were not functioning, and accuracy could not be determined.</p>	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	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	There was evidence that information is collected quarterly on; newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer Expression of Interest. Quarterly reports were prepared. In Quarter 1, the project implementation team had no approved work plan and budget. This was captured in a micro-scale irrigation sub-grant quarterly report dated 11th October 2022. Training started on 21/7/2022 and completed on 22/7/2022. Completion certificates of the training were issued to officers. In quarter 2, all the UGIFT-MIP activities were tethered to the routine agricultural advisory fieldwork. These activities were summarized in the micro-scale irrigation sub-grant quarterly report dated 13th January 2023. In Q2, there was also another awareness raising of district leaders, subcounty leaders, Parish level leaders and community about UGIFT micro-irrigation project and this report was dated on 23rd November 2022. Quarter 3, there was training on mid-March 2023, awareness for local leaders and farmers, farm visits, expression of interest and procurement. This information was extracted from a report titled micro-scale irrigation sub-grant quarterly reports dated 13th April 2023. In Q4 there was a report titled "micro-scale irrigation sub-grant quarterly report" dated 14th July 2023. The report indicated 249 successful EOIs, identification of demonstration sites, procurement and compliance to environmental and social safeguards.	2
	Maximum score 6			
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	There was Evidence that the LG has entered up to-date LLG information into MIS/Irritrack and has reached their target EOIs. EOIS submitted 282 and those that succeeded were 249, and the target was 114 and farm visits were 57.	1
	Maximum score 6			
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	There was evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS/Irritrack. The total EOI recorded was 282, of which EOIs 96 were for Q3 and EOIs 249 for Q4. The total EOI from the MIS/Irritrack at the time of assessment was more than the target EOI of 114.	1
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	There was no approved Performance Improvement Plan in place for the lowest performing LLGs.	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	There was no report on PIP implementation performance improvement implementation for the lowest performing LLGs.	0
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Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	There was evidence that the LG had budgeted for extension workers as per guidelines/in accordance with the staffing norms. The performance contracts for the FY 2023/2024 for the extension workers were in place and filed. The period of assessment was from 1/07/2023 to 30/06/2024 and were signed on 1st July 2023. The extension workers wage was 400,800,000/= for FY 2023/2024.	1
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	The extension workers were deployed as per guidelines and were engaged in program implementation activities. From the staff register, there were nine (09) extension workers in the production department and all deployed. The extension workers' wage was 400,800,000/= for FY 2022/2023.	1
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Evidence that was provided revealed that that extension workers are working in LLGs where they are deployed. Kikuube Town Council and Kiziranfumbi sub-county were sharing one extension worker (Kabanyoro Dinah - Assistant Agricultural Officer) and Bugambe sub-county had 1 extension worker (Katusiime Janet - Agriculture Officer)	2
Maximum score 6				
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	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	The list of extension workers including their telephone contacts were displayed on the noticeboards in all the three LLGs visited by the assessor including Bugambe sub-county, Kikuube Town Council and Kiziranfumbi sub-county	2
Maximum score 6				
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	The assessor reviewed files of 6 extension workers and established not all Extension Workers were appraised as per guidelines because some were appraised late and others had conflicting dates between what was reflected by the appraisees, the immediate supervisors, the countersigning officers and the Responsible Officers. 1. Kiburara John (Fisheries Officer) was appraised on 30th June 2023 2. Mulindwa Sulayiman (Agriculture Officer) was appraised on 3rd July 2023 3. Kabanyoro Dinah (Assistant Agriculture Officer) - had conflicting appraisal dates where the Responsible Officer reflected a date earlier than that of the immediate supervisor 4. Katusiime Janet (Agriculture Officer) - had conflicting appraisal dates 5. Dr Ruhweza Protus (Acting Senior Veterinary Officer) was appraised on 30th June 2023 6. Onyuta Alinaitwe David (Agriculture Officer) did not have appraisal reports for previous FY	0
Maximum score 4				
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	No evidence was provided to show that the DPO had taken corrective actions to address performance gaps identified during the assessment process.	0
Maximum score 4				

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	There was evidence that training activities were conducted in accordance with the training plans at District level. There was report on field day event held at Kyangwari UGIFT micro-scale irrigation demonstration site held on 26th June 2023. The event was attended by technical staff (15), politicians (17) and farmers (230). The attendance sheet was attached. There was another training on Irritrack users, and a training report dated 30th June 2023 was produced titled Irritrack users training report. Fourteen technical staff were trained.	1
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 training activities were documented in the training database. There was training on Irritrack users, and a training report dated 30th June 2023 was produced titled Irritrack users training report. Fourteen technical staff were trained.	1

Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0	The LG i) Did not get Capital Development ii) Complimentary services was allocated of 100%.	2
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9	<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>The LG evidence provided showed budget allocations were made towards complementary services in line with the sector guidelines as follows.</p>	2
	<p>Maximum score 10</p>		<p>i. Complementary, UGX.98,275,047</p> <p>a. Awareness of raising local leaders (Max. 15%), UGX. 14,741,257.</p> <p>b. Awareness of raising famers (Min.40%), UGX.39, 310,019.</p> <p>c. Farm visits, (Min.15%), UGX.14, 741,257.</p> <p>d. Demonstrations (Min.30%), UGX.29, 482,514.</p> <p>Total, UGX.98, 275,047.</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>N/A (Kikuube LG is under Phase 2 Districts).</p>	0
	<p>Maximum score 10</p>			
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>- N/A (Kikuube LG is under Phase 2 Districts).</p>	0
	<p>Maximum score 10</p>			

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>There was evidence that the LG has disseminated information on the use of farmer co-funding through the distribution of brochures to farmers. Minutes of the special Extended District Technical Planning Committee meeting held on November 01, 2022, which started at 10.00 AM at Kikuube district council hall. MIN 03/11/2022 Overview of UGIFT MIP outlines the co-investment arrangement under Ugift. The brochures on how co-funding is shared were distributed.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	<p>There was no evidence that the DPO had monitored monthly the installation of equipment for the irrigation demonstration sites (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.). There was a report titled Joint monitoring exercise of UGIFT micro-irrigation project implementation across the entire district dated 30th June 2023. This report did not show proof of monitoring the installation of irrigation Demo equipment. The irrigation Demos were installed towards the end of the financial year and monitoring was not done. Inventory of micro-scale irrigation equipment installed for two sites seen and these included Kabanyoro Dinah (Kikuube town council), Mulindwa Sulayiman (Kyangwari sub-county). Environmental assessment for the two sites seen conducted on 4/04/2023.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was no evidence that the LG had overseen approved farmer training & support (to farmers, to achieve servicing and maintenance during the warranty period).</p>	0

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	There was a report dated 20th June 2023 titled Micro-irrigation supervision report for Kisambo and Kyangwali demonstration sites. However, the report did not provide evidence that the LG had provided hands-on support to the LLG extension workers during the implementation of complementary services as per the guidelines. The report captured supply of irrigation input material, trenching to install irrigation equipment, and fabrication and installation of a tank stand.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	There was no evidence that the LG has established and run farmer field schools/irrigation demo sites as per the guidelines.	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	There was evidence that the LG had conducted activities to mobilize and sensitize farmers as per guidelines. Below is the evidence collected; Attendance sheets dated 30/3/2023 about sensitization were in place. On 5/5/2023, there was sensitization and mobilization. This was evidenced in a report titled Report on Field Day event held at Kyangwari UGIFT micro-irrigation demonstration site on 26/6/2023. There were attendance sheets for mobilization with 262 participants, and field based photos were attached. On 23rd November 2022 there was a report on community awareness raising about UGIFT micro-scale irrigation project using mass media. Liberty Fm station was used as the service provider.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was evidence that the district has trained staff and sensitized political leaders at the District and LLG levels. The following reports provided the evidence. The report titled Awareness Raising of District Leaders about UGIFT micro-irrigation project. This activity was conducted on 6th January 2023. Report on awareness raising of parish-level leaders about the UGIFT micro-irrigation project. This activity was conducted from 9th to 30th January 2023. Report on awareness raising of sub-county leaders about the UGIFT micro-irrigation project. This activity was conducted between 9th to 12th January 2023.	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 was evidence that the LG had an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY 2022/2023 as per the format. The inventory of micro-scale irrigation equipment installed had two sites, with equipment supplier and ref number KIKU863/SUPLS/022-023/001. The two site names were Kabanyoro Dinah (Kikuube town council), Mulindwa Sulayiman (Kyangwari sub-county). The date of installation was June 2023, and the size of each demo was a quarter an acre.</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>There was evidence that LG keeps an up-to-date database of applications (EOIs) for the current FY 2023/2024 and previous FY 2022/2023 at the time of the assessment. Database of the applications, FY 2022/2023; EOIs were 175 and 37 farm visits. The database of the applications FY 2023/2024 for EOIs was 107. Farm visits 20. From the database, the names of those that expressed interest were displayed. Copies of applications from LLGs seen from the form showing expression of interest in the micro-scale irrigation program.</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>There was evidence that the district had carried out farm visits to farmers that submitted complete Expressions of Interest (EOI). This was evidenced in a report titled UGIFT micro-irrigation project farm visit dated 30th June 2023.</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 names of eligible farmers for the micro-irrigation program had yet been displayed on the District and the noticeboards of the 3 LLGs sampled by the assessor because the selection process was still underway.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.	There was evidence that micro-scale irrigation systems were incorporated in the Kikuube District Local Government approved procurement plan The assessor reviewed a copy of the approved procurement plan with stamps (on the cover page) as being received by both registries of PPDA and Ministry of Finance. This procurement plan included all infrastructure projects planned for implementation this F/Y 2023-24	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	There was evidence that kikuube District Local Government requested for quotation from irrigation equipment supplier prequalified by MAAIF. The assessor saw a newspaper extract that was calling for quotations from prospective tenderers. The assessor checked the project files and read the 7th contracts committee approval of method of procurement (Request for quotation) and then the evaluation report for the contracts committee meeting of 29th May 2023. The requirement was for “supply and installation of micro-scale irrigation equipment under UGFIT microscale irrigation program to production Department. Three suppliers submitted Art Centre Contractors and supplies Ltd UGX. 24, 935, 814.00 Bajagahe Enterprises Ltd UGX. 25, 270, 000.00 Triple Mutunda Green Valley investments (U) Ltd UGX. 24, 979, 876.00 The best evaluated bidder was selected following an evaluation report. M/S Triple Mutunda Green Valley Investments Ltd	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was evidence that Kikuube LG concluded selection of the irrigation equipment supplier based on set criteria. Review of evaluation criteria and the evaluation report dated 2nd December 2022 indicate compliance with MAAIF criteria.	2
	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>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>There is evidence that the micro-scale irrigation systems for the previous FY was approved by the contracts committee</p> <p>The project "Supply of solar powered irrigation systems on the farm of Kigorobya Seed School LOT 1" was approved through contracts committee minute 55/CC/HDLG/2022-23 dated 2nd December 2022. The best evaluated bidder notice was displayed on 12th December 2022 and the notice was due for removal on 23rd December 2022</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0</p>	<p>There is evidence that Hoima LG signed the contract with the lowest priced technically responsive irrigation equipment supplier. The assessor read the bid evaluation reports that confirmed that the final winner was Waterfix Engineering (U) Ltd. It was a sole bidder after following the legal requirements.</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>f)Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0</p>	<p>There was evidence that the irrigation demonstration sites installed were in line with the designs. The standard technical designs were provided by the supplier for the two Demo sites. For the Demos, design output sheet is not applicable.</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0</p>	<p>There was evidence that the LG had conducted regular technical supervision of the irrigation demonstration sites by the relevant technical officers. There was a report dated 20th June 2023 titled Micro-irrigation supervision report for Kisambo and Kyangwali demonstration sites. The report captured supply of irrigation input material, trenching to install irrigation equipment, and fabrication and installation of a tank stand.</p>	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	h) Evidence that the LG has overseen the irrigation equipment supplier during:	There was evidence that the LG oversaw the irrigation equipment supply, installation, and testing for functionality. There was a report dated 20th June 2023 titled Micro-irrigation supervision report for Kisambo and Kyangwali demonstration sites. The report captured supply of irrigation input material, trenching to install irrigation equipment, and fabrication and installation of a tank stand.	1
	Maximum score 18	i. Testing the functionality of the installed equipment: Score 1 or else 0		
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer):	There was no evidence that the LG has overseen the irrigation equipment handover to the Approved host/beneficiary Farmer. There were no site books at the time of assessment.	0
	Maximum score 18	Score 1 or 0		
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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:	<p>Evidence showed the Local Government made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form:</p> <p>Payments to the following supplier was as below:</p> <p>Payment terms as per contract 30 days after a request for payment / invoice by the contractor.</p> <p>1. Supply of solar powered irrigation schemes on the farm of Nyakoojo Lawrence, lot 2 by Tripple Mutunda Green Valley Investments (U) Ltd. Procurement Number. KIKU863/SUPLS/022-023/00011. Requisition for funds on 21/06/2023. Certified works on 24/06/2023 and paid on 28/06/2023 by EFT. 6440616, UGX. 23,479,767. Paid within 30 days</p> <p>2. Supply of solar powered irrigation schemes to farm Kyangwali SC Agri-business incubation Hub at Kyangwali Village by Tripple Mutunda Green Valley Investments (U) Ltd. Procurement Number. KIKU863/SUPLS/022-023/00012. Requisition for funds on 21/06/2023. Certified works on 24/06/2023 and paid on 28/06/2023 by EFT. 6440616, UGX. 23,479,767. Paid within 30 days.</p>	2
	Maximum score 18	Score 2 or else 0		

13

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

Maximum score 18

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

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

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

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

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

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

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

Environment and Social Safeguards

14

Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework

Maximum score 6

a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0

There was evidence that the Local Government had displayed details of the nature and avenues to address grievance in public areas on the production department and LLG noticeboards. There was a notice on how to raise a formal grievance. The names of the committee chairperson and Secretary together with their contacts were displayed on the noticeboard.

2

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p>	<p>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 the LG had grievances recorded, investigated, responded to and redress reported under Micro-scale irrigation</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence that the LG had a grievance framework for Micro-scale irrigation grievances investigated</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence that the LG had a grievance responded to under microscale irrigation</p>	0

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

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p>	<p>There was MOUs between Demo hosts (Kabanyoro Dinah and Mulindwa Sulayiman) and LGs signed on 29th June 2023. The MOUs indicated that the farmer had to commit to providing the land free of encumbrance for purposes of establishing the irrigation system. However, there was no report disseminating micro-scale irrigation guidelines to provide proper siting, proper use of agro-chemicals and safe disposal of chemical waste containers.</p>	0
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	<p>There was evidence that the LG had screened and costed ESMP that were incorporated into designs, BoQs, bidding and contractual documents example;</p> <p>Supply and installation of Microscale irrigation at Kisambo.equipment under UgIFT Ref No: KIKU863/Supls/ 22-23/00008. Screening forms were signed by the SEO and Agroecologist on 4/4/2023 for the Demo at Kisambo and Kyangwali</p> <p>In the BoQs under B4.2-Environmental protection allow for water conservation methods including tree planting and water source protection costed at 250,000UGX</p>	1
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15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	There was evidence that the LG monitored irrigation impacts for Microscale irrigation projects for the demo site at Kisambo under UgIFT. There was a report on joint monitoring of UgIFT Microscale irrigation implementation in the entire district The highlights in the report include; establish awareness of the demo site, establish E&S Safeguards standardized and protection of demo sites. Report signed by PAO (Kusiima Kalesi)on 30/6/2023	1
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There were no E&S certification forms completed and signed by Environment officer prior to payment of contractor invoices/certificates at interim and final stages of projects at the time of assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There were no E&S certification forms completed and signed by CDO prior to payment of contractor invoices/certificates at interim and final stages of projects at the time of assessment.	0

**Crosscutting Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	The position of Chief Finance Officer was substantively filled. Mugisha Moses was appointed on promotion as a Chief Finance Officer under DSC minute no. 007/2022 (i). Performance Appraisal report for the Chief Finance Officer (Mugisha Moses) for the previous FY was not provided.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	The position of District Planner was vacant. Twesigye Faustino Baguma who was substantively appointed on attainment of higher qualifications to the position of Senior Planner under DSC minute no. 250/2019 was acting as District Planner. The Acting District Planner (Twesigye Faustino Baguma) was appraised on 30th June 2022	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	The position of District Engineer was vacant. Arinaitwe Emmy who was substantively appointed on transfer of service from Hoima District arising out of operationalisation of Kikuube District as Senior Engineer under DSC minute no. 85/2018 was acting as District Engineer. The performance report for the acting District Engineer (Arinaitwe Emmy) for the previous FY was not provided.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The position of District Natural Resources Officer was vacant. Nambi Pauline who was substantively appointed as Senior Environment Officer under DSC minute no. 246/2019 (viii) was assigned to act in the capacity in a letter dated 15th May 2023. The Acting District Natural Resources Officer (Nambi Pauline) was appraised on 30th June 2023.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The position of District Production Officer was substantively filled. Dr Ntume Barnabas was appointed on promotion to the position of District Production Officer under DSC minute no. 007/2022 (ii). The District Production Officer (Dr Ntume Barnabas) was appraised on 30th June 2023	3

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	The position of District Community Development Officer was vacant. Atumanya Nelson who was appointed on probation as a Senior Community Development Officer under DSC minute no.249/2019 (iii) was assigned acting duties as the District Community Development Officer in a letter dated 11 April 2022. The performance report for the acting District Community Development Officer (Atumanya Nelson) for the previous FY was not provided.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The position of District Commercial Officer was vacant. Businge Faridah who was substantively appointed on transfer of service from Hoima District arising out of operationalisation of Kikuube District as Senior Commercial Officer under DSC minute no. 81/2018 was assigned acting duties on 29th March 2019. The performance report for the Acting District Production Officer (Businge Faridah) for the previous FY was not provided)	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The position of Senior Procurement Officer was substantively filled. Byarugaba Christopher was appointed on transfer of service from Hoima District to Kikuube District as Senior Procurement Officer under DSC minute no.90/2018. The Senior Procurement Officer (Byarugaba Christopher) was not appraised in the previous FY because he was on interdiction	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	The position of Procurement Officer was substantively filled. Ssewanyana John Herbert was appointed on probation as Procurement Officer under DSC minute no. 246/2019 (ii). The performance appraisal report for the Procurement Officer (Ssewanyana John Herbert) for the previous FY was not provided.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	The position of Principal Human Resource Officer was vacant. Businge Patrick who was substantively appointed on promotion as a Senior Human Resource Officer was assigned acting duties as Principal Human Resource Officer in a letter dated 22nd September 2022. Performance Appraisal report for the Acting Principal Human Resource Officer (Businge Patrick) was not provided.	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	The position of Senior Environment Officer was substantively filled. Nambi Pauline was appointed as Senior Environment Officer under DSC minute no. 246/2019 (viii). The Senior Environment Officer (Nambi Pauline) was appraised on 30th June 2023	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	The position of Senior Land Management Officer was substantively filled. Kyakusimiire Zainabu was appointed on transfer of service from Kakumiro District as a Senior Land Management Officer under DSC minute no. 245/2019. The Senior Land Management Officer (Kyakusimiire Zainabu) was appraised on 30th June 2023	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	The position of Senior Accountant was substantively filled. Mugabe Emmanuel was appointed on probation as a Senior Accountant under DSC minute no. 246/2019 (iii). The appraisal report for the Senior Accountant (Mugabe Emmanuel) for the previous FY was not provided	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	The position of Principal Internal Auditor was vacant. Kusiima Julian who was substantively appointed on transfer of service from Hoima District to Kikuube District as Senior Finance Officer under DSC minute no. 81/2018 was acting in the position. The performance report for the acting Principal Internal Auditor (Kusiima Julian) for the previous FY was not provided.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	The position of Principal Human Resource Officer (Secretary DSC) was vacant. Kirungi Denis who was substantively appointed on probation as a Sub-County Chief under DSC minute no. 071/2008 (ii) was acting in the position. The appraisal report for the Acting Principal Human Resource Officer (Kirungi Denis) was not provided.	0

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

Maximum score is 15

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 were 7 Lower Local Governments in Kikuube District (5 Sub-Counties and 2 Town Councils). Kikuube District had recruited Senior Assistant Secretaries/Town Clerks for all the Sub-Counties and Town Councils respectively as listed below:

1. Mpabaisi Florah was appointed on promotion and transfer of service to position of Senior Assistant Secretary under DSC minute no.035/2022

2. Kirungi Denis was substantively appointed on probation as a Sub-County Chief under DSC minute no. 071/2008 (ii)

3. Kabagenyi Mourine was appointed on probation as senior Assistant Secretary under DSC minute no. 51/2023 (iii)

4. Nabwire Flavia was appointed on transfer of service from Hoima District to Kikuube District as Senior Assistant Secretary under DSC minute no. 80/2018

5. Abitekaniza Francis Kiva was appointed on promotion as Sub-County Chief /Senior Assistant Secretary under DSC minute no.121/2015

6. Kyahurwa Phillip was appointed on promotion as a Town Clerk under DSC minute no. 028/2022 (iv)

7. Bwami Hussein was appointed on promotion to position of Town Clerk under DSC minute no. 009/2022

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.

Kikuube District had recruited Community Development Officers/ Senior CDO for all the sub-counties/Town Councils respectively:

1. Ainebyoona Evelyne was appointed on promotion as Senior Community Development Officer under DSC minute no.028/2022 (iii)
2. Namataka Florence was appointed on promotion to position of Senior Community Development Officer under DSC minute no.028/2022 (iii)
3. Masika Sylvia was appointed on probation as Community Development Officer under DSC minute no. 246/2019 (v)
4. Tweyongere Mary was appointed on probation as Community Development Officer under DSC minute no. 006/2020 (iii)
5. Mwanje Nelson was appointed on probation as a Community Development Officer under DSC minute no. 27/2018 (i)
6. Mboineki Stanley was appointed on transfer of service from Hoima District to Kikuube District as Senior Community Development Officer under DSC minute no. 88/2018
7. Kyahurwenda Annet was appointed on probation as Community Development Officer under DSC minute no. 51/2023 (ii)

2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.</p>	<p>Kikuube District had recruited Senior Assistant Accountants/Assistant Accountants for all the 7 LLGs:</p> <ol style="list-style-type: none"> 1. Kibego Nelson was appointed on probation as Senior Accountant under DSC minute no 034/2022 (iii) 2. Ssenkusi Semanda Godfrey was appointed on probation as Senior Assistant Accountant under DSC minute no. 006/2020 (ii) 3. Mboneko Hildah was appointed on transfer within service as Assistant Accountant under DSC minute no. 011/2022 4. Kaganzi Ronnet was appointed on probation as Senior Assistant Accountant under DSC minute no. 006/2020 (ii) 5. Isingoma Raymond was redesignated as Assistant Accountant under DSC minute no. 87/2016 (ii) 6. Bagonza Isingoma was appointed on transfer of service from Hoima District to Kikuube District under DSC minute no. 81/2018 7. Alinaitwe Robert was appointed on probation as Senior Assistant Accountant under DSC minute no. 034/2022 (iii) 	5
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Environment and Social Requirements

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <ol style="list-style-type: none"> a. Natural Resources department, <p>score 2 or else 0</p>	<p>Kikuube LG released 100% of funds allocated to Natural Resources Department .The amount allocated for FY 2022/2023 (Final accounts, FY 2022/2023, page, 15) was UGX. 282,073,321 and released UGX. 282,073,321.</p>	2
3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <ol style="list-style-type: none"> b. Community Based Services department. <p>score 2 or else 0.</p>	<p>Kikuube LG released 100% of funds allocated for Community Based Services .The amount allocated for FY 2022/2023 (Final accounts, FY 2022/2023, page, 15) was UGX. 579,850,904 and released UGX. 579,850,904.</p>	2

4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0</p>	<p>There was evidence that the LG carried out Environmental, Social and Climate Change screening for all DDEG Projects and ESMPs including child protection plans developed prior to commencement of civil works. These were some of the project(s);</p> <p>Construction of Phase II Admin Block Annex under Administration department Ref No: KIKU863/WRKS/22-23/00004). Contractor M/s Richart Partners. Contract Value 172,610,046 UGX. Screening was done by Environment officer and DCDO on 30/3/2022</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0</p>	<p>There was evidence that the LG carried out Environment and Social Impact Assessments (ESIAs/ESMPS) prior to commencement of civil works for project(s) implemented using the DDEG. Basing on the results of the screening, ESMP was a required safeguard document.</p> <p>Construction of Phase II Admin Block Annex under Administration department Ref No: KIKU863/WRKS/22-23/00004). ESMP was costed at 100,000,000UGX and undertaken by Environment officer and DCDO on 30/3/2023</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);; score 4 or 0</p>	<p>There was evidence that the LG costed ESMPs for all project(s) implemented using the DDEG example;</p> <p>Construction of Phase II Admin Block Annex under Administration department Ref No: KIKU863/WRKS/22-23/00004).</p> <p>ESMPs mitigation cost was prepared by Environment officer and DCDO on 30/3/2022 and costed at 100,000,000UGX</p>	4

Financial management and reporting

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.	If a LG has a clean audit opinion, score 10;	Evidence showed the LG had an un-qualified audit opinion for FY 2022/2023.	10
	Maximum score is 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		
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 did not provide any evidence on information to PS/ST on the status of the implementation of Internal Auditor General and Auditor General's findings for FY 2021/2022 to the assessor during the two days of assessment, 20th - 21st November 2023. This was despite the list of submissions from MoFPED LG Responses to PS/ST on IAG & OAG Reports for FY2021/22.	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 the Annual Performance Contract for FY 2023/2024, signed by the Accounting Officer (CAO) Dorothy Ajwang and acknowledged by PS/ST on 24th June 2023. This was before the deadline of 31st August.	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 FY 2022/23, signed by the Accounting Officer (CAO) Dorothy Ajwang on 26th July 2023. This was within the deadline of 31st August.	4
	maximum score 4 or else 0	score 4 or else 0.		

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

Maximum score is 4

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

score 4 or else 0.

LG submitted Quarterly Performance Reports, for all the four quarters for FY 2022/23. They were signed by the Accounting Officer (CAO) Dorothy Ajwang and submission dates were as follows:

Quarter 1 - 9th December 2022.

Quarter 2 - 17th February 2023

Quarter 3 - 6th May 2023

Quarter 4 26th July 2023

All the reports were submitted within the mandatory August 31 deadline.

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The position of District Education Officer was substantively filled. Byakagaba Deogratias was appointed on promotion as District Education Officer under DSC minute no. 244/2019 (ii). The performance report for the District Education Officer (Byakagaba Deogratias) for the previous FY was not provided.	30
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	Kikuube District had 3 positions of Inspectors of Schools which were filled: 1. Zondera Amon was appointed on promotion as Senior Inspector of Schools under DSC minute no. 244/2019. The appraisal report for the Senior Inspector of Schools (Zondera Amon) for the previous FY was not provided) 2. Mbabazi Kepha was appointed on probation as Inspector of Schools under DSC minute no.034/2022 (i). Inspector of Schools (Mbabazi Kepha) was appraised on 30th June 2023 3. Nakamadi Sarah was appointed on promotion to position of Inspector of Schools. Appraisal report for Inspector of Schools (Nakamadi Sarah) for the previous FY was not provided	40

Environment and Social Requirements

2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p>	<p>If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There were Environmental and Social and Climate Change Screening Forms for Education projects for the previous FY. examples include;</p> <p>Construction of 2 classroom block and partitioned with main hall at Kirimbi PS. (Ref No KIKU/WRKS/22-23/00002). Contract Amount 119,797,446 UGX, Contractor M/S Kristo Val Enterprises. Screening forms were signed by the Environment officer and CDO on 13/5/2023</p> <p>Construction of 2 classroom block and partitioned with main hall at Bugambe PS. (Ref No KIKU863/WRKS/22-23/00003). Contract Amount 119,714,590 UGX, Contractor M/S Basingo construction co. Screening forms were signed by the Environment officer and CDO on 16/5/2023</p> <p>Construction of Kyangwali seed secondary school (Ref No MOES/UgIFT/Wrks/21-22 Lot 29). Contract Amount 2,997,106,780 UGX, Contractor M/S Bana Enterprises. Screening forms were signed by the Environment officer and CDO on 12/6/2023</p>	15
	<p>The Maximum score is 30</p>			
2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p>	<p>If the LG carried out: b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>There was evidence that LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for the following projects; Basing on screening results ESMP were required as a safeguard document;</p> <p>Construction of 2 classroom blocks and partitioned with main hall at Kirimbi PS. (Ref No KIKU/WRKS/22-23/00002).). ESMPs costed at 6,000,000UGX undertaken and were signed by the EO and CDO on 15/5/2023</p> <p>Construction of 2 classroom blocks and partitioned with main hall at Bugambe PS. (Ref No KIKU863/WRKS/22-23/00003).). ESMPs costed at 6,000,000UGX undertaken and were signed by the Senior Environment officer and CDO on 16/5/2023</p> <p>Construction of Kyangwali seed secondary school (Ref No MOES/UgIFT/Wrks/21-22 Lot 29. ESMP Mitigation costed at 3,725.475UGX undertaken and were signed by the Environment officer and CDO on 14/2/2022</p>	15
	<p>The Maximum score is 30</p>			

**Health Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<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>a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.</p>	<p>The position of District Health Officer was substantively filled. Dr Naisye Nelson was appointed on transfer of service from Buliisa District to Kikuube District under DSC minute no. 022/2022 (ii). Performance report for the District Health Officer (Dr Naisye Nelson) for the previous FY was not provided</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>The position of Assistant District Health Officer Maternal, Child Health and Nursing was vacant. Kagimbi Scolar who was appointed substantively on promotion and transfer of service from Ntoroko District to Kikuube District as Nursing Officer (Midwifery) under DSC minute no. 022/2022 (ii) was assigned duties to act as ADHO (MCH) by CAO in a letter dated 11th August 2023</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>The position of Assistant District Health Officer Environmental Health was vacant. Barongo Godfrey who was substantively appointed on transfer of service from Hoima Municipality to Kikuube as Health Inspector under DSC minute no. 122/2015 (v) was assigned to act in the position of ADHO (EH) by the CAO in a letter dated 18th September 2023.</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>The position of Principal Health Inspector was vacant and there was no evidence of secondment from Central Government</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>The position of Senior Health Educator was vacant. Kababwijjora Shillah who was appointed substantively as Assistant Health Educator under 59/2017 (ii) was assigned duties to act a Senior Health Educator in a letter dated 27th September 2023</p>	0

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>The position of Biostatistician was vacant. Nyamahungye Harriet who was appointed on probation as Medical Records Assistant under DSC minute no.46/2012 was acting in the position</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>The position of Cold Chain Technician was vacant. Atugonza Brian who was substantively appointed as Cold Chain Assistant under DSC minute no. 122/2015 (vii) was assigned duties to act as District Cold Chain Technician in a letter dated 27th September 2023</p>	0
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>j. Health Educator, score 20 or else 0</p>		

Environment and Social Requirements

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

Maximum score is 30

If the LG carried out:

a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

There was evidence that the LG carried out Environmental, Social and Climate Change screening Forms for Health projects for the previous FY. examples include;

Construction of ART Shade at Lucy Bisereko HC III-Health department (Ref No KIKU/863WRKS/22-23/00005) Contractor M/S Rinde Engineering works. Contract amount 105,000,000 UGX. Screening forms were signed by Environment officer and CDO on 14/3/2023

Construction of 5 stance line Pit Latrine and Wambabya HC III-Health department (Ref No KIKU863/WRKS/22-23/00020) Contractor M/S Rinde Engineering works. Contract amount 105,000,000 UGX. Screening forms were signed by Environment officer and CDO on 14/3/2023

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

Maximum score is 30

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

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

Construction of ART Shade at Lucy Bisereko HC III-Health department (Ref No KIKU/863WRKS/22-23/00005). ESMPs costed at 5,400,000UGX undertaken and were signed by the Environment officer and CDO on 14/3/2023

Construction of 5 stance line Pit Latrine and Wambabya HC III-Health department (Ref No KIKU863/WRKS/22-23/00020). ESMPs costed at 1,500,000UGX undertaken and were signed by the Environment officer and CDO on 14/3/2023

**Micro-scale Irrigation
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation	If the LG has recruited; a. the Senior Agriculture Engineer	The position of Senior Agriculture Engineer was vacant. The Civil Engineer Water) – Agondeze Hillary Winnyi was assigned duties to act as Senior Agricultural Engineer by the CAO in a letter written on 3rd July 2023	0
	<i>Maximum score is 70</i>	<i>score 70 or else 0.</i>		
Environment and Social Requirements				
2	New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.	If the LG: Carried out Environmental, Social and Climate Change screening	Supply and installation of Microscale irrigation at Kisambo.equipment under UgIFT Ref No: KIKU863/Supls/ 22-23/00008.contractor: Tripple Mutunda Green valley Investments (U)Ltd contract amount 24,978,476UGX. Screening forms were signed by the Agro ecologist on 4/4/2023 Establishment of coffee nursery bed and bananan suckers demo farm garden at District HQ contractor: Delegated under user department Min No 50/5/2023 by contracts committee in a meeting held on 125/2023 contract amount 15,000,000UGX. Screening forms were signed by Agro ecologist on 4/4/2023	30
	<i>Maximum score is 30</i>	<i>score 30 or else 0.</i>		

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The position of Civil Engineer (Water) was substantively filled. Hillary Agondeze Willy was appointed on probation as Civil Engineer (Water) under DSC minute no 246/2019 (vi). The Civil Engineer (Water) - Hillary Agondeze Winyi was appraised on 30th June 2023	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The position of Assistant Water Officer for mobilization was filled. Kabahanguzi Annet who was substantively appointed as a Probation and Social Welfare Officer was assigned duties as Assistant Water Officer for Mobilization by CAO in a letter dated 3rd July 2023	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The position of Borehole Maintenance Technician/Assistant Engineering Officer was substantively filled. Kiiza Robert was appointed on transfer of service as Assistant Water Officer/Assistant Engineering Officer under DSC minute no. 85/2018. He was assigned duties as Borehole Maintenance Technician in a letter dated 6th July 2022	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The position of Natural Resources Officer was vacant. The position of District Natural Resources Officer was also vacant.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The position of Environment Officer was substantively filled. Nsita Getrude was appointed on transfer of service from Hoima District to Kikuube District as Environment Officer under DSC minute no. 87/2017	10

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p>	<p>f. Forestry Officer, score 10 or else 0.</p>	<p>10</p>
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The position of Forestry Officer was substantively filled. Abitegeka Wilfred was appointed on probation as Forestry Officer under DSC minute no. 020/2022 (iii). The Forestry Officer (Abitegeka Wilfred) was appraised on 30th January 2023

Environment and Social Requirements

2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.</p>	<p>10</p>
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There was evidence that the LG carried out Environmental and Social and Climate Change Screening Forms for water projects for the previous FY examples include;

Survey, sitting drilling of 10 Boreholes and 1 production well (Ref No KIKU863/WRKS/22-23/00007. contract Amount 286,462,685. Contractor M/S Icon Projects. Screening forms e.g. for (Borehole at Rumogi PS and Ruyanja were signed by the Environment officer and DCDO on 29/11/2022 and 24/11/2022 respectively

Construction of 4 stance waterborne Latrine at Kikube town council 1 (Ref No KIKU863/WRKS/22-23/00018. contract Amount 31,039,280UGX. Contractor M/S Kibs general services Ltd. Screening forms were signed by the Environment officer and CDO on 10/1/2023

Construction of phase II Nyamulima piped water system at Bugambe SC (Ref No KIKU863/WRKS/22-23/00008. contract Amount 157,975,426UGX Contractor M/S Tat and Jad investments. Screening forms were signed by the Environment officer and CDO on 10/1/2023

2

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

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

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

Construction of 4 stance waterborne Latrine at Kikuube town council (Ref No KIKU863/WRKS/22-23/00018..ESMP mitigation costed 931,178UGX ,undertaken and were signed by the Environment officer and CDO on 10/1/2023

ESMP mitigation costed at 1,250,000UGX, undertaken for Borehole at Rumogi PS and were signed by the Environment officer and CDO on 10/1/2023

Construction of phase II Nyamulima piped water system at Bugambe SC (Ref No KIKU863/WRKS/22-23/00008. ESMPs costed at 4,739,263UGX and undertaken and were signed by the Environment officer and CDO on 10/1/2023.further detailed feasibility study was undertaken by Teamsat engineering, Page 84 identifies ESIA and proposed mitigation measure's

2

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

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

There were no copies of abstraction permits seen at the LG water department that were obtained from DWRM for piped water supply systems.

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

0