



LGMSD 2022/23

Kitagwenda
District

(Vote Code: 632)

Assessment	Scores
Crosscutting Minimum Conditions	70%
Education Minimum Conditions	100%
Health Minimum Conditions	70%
Water & Environment Minimum Conditions	90%
Micro-scale Irrigation Minimum Conditions	30%
Crosscutting Performance Measures	63%
Educational Performance Measures	72%
Health Performance Measures	42%
Water & Environment Performance Measures	77%
Micro-scale Irrigation Performance Measures	85%

**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>The LG provided evidence that infrastructure project implemented in FY 2022/2023 using DDEG funding was functional and utilized as per purpose of the project.</p> <p>The project was;</p> <p>1. Completion of Administration Block at District Headquarters –Phase III Completion of three rooms (Annual Budget Pg. 40, AWPB page 31, ABPR, page 60)</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 increased from previous assessment.</p> <p>2021/2022- average score- 48%</p> <p>2022/2023- average score- 79%</p> <p>= (48-79)/48, increase of 64%</p>	3
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> 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 100% completed as per performance contract end of the FY 2022/2023.</p> <p>The project was;</p> <p>Completion of Administration Block at District Headquarters –Phase III Completion of three rooms 100% of the projects were completed as planned, ABPR, page 60.</p>	3

3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>The LG budgeted and received DDEG, UGX. 198,114,000 (ABPR, page 2, AWP, page 1) FY 2022/2023.</p> <p>a. HLG, UGX. 57,435,461</p> <p>b. LLGs, UGX. 140,678,539</p> <p>Total, UGX. 198,114,000</p> <p>Expenditure for HLG, UGX.57,435,461 was spent as below:</p> <ol style="list-style-type: none"> 1. Completion of Administration Block at District Headquarters –Phase III Completion of three rooms UGX 30,000,000 (ABPR, page 60). 2. Land surveying Ugx. 5,000,000. (ABPR, Page 116). 3. Purchase of furniture Ugx. 5,000,000, (ABPR, page.46). 4. Performance Improvement Ugx. 5,724,000. (ABPR, page,74). 5. LLG Performance Assessment Ugx. 2,871,773 (ABPR, page, 74). 6. Support to Parish Development Model Data collection, UGX. 2,871,773 (ABPR, page, 123). 3. Monitoring and investment servicing cost, UGX. 5,947,915 (ABPR, page, 123). <p>Total, UGX.57, 435,461.</p> <p>The above expenditure was eligible according to DDEG Grant, Budget and Implementation guidelines, page 9</p>	2
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,</p> <p>score 2 or else score 0</p>	<p>The LG implemented completion of 3No. office rooms in the district headquarters building using DDEG funds. The engineer's estimates and contract price is as follows;</p> <p>Engineers estimate: 28,000,000/=</p> <p>Contract price: 28,000,000/=</p> <p>Variation: 0.00%</p>	2

Performance Reporting and Performance Improvement

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate, score 2 or else score 0</p>	<p>The assessor reviewed the staffing in place in the three LLGs visited and confirmed that information on staffing obtained from the HRM Office was accurate. Rwenjaza Sub-County had 8 staff members, Nyabbani sub-County had 13 staff members and Kitagwenda Town Council had 26 staff members.</p>	2
4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>Evidence availed showed that the infrastructure constructed using the DDEG FY 2022/2023, was completed as per completion report.</p> <p>The project was;</p> <p>Completion of Administration Block at District Headquarters – Phase III Completion of three rooms were 100% completed and are housing the office of the Chairperson and the Commercial Office.</p>	2
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p> <p>NB: The Source is the OPAMS Data Generated by OPM.</p>	<p>There was no evidence to confirm that the Kitagwenda 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 Kitagwenda DLG did not undertake credible assessment. One out of four sampled Local Level Governments (LLGs) exhibited a deviation within the recommended range of +/-10%, while one LLG was out of the recommended range as outlined.</p> <ol style="list-style-type: none"> 1. Kicheche SC: The district internal assessment awarded a perfect score of 82%, while the national assessment team awarded a slightly higher score of 83%. This indicated a deviation of +1%. 2. Ruhunga SC: The district internal assessment awarded a perfect score of 77%, while the national assessment team awarded a slightly higher score of 79%. This indicated a deviation of +2%. 3. Mahyoro TC: The district internal assessment awarded a perfect score of 70%, while the national assessment team awarded a slightly higher score of 76%. This indicated a deviation of +6%. 4. Mahyoro SC: The district internal assessment awarded a perfect score of 73%, while the national assessment team awarded a slightly lower score of 86%. This indicated a deviation of +13%. 	0

5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	<p>No evidence was provided to show that Kitagwenda district had developed performance improvement plans for at least 30% of the lowest performing LLGs for the previous FY.</p>	0
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:</p> <p>Score 2 or else score 0</p>	<p>No evidence of implementation of PIPs for the 30% lowest performing LLGs in the previous FY was availed</p>	0

Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>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.</p> <p>Score 2 or else score 0</p>	<p>Evidence was provided to show that Kitagwenda district had consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY. The submission was received by MoPS on 29th September 2023</p>	2
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>Evidence was provided to confirm that Kitagwenda had conducted a tracking and analysis of staff attendance as per guidelines by MoPS Circular Standing Instructions (CSI). The attendance book, monthly summaries and quarterly summaries were seen by the assessor</p>	2

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>The assessor accessed files of 10 HoDs and established that 7 had no performance reports in their files for the previous FY</p> <ol style="list-style-type: none"> 1. Appraisal report for the acting CFO (Kisembo Patrick) was not provided 2. The District Engineer (Baguma Andrew) was appraised on 31st July 2023 3. The District Production Officer (Kumboona Naboth) was appraised on 19th July 2023 4. The District Natural Resources Officer (Turyamureeba Bujara) was appraised on 30th June 2023 5. Appraisal report for the DCDO (Ndinawe Medard) was not provided. 6. Appraisal report for the District Commercial Officer (Kisembo Patrick) was not provided 7. Appraisal report for the PHRO (Secretary DSC) – Mutalya Paul was not availed to the assessor. 8. The appraisal report for the PHRO (Ssozi Chris Gaanaafaa) was not availed to the assessor 9. Appraisal report for the DEO (Asiimwe Sedas) was not availed to the assessor 10. Appraisal report for the Acting DHO was not availed to the assessor 	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>Evidence was provided to show that Kitagwenda district was implementing administrative rewards and sanctions. The Rewards and Sanctions Committee was in place and functional. The assessor reviewed minutes of meetings of the Rewards and Sanctions Committee which took place on 5th June 2023, 2nd February 2023 and 20th January 2023</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>Evidence was availed to show that Kitagwenda district had established a Consultative Committee (CC) for staff grievance redress which is functional. The assessor reviewed minutes of meetings of the Consultative Committee which took place on 28th August 2022 and 21st June 2022</p>	1

8	Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: Score 1.	No evidence was provided to show that staff recruited during the previous FY had accessed the salary payroll not later than two months after assumption of duty. The information was reported to be with the PHRO who was not in office during the assessment	0
9	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.	The assessor accessed files of 6 staff that retired during the previous FY found out that they all accessed the pension payroll within two months after retirement 1. Kobugabe Anne (Deputy Head Teacher) retired on 25th September 2022 and accessed the pension payroll of November 2022 2. Highlight Agatha (Senior Education Assistant) retired on 1st September 2022 and accessed the pension payroll of November 2022 3. Tunanukye Celecensio (Head Teacher) retired on 2nd September 2022 and accessed the pension payroll of November 2022 4. Baguma Ambrose (Education Assistant II) retired on 14th September and accessed the pension payroll of November 2022 5. Mukasa Moses (Education Assistant) retired on 1st September 2022 and accessed the pension payroll of November 2022 6. Kabyogamu Markarius (Technical Teacher) retired on 1st September 2022 and accessed the pension payroll of November 2022	1

Management, Monitoring and Supervision of Services.

N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

The evidence availed showed that direct transfers of DDEG were executed in accordance with the requirements of the budget. The LG, budgeted for UGX.198,114,000 (ABPR, page, 4) and transfers to LLGs were executed in accordance with the requirements of the budget for FY 2022/2023.

HLG was UGX. 57,465,320.

SCs UGX 140,678,680

Total, UGX.198,114,000

Transfers to S/Cs of UGX. 140,678,680 were as below:

Sub County UGX.

1. Kicheche 24,799,749
2. Ruhunga 3,907,741
3. Mahyoro 17,806,608
4. Kakasi 3,907,741
5. Buhanda 19,991,965
6. Ntara 26,897,691
7. Nyabani 19,642,308
8. Rwenjaza 3,907,741
9. Kanara 19,817,136

Total 140,678,680

Town Councils UGX.

1. Kabujogera 1,298,628
2. Kitagwenda 18,688,942
3. Mahyoro 1,298,635
4. Bukurungo 1,298,628

Total 22,585,000

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	<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 DDEG transfers, Q 1 and Q 2 to LLGs FY in 2022/2023.</p> <p>The status was as follows:</p> <p>Q 1- There was no disbursement for DDEG in Q 1</p> <p>Q 2- Warranted on 19/10/2022 and transferred on 16/11/2022, after 28 days which was beyond 5 working days.</p> <p>Q 3- Warranted on 16/01/2023 and transferred on 20/01/2023, after 15 days which was beyond 5 working days.</p> <p>In Q 2 and Q 3 funds were transferred beyond 5 working days after warranting.</p>	0
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	<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>Evidence presented showed the LG invoiced and communicated all DDEG transfers, Q and Q 2 to LLGs within 5 working days in FY 2022/2023.</p> <p>Q 1 - DDEG funds were not released in this quarter.</p> <p>Q 2 - Cash release was on 19/10/2022, invoiced and communicated on 19/10/2022, on the same day.</p> <p>Q 3 - Cash release was on 19/01/2023, invoiced and communicated on 19/01/2023, on the same day.</p>	2
11	Routine oversight and monitoring	<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>The LG had no evidence to show it supervised and mentored all LLGs in the District at least once per quarter in FY 2022/2023.</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>The LG did not make some supervision and monitoring visit reports to be discussed in the TPC meetings in order to make recommendations for corrective actions and follow up for FY 2022/2023 (Q 1, Q 3 and Q 4).</p> <p>The status on Supervision and monitoring reports were for FY 2022/2023 were as follows:</p> <p>Q1.Report - Not availed</p> <p>Q2. Report -Report discussed on 22nd December, 2022 under MIN 27/5TPC/2022-23</p> <p>Q3. Report- Not availed</p> <p>Q4. Report -Not availed</p>	0
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Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>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>Evidence indicated the District maintained an updated assets register covering details on all assets as per format in the accounting manual. The LG provided the assets registers both manual and IFMS system generated by the time of assessment on 24th November 2023. The assets register was signed by Ssebandeke Richard.</p> <p>The assets registers included;</p> <ol style="list-style-type: none"> 1. Land 2. Transport equipment 3. Office equipment 4. Medical equipment 5. Machinery 6. Buildings 7. ICT equipment 8. Furniture 9. Roads and bridges 10. Inventory 11. Natural assets-swamps 12. Natural resource- forests 13. Bank accounts <p>The asset shows the details of: description, asset category, site/plot no., title deed no., plot type, current status, date of acquisition, purpose, cost of land/asset, department, sections, physical location, date of requisition.</p>	2
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Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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:

Score 1 or else 0

Evidence showed the District used the Board of Survey Report for FY 2021/2022 to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets. The BOS dated 20th August 2022 signed by the committee chairperson, Tumwine David with six others; Tumusiime Fedenand, Binyina Kiiza, Ahebwa Mary, Murangira Collins, Kaswarra Gloria and Rukundo Hope Bafaki. The submission report on the status of the assets recommended for disposal and action taken by management was discussed in BOS report 2022/2023 (page 27-29). It was signed by the CAO- Ssebandeke Richard on 30th August 2023.

The BOS follow-up on management decisions, recommendations and remarks were as below (pages, 27-29):

Assets to be boarded off were:

1. Toyota Hillux-LG 075-47
2. Toyota Hillux-UAJ 288X
3. Toyota Hillux-LG 075-47.
4. Suzuki Maruti- UAL-920 L
5. Motor-cycle Yamaha LG-071-47
6. Motor-cycle Yamaha LG-071-47
7. Motor-cycle Jialing-1705R
8. Motor-cycle Yamaha LG-0002-47
9. Motor-cycle Yamaha LG-0060-47
10. Motor-cycle Yamaha LG-0064-47
11. Motor-cycle Yamaha LG-0065-47
12. Motor-cycle Yamaha LG-0053-47
13. Honda- XL-2551R
14. Honda- XL-2675R
15. Used car tyres
16. Expired medicines and drugs
17. 6 stance latrine with urinals

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>The evidence provided indicate the District had a functional physical planning committee of fully appointed 14 members.</p> <p>The Physical planner Kiiza Stephen availed the following documents:</p> <p>a. Plans submission register was availed showing ATC Uganda Ltd, approving a building plan.</p> <p>b. Annual work-plan for FY 2022/2023 was also availed.</p> <p>c. Appointments letters dated 14 members dated 27th June 2022.</p> <p>The four sets of minutes were submitted and received by MoLHUD with stamp dates as below;</p> <p>Q.1. Date of report 19th December 2022, meeting held 28th September 2022. Submitted to MOLHUD on 21/12/2022.</p> <p>Q -2-Date of report 29th march 2023, meeting held on 21/12/2022. Submitted to MOLHUD on 20/04/2023.</p> <p>Q -3 -Date of report 29th March 2023 meeting held on 13th March 2023. Submitted to MOLHUD on 20/04/2023.</p> <p>Q-4. Date of report 3rd July 2023, meeting held on 26th June 2023. Submitted to MOLHUD on 3rd July 2023.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>The LG did not provide evidence that the District conducted a desk appraisal for the DDEG project in the budget and the prioritized investments were derived from the LG Development Plan eligible for expenditure as per sector guidelines and funding source.</p>	0

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

For DDEG financed projects:

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:

Score 2 or else score 0

The LG did not provide evidence that showed it conducted field appraisal for DDEG project FY 2022/2023, to check for technical feasibility, environmental and social acceptability and customized design for investment project.

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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:

Score 1 or else score 0.

Evidence that project profiles with costing were developed by HODs from different departments and discussed with presentation developed from LG DP III, Annual Work plans and Approved Budget Estimates for the FY 2023/24. The projects were derived as reflected from from the LG DP III, pages- 168 - 200.

They were discussed in a TPC meeting on 30th November 2022 under MIN 110/11/2022.

Health (AB, page 34, 35)

1. Purchase of 2 motorcycles at UGX. 30,000,00
2. Renovation of Mahyoro Health Centre III at UGX. 27,571,00
3. Procurement of CT Scanner at Ntara HCIV at UGX. 35,000,00
4. Construction of 5 stance VIP Latrine at Kakasi HCIII at UGX. 30,000,00

Education (ABPR, page 37).

1. Construction of Kanara Seed School at UGX. 1,325,565,00
2. Construction of Classroom Block, toilet, Water tank at Nyamukojo Primary School at UGX. 152,734,000.

Roads (AWP, page 10)

1. Rwentuha-Bukurungu-Mahyoro Road (23.1Km).
2. Kabujogera-Nyaruhanda-Mahyoro Road (12.4 Km).
3. Rutooma-Kanara-Rwenshama Road (13.2 Km).

Water (AWP, page 11-12).

1. Construction of 3 stance pit latrine at St. Pio Primary School (Omubushenyi), UGX. 17,400,000.
2. Construction of Ntara-Kicwamba piped Water Supply System UGX. 98,542,000.
3. Borehole drilling in Nyabbani (Zanzibar, Kyanyinhuli, Rwesigire II) and Mahyoro Sub County (Kakindo) Ugx. 1,325,564,000.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the LG carried out Environmental, Social and Climate Change screening for DDEG Project(s). There were no DDEG projects seen for the LG in the current procurement Plan during assessment</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>As per the Approved Procurement plan (Approved on 15th sept 2023 by PPDPA), the LG budgeted for infrastructure projects (to be funded under DDEG) in the current FY. This includes the following;</p> <p>I. Renovation of Mahyoro HCIII- estimated to cost 27,571,000/=</p> <p>II. Construction of 5 stance latrine at Kakasi HCIII- Estimated to cost 30,000,000/=</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p>Infrastructure projects to be implemented in the current FY using DDEG were still under the bidding process. They were advertised for bidding on New Vision Friday December 8th 2023.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>There was No evidence availed to ascertain Proper establishment of PITs (full team) for the sampled projects.</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p>	<p>As per the field reviews, and reports, the LG implemented DDEG projects following the standard technical designs provided by the LG Engineer.</p> <p>Scope of works for the Completion of 3No. office rooms in the district headquarters building consisted of; Plastering of internal walls and ceiling, Polishing and finishing of the floor with Terrazzo, Window fixing and door installation.</p>	1

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0</p>	<p>The LG provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works</p> <p>Evidence;</p> <p>I. Certification files dated 26th April 2023, 3rd April 2023 and 5th May 2023 for the construction of Kanara seed school, Construction of 2 classroom block, 5 stance Pit lined latrine with urinal and supply of 36 twin desks and installation of 10,000litre water tank at Kicwamba Quaran P/S, and Construction of 5 Stance Lined Drainable VIP Latrines at Nyarurambi P/S in Rwejanja S/C respectively.</p> <p>II. Supervision and monitoring Report dated 30th June 2023 for infrastructure projects.</p> <p>III. Environmental monitoring reports dated 25th January 2023 and 27th April 2023 for the construction of Kanara seed schoo .</p>	2
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):</p> <p>Score 1 or else score 0</p>	<p>Interim and Completion certificates were prepared after technical supervision and paid as follows;</p> <p>For example;</p> <p>Payment for the construction of Kanara seed secondary school. The request was made on 25th April 2023 by Skyworth Technical Services Ltd, certified by 4th May 2023 and payment (EFT No. 6440936) made on 08th August 2023.</p> <p>The payment was outside the specified timeframes as per contract (30 days from the certification date of the works).</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:</p> <p>Score 1 or else 0</p>	<p>The Procurement Files were Not complete for the sampled projects. Some files only contained, approved Evaluation reports, memos of Bid Acceptance. However, contracts committee minutes and contract documents were missing in some files for the sampled projects below.</p> <p>I. Completion of 3No. office rooms in the district headquarters building- KITAG867/WRKS/2022-23/00036.</p> <p>II. Construction of Kanara seed school-MoES- KITAUgIFT/WRKS/21-22/00002.</p> <p>III. Construction of 2 classroom block, 5 stance Pit lined latrine with urinal and supply of 36 twin desks and installation of 10,000litre water tank at Kicwamba Quaran P/S- KITAG867/WORKS/2022/2023/00015.</p>	0

Environment and Social Safeguards

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant. Score: 2 or else score 0	There was Evidence that the District had i) designated a person to coordinate response to feed-back (grievance/complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff. Example; Letter showing appointment of GRC as focal person (Mr. Tumwesigye Lawrence (SCDO). Duties include; Receive and handle grievances and give feedback to aggrieved community, hold meetings when necessary signed by CAO (Sebandeke Richard), The 4 committee members of Kitagwenda DLG GRM include Karungi Catherine -Member, Kabalisa Juliet Member, Nankunda Catherine Member, and Tumwesigye Lawrence. The representatives/committee members act as conduits for grievance handling mechanisms. Letter dated 20/4/2021 signed by Lubuuka David (CAO)	2
14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices. If so: Score 2 or else 0	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; There was evidence of a grievance log book detailing Name of complainant, sex, contact, Date, details of nature of grievance, to whom it was submitted, actions and date grievance settled. This log book had registered cases in education, Microscale irrigation and water related projects There were also Minutes of the GRM committee held on 27/4/2023 at district HQs Members presented Microscale irrigation case of Mr. Rwemihigo Valentine signed by Secretary and chairperson dated 27/4/2023	2
14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. If so: Score 1 or else 0	The District had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress This information was publicized on the district notice boards of Kitagwenda DHQ showing a pathway of how grievances are registered, investigated and feedback given dated 14/11/2022	1

15

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

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

The evidence that was provided indicated environment, social and climate change interventions were integrated into, LG DP III, AWP and Budget Estimates.

Environment interventions, (AWP, page, 390 : LG DP III, pages , 53, 74,86,128)

AWP-Environmental impact assessment is on all capital projects is the budget

Approved Annual Budget Estimates; environment interventions- (Approved budget estimates pages, 45, 53 and 54

Sample projects were.

1. Environment, Social and Climate of all water projects at UGX. 8,336,000 (Page, 53 of Annual Approved Budget, LG DP III, page 190-193)

2 .Environment Impact Assessment for education projects at UGX. 4,000,000 (Page 45 of the annual approved budget. (LG DP III, pages 194-198)

15

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

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

score 1 or else 0

DDEG Guidelines for FY 2023/2024 were disseminated to all LLGs as evidenced by the distribution list dated 21st February 2023. Those involved were, CAO All HODs, Town Clerks of Town Councils, Sub-County Chiefs and community leaders.

The activities included;

- To disseminate new guidelines on DDEG and unconditional Grant Guidelines.
- Changes in internal assessment guidelines on DDEG.
- Planning for Parish Model at LLGs using DDEG.
- To guide LLGs on project DDEG selection for projects for FY
- To have all LLGs plans/budgets for 2021/22 to follow DDEG guidelines.

DDEG guidelines were disseminated to LLGs as per distribution sheet which was seen during the assessment. The guidelines were signed for by the recipients who included S/C chiefs and Town Clerks.

1

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0	There was no evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY other than Health, Education, Water and Irrigation	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	There was 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 the LG had proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.) without any encumbrances for DDEG projects for the previous FY example Construction of multipurpose hall at district HQ. The land documents for the District HQs include; Certificate of Title- LWFD/2850/1 Block (Road)76 Plot 2 at Kyota-Musana. Ownerhip-Ntara SC (now Kitagwenda TC) Local Government. P.OBox 1339 Kabujogera. Area 17.2280Hec, County Kibaale. District Kamwenge dated 29/6/2016 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. Monitoring reports were done. Examples include; Monthly Report for construction of Kanara Seed school. Monitoring report dated 3/4/2023 and 8/5/20223 was signed by Environment officer. Monthly Report for compliance of Ntara HC IV. Monitoring report dated 24/4/2023 signed by Environment officer. Monthly Report for compliance of Boreholes in Rukigga A in Rwenjaza Monitoring report dated 19/4/2023 and 22/6/2023 signed by CDO and Environment officer Compliance issues included Drainage channels created, mitigation measures to be adhered to	1
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15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was evidence that LG had E&S compliance Certification forms completed and signed by Environmental Officer and CDO after satisfactorily addressing mitigation measures in the ESMP. examples include; Construction of 3 stance line latrine at Kalere-Kigoto. Environmental and social certification done on 5/5/2023 No significant environmental and social impacts registered Microscale irrigation compliance for projects and demo sites. Environmental and social certification of local government's was done on 21/6/2023 by the Environment officer and DCDO	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 not availed to the assessor on 14th and 15th December 2023 as the officer to provide the information was not available.	0
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The LG Ag. Senior Internal Auditor Byamukama Donozius provided to the assessor all four quarterly internal audits (IA) reports for FY 2022/2023. The reports were submitted to the CAO on; observations, recommendations and action.</p> <p>Submissions dates were as follows:</p> <p>Q 1- 22nd December 2022</p> <p>Q 2 -24th February 2023</p> <p>Q 3- 24th April 2023</p> <p>Q 4 -24th July 2023</p>
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>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 22nd December 2022, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 27/01/2023.</p> <p>Q 2- report of 24th February 2023, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 26th February 2023.</p> <p>Q 3- report of 24/04/2023, submitted and acknowledged by Council and LC V and the Chairperson LG PAC on 27/04/2023.</p> <p>Q 4- report of 24th July 2023, submitted and acknowledged Council and LC V and the Chairperson LG PAC by on 2nd August 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>
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>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 (Q 1 -Q 4) were submitted to LGPAC following stamp dates received but Q 3 and Q 4 were not reviewed by LG PAC..</p> <p>The status of the quarterly reports were as follows:</p> <p>Quarter 1, report dated 22nd December 2022, submitted to LGPAC on 27/01/2023.. The report was reviewed and follow-up made by LG PAC on 12th June 2023 under Min. 12/KDPAC/2022-2023 (a), page 3.</p> <p>Quarter 2, report dated 24th February 2023, submitted to LGPAC on 26th February 2023. The report was reviewed and follow-up made by LG PAC on 12th June 2023 under Min. 12/KDPAC/2022-2023 (b), page 4.</p> <p>Quarter 3, report dated 24th April 2023, submitted to LGPAC on 27/04/2023. The report was not reviewed and follow-up made by LG PAC.</p> <p>Quarter 4, report dated 28th July 2023, submitted to LGPAC on 2nd August 2023.. The report was not reviewed and follow-up made by LG PAC.</p>	0
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Actual Revenue collected in FY 2022/23 was UGX.181,069,924 against the planned of UGX.847,200,000 (Final accounts, page, 25A). The difference between actual and planned was UGX.470,318,286. This was 72% which was beyond 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.181,069,924 and actual for 2021/2022 was UGX.98,329,966 (Final accounts 2022/2023, page, 15). The increase was UGX.82,739,958, which was 84%. This was more than 10%.</p>	2

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

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. 181,069,924 (Final accounts, page, 15), out of which, UGX. UGX 59,588,000= for Town Councils and sharable, UGX 42,518,673, as District share and balance of UGX. 78,963,251 to Sub-counties.

During the year, the District disbursed the entire UGX. 78,963,251 (100 %+) to Sub-counties.

Sub County UGX.

1 Kicheche 4,115,375

2 Ruhunga 4,147,875

3 Mahyoro 1,137,500

4 Kakasi 3,812,500

5 Buhanda 9,338,750

6 Ntara 7,056,250

7 Nyabani 5,865,000

8 Rwenjaza 9100,000

9 Kanara 34,390,000

Total 78,963,250

Town Councils UGX.

1 Kabujogera 2,200,000

2 Kitagwenda 21,198,000

3 Mahyoro 21,390,000

4 Bukurungo 14,800,000

Total 59,588,000

Transparency and Accountability

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

The Procurement Plan and Awarded Contracts were accordingly published for Public View on Kitagwenda DLG notice board as follows.

I. Construction of Kanara seed school-MoES-KITAUgIFT/WRKS/21-22/00002.

Display date: 25th May 2022

Date of removal: 6th May 2022

II. Construction of 2 classroom block, 5 stance Pit lined latrine with urinal and supply of 36 twin desks and installation of 10,000litre water tank at Kicwamba Quaran P/S-KITAG867/WORKS/2022/2023/00015.

Display date: 14th 02 2023

Date of removal: 28th/ 02/2023

III. Construction of 5 Stance Lined Drainable VIP Latrines at Nyarurambi P/S in Rwejanja S/C-KITAG867/WRKS/2022/2023/000032.

Display date: 27th March 2023

Date of removal: 7th Apr 2023

iv. Establishment of micro scale irrigation system to beneficiary farmer's-KITAG867/SUPL/2022/2023/00027.

Date of display: 4th May 2023

Date of removal: 17th May 2023

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

Evidence presented showed the LG performance assessment results and implications were published on the LG budget website and notice board and seen by the assessor on 14th December 2023.

The LG was number 107th with a score of 44% FY 2021/2022.

Item	Score-%
Cross-cutting	44
Education	67
Health	45
Water	41
Micro-Irrigation	21

Dissemination of performance assessment results and dsicusion was on 23rd September,2023 under MIN10/2TPC/2022-23 (Presentation of Assessment Results). They were also displayed on the notice board.

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 did not conduct discussions with the public to provide feed-back on status of activity implementation I FY 2022/2023.</p>	0
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>The LG publicly avail information on, tax rates, collection procedures, and procedures for appeal as per evidence of circulars signed by the CAO, Ssebandeke Richard, dated 3rd July 2023. These were on: trading licenses, professional services, health-education and medical businesses, garages and workshops, market dues, fisheries resources, livestock levy, local service tax, loading fees / charges. The list was also seen on the noticeboard on the day of assessment, 14th December 2023.</p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>The LG were no cases on frauds and corruption as confirmed by Clerk to Council Monica Kumuhura and confirmed by Thomas Mucunguzi, the accountant on the day of assessments 14th December 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 - 199; Div. 2 - 1194; Div. 3 - 641 [Total: 2034]. Total candidates: 2561 - 27 Absentees = 2534. Giving a pass rate of 80.3%.</p> <p>PLE 2022: Div. 1 - 30; Div. 2 - 1305; Div. 3 - 660 [Total: 2271]. Total candidates: 2979 - 93 Absentees = 2886. Giving a pass rate of 78.7%.</p> <p>There was a decrease of 1.6% points.</p> <p>Source: UNEB and District PLE results 2020 and 2022.</p>	0
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 - 29; Div. 2 - 114; Div. 3 - 197 [Total: 340]. Total candidates: 758 - 07 Absentees = 751. Giving a pass rate of 45.3%.</p> <p>UCE 2022: Div. 1 - 85; Div. 2 - 148; Div. 3 - 203 [Total: 436]. Total candidates: 797 - 05 Absentees = 786. Giving a pass rate of 55.5%.</p> <p>There was an increase of 10.2% points.</p> <p>Source: UNEB and District UCE results 2020 and 2022.</p> <p>N.B., Where district figures were not tallying with UNEB results, I used UNEB figures.</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 average Education LLG performance score of 13 LGs for 2022 was 3.7/10 [37%], and for 2023 was 8.2/10 [82%].</p> <p>There was an increase of 45% 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>According to vouchers:</p> <ol style="list-style-type: none"> 1. No. 6440936 dated 08/08/2023 of UGX. 501,642,118/= to Skyworth Technical Services Ltd. for construction of Kanara Seed School. 2. No. 6442245 dated 28/07/2023 of UGX. 4,792,622/= to Peri Cad Engineering Ltd. for construction of 5-stance VIP lined latrine at Buryansungwe P/S. 3. No. 6433836 dated 28/07/2023 of UGX. 3,044,000/= to Lauben Muhereza [Education Officer in-charge SNE] to facilitate Project Management Committee members in monitoring projects for education department. <p>The education development grant was used on eligible activities.</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 5 stance latrine at Buryansungwe P/S, by Rericad Engineering Limited. Procurement Number. KITAG632/WORKS/2021/22/00007. Requisition for funds 01/05/2023. Certified works on 13/06/2023 and paid on 28/06/2023 by EFT. 6442245, UGX. 4,279,622. 2. Construction of 2 classroom blocks with office, 5 stance pit lined latrine with a urinal and supply of 36 twin desks and installation of 10,000ltr water tank at Kichwamba Quran P/S, by Mwijuka HR Services Ltd. Procurement Number. KITAG867/WRKS/2022/2023/00015. Requisition for funds 10/05/2023. Certified works on 12/05/2023 and paid on 15/06/2023 by EFT. 5859408, UGX. 35,568,533. 3. Construction of Kanara Seed Secondary School, by Skyworth Technical Services Limited. Procurement Number. MOES/UGIGFT/WRKS/21-22/00002/LOT11. Requisition for funds 23/06/2023. Certified works on 23/06/2023 and paid on 28/06/2023 by EFT. 6440936, UGX. 501,623,591. 	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	From the DE and DEOs offices, the following Works contracts were sampled; and the Engineers estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages:	2
	Maximum 8 points on this performance measure		<p>I. Construction of 2 classroom block, 5 stance Pit lined latrine with urinal and supply of 36 twin desks and installation of 10,000litre water tank at Kicwamba Quaran P/S- KITAG867/WORKS/2022/2023/00015</p> <p>Engineer's Estimates: 149,172,000/=</p> <p>Contract amount: 149,669,555/=</p> <p>Variation: -0.33%</p> <p>II. Construction of 5 Stance Lined Drainable VIP Latrines at Nyarurambi P/S in Rwejanja S/C-KITAG867/WRKS/2022/2023/000032</p> <p>Engineers Estimates: 29,172,000 /= Contract award amount: 28,290,087/=</p> <p>Variation: 3.12%</p> <p>iv. Construction of Kanara seed school-MoES- KITAUGIFT/WRKS/21-22/00002/LOT11</p> <p>Engineer's Estimates: Not availed</p> <p>Contract award amount: 2,668,210,592/=</p> <p>Variation: NA</p> <p>The above variations were within +/-20% of the MoWT/LG Engineers estimates</p>	

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	As per the contracts, Budget performance report for FY/22-23 and site visit, the Education/School infrastructure development was Not completed as per workplan; The physical progress construction of Kanara seed school is at 55%.	0
	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 		

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>The staff ceiling for primary schools was not provided. Using the Ministry of Education and Sports minimum standard of at least 8 teachers in a primary school (7 teachers and 1 head teacher), Kitagwenda district had 68 primary schools out of which 43 met the minimum standard which means 68% met the minimum standards 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 district consolidated assets register 2023 dated 03/02/2023 the 68/68 [100%] UPE and 06 USE schools, had the BRMS as per DES guidelines.</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 district consolidated deployment list 2023 dated 03/07/2023, and the staff lists I found in the primary schools [Ntara (10), Kyanyinaihuri (09), Rutooma (13)] I sampled and visited, the number and names of teachers in the two staff lists [district and schools'] tally and teachers physically exist in schools.</p> <p>For example, names Tumwijukye Christopher, Safali Benard, Atuhairwe Gladys, and others [at Ntara P/S (10)]; Natukunda Dinah, Akampa Francis, Behangana Ronard, and others [at Kyanyinaihuri P/S (09)]; Kobusingye Annet, Katugunda Stella, Monday Felix, and others [at Rutooma P/S (13)]; were physically present at the respective schools.</p>	2
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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>According to the district consolidated assets register 2023 dated 03/07/2023 and the assets register I found in primary schools [Ntara, Kyanyinaihuri, Rutooma] I sampled and visited, the two registers [district and schools'] had tallying information and the infrastructure and equipment were in place in the three schools.</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>58/68 [85.2%] UPE schools had submitted school annual reports meeting the MoES annual budgeting and reporting guidelines. For example, Kanyinihuri P/S, Rutooma "K" P/S, and Kigoto P/S had submitted their reports dated 30/12/2022, 04/12/2022, and 01/12/2022 respectively.</p>	2
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>45/68 [66.2%] UPE schools had submitted their SIPs as a result of support by DEO's office basing on inspection reports. For example, primary schools, Nyakacwamba, Kitonzi, and Bunana had their SIPs dated 05/01/2022, 13/01/2022, and 05/01/2022 respectively, submitted.</p>	4

6	School compliance and performance improvement: Maximum 12 points on this performance measure	c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year: • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0	According to Approved Budget Estimates FY 2022/2023, PBS data, enrolment figures provided by MoES, and letter dated 28/02/2022 by CAO to PS/MoES, the LG submitted 68 UPE and 06 USE schools and their enrolment figures.	4
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Human Resource Management and Development

7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY: Score 4 or else, score: 0	According to the Approved Budget Estimates FY 2023/2024, and the PBS data, the LG budgeted for 572 teachers as per staffing norms at UGX. 7,673,000,000/=.	4
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7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY, Score 3 else score: 0	According to the district consolidated staff list there are 25 schools with less than 08 teachers contrary to staffing norms. For example, the following schools have the number of teachers indicated in brackets against their names: Kabaye [04] and Dura [04] although they run up to P.4; Kanyabikere [04]; Ngoma [05]; Mahyoro Muslim [05] although it operates up to P.5; Nyakeera [05]; Mwora [06]; Kyarwera [06]; Kyeganywa [07]; Kagazi [07]; and others. However, the primary schools [Ntara (10), Kyanyinaihuri (09), Rutooma (13)] I sampled and visited, met the staffing norms with the number of teachers indicated against them. At Ntara P/S, I found a teacher called Namara Rose absent from the school for the last 15 years allegedly diabetic and suffering from stroke although there was no evidence at school to this effect.	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 consolidated deployment list 2023 and the staff lists I found in the primary schools [Ntara, Kyanyinaihuri, Rutooma] I sampled and visited, were both displayed on their respective notice boards with information talking to each other.</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 10 primary school head teachers and confirmed that only 4 had been appraised with evidence of appraisal reports submitted by SAS/Town Clerk to HRM in accordance with guidelines from MoPS</p> <ol style="list-style-type: none"> 1. Kandi Magdalen (Head Teacher Kichwamba Primary School) was appraised on 30th December 2022 2. Kobusinge Annet (Head Teacher Rutooma Primary School) was appraised on 3rd January 2023 3. Tugume Rose (Head Teacher Kabaye Primary School) was appraised on 1st January 2023 4. Tumwesigye Edson (Head Teacher Ngoma Primary School) was appraised on 3rd January 2023 5. Tusiime Angelo (Head Teacher Nyabihoko Primary School) was appraised on 30th December 2022 6. Mweringirwe George (Head Teacher Nyarurambi Primary School) was appraised on 4th January 2023 7. Tumwejukye Christopher (Head Teacher Ntara Primary School) had no performance report in his file 8. Yagaba H Karamagi (Head Teacher Kemgeya Primary School) was appraised on 16th December 2022 9. Twesiime Januario (Head Teacher Balyanika Primary School) was appraised on 5th January 2023 10. Tumyamuhaki Seleverino (Head Teacher Kyeyanywa Primary School) was appraised on 2nd December 2022 	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>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>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>	<p>Score: 2 or else, score: 0</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>The assessor reviewed personal files of 5 Education department staff and found out that only 2 were appraised against their performance plans in the previous FY</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>score: 2. Else, score: 0</p>	<ol style="list-style-type: none"> 1. The Senior Inspector of Schools (Nabijuka George) was appraised on 30th June 2023 2. Appraisal report for Inspector of Schools (Kaswara Gloria Rose) was not availed to the assessor. 3. Appraisal report for Senior Education Officer (Alibaho Pius) was not availed to the assessor 4. Appraisal report for Education Officer (Muhereza Lauben) was not availed to the assessor 5. Education Officer (Special Needs) – Kiconco Violet was appraised on 26th June 2023 	
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>A Training Plan 2022/2023 dated 10/07/2022 was in place with emphasis on training headteachers in finance management and book keeping; senior women and men skills in handling learners, meetings with stakeholders, mentoring and monitoring school-based curriculum activities, among others.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>score: 2 Else, score: 0</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>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>According to the letter dated 05/10/2022 from CAO to PS/MoES, the enrolment figures provided by MoES, and PBS data, the LG communicated corrections/revisions of 68 UPE and 06 USE schools and their enrolment figures.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>According to the Approved Budget Estimates FY 2022/2023, Inspection Plan 2022/2023, and sector Workplan 2022/2023, the Monitoring and Inspection function was allocated UGX. 26,261,000/= which was spent on inland travel, Fuel, lubricant and oils, stationery, workshops, vehicle maintenance, and printing/photocopy. This implied that, the funds were spent on eligible activities as per sector guidelines.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>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> <p>Evidence</p> <p>Q 3 - FY 2022/2023-Cash limit uploaded on 19th January 2023 and LG warranted on 19th January 2023, on the same day.</p> <p>Q 4 FY 2022/2023-Cash limit uploaded on 27th April 2023 and LG warranted on 2nd May 2023 2023, after 4 days, which was within the timeframe of 5 working days.</p> <p>Q 1 FY 2023/2024-Cash limit uploaded on 10th July 2023 and LG warranted on 23rd August 2023, after 44 working days, which was beyond the timeframe of 5 days</p> <p>LG did not warrant within 5 days (Q 1) after cash limits were uploaded in the PBS.</p>	0

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>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>Release circulars dated 17/08/2022 [Quarter 1], 19/01/2023 [Quarter 3], 20/04/2023 [Quarter 4] were in place. Letters of communication to schools for terms 3/2022, 1/2023, and 2/2023 dated 18/08/2022, 19/01/2023, and 22/04/2023 respectively were found in primary schools [Ntara, Kyanyinaihuri, Rutooma] I sampled and visited meeting the three [3] days condition. Equally, copies of capitation grant invoices were in place at both the district and schools visited.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else, score: 0</p>	<p>The UPE capitation grant releases were displayed at both notice boards [district and schools].</p>	
10	<p>Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> • If 100% compliance, score: 2, else score: 0 	<p>According to the Inspection Plan 2022/2023 dated 10/07/2022 and Inspection minutes for meetings held on 15/09/2022, 07/11/2022, 24/01/2023, 12/05/2023, 27/05/2023, and 20/06/2023, issues to focus on were allocation of areas to inspection/operations, capturing staffing positions in schools, need for more classrooms and furniture, monitoring preparation of lessons and schemes of work, among others.</p>	2
10	<p>Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> • If 100% score: 2 • Between 80 - 99% score 1 • Below 80%: score 0 	<p>In terms 3/2022, 1/2023, and 2/2023, 68/68 [100%], 60/68 [88.2%] and 50/68 [73.5%] UPE schools respectively, were inspected. Giving an average of 87.2% schools inspected in the three terms.</p>	1
10	<p>Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>According to Inspection Reports of terms 3/2022, 1/2023, and 2/2023 and departmental minutes of meetings held on 20/10/2022, 15/01/2023, and 19/05/2023, issues of inspection were discussed, and concentration was on playgrounds for schools, development of improvement plans, renewal of SMCs, congestion in classes, gaps in staffing of schools, among others that were followed up for solutions.</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p>	<p>Inspection Reports for terms 3/2022 and 1/2023, dated 15/12/2022 and 15/07/2023 were received by DES on 19/12/2022 and 16/07/2023 respectively. Term 2/2023 report was uploaded on Thursday December 14, 2023 15:06:47. Secondly, according to primary schools [Ntara, Kyanyinhuri, Rotooma] I sampled and visited, feedback inspection reports were left behind by inspectors.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>Evidence by Kitagwenda DLG showed the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results for FY 2022/2023. This was from sector committee and council meetings.</p> <p>Below are dates for meeting and Minute numbers:</p> <p>a. 9th December 2022: MIN 9/SSVCS/2022/2023.</p> <p>b. 1st February 2023: MIN 15/SSVC/JAN2022/2023.</p> <p>c. 7th May 2023: MIN22/SSVC/MAY 2022/23.</p> <p>The following were discussed:</p> <p>i. Prioritize latrine construction on schools.</p> <p>ii. Head teachers to emphasize music, dance and drama as extra-curricular activities.</p> <p>iii. Ensure supervision and monitoring in schools is enhanced.</p> <p>iv. DEO should not entertain any appeals on transfers from teachers because of medical excuses.</p> <p>v. Schools to improve performance of exams in PLE, UCE and UACE.</p> <p>vi. Train school management committee members on how to manage and monitor programmes in schools to enhance performance.</p> <p>vii. DEO seriously follow-up and find out whether inspection is of required standards in order to deal with gaps with inspections.</p> <p>vi. The allocation of teachers in schools should be rationalized.</p>	2

11	Mobilization of parents to attract learners <i>Maximum 2 points on this performance measure</i>	Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, <i>score: 2 or else score: 0</i>	According to reports dated: 1. 29/11/2022 on mentoring stakeholders to retain learners in schools. 2. 28/11/2022 on sensitizing teachers and learners on gender sensitive issues in education institutions. 3. 3rd and 30th June 2022 on psychosocial support, guidance and counselling, and mentoring of teachers. 4. 24/02/2023 on training of SMCs. 5. 20/06/2023 on sensitization of teachers on managing discipline in education. The LG conducted activities to mobilize, attract, and retain learners in schools.	0
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Investment Management

12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i>	Basing on the district consolidated assets register and the individual schools' assets registers of primary schools [Ntara, Kyanyinaihuri, Rutooma] I sampled and visited, the two assets registers [district and schools'] had tallying information and the facilities and equipment were in place in schools..	2
12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i>	Evidence provided indicated the LG conducted desk appraisals for the sector projects in the budget and established the prioritized investment were derived from the LGDP III. They were also eligible for expenditure under sector guidelines and funding source. The appraisals were conducted for the projects planned in the FY 2022/2023. The projects were appraised by; DEO, District Planner, DCDO and Senior Environment Officer on 14/02/2023. The desk appraisal were for the following projects; 1. Construction of Kanara Seed School at UGX. 1,325,565,000 2. Construction of Classroom Block, toilet, Water tank at Nyamukoijo Primary School at UGX. 152,734,000.	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>The LG provided field appraisals for technical feasibility, environmental and social acceptability and customized designs. The appraisals were on 15th March 2023 and were carried out by; DEO, Inspector of Schools, District Planner, DCDO and Senior Environment Officer.</p> <p>The field appraised projects were:</p> <ol style="list-style-type: none"> 1. Construction of Kanara Seed School at UGX. 1,325,565,000 2. Construction of Classroom Block, toilet, Water tank at Nyamukoijo Primary School at UGX. 152,734,000. 	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, score: 1, else score: 0</p>	<p>As per the Approved Work Plan, the following projects were incorporated in the AWP and Procurement Plans for the current FY/2023-2024.</p> <p>Sample projects:</p> <ol style="list-style-type: none"> I. Construction of 5 stance latrine at Nyabbani moslem P/S- Budgeted at 29,172,000/= II. Construction of 5 stance latrine at Kengeya P/S- Budgeted at 29,199,513/= III. Construction of 2-classroom block with office, 10,000ltr tank and 36 twin desks at Nyamukoijo P/S. Budgeted at 146,190,450/= 	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, score: 1, else score: 0</p>	<p>School infrastructure Projects were approved by the contracts committee before commencement.</p> <p>Sampled projects</p> <ol style="list-style-type: none"> I. Construction of Kanara seed school-MoES-KITAUGIFT/WRKS/21-22/00002/LOT11. Approved on 21st march 2022 under Min064/DCC/March/2022 and Cleared by the solicitor General on 23rd December 2022. II. Construction of 2 classroom block, 5 stance Pit lined latrine with urinal and supply of 36 twin desks and installation of 10,000litre water tank at Kicwamba Quaran P/S-KITAG867/WORKS/2022/2023/00015. Approved under Min003/DCC/FEB/2023 in a contracts committee sitting dated 13th Feb 2023. 	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was Proper establishment of PITs (full team) for the education projects.</p> <p>Evidence;</p> <p>A letter dated 18th Jan 2023 appointing Baguma Andrew as project manager, Asimwe Sedas (DEO) as contract manager, Ndinawe Medard-District Community Development Officer, Turyamuleba mose-District Natural Resource Officer, Tumwesigye Nobert-clerk of works and subcounty chief -Kanara.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>The sampled projects as per the physical checks during the site visits were Not implemented following standard technical designs provided by the MoES, as there were notable defects in the structures.</p> <p>Sampled projects:</p> <p>I. Construction of Kanara seed school.</p> <p>Columns were not vertically plumbed especially in the science block. As per the site instruction N00. 8, issued by clerk of works- Norbert Tumwesigye on 25th Sept 2023, it was evident that VIP latrines were not being set out to correct dimensions as per the construction drawings.</p> <p>II. Construction of a 2-classroom block and 5- stance lined VIP latrine with urinal at Kichwamba Quaran primary school.</p> <p>Defects included; cracks on the floor and verandah</p>	0
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>The LG implemented the construction of Kanara seed school in the previous FY and there was evidence that site meetings were conducted.</p> <p>Evidence:</p> <p>Stake holder site meeting on 29th August 2023, monitoring report dated 8th May 2023 and 1st Sept 2023.</p>	1

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 was evidence of joint monthly supervision of the sector infrastructure projects by the technical officers.

Evidence;

I. Monitoring report dated 3rd April 2023, 8th May 2023, 10th May 2023 and 1st Sept 2023 and site visitors book at Kanara seed school. In attendance were; Resident District Commissioner, Local Councilor V, District Education Officer, Chief Administrative Officer, District Engineer, Environment officer and Local Councilor III.

II. minutes of the site meeting on 29th August 2023 at Kanara seed school.

III. Environmental monitoring reports dated 25th January 2023 and 28th April 2023 for Kanara seed school.

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 sector infrastructure projects were properly executed, however, payments to contractors (contractors, 1 and 2) were not made within specified timeframes within the contract FY 2022/2023. The projects were as follows; Payment terms as per contract 30 days after a request for payment / invoice by the contractor. 1. Construction of 5 stance latrine at Buryansungwe P/S, by Rericad Engineering Limited. Procurement Number. KITAG632/WORKS/2021/22/00007. Requisition for funds 01/05/2023. Certified works on 13/06/2023 and paid on 28/06/2023 by EFT. 6442245, UGX. 4,279,622. Payment after 58 days, which was beyond the timeframe of 30 days. 2. Construction of 2 classroom blocks with office, 5 stance pit lined latrine with a urinal and supply of 36 twin desks and installation of 10,000ltr water tank at Kichwamba Quran P/S, by Mwijuka HR Services Ltd. Procurement Number. KITAG867/WRKS/2022/2023/00015. Requisition for funds 10/05/2023. Certified works on 12/05/2023 and paid on 15/06/2023 by EFT. 5859408, UGX. 35,568,533. Payment after 36 days, which was beyond the timeframe of 30 days 3. Construction of Kanara Seed Secondary School, by Skyworth Technical Services Limited..Procurement Number. MOES/UGIGFT/WRKS/21-22/00002/LOT11. Requisition for funds 23/06/2023. Certified works on 23/06/2023 and paid on 28/06/2023 by EFT. 6440936, UGX. 501,623,591. Payment after 5 days, which was within the timeframe 30 days.	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>	No evidence was availed to the assessor to ascertain when the LG Education department submitted a procurement plan.	0

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>Complete Procurement files for all the school infrastructure projects with Procurement requisition forms, bid invitation notice, Evaluation Reports, Minutes of the Contract Committee and contract award letters were present for the following sampled projects;</p> <p>Sampled projects</p> <p>I. Construction of Kanara seed school-MoES-KITAUGIFT/WRKS/21-22/00002</p> <p>II. Construction of 2 classroom block, 5 stance Pit lined latrine with urinal and supply of 36 twin desks and installation of 10,000litre water tank at Kicwamba Quaran P/S-KITAG867/WORKS/2022/2023/00015</p> <p>III. Construction of 5 Stance Lined Drainable VIP Latrines at Nyarurambi P/S in Rwejanja S/C-KITAG867/WRKS/2022/2023/000032.</p>	1
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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>The LG had grievances recorded, investigated, responded to and redress reported under Education.</p> <p>Through community engagement on 25/4/2023 it was reported that Skyline Contractor failed to pay the porter(Mugisha Abigara at the construction site at Kanara seed school a sum of 90,000UGX.Through summons the contractor paid the porter through mobile money on 29/8/2023</p>	3
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>A copy of the Environment Guidelines dated 01/07/2022 was in place at the DEO's office. A similar copy was found in primary schools [Ntara, kyanyinaihuri, Rutooma], I sampled and visited disseminated.</p>	3

16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	<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 Kanara seed secondary school under UgIFT(Ref No MOES/-KitagUgIFT/Wrks/21-22/00002 . In the BoQ element 1,2, and 3 external works for storm water drainage 11,781,000UGX and Landscaping at 5,162500UGX. ESMP Costed at 16,600,000UGX</p> <p>Construction of 2 Classroom block and 3 stance lined Latrine at Kichwamba Quaran PS (Ref No Kitag8/WRKS/2022-23/0009). In the BoQ -There was additional 5% for environmental and social safeguards at 4,839,141UGX ESMP Costed for storm water management, OHS at 300,000UGX</p> <p>Construction of 5 stance VIP latrine at Nyarurambi PS in Rwenjana PS (Ref No Kita867/WRKS/2022-23/000032). In the BoQ Item 4, external works for storm water drainage 180,000UGX and Planting paspalam at 50,000UGX. ESMP Costed for Site meetings, storm water management, OHS at 450,000UGX</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>	<p>There was evidence availed by LG to show proof of land ownership for Education/school construction projects implemented in the previous year for example;</p> <p>Letter for land allocation of 8 acres for Kanara seed school. A meeting was held in the subcounty council and Under Min No XVII/KAN/Cou/2019 of council,8 acres of land were offered to Kanara seed school. Signed by Subcounty chief Kamiti Anthony dated 18/12/2019</p>	1

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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></p>	<p>There was evidence that the LG had consistent monitoring and engagement of education projects throughout the contract period by CDO and Environment Officer. Reports for supervision of the education projects include;</p> <p>Compliance Monitoring Report for construction of Kanara Seed school. Monitoring report dated 3/4/2023 and 28/4/2023 signed by CDO and Environment officer</p> <p>Compliance Monitoring Report for construction of Kichwamba Quran PS. Monitoring report dated 11/5/2023 and 28/4/2023 signed by CDO and Environment officer</p> <p>Corrective measures were done according to the monitoring reports example; drainage managed, waste debris managed and no child labour was witnessed on sites</p>	2
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments <i>Score: 1, else score:0</i></p>	<p>There was evidence that LG had E&S compliance Certification forms and Contractor payment certificates completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates example;</p> <p>Construction of 5 stance VIP latrine at Nyarurambi PS in Rwenjana PS (Ref No Kita867/WRKS/2022-23/000032) payment certificate dated 8/5/2023 amount due 25,553,304 UGX signed by DEng, Senior Environment Officer,DCDO DEO and CAO on 8/5/2023</p>	1

**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 4.6% between FY 2021/2022 to 2022/2023. Delivery data was obtained for the FY 2021/2022 and 2022/2023 for (Ntara HC IV, Nyabbani HC III and Kicheche HC III). Total deliveries for the FY 2021/2022(Old) was 4529 and FY 2022/2023(New) was 4739. Percentage change was calculated using $(\text{New-Old})/\text{Old} \times 100 = (4739-4529)/4529 \times 100 = 4.6\%$. This increase is less than 20%, the LG scores 0</p>	0
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0 	<p>Average score in health for LLG Performance was 79%</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

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

Maximum 8 points on this performance measure

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

Health Sector Development Grant budgeted, UGX.136,323,000 (ABPR, page, 17) and spent UGX.132,011,000. The balance of UGX.14,590,000, was returned to the Centre (MoFPED).

Expenditure for UGX. 132,011,000 (ABPR, page 31).

1. Construction of a 5 stance latrine at Ntara Health Centre at UGX. 20,000,000.
2. Construction of a 5 stance Latrine at Kicheche HC III, UGX. 20,000,000.
3. Construction of a 5 stance Pit Latrine at Nyabbani HCIII, UGX. 20,000,000.
4. Fencing of Ntara HCIV Phase I, UGX.61,511,000.
5. Renovation of Mahyoro Maternity, UGX. 10,500,000.

Total, UGX.132, 011,000.

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

Maximum 8 points on this performance measure

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

The DHO, District Engineer, District Natural Resource Officer, DCDO certified works on health projects before the LG made payments to the Contractors and suppliers.

The payments made were as follows;

1. Fencing and Gate Construction of Ntara HCIV, by Ephmon Construction Company Limited.. Procurement Number. KITAG867/WRKS/2022/2023/00016. Requisition for funds 24/04/2023. Certified works on 08/05/2023 and paid on 08/05/2023 by EFT. 5905322, UGX. 53,105,110.

However, the sample was not representative enough to make a conclusion.

Disclaimer.

The accountant who stood in for the CFO as he was in a seminar, said some vouchers were taken by the state house anti-corruption monitoring unit team as they were still under investigations by the time of assessment on 14th-15th December 2023.

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>The Engineers estimates (Budgets) Vs. the Contract Prices for the sampled projects are;</p> <p>I. Construction of 5-stance latrine at Ntara HCIV- KITAG867 /WRKS/2022-2023/00036.</p> <p>Engineers Estimate: 19,000,000/=</p> <p>Contract award price: 19,300,000/=</p> <p>Variation: -1.55%</p> <p>II. Construction of 5-stance latrine at Kicheche HCIII- KITAG867 /WRKS/2022-2023/00036.</p> <p>Engineers estimate: 19,000,000/=</p> <p>Contract award: 19,300,000/=</p> <p>Variation: -1.55%</p> <p>III. Construction of 5-stance latrine at Nyabbani HCIII- KITAG867/WRKS/2022-2023/00036.</p> <p>Engineers estimate: 19,000,000/=</p> <p>Contract award: 19,300,000/=</p> <p>Variation: -1.55%</p> <p>The variations were thus within +/-20% of the MoWT/LG Engineers estimates.</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>According to the LG works contracts for FY/22-23, the LG did not implement any Health centre upgrade</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>Kitagwenda district had 1 HCIV and 4 HCIIIs with a combined staff ceiling of 124 established positions. According to the staff list obtained from the HRM office, 124 positions were filled which is 65% hence a score of 0</p>	0

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> • If 100 % score 2 or else score 0 	<p>According to the LG works contracts and Annual budget performance report for the previous financial year, no HC upgrades were executed</p>	2
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Performance Reporting and Performance Improvement

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence to show that health workers were not in place as indicated in the staff list provided by the DHOs office in 2 out of the 3 sampled health facilities. 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 (Ntara HC IV, Nyabbani HC III and Kicheche HC III) and observed the following.</p> <p>Kicheche HC III: The deployment list provided by the DHOs office had 16 government payroll staff. On verification, all the 16-government payroll were in place as indicated on the DHOs list with additional 9 staff seconded by Baylor.</p> <p>Nyabbani HC III: The deployment list provided by the DHOs office had 17 health staff. On verification, 18 health staff were in place at the health facility. The additional one staff missing on the DHOs list was Akampwera Stephen- Senior Clinical Officer.</p> <p>Ntara HC IV: The deployment list provided by the DHOs office had 51 health staff. On verification 4 staff were not in place as indicated on the DHOs list (Twikirize Jacqueline-Nursing Officer retired, Tumukunder Prossy was promoted to a Parish Chief, Tuhairwe Caroline-Senior Clinical Officer and Kyogairwe Monica-Askari were transferred). There were also additional 2 staff on the health facility list who were missing on the DHOs (Numanya Richard-Medical Social Worker and Tuhimbise Meble-Nursing Officer).</p>	0
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5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>No health facility was upgraded in the FY 2022/2023, however, Buhanda HC II was approved for upgrading to HC III in 2021/2022 and no action has been taken. The indicative planning figures worth 920 million shillings regarding the upgrade were given in the 2nd budget call circular of budget 2022/2023 but did not feature in the last budget call circular (Letter to the PS MoH, dated 22nd Sep 2023-Ref CR/354/1-Signed by Ssebandeka Richard-CAO). No Budget was allocated for the upgrade in both FY 2021/2022 and 2022/2023</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 was evidence that the annual work plan and budgets for the sampled health facilities (Ntara HC IV and Nyabbani HC III and Kicheche HC III) conformed to the prescribed formats in the planning guidelines but were not submitted timely in 2 out of the 3 sampled facilities i. e by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector.</p> <p>Ntara HC IV: The workplan and budget was prepared by Dr Federick Omia (Health Facility In charge) on 26th June 2023 and submitted to the DHOs office on the same date</p> <p>Nyabbani HC III: The workplan and budget was prepared Ithungu Afusa (Health Facility In charge) on 29th March 2023 and submitted to the DHOs office on 17th April 2023</p> <p>Kicheche HCIII: The workplan and budget was prepared by Twinobugabe Princess (Health Facility In charge) on 31st March 2023 and submitted to the DHOs office on the same date</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>The Annual Budget Performance Reports for the sampled facilities (Ntara HC IV and Nyabbani HC III and Kicheche HC III) were not available to the assessment team</p>	0

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 (Ntara HC IV and Nyabbani HC III and Kicheche HC III) improvement plans for the current FY (2023/2024) incorporated performance issues identified in DHMT monitoring and assessment reports. We reviewed the HF improvement plans for the current FY and compared with recommendations identified in the DHMT monitoring visits and noted the following;

Ntara HC IV: Q2 supervision visit noted that, there was incomplete outpatient register, and no maternity summaries were being done. Equally the triaging was inadequately done for example MUAC and SPO2 measurement were not being taken. These issues were incorporated in the HF PIP. Nutrition assessment for all clients visiting the facility was planned. The HF also planned to link all malnourished clients into care. Equally the facility also planned for data mentorship to improve the quality of data obtained from the facility. (Integrated PIP, workplan and budget was prepared by Dr Federick Omia (Health Facility In charge) on 26th June 2023

Nyabbani HCIII: Q3 supervision visit noted that, performance monitoring tools were not being updated, waste were being disposed off discriminatively and immunization coverage was low. These issues were incorporated in the HF PIP. The facility planned for mentorship of health workers on records and health care waste management and school health programs to increase uptake for immunization services (Integrated PIP, workplan and budget was prepared Ithungu Afusa (Health Facility In charge) on 29th March 2023)

Kicheche HC III: Q3 supervision visit noted that there was discrepancy in data that were being generated in OPD and health facility staff were not using data for decision making. These issues were incorporated in the HF PIP. The facility planned for monthly meetings to review HMIS reports before submission and data mentorship (Integrated PIP, workplan and budget was prepared by Twinobugabe Princess (Health Facility In charge) on 31st March 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 (Ntara HC IV Nyabbani HC III and Kicheche HC III) submitted 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. We reviewed the HMIS 105 and 106 for the sampled facilities and noted the following;

Month Ntara HC IV

Kicheche HC III Nyabbani HC III

June 2023 4/7/2023 6/7/2023 5/7/2023

May 2023 7/6/2023 7/6/2023 7/6/2023

Api 2023 5/5/2023 5/5/2023 5/5/2023

March 2023 3/4/2023 7/4/2023 7/4/2023

Feb 2023 7/3/2023 7/3/2023 7/3/2023

Jan 2023 5/2/2023 7/2/2023 6/2/2023

Dec 2022 6/1/2023 4/1/2023 6/1/2023

Nov 2022 5/12/2022 6/12/2022 7/12/2022

Oct 2022 6/11/2022 5/11/2022 7/11/2022

Sep 2022 5/10/2022 5/10/2022 6/10/2022

Aug 2022 5/9/2022 7/9/2022 7/9/2022

Jul 2022 5/8/2022 5/8/2022 5/8/2022

Quarter Ntara HC IV Kicheche HC III Nyabbani HC III

Q1 4/10/2022 5/10/2022 3/10/2022

Q2 4/1/2023 4/01/2023 5/01/2023

Q3 4/4/2023 4/4/2023 6/4/2023

Q4 3/7/2023 4/7/2023 4/7/2023

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>This indicator is NA, All LGs to score 0</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>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
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>The LG did not provide evidence on compilation and submission of quarterly Budget Performance Reports by DHO for FY 2022/2023 to Planner for consolidation. The LG Planner Venantius Kiiza was not available to provide information. The statistician who was assigned the responsibility to stand in for the LG planner, was not able to provide the information required. The sector accountant in the DHO's office was also not available to provide the information.</p>	0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>There was no evidence that LG developed Performance Improvement Plan for the lowest performing health facilities in the FY 2022/2023. No documentation was availed to the assessment team</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>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was no evidence that the LG implemented Performance Improvement Plan for the lowest performing health facilities. No documentation was availed to the assessment team.</p>	0
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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 142(84%) of the health workforce with a wage of Ugx 1,953,743,2361(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 10 health facilities (1 HC IV, 4 HC III and 5 HC II), with an approved staff structure of 169 health workers.</p>	0
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7

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

Maximum 9 points on this performance measure

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

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 75% of the required staffing. For example; Buhanda HC II had 5 staff out of 9(56%).

0

7

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

Maximum 9 points on this performance measure

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

There was evidence that health staff were not working where they are deployed in 2 out of the 3 sampled facilities (Ntara HC IV, Nyabbani HC III and Kicheche 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;

Kicheche HC III: The deployment list provided by the DHOs office had 16 government payroll staff. On verification, all the 16 government payroll staff were working where they were deployed with additional 9 staff seconded by Baylor.

Nyabbani HC III: The deployment list provided by the DHOs office had 17 health staff. On verification, 18 staff were working at the health facility. The additional one staff missing on the DHOs list was Akampwera Stephen- Senior Clinical Officer. We are not certain whether this was where he was deployed.

Ntara HC IV: The deployment list provided by the DHOs office had 51 health staff. On verification 4 staff were not working at the facility (Twikirize Jacqueline-Nursing Officer retired, Tumukunder Prossy was promoted to a Parish Chief, Tuhairwe Caroline-Senior Clinical Officer and Kyogairwe Monica-Askari were transferred). There were also additional 2 staff on the health facility list (Numanya Richard-Medical Social Worker and Tuhimbise Meble-Nursing Officer). We are not certain if they were deployed at this facility since they were missing on the DHOs list.

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>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 HFs (Ntara HC IV, Nyabbani HC III and Kicheche HC III) were displayed on the health facilities notice boards</p> <p>Nyabbani HCIII, a list of 18 health workers displayed, dated 5th Oct 2023</p> <p>Kicheche HC III, a list of 16 health workers displayed as of September 2023</p> <p>Ntara HC IV, a list of 53 health workers displayed, not dated</p>	2
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>a) Evidence that the DHO/MMOHs has:</p> <p>i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0</p>	<p>The assessor reviewed personal files for 7 health in-charges and found out that 3 were appraised late and one had no appraisal report for the previous FY</p> <ol style="list-style-type: none"> 1. Akampwera Stephen (Senior Clinical Officer) was appraised on 30th June 2023 2. Ithungu Afusa K (Nursing Officer) was appraised on 7th July 2023 3. Sabiiti Alex (Senior Clinical Officer) was appraised on 30th June 2023 4. Kobusinge Scovia (Nursing Officer) was appraised on 30th June 2023 5. Twinobugabe Princess (Clinical Officer) was appraised on 17th July 2023 6. Tuhairwe Caroline (Clinical Officer) was appraised on 6th July 2023 7. Dr Frederick Omia (Senior Medical Officer) had no performance report for the previous FY 	0

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	The assessor reviewed personal files for a sample of 10 health workers and found out that 4 were appraised late by their Health Facility In-charges during the previous FY	0
	Maximum 6 points on this performance measure		<ol style="list-style-type: none"> 1. Kusopi George (Dental Officer) was appraised on 30th June 2023 2. Kyokushaba Prudence (Enrolled Nurse) was appraised on 4th July 2023 3. Iremera Sarah (Senior Health Inspector) was appraised on 30th June 2023 4. Twinomugisha Santrinah (Enrolled Nurse) was appraised on 9th July 2023 5. Kyarikunda Dativa (Assistant Nursing Officer) was appraised on 2nd July 2023 6. Kyarisima Babrah (Nursing Officer) was appraised on 1st July 2023 7. Komugisha Milliam (Nursing Assistant) was appraised on 26th July 2023 8. Twongyeirwe Debra (Nursing Assistant) was appraised on 30th June 2023 9. Tumusiime Evas (Enrolled Nurse) was appraised on 28th June 2023 10. Ninsiime Enock (Health Assistant) was appraised on 30th June 2023 	
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	No evidence was provided to show that DHO took any corrective actions based on the appraisal reports	0
	Maximum 6 points on this performance measure			

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	b) Evidence that the LG: i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0	There was evidence that training activities for the FY 2022/2023 were conducted. A training on health workers in the private sector was done from 31st May to 1st June 2023. The objective of the training was to provide health workers in private facilities with skills and knowledge on how to provide quality services in the private sector and improve reporting. A total of 17 health workers were trained (Report prepared by Tukwasibwe Anthony-Malaria Focal Person, dated 2nd June 2023) Cascade of the 3rd edition IDSR ECHO hybrid training of health facilities was implemented. The objective of this training was to update the district and facility teams with skills of identifying, reporting and analyzing surveillance data. It was attended by 58 participants (Report prepared Stephen Olinga-POR, dated May 12, 2023)	1
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	ii. Documented training activities in the training/CPD database, score 1 or else score 0	There was no evidence that the LG health department documented training activities in the training/CPD database. The LG did not present a training data base during assessment.	0

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 evidence that the CAO confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing in a letter to the PS MoH (Letter dated September 18, 2023 -Ref CR/353/1). The letter was written within the required timeline i.e. 30th Sep 2023	2
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9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>No evidence was provided which showed allocations were made towards monitoring service delivery and management of District health services in line with the sector grant guidelines. The planner Mr. Kiiza Venantius was not available as was in Kampala attending a workshop. The statistician who was assigned the role to provide information could not avail the figures (data). The sector accountant for health was not available and DHO's office was non-responsive.</p>	0
	<p>Maximum 9 points on this performance measure</p>			
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p>	<p>The LG did not timely warrant direct grant transfers to health facilities in Q 4 in accordance to the requirements within 5 working days in FY 2022/2023.</p>	0
	<p>Maximum 9 points on this performance measure</p>		<p>Q 1- FY 2022/2023, warranted on 17/08/2022 and transferred 21/08/2022, after 4 days, which was within the timeframe of 5 working days.</p>	
			<p>Q 2- FY 2022/2023, warranted on 19/10/2022 and transferred 19/10/2022, on the same day</p>	
			<p>Q 3 - FY 2022/2023, warranted on 16/01/2023 and transferred 19/01/2023, after 3 working days, which was within the timeframe of 5 days.</p>	
			<p>Q 4 - FY 2022/2023, warranted on 20/04/2023 and transferred 02/05/2023, after 18 working days, which was beyond the timeframe of 5 working days.</p>	
			<p>The LG did not transfer within 5 working days after warranting in Q 4.</p>	

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>The LG did not invoice and communicate PHC NWR Grant transfers for FY 2022/2023 to health facilities within 5 working days from the day of funds release in each quarter.</p> <p>Q 1- FY 2022/2023, released funds on 05/08/2022, invoiced and communicated on 17/08/2022, after 12 days, which was beyond 5 working days.</p> <p>Q 2- FY 2022/2023, released funds on 19/10/2022, invoiced and communicated on 19/10/2022, invoiced and communicated on the same day.</p> <p>Q 3 - FY 2022/2023, released funds on 19/01/2023, invoiced and communicated on 19/01/2023, invoiced and communicated on the same day</p> <p>Q 4 - FY 2022/2023, released funds on 27/04/2023, invoiced and communicated on 02/05/2023, within the required 5 working days.</p> <p>The LG invoiced and communicated all PHC NWR Grant transfers after release of funds for the FY 2022/2023 to health within 5 working days in Q 1.</p>	0
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>Evidence indicated the LG did not publicize (Q 1 - Q 4) all the quarterly financial releases through noticeboard on the release to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED FY 2022/2023.</p> <p>Q 1-FY 2022/2023, expenditure limits was on 08/07/2022, publication was on 17/08/2022, after 12 days, which was beyond the timeframe of 5 working days.</p> <p>Q 2- FY 2022/2023, expenditure limits was on 30/09/2022, publication was on 19/10/2022, after 19 days, which was beyond the timeframe of 5 working days.</p> <p>Q 3 - FY 2022/2023, expenditure limits was on 29/12/2022, publication was on 19/01/2023, after 21 days, which was beyond the timeframe of 5 working days.</p> <p>Q 4 - FY 2022/2023, expenditure limits was on 06/04/2023, publication was on 20/04/2023, after 14 days, which was beyond the timefrmae of 5 working days.</p>	0

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

Maximum 7 points on this performance measure

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

There was no evidence that the health department implemented actions recommended by the DHMT/MMHT quarterly performance review meetings of the previous FY 2022/2023

The Q1 meeting held on 20th October 2022, under action plan, recommended that the District Malaria Focal Person should conduct sensitization of communities on malaria prevention and control strategy to address the high incidences of malaria in the District. There was no evidence provided on the status of implementation of this recommendation,

The Q2 meeting held on 2nd Feb 2023, further recommended that malaria response should be mainstreamed a cross all departments and community sensitization should be conducted to address the high cases of malaria registered in the district. In addition, it was also recommended that health education be enhanced in all facilities. There was no evidence provided on the status of implementation of these recommendations

Minutes for Q3 and 4 were not availed to the assessment team.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>From the review of Q1 and Q2 minutes, it was noted that, the LG quarterly performance review meetings involved all health facilities in charges and member of the DHMT. However, implementing partners were not involved in Q1 and key departments were not involved in Q2. Equally minutes for Q3 and 4 were not availed to the assessment team. The details are summarized below</p> <p>Q1: The meeting was held on 20th October 2022. A total of 28 participants attended the meeting, including HF In charges, member of the DHMT and Key departments (CAO, SAS, Probation Officer)- implementing partners were not represented in this meeting.</p> <p>Q2: The meeting was held on 2nd Feb 2023. A total of 20 participants attended the meeting, including HF In charges, member of the DHMT and Implementing partners (COSIL, Baylor Uganda, UNHCR)- Key departments were not represented in this meeting</p> <p>Minutes for Q3 and 4 were not availed to the assessment team. We could there fore not determine if the LG quarterly performance review meetings for Q3 and 4 involved all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>The LG had 1 HC IV (Ntara HC IV) and no General Hospital in the last FY 2022/2023. There was evidence that the LG health department supervised the HC IV in Q1 and 2 of the FY 2022/2023. Q4 supervision report was not availed. The details are summarized below;</p> <p>Q1: Only the HCIV was supervised this quarter (Report prepared by Rukundo Hope Bafaki- Assistant District Health Officer-MCH, dated 26th Aug 2022)</p> <p>Q2: Only the HCIV was supervised this quarter (Report prepared by Rukundo Hope Bafaki- Assistant District Health Officer-MCH, dated 30th December 2022)</p> <p>Q3: A total of 8 health facilities were supervised this quarter excluding the HC IV(Report prepared by Rukundo Hope Bafaki- Assistant District Health Officer-MCH, dated 26th April 2023)</p>	0

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <ul style="list-style-type: none"> • If not applicable, provide the score 	<p>The LG have 1 HSD - Ntara HSD, Supervised by (Ntara 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</p> <p>Q1: A total of 9 HFs were supervised this quarter (Report prepared by Dauda Abdallah-HSD Lab Focal Person, dated 30th Sep 2022</p> <p>Q2: A total of 7 HFs were supervised this quarter (Report prepared by Dauda Abdallah-HSD Lab Focal Person, dated 20th Dec 2022</p> <p>Q3: A total of 8 HFs were supervised this quarter (Report prepared by Dauda Abdallah-HSD Lab Focal Person, dated 30th March 2023</p> <p>Q4: A total of 8 HFs were supervised this quarter (Report prepared by Dauda Abdallah-HSD Lab Focal Person, dated 30th June 2023</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was no 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.</p> <p>Ntara HC IV: The support supervision visit conducted on 24TH May 2023 recommended that the In charge should follow up with the midwives and ensure that they document ANC clients tested in the HTS register. The health facility could not provide evidence of implementation of this recommendation</p> <p>Kicheche HC III: The support supervision visit conducted 30th June 2023 recommended that the facility should display the case definition charts to show the different disease condition and how they present. Equally the supervision visit conducted on 4/4/2023 recommended that a budget line be provided for engraving assets in the facility. There was no evidence provide on the status of implementation of these recommendations</p> <p>Nyabbani HC III: The support supervision visit conducted on 22nd May 2023 recommended that the facility should provide continuous supervision of VHTs and VHT mentorship should be conducted on malaria tools. There was no evidence provide on the status of implementation of these recommendations.</p>	0

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence that the LG provided support to health facilities in the management of medicines and health supplies. A copy of the annual report on medicine management supervision was availed to the assessment team.</p> <p>The report noted that some facilities had improved in terms of medicine management. Facilities were using stock books and cards appropriately. The newly recruited staff were also trained on tools used for medicine management. However, some facilities lacked reference materials during dispensing and there was delay in delivery of drugs and other essential medical supplies from National Medical Stores (Report prepared by Twongyeirwe Herbert-District Medicine Management Supervisor, dated 3rd July 2023)</p>	1
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>The LG did not provide evidence to the assessor regarding information the LG on allocations towards District Health Office budget to health promotion and prevention activities. The planner Mr. Kiiza Venantius was not available as was in Kampala attending a workshop. The statistician who was assigned the role to provide information could not avail the figures (data). The sector accountant for health was not available and DHO's office was non-responsive.</p>	0

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. The assessment team reviewed the health promotion and diseases prevention reports and noted the following;

Health education and promotion supervision was carried out from 1st – 8th March 2023. The objective of the activity was to assess best practices, uphold and maintain continuous medical education. A total of 7 health facilities were visited. (Report prepared by Twongyeirwa Herbert-District Health Educator, not dated

In Q2, IEC materials were distributed. 7 out of 10 radio talk shows and community mobilization using the public address system were held (Report prepared by Twongyeirwa Herbert-District Health Educator, 9th January 2023

Based on the Q4 report. The following key activities were implemented;

-20 out of 48 community meetings were conducted

- Training of VHTs on ICCM was done

- 2 radio talk shows were conducted with funding from external partners

(Report prepared by Twongyeirwa Herbert-District Health Educator, not dated

11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>There was evidence that follow up actions were 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 30th May 2023 under Min 05/DHT/MAY/2023 recommended that the District Health Educator should intensify health education during outreaches especially in hard to reach areas. The meeting also recommended for the involvement of health assistants and politicians in mobilization for immunization activities. These recommendations were implemented. Based on the Q4 report, 20 out of 48 community meetings were conducted, Training of VHTs on ICCM was done and 2 radio talk shows were conducted with funding from external partners ((Report prepared by Twongyeirwa Herbert-District Health Educator, not dated)</p> <p>The DHT meeting held on 12th April 2023 under Min 4/DHT/April/2023 recommended that the District Health Educator should conduct community dialogue in Nyabbani subcounty to address the malaria burden that had hit the subcounty. This was implemented. Based on the Q4 report, 20 out of 48 community meetings were conducted. (Report prepared by Twongyeirwa Herbert-District Health Educator, not dated)</p>
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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. The register presented details of assets and equipment which were available at in all the health facilities in the LG. The register was opened in Feb 16, 2019</p>
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12

Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.

Maximum 4 points on this performance measure

b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);

(ii) desk appraisal by the LG; and

(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));

score 1 or else score 0

The evidence provided indicated desk appraisals for prioritized investments in the health sector were derived from the LG Development plan. They were eligible for expenditure under sector guidelines and funding source, development grant, Discretionary Development Equalization Grant DDEG. The projects were appraised by, DHO, District Planner, DCDO, Senior Environment Officer and District Engineer.as per report dated 14/02/2023.

Desk appraisals were for the following projects:

1. Purchase of 2 motorcycles, UGX. 30,000,000.
2. Renovation of Mahyoro Health Centre III, UGX. 27,571,000.
3. Procurement of CT scanner at Ntara HCIV, UGX. 35,000,000.
4. Construction of 5 stance VIP Latrine at Kakasi HCIII, UGX. 30,000,000.

1

12

Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.

Maximum 4 points on this performance measure

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

The LG provided evidence it conducted field appraisals to check for technical feasibility, environment and social acceptability, and customized designs to site. The projects were profiled from the LG DP III, FY 2022/2023. They were appraised by; DHO, District Planner, DCDO, Senior Environment Officer on dates, 21/02/2023.

Field appraised projects were;

1. Purchase of 2 motorcycles, UGX. 30,000,000.
2. Renovation of Mahyoro Health Centre III, UGX. 27,571,000.
3. Procurement of CT scanner at Ntara HCIV, UGX. 35,000,000.
4. Construction of 5 stance VIP Latrine at Kakasi HCIII, UGX. 30,000,000.

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>The LG screened and prepared ESMPs and complied to risk mitigation plans for the following health projects;</p> <p>Construction of Pit latrines at Nyabani HC II, Kicheche HCIII and Ntara HC IV (Ref No: KIT867/WRKS/22-23/0036. Screening was done on by environment officer and CDO. ESMP were prepared and costed at 1,458,600UGX for Ntara HC IV</p> <p>ESMP were prepared and costed at 1,058,600UGX for Kicheche HC III. ESMP were prepared and costed at 1,458,600UGX for Nyabani HC III. The ESMPs were done and signed by environment officer and CDO on 28/4/2023,</p> <p>Compliance to the risk mitigation plan for projects implemented include, Landscaping and planting of grass and trees</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>No evidence was availed to the assessor to ascertain when LG health department made submission of all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</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>The LG Health Department did Not submit Procurement Requisition Forms - LG PP Forms to the PDU by the first Quarter of the current FY. Submissions were made on 18th October 2023 and 24th October 2023 respectively for the following projects.</p> <p>I. Construction of a 5-stance lined Pit latrine. Budgeted at 30,000,000/=</p> <p>II. Renovation of Mahyoro HC III. Budgeted at 27,571,000/=</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</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>According to the LG works contracts and Annual budget performance report for the previous financial year, No HC upgrades were executed. However, the implemented projects were approved during the 6th contracts committee meeting on 22nd March 2023 3. These are; Construction of 5-stance latrines at Ntara HCIV, Kicheche HCIII and Nyabani HCIII</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>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was No Proper establishment of PITs (full team) for the sampled projects.</p> <p>A letter date 28th March 2023 appointing Ahebwa Mary as project manager for the construction of 5 stances pit latrines at Ntara HC IV, Nyabbani HC III and Kicheche HC III was seen.</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>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG did not have major health upgrade projects. However, the executed one (constructed of 5 stances pit latrines at Ntara HC IV, Nyabbani HC III and Kicheche HC III) followed the designs provided by the District Engineer.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer.</p> <p>Evidence:</p> <p>Progress and completion reports dated 30th June 2023, 26th July 2023, 12th Sept 2023 on the construction of 5-stance PIT Latrines at Ntara HCIV, Kichche HC III and Nyabbani HC III.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 the LG held monthly site meetings by project site committee.</p> <p>Site meeting minutes on the commissioning of 5-stance PIT Latrine at Kicheche- dated 13th November 2023, 16th October 2023 and 13th Nov 2023. In attendance were; RDC, LCV, DHO, CAO, LC III, Area councilor.</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 of supervision of the sector infrastructure projects by the District Engineer, DCDO and Environment officer.</p> <p>Evidence;</p> <p>I. Environmental and screening report dated 28th April 2023 on the construction of 5- stance PIT Latrines at Nyabbani HC III.</p> <p>II. Supervision reports dated 26th July 2023 and 12th Sept 2023 on the construction of 5- stance PIT Latrines at Ntara HCIV, Kichche HC III and Nyabbani HC III.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>The LG provided evidence, the, DHO, District Engineer, DCDO, Senior Environment Officer verified works and initiated payment to contractor and was paid within the timeframe of 14 days.</p> <p>The payment was for;</p> <p>1. Fencing and Gate Construction of Ntara HCIV, by Ephmon Construction Company Limited.. Procurement Number. KITAG867/WRKS/2022/2023/00016. Requisition for funds 24/04/2023. Certified works on 08/05/2023 and paid on 08/05/2023 by EFT. 5905322, UGX. 53,105,110. Payment made within the timeframe of 14 days.</p> <p>However, the sample was not representative enough to make a conclusion.</p> <p>Disclaimer.</p> <p>The accountant who stood in for the CFO as he was in a seminar, said some vouchers were taken by the state house anti-corruption monitoring unit team as they were still under investigations by the time of assessment on 14th-15th December 2023.</p>	0
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>The Procurement Files were Not complete for the sampled projects. Some files only contained, approved Evaluation reports, memos of Bid Acceptance. However, contracts committee minutes, ward and acceptance letters were missing in some files for the sampled projects below.</p> <p>I. Constructed of 5 stances pit latrines at Ntara HC IV, Nyabbani HC III and Kicheche HC III)-KIT 867/WRKS/2022/2023/00036.</p>	0
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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>The LG had no grievances recorded, investigated, responded to and redress reported under Health</p>	0
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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 no evidence that the guidelines on medical waste management were issued/seen in the district by time of assessment</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>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There was registered service provider engaged for collection, storage, transportation, disposal/treatment of health care waste in the names of Green Label, a licensed waste handler for Medical wastes registered with NEMA. There was a waste collection form the Kitagwenda district waste transfer form.Ntara HC IV has an open medical waste pit and an incinerator is under construction.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence of training and awareness raising on waste management example;</p> <p>Trainings in Environmental Health activities carried out in the 2nd quarter about solid waste management. In Kitagwenda TC. Training involved generation, collection and transportation of wastes to disposable sites dated 13/4/2023. report signed by Ninsiima Enock Asst Health officer</p>	1
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was evidence that 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 Pit latrines at Nyabani HC II, Kicheche HCIII and Ntara HC IV (Ref No: KIT867/WRKS/22-23/0036. ESMP were prepared and costed at 1,458, 600UGX for Ntara HC IV</p> <p>ESMP were prepared and costed at 1,058,600UGX for Kicheche HC III. ESMP were prepared and costed at 1,458,600UGX for Nyabani HC III dated 28/4/2023 signed by Environment officer and CDO. In the BoQs environmental and social safeguards costed 800,000UGX</p>	2

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was evidence showing the LG had proof of land ownership for health construction projects implemented Example</p> <p>For Kicheche HC III, Certificate of Title LAF LWFP/330K. Plot 36 Block 99 at Kabujogera. Ownership -Kicheche subcounty local Government. Area-5.5040 Hec, County-Kibale dated 23/11/2018 signed by Registrar of Titles</p> <p>For the Nyabani HC II Certificate of Title-Block road Kamanyire close Plot 13 Block 72 at Kyaninihuri Area 11.6780hec Ownership Nyabani subcounty local Government dated 19/8/2019</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>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 reports for Construction of health projects example;</p> <p>Monitoring Report for compliance of construction of pit latrines at Kicheche HC II, Ntara HC IV. Monitoring reports dated 2/5/2023 and 24/4/2023 signed by CDO and Environment officer.</p> <p>Recommended corrective measures include clearing of debris, storm water drainage.</p> <p>No land encumbrances registered and project screening was done to ascertain possible environmental impacts</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 no evidence accessed in LG for Environment and Social Certification forms, signed off by the Environment Officer and CDO for health projects Example;</p> <p>Construction of Pit latrines at Nyabani HC II, Kicheche HC III and Ntara HC IV (Ref No: KIT867/WRKS/22-23/0036.</p>	0

**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 Kitagwenda District was 75% which falls below 80%, thereby justifying a minimum score of zero (0) to be entered.</p>	0
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 Kitagwenda DLG, as seen under the Management Column, was 68%. This is falls far below 80%, thereby justifying a minimum score of zero (0) to be 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>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 Kitagwenda DLG of 77% which is within the range of 60% to 80%. Therefore, a score of 1 was entered.</p>	1

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

Maximum 8 points on this performance measure

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

- o If 100 % of water projects are implemented in the targeted S/Cs: Score 2
- o If 80-99%: Score 1
- o If below 80 %: Score 0

Safe Water Coverage (SWC) for Kitagwenda District for the previous FY (2022/2023), as obtained from the DWO for Rural water, was 55.2%. The Sub-Counties (S/Cs) with their SWC were Buhanda S/C (including the new Kakasi S/C), (77%); Kanara S/C (77%); Kicheche S/C (including the new Ruhunga S/C and Kabujogera TC), (70%); Mahyoro S/C (including the new Mahyoro TC and Bukurungo TC), (42%); Ntara S/C (including Kitagwenda TC), (26%); and Nyabbani S/C (including the new Rwenjaza S/C), (39%). Therefore, the Sub-counties with their SWC below the district average that were to be targeted were Ntara S/C, Mahyoro S/C, and Nyabbani S/C.

From the AWP and Annual Budget performance report for FY 2022/23 submitted by CAO on 3rd/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 28th/07/2022 indicated the following budgeted water projects that were implemented in the targeted S/Cs:

(i) Borehole Drilling: Ntara S/C (1), Nyabbani S/C (including Rwenjaza S/C) (3), of which 4 out of 4 is to the target S/Cs.

(ii) Borehole rehabilitation (8): Nyabbani S/C (including Rwenjaza S/C (5), Ntara S/C (2), Mahyoro S/C (1) in Kisukum S/C (1), Kapapi S/C (1), Kigorobya S/C (4), Buseruka S/C (2), Kabaale S/C (1), and Buraru S/C (2): Equivalent to a target of 8 out of 8.

(iii) Construction of piped water supply system in Ntara S/C: Equivalent to a target of 1 out of 1.

(iv) Construction of 3-stance lined public latrine with urinal at Kicheche S/C: Equivalent to a target of 0 out of 1.

Therefore, the total number of projects implemented in target S/C was 13 out of 14 budgeted projects in the Previous FY 2022/23, equivalent to 92.9%, which is within the range of 80% to 99% of water projects that were implemented in the targeted S/Cs, thereby justifying the score of 1 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 2022/2023 and the sample of 3 WSS contracts revealed the following percentage variation of the engineering estimates:

(a) Project with reference

KITAG867/WRKS/2022-23/00012:

Construction of 3-stance lined Public Latrine at Karere RGC in Karere village, Kigoto Parsish, Kicheche S/C with funding from DWSCG in Kitagwenda DLG for FY 2022/23, awarded to Galizooka Mutegyeki Tom & Co Ltd at a cost of UGX16,652,160, compared with the Engineer's estimate of UGX17,000,000. This represents a negative variation of UGX347,840; equivalent to a percentage variation of -2.05%.

(b) Project with reference

KITAG867/WRKS/2022-23/00011: Drilling and

sitting of 4 Deep Boreholes in Kitagwenda

DLG: (i) Nyakachwamba I Village,

Nyakachwamba Parish in Ntara S/C; (ii)

Nyabani B Village, Nyabani Parish in Nyabani

S/C; (iii) Rukinga A Village, Rukinga Parish in

Rwenjaza S/C; and (iv) Kitooro Village,

Rukinga Parish in Rwenjaza S/C with funding

from DWSCG in Kitagwenda DLG for FY

2022/23, awarded to MSR Technologies (U)

Ltd at a cost of UGX109,999,600, compared

with the Engineer's estimate of

UGX103,605,058. This represents a postive

variation of UGX6,394,542; equivalent to a

percentage variation of +6.17%.

(c) Project with reference

KITAG867/WRKS/2022-23/00031:

Construction of major repairs (rehabilitation)

and supply of spaireparts for 8 boreholes in

FY 2022/23 with funding from DWSCG in

Kitagwenda DLG for FY 2022/23, awarded to

Kitagwenda District Hand Pump Mechanics

Association at a cost of UGX30,072,000,

compared with the Engineer's estimate of

UGX32,405,058. This represents a negative

variation of UGX2,333,058; equivalent to a

percentage variation of -7.2%.

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.

2

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

Maximum 8 points on this performance measure

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

o If 100% projects completed: score 2

o If 80-99% projects completed: score 1

o If projects completed are below 80%: 0

The Annual Work Plan (AWP) for the DWSCG for FY 2022/23, and the Annual Budget performance report (4th Quarter for FY 2022/23) submitted by CAO on 3rd/07/2023 to MWE PS, received by MWE Central Registry and MWE RWSSD on 12th/07/2023 indicated that all the planned projects were completed by the end of the FY 2022/23. The following were the planned WSS infrastructure projects and level of achievement by the end of FY 2022/23:

(i) Construction of 3-stance lined public latrine with urinal at Kicheche S/C: Achieved 100% at a cost of UGX17,000,000.

(ii) Borehole Drilling: Ntara S/C (1), Nyabbani S/C (including Rwenjaza S/C) (3): Achieved 100% at a cost of UGX103,605,058.

(iii) Borehole rehabilitation (8): Nyabbani S/C (including Rwenjaza S/C (5), Ntara S/C (2), Mahyoro S/C (1) in Kisukum S/C (1), Kapapi S/C (1), Kigorobya S/C (4), Buseruka S/C (2), Kabaale S/C (1), and Buraru S/C (2): Achieved 111% (8 boreholes were rehabilitated) at a cost of UGX32,405,058.

(iv) Construction of piped water supply system in Ntara S/C: Achieved 100% at a cost of UGX98,162,327.

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.

2

3

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

a. If there is an increase in the % of water supply facilities that are functioning

o If there is an increase: score 2

o If no increase: score 0.

From MWE-MIS for the assessment of Previous FY 2022/23, the rural water functionality for Kitagwenda DLG as of 30th/06/2023 was 75%.

From MWE-MIS for the assessment of Previous FY but one 2021/22, the rural water functionality for Kitagwenda DLG as of 30th/06/2022 was 98%.

The variation in Functionality from 98% in FY 2021/22 to 75% in FY 2022/23, represents a decrease of 23%, which is a no increase in the water supply facilities that were functional. Therefore, a minimum score of zero (0) was entered.

0

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).

o If increase is more than 1% score 2

o If increase is between 0-1%, score 1

o If there is no increase : score 0.

From MWE-MIS for the assessment of previous FY 2022/23, the rural water management for Kitagwenda DLG was 68% while the management was 91% for the assessment of previous FY but one, FY 2021/22. This indicates a decrease of 23% 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.

Performance Reporting and Performance Improvement

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

Maximum 3 points on this performance measure

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

There was evidence that the DWO accurately reported on WSS facilities constructed in the previous FY 2022/23.

From the list of constructed WSS facilities in the previous FY 2022/23 as seen in Kitagwenda DLG Annual Performance Report (4th Quarter Report) for the DWSCG for FY 2022/23, the following 3 WSS facilities were sampled and visited, and the following were observed:

(a) Facility source or project name:
Construction of Ntara-Kichwamba Piped Water Supply System Phase II in Ntara S/C, funded by DWSCG:

- It was constructed in FY2022/23 to serve 14 villages with an estimated design population of 16,634 people by 2044 and will be increased to 28,000 people after drilling of an additional production well to supplement the already drilled one.

- In Phase I, the DLG procured pipes and the Mid-Western Umbrella drilled the production well.

- Phase II that was implemented in the previous FY 2022/23 involved Extension of three phase electricity over 250m to the Pump House site, constructed a pump house, constructed EcoSan toilet with a bathroom, and a wire mesh (chain-link) fence with concrete poles around the facility of approximately 100ft by 100ft with a metallic gate. Funding of UGX98,000,000 was from the UglIFT and the balance of UGX190,713,426 was provided by the Mid-western Umbrella (MWU) of the Ministry of Water and Environment.

- The EcoSan toilet at the pump station has 2 inspection chambers, 2 vent pipes, a bathroom and is completed.

- A 50KVA Generator Main Switch was also installed in Phase II.

- The pump house has the Operator/guard room of 3m by 3m but the gap between the door bottom and the floor is large and needs to be reduced to avoid entry by uninvited pet animals, rats and snakes. Also, there is need to install a gutter to divert roof runoff from the foundation base of the structure.

- Phase (III) that is being implemented in the current FY 2023/24 involve the Installation of pump, transmission pipeline of 1km, distribution pipeline network of 4km with 10 PSPs, construct a temporary masonry reservoir of 30m³ at the district headquarters at a distance of 400m from the pump house and also supply water to the Ntara HCIV. In addition, the plan for site drainage, retaining wall construction and planting of grass and flowers around the perimeter wall will be implemented.

- In future, electro-mechanical System and Solar System will be installed, Reservoir tank of and a 250m³ will be constructed at the designed reservoir site for the Ntara-Kichwamba piped water system.

- The facility is under the management of Ntara-Kichwamba piped water system Water Board that was established.

- The Ntara-Kichwamba piped water system Water Board was trained on their O&M roles.

- The facility for Phase II was completed as reported and is already for the next phase III as reported.

(b) Facility source name: Drilled deep borehole at Nyakacwamba I Village, Nyakacwamba Parish, Ntara S/C:

- It was funded by DWSCG to the tune of UGX25,901,265 for borehole siting by ICON Geo-Engineering Solutions Ltd and drilling by MSR Technologies (U) Ltd.

- The borehole ID is DWD81785, constructed in FY 2022/23 and completed on 23rd/06/2023 to serve approximately 60 Households each having 4 persons.

- There is a soak pit that functions well and there is also a fence which is ok.

- There is need to plant the right grass around the facility.

- The platform needs regular cleaning.

- The drainage channel is clean and was draining well.

- There in need construct an interceptor drain that will mitigate against runoff reaching the facility and eroding soils around it.

- About 10 pipes were installed and it has good yield.
- The facility was constructed on land where the DLG has proof of consent in form of a land agreement.
- User fees collection is yet to be started by the WSC per household.
- The facility has a WSC of 7 members established and trained, all active with 5 women and women as Vice-Chairperson, Treasurer, and Caretaker.
- The facility was completed and in use as reported.

(c) Facility source name: Constructed 3- Stance lined Pit Latrine with a Urinal in Karere-Kigoto RGC in Karere Village, Kigoto Parish, Kicheche S/C, funded by DWSCG:

- It was constructed in FY 2022/23 by Galizooka Mutegyeki Tom & Co Ltd.at a cost of UGX17,000,000, to serve approximately 100 households in the RGC.
- Gutters for the behind of the roof and hand washing facility was not part of the contract but are necessary and must be provided. The Drainage of runoff water needs to be channeled away from the facility.
- Urinal drainage channel is ok
- Facility was constructed in an area of approximately 8m by 4m and is not fenced.
- The facility had nice finish with curtain wall and 2 vent pipes and the ventilation was ok both behind wall and on the doors.
- PWDs was not provided for as no ramps were provided
- It had WSC established and trained.
- The facility was completed and in use as reported.

Therefore, the WSS facilities were constructed and are functioning well, as observed during the field visits and the DWO accurately reported on them in the Annual Performance Report of 4th Quarter in the FY 2022/23. A score of 3 was therefore, accordingly entered.

5

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

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

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) Quarter One Report was submitted by CAO on 3rd/10/2022 to MWE PS, received by MWE Rural Water & Sanitation Department and

2

Maximum 7 points on this performance measure

involvement): Score 2

Central Registry on 17th/10/2022.

(ii) Quarter Two Report was submitted by CAO on 9th/01/2023 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 11th/01/2023.

(iii) Quarter Three Report was submitted by CAO on 14th/04/2023 to MWE PS, received by MWE Central Registry and Rural Water & Sanitation Department on 20th/04/2023.

(iv) Quarter Four Report was submitted by CAO on 3rd/07/2023 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 12th/07/2023.

- Data was seen that was captured per sub-county to including Functionality, Management and Gender, Parish and Village according to UBOS, Year of Construction (YOC), Indication of repeated sources or Non-existent, for missing sources to fill in Form 1s (S8) and indicate missing, Request for decommissioning where needed, and could provide additional information for all S/Cs established by then FY 2022/23.

Captured new sources on Form 1s, implemented in FY2021/22 and the previous FY 2022/23 included the following sources:

- Source Name: Nyabbani B Deep Borehole with ID DWD81785 was constructed in 2023, owned by community under communal management, has location coordinates of UTM zone 36N 210836mE, 10465mN, found in Nyabbani B village, Nyabbani parish in Nyabbani S/C and was funded by the DWSCG.

- Source Name: Rwenkubembe Deep Borehole with ID DWD88437 was constructed in 2023, owned by community under communal management, has location coordinates of 30o25'12.1" E, 0o03'50.3", found in Rwenkubembe village, Rwenkubembe parish in Nyabbani S/C and was funded by the Rotary Club.

- Source Name: Kyemayenje Deep Borehole with ID DWD88437 was constructed in 2023, owned by community under communal management, has location coordinates of 30o25'46.5" E, 0o03'50.3", found in Kyemayenje village, Kyemayenje parish in Nyabbani S/C and was funded by the Rotary Club.

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

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

Maximum 7 points on this performance measure

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

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 point water sources for new facilities, detailing location of the new facilities, population served, functionality of WSCs and WSS facilities).

In each Quarterly 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.

The dates for submission of Quarterly reports are listed below:

(a) Quarter One Report was submitted by CAO on 3rd/10/2022 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 17th/10/2022.

(b) Quarter Two Report was submitted by CAO on 9th/01/2023 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 11th/01/2023.

(c) Quarter Three Report was submitted by CAO on 14th/04/2023 to MWE PS, received by MWE Central Registry and Rural Water & Sanitation Department on 20th/04/2023.

(d) Quarter Four Report was submitted by CAO on 3rd/07/2023 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 12th/07/2023.

Examples of sources recorded in Quarter Four Report included the following 6 sources which were updated in the MIS:

(a) Source Name: Kitooro Deep Bore Hole (DBH) with ID DWD81787, located in Kitooro Village, Nyarurambi Parish in Rwenjaza S/C at Location Coordinate UTM Zone 36N 214664mE, 14062mN. It was funded by GOU through DWSCG and is under community ownership and communal management. It serves 65 households with each having 5 people, and it is functional (in use). Its WSC was established in 2023 and was last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 2 women as Treasurer and Secretary. The information was verified on 30th/06/2023 to updated the MIS.

(b) Source Name: Rukinga A Deep Bore Hole with ID DWD81786, located in Rukinga A Village, Rwenjaza Parish in Rwenjaza S/C at Location Coordinate UTM Zone 36N 213619mE, 16733mN. It was funded by GOU through DWSCG and is under community ownership and communal management. It

serves 80 households with each having 5 people, and it is functional (in use). Its WSC was established and last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 2 women as Treasurer and Secretary. The information was verified on 30th/06/2023 to updated the MIS.

(c) Source Name: Nyabbani B Deep Bore Hole with ID DWD81785, located in Nyabbani B Village, Nyabbani Parish in Nyabbani S/C at Location Coordinate UTM Zone 36N 21083mE, 10465mN. It was funded by GOU through DWSCG and is under community ownership and communal management. It serves 90 households with each having 4 people, and it is functional (in use). Its WSC was established and last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 3 women as Vice-Chairperson, Treasurer and Secretary. The information was verified on 30th/06/2023 to updated the MIS.

(d) Source Name: Nyakachwamba I Deep Bore Hole with ID DWD81788, located in Nyakachwamba I Village, Kapapari Parish in Ntara S/C at Location Coordinate UTM Zone 36N 208646mE, 16530mN. It was funded by GOU through DWSCG and is under community ownership and communal management. It serves 180 households with each having 6 people, and it is functional (in use). Its WSC was established and last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 2 women as Vice-Chairperson and Secretary. The information was verified on 30th/06/2023 to updated the MIS.

(e) Source Name: Ntara Center Deep Bore Hole with ID DWD88433, located in Ntara Center Village, Ntara Ward in Ntara S/C at Location Coordinate 30o21'50.4"E, 0o00'6.3"N. It was funded by Rotary club of Kololo and is under community ownership and communal management. It serves 100 households with each having 5 people, and it is functional (in use). Its WSC was established and last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 2 women as Vice-Chairperson and Secretary. The information was verified on 30th/06/2023 to updated the MIS.

(f) Source Name: Ntara Center Deep Bore Hole with ID DWD88433, located in Ntara Center Village/Cell, Ntara Ward in Ntara S/C at Location Coordinate 30o21'50.4"E, 0o00'6.3"N. It was funded by Rotary club of Kololo and is under community ownership and communal management. It serves 100 households with each having 5 people, and it is functional (in use). Its WSC was established and last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 2 women as Vice-Chairperson and Secretary. The information

was verified on 30th/06/2023 to updated the MIS.

(g) Source Name: Kicwamba Deep Bore Hole with ID DWD88434, located in Kichwamba Trading Center, Kichwamba Ward in Ntara S/C at Location Coordinate 30o23'12.2"E, 0o01'18.6"N. It was funded by Rotary club of Kololo and is under community ownership and communal management. It serves 110 households with each having 5 people, and it is functional (in use). Its WSC was established and last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 2 women as Vice-Chairperson and Secretary. The information was verified on 30th/06/2023 to updated the MIS.

(h) Source Name: Kamayenje Deep Bore Hole with ID DWD88434, located in Kamayenje village, Kamayenje Parish in Nyabbani S/C at Location Coordinate 30o25'46.5"E, 0o03'50.3"N. It was funded by Rotary club of Kololo and is under community ownership and communal management. It serves 90 households with each having 5 people, and it is functional (in use). Its WSC was established and last trained in 2023. The WSC is composed of 7 members and all are active with 3 women and 3 women as Vice-Chairperson, Treasurer and Secretary. The information was verified on 30th/06/2023 to updated the MIS.

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 maximum score of 3 to be entered.

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

There was previous assessment of the LLG performance in 2022 for FY 2021/22.

Since there was no previous assessment in 2022 for the previous FY 2022/23 that was used to determine the 25% lowest performing LLGs, the basis on which the PIPs would have been developed for implementation in the current FY 2023/24, justified a score of zero (0) 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 LIG 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.

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>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 from the staff list and performance contract to show that Water Officer budgeted for the critical staff in the District Water Office including:</p> <ol style="list-style-type: none"> 1. Civil Engineer (Water) 2. Assistant Water Officer for Mobilisation 3. Assistant Engineering Officer (Water - 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>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 from the staff list and performance contract to show that District Natural Resources Officer had budgeted for critical staff in the Natural Resources department including:</p> <ol style="list-style-type: none"> 1. The District Natural Resource Officer 2. The Environment Officer 3. Forestry Officer 	2
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>No appraisal report was provided for staff of the District Water Office staff for the previous FY.</p>	0
	<p><i>Maximum 4 points on this performance measure</i></p>			
	<p><i>Maximum 4 points on this performance measure</i></p>			
	<p><i>Maximum 6 points on this performance measure</i></p>			

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 evidence that the District Water Office identified capacity needs of staff from the performance appraisal process.

- There was Kitagwenda a Capacity Needs Assessment (CAN) Report for FY 2022/23, developed by the DWO and submitted to the PHRO on 1st/01/2023, indicating the staff names, Position held, Gap(s), Remedial Staff Training, and the scheduled training period.

- There was a staff training plan for FY 2022/23 developed by the DWO and submitted to the PHRO on 6th/01/2023 regarding the four staff in the District Water Office, namely the DWO (Civil Engineer - Water), Assistant Engineering Water Officer (AEWO/ADWO-Civil), ADWO-Mobilization and ADWO-Sanitation, in which the training areas are identified and the scheduled month for the training indicated.

- There was also another staff training plan for FY 2023/24 developed by the DWO and submitted to the PHRO on 14th/07/2023 regarding the four staff in the District Water Office, namely the DWO, AEWO/ADWO-Civil, ADWO-Mobilization and ADWO-Sanitation, which spells out the Staff Names, Position held, Gap(s), Remedial staff training areas, and the scheduled period for the training.

- The following Training Reports were availed at the District Water Office:

(i) Training report to CAO by the DWO, dated 1st/08/2023, on Web-based monitoring system for the Sustainable Development Goals (SDG) 6.1 and 6.2 in a workshop that took place in Kabarole District.

(ii) Training report to CAO by the DWO, dated 10th/04/2023, on a three-days detailed engineering design of piped water supply system that took place at Mountains of the Moon Hotel in Fortportal organized by MWE with support from the World Bank UgIFT.

(iii) Career Development and Practice (CDP) Training report to DWO by the AEOW, dated 16th/03/2023, on career and technical report writing held at Mbarara City Audit Mall, sponsored by the Uganda Institute of Professional Engineers (UIPE).

(iv) Report by the DWO to CAO on 15th/08/2023, regarding attending a comprehensive situational assessment and preparation of Albert Water Management Zone Strategy and Action Plan in a workshop held in Kasese District on 10th/08/2023.

Therefore, based on the above, a maximum score of 3 was entered.

Management, Monitoring and Supervision of Services.

Planning, Budgeting

- a) Evidence that

The Safe Water Coverage (SWC) for

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

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

Kitagwenda DLG as was obtained from the DWO for Rural water as of 30th/06/2023, was 63.3%. The Sub-counties with their SWC as of 30th/06/2023 were: Kanara S/C (82%); Buhanda S/C (78%); Kakaasi S/C (78%); Kicheche S/C (70%); Ruhanga S/C (70%); Ntara S/C (60%); Nyabbani S/C (45%); Rwenjaza S/C (45%); and Mahyoro S/C (42%).

Therefore, the S/Cs with SWC below the district average that were to be targeted in the current FY 2023/24 were Ntara S/C, Nyabbani S/C, Rwenjaza S/C and Mahyoro S/C.

From the Annual Work Plan (AWP) and Budget for the current FY 2023/24, submitted by Kitagwenda CAO on 3rd/07/2023 to MWE PS, received by MWE Central Registry and approved by RWSSD on 12th/07/2023 showed the following budget allocations under the District Rural Water Supply-Development Fund part of the DWSCG and UglFT:

(i) Construction of Public Latrines in RGCs (1): Construction of a 3-stance Lined VIP Latrine with a Urinal at Omubushenyi village, Rwenjaza Parish ib Rwenjanza S/C at a cost of UGX17,000,000 from DWSCG, of which all went to Target S/C, Equivalent to UGX17,000,000.

(ii) Deep Borehole drilling: Drilling of 4(no) Deep Boreholes in Nyabbani S/C (3), and Mahyoro S/C (1) at a cost of UGX141,798,901 of which all went to Target S/Cs, Equivalent to UGX141,798,901.

(iii) Borehole Rehabilitation (6): at a cost of UGX29,605,427 of which 4 out of 6 were to the Target S/Cs, equivalent to UGX24,671,189

(iv) Support the development of Ntara-Kichwamba motorized piped water supply in Ntara S/C at a cost of UGX85,714,379 with funding from UglFT, of which all went to Target S/C, Equivalent to UGX85,714,379.

(v) Support the development of Ntara-Kichwamba motorized piped water supply in Ntara S/C at a cost of UGX200,000,000 with funding from Ministry of Water Umbrella (MWU) to support the system construction: Tank construction and distribution line network installation, of which all went to Target S/C, Equivalent to UGX200,000,000.

(vi) Rwentuha GFS development and extension to Kalere, Mpanga and Buhumuliro at a cost of UGX300,000,000 by the Join-For-Water and Serengeti to support improvement design of the system and extension, of which UGX150,000 went to Target S/C.

The Budget for FY 2023/24, therefore reflected a total of UGX619,184,469

allocated to target S/Cs out of

8

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

Maximum 6 points on this performance measure

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

UGX774,118,707 allocated to Water developmental infrastructure projects. This equated to 80.0% of the budget for water developmental infrastructure projects, falling within the range of 80% to 99%, and therefore a score of 2 was entered.

There was evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY 2023/24.

- There was communication letter with heading of “Communication of allocated projects under Water Department with DWSCG and UgiFT Funding for FY 2023/24” to the SAS and LC III of Ntara S/C, Nyabbani S/C and Mahyoro S/C, Town Clerk of Kitagwenda TC and LC I of Zanziba, Kyanyiniburi, Rwesigire II, Kakindo, Kyotamusana, and Omubushenyi, dated 28th/08/2023 by the CAO that indicated New Construction Projects and Rehabilitation Projects with their budgets and target S/Cs.
- Even the sampled facilities in Ntara S/C, Kicheche S/C, and Ntara TC, there was information on the current FY 2023/24 allocations to the target S/C that was displayed on their S/C or TC notice boards.

Therefore, a maximum score of 3 was entered.

3

9

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

Maximum 8 points on this performance measure

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

- If 95% and above of the WSS facilities monitored quarterly: score 4
- If 80-94% of the WSS facilities monitored quarterly: score 2
- If less than 80% of the WSS facilities monitored quarterly: Score 0

There was significant evidence that the district Water Office monitored each of the previous FY 2022/23 WSS facilities at least quarterly.

The list of sources for Rural Water Supply and Sanitation facilities for Kitagwenda district constructed in FY 2022/23 included the following:

- (i) Construction of 3-stance lined public latrine with urinal at Kicheche S/C at a cost of UGX17,000,000.
- (ii) Borehole Drilling: Ntara S/C (1), Nyabbani S/C (including Rwenjaza S/C) (3) at a cost of UGX103,605,058.
- (iii) Borehole rehabilitation (8): Nyabbani S/C (including Rwenjaza S/C (5), Ntara S/C (2), Mahyoro S/C (1) at a cost of UGX32,405,058.
- (iv) Construction of piped water supply system in Ntara S/C: Achieved 100% at a cost of UGX98,162,327.

(A) Construction of 3-stance lined public latrine with urinal at Kicheche S/C:

- Progress supervision report for the construction of a 3-Stance Lined Public Pit latrine at Karere Trading Center in Kigoto Parish, Kicheche S/C by the Assistant Engineering Officer-Civil to the DWO, dated 11th/04/2023.

4

- Progress supervision report for the construction of a 3-Stage Lined Public Pit latrine at Karere Trading Center in Kigoto Parish, Kicheche S/C by the Assistant Engineering Officer-Civil to the DWO, dated 20th/04/2023.

- Progress supervision report for the construction of a 3-Stage Lined Public Pit latrine at Karere Trading Center in Kigoto Parish, Kicheche S/C by the Assistant Engineering Officer-Civil to the DWO, dated 24th/04/2023.

- Report for first joint monitoring of water Projects for FY 2022/23, dated 3rd/05/2023.

(B) Borehole Drilling: Ntara S/C (1), Nyabbani S/C (including Rwenjaza S/C) (3):

- Surveying and siting report on 4 boreholes drilling in FY2022/23 by the ADWO to DWO on, dated 13th/04/2023.

- Report for first joint monitoring of water Projects for FY 2022/23, dated 3rd/05/2023.

- Borehole drilling progress report status report as of 21st/06/2023 by the DWO to CAO.

- Monitoring report by the DWO to CAO on four borehole siting and drilling completion, dated 26th/06/2023.

- Report for second joint monitoring of water Projects for FY 2022/23, dated 28th/06/2023.

- Commissioning and handover report by the DWO to CAO for Boreholes drilled in FY 2022/23, dated 23rd/08/2023.

(C) Borehole rehabilitation (8): Nyabbani S/C (including Rwenjaza S/C (5), Ntara S/C (2), Mahyoro S/C (1):

- Technical assessment report of boreholes for rehabilitation for FY 2022/23, dated 20th/11/2022.

- Inspection report of delivery of spare parts for 8 borehole rehabilitation by the ADWO to DWO, dated 16th/05/2023.

- Progress report for rehabilitation of boreholes by the AEOW (ADWO) to the DWO for FY 2022/23, dated 18th/05/2023.

- Completion report for rehabilitation of 8 boreholes report by the ADWO/AEOW to DWO, dated 31st/05/2023.

(D) Construction of piped water supply system in Ntara S/C:

- Supervision report by the DWO to CAO on construction of Ntara-Kichwamba piped water supply Phase II in FY 2022/23, dated 19th/05/2023.

- construction of Ntara-Kichwamba piped

water supply Phase II status report by the DWO to CAO in FY 2022/23, dated 15th/06/2023.

- Supervision report by the DWO to CAO on Ntara-Kichwamba piped water supply Phase II completion, dated 30th/06/2023.

- Report for first joint monitoring of water Projects for FY 2022/23, dated 3rd/05/2023.

- Report for second joint monitoring of water Projects for FY 2022/23, dated 28th/06/2023.

It can therefore, be estimated that on average, 4 WSS facilities out of 4 facilities were monitored, at least quarterly, equivalent to 100% of the WSS facilities that were monitored. This falls in the case of more than 95% of the WSS facilities monitored quarterly, and therefore a maximum score of 4 was entered.

9

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

Maximum 8 points on this performance measure

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

2

There was evidence that the DWO conducted quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities discussed as identified in the following:

- Minutes for the Fourth Quarter Kitagwenda DLG District Water and Sanitation Coordination Committee Meeting held on 21st/05/2023 in the District Council Hall, attended by 19 participants: Especially under agenda item 4 on "Presentations", agenda item 5 on "Reactions", and agenda item 6 on "Discussions and way forward".

- Minutes for the Third Quarter Kitagwenda DLG District Water and Sanitation Coordination Committee Meeting held on 27th/03/2023 in the District Council Hall, attended by 20 participants: Especially under agenda item 4 on "Presentations", agenda item 5 on "Reactions", and agenda item 6 on "Discussions and way forward".

- Minutes for the Second Quarter Kitagwenda DLG District Water and Sanitation Coordination Committee Meeting held on 29th/11/2022 in the District Council Hall, attended by 19 participants: Especially under agenda item 4 on "Presentations", agenda item 5 on "Reactions", and agenda item 6 on "Discussions and way forward".

- Minutes for the First Quarter Kitagwenda DLG District Water and Sanitation Coordination Committee Meeting held on 29th/09/2022 in the District Council Hall, attended by 23 participants: Especially under agenda item 4 on "Presentations", agenda item 5 on "Reactions", and agenda item 6 on "Discussions and way forward".

Issues discussed and remedial actions incorporated in the current FY AWP included:

(i) On the review of the coverage per S/C as reported by the DWO, Mahyoro S/C (42%SWC), Nyabbani S/C (45% SWC) and Rwenjaza S/C (45% SWC) was reported with the least water access coverage in the entire district; the water sector was asked to prioritize the provision of safe water to communities in the three S/Cs to enable increase in coverage as well as the sanitation aspect for the FY 2023/24. In the AWP and Budget for the current FY 2023/24, these S/Cs were intentionally targeted for improvement of SWC.

(ii) On the issue of too much rainfall that puts down latrines: to be mitigated by construction of lined emptiable VIP latrines with (i) Sub-structure: Site preparation and site clearing, Anti-termite treatment, pit excavation, concrete in foundation and blinding, Plinth wall construction and wall finishes, reinforced suspended slab and construction of splash apron to be executed as per the design specifications and BOQs provided by the DWO. (ii) Super-structure: Super-structure brick wall, beam and lintels to constructed and installed according to design specifications and BOQs. Only lined emptiable VIP latrines are targeted to be built in the current FY 2023/24.

Since the DWO conducted quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities discussed, and remedial actions incorporated in the AWP of the current FY 2023/24, then a maximum score of 2 was entered.

9

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

Maximum 8 points on this performance measure

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

There was evidence that allocations for the Current FY 2023/24 to LLGs with SWC below the LG average were displayed at the District Water Notice Board.

- At the District Notice board, there was display of information on budget allocations for the current FY 2023/24. 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, S/C or TC, Parish, Village, Amount allocated and source of funding.

Therefore, a score of 2 was entered.

2

10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>The Total Non-Wage Recurrent (NWR) budget for the previous FY 2022/23 was UGX58,266,563 while the amount spend on Mobilization was UGX29,117,000, which is 50.0% of the NWR. This percentage is more than the Minimum of 40% as per sector guidelines. Therefore, a score of 3 was entered.</p>	3
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.</p>	<p>There was evidence that the DWO in liaison with the CDO trained WSCs on their roles on O&M of WSS facilities.</p> <p>There was a training report on formation of WSCs for the new facilities constructed in FY 2022/23 and their training on the O&M roles by the ADWO-Mobilization to the CAO through the DWO, dated 20th/05/2023.</p> <p>For the sample of 3 WSS facilities, the following was observed and noted regarding training of WSCs on O&M roles:</p> <p>(a) Facility source or project name: Construction of Ntara-Kichwamba Piped Water Supply System Phase II in Ntara S/C, funded by DWSCG:</p> <ul style="list-style-type: none"> • It was constructed in FY2022/23 to serve 14 villages with an estimated design population of 16,634 people by 2044 and will be increased to 28,000 people after drilling of an additional production well to supplement the already drilled one. • Phase II that was implemented in the previous FY 2022/23 involved Extension of three phase electricity over 250m to the Pump House site, constructed a pump house, constructed EcoSan toilet with a bathroom, and a wire mesh (chain-link) fence with concrete poles around the facility of approximately 100ft by 100ft with a metallic gate. • A 50KVA Generator Main Switch was also installed in Phase II. • The facility is under the management of Ntara-Kichwamba piped water system Water Board that was established and trained on their O&M roles. <p>(b) Facility source name: Drilled deep borehole at Nyakacwamba I Village, Nyakacwamba Parish, Ntara S/C:</p> <ul style="list-style-type: none"> • The borehole ID is DWD81785, constructed in FY 2022/23 and completed on 23rd/06/2023 to serve approximately 60 Households each having 4 persons. 	3

- There is a soak pit that functions well and there is also a fence which is ok.
- There is need to plant the right grass around the facility and the platform needs regular cleaning.
- The drainage channel is clean and was draining well.
- User fees collection is yet to be started by the WSC per household.
- The facility has a WSC of 7 members established and trained on the O&M roles.

(c) Facility source name: Constructed 3- Stance lined Pit Latrine with a Urinal in Karere-Kigoto RGC in Karere Village, Kigoto Parish, Kicheche S/C, funded by DWSCG:

- It was constructed in FY 2022/23 to serve approximately 100 households in the RGC.
- Gutters for the behind of the roof and hand washing facility was not part of the contract but are necessary and must be provided. The Drainage of runoff water needs to be channeled away from the facility.
- Urinal drainage channel is ok
- PWDs was not provided for as no ramps were provided
- The facility had WSC established and trained on the O&M roles.

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 was labelled as “Kitagwenda District WaterInventory/Asset Register” with date updated as 30th/06/2023, which sets out WSS facilities by location and LLG was provided by the DWO” in a form of a table with column entries of (i) ID (DWD No.), (ii) Subcounty, (iii) Parish, (iv) Village, (v) Type, (vi) Year of Construction (YOC), (vii) Source name, (viii) Functionality status, (ix) Source Funder, (x) Eastings, (xi) Northings, (xii) Depth (m) and (xiii) Casing (inch).

The Assets register is up-to-date as it captures the following WSS facilities that were constructed during the last FY 2022/23:

- Kengeya A Deep Borehole with ID DWD88436, located in Kengeya A village, Kengeya parish in Buhanda S/C, was

4

constructed in 2023 with funding from Rotary Club and is functional with location coordinates of 30o19'41.1" E, 0o02'29.9" N.

- Nyabbani B Deep Borehole with ID DWD81785, located in Nyabbani B village, Nyabbani parish in Nyabbani S/C, was constructed in 2023 with funding from DWSCG and is functional with location coordinates of UTM Zone 36N 210836mE, 10465mN; depth of 91.7m and casing of 5 inches.

- Rwenkubebe Deep Borehole with ID DWD88437, located in Rwenkubebe village, Rwenkubebe parish in Nyabbani S/C, was constructed in 2023 with funding from Rotary Club and is functional with location coordinates of 30o25'12.1" E, 0o05'9.7" N.

- Kamayenje Deep Borehole with ID DWD88438, located in Kamayenje village, Kamayenje parish in Nyabbani S/C, was constructed in 2023 with funding from Rotary Club and is functional with location coordinates of 30o25'46.5" E, 0o03'50.3" N.

- Nyakachwamba I Deep Borehole with ID DWD81788, located in Nyakachwamba I village, Kapapari parish in Ntara S/C, was constructed in 2023 with funding from DWSCG and is functional with location coordinates of UTM Zone 36N 208646mE, 16530mN; depth of 92m and casing of 5 inches.

- Mutema Deep Borehole with ID DWD88438, located in Mutema village, Rugarama parish in Ntara S/C, was constructed in 2023 with funding from Rotary Club and is functional with location coordinates of 30o20'10.0" E, 0o02'48.2" N.

- 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 updated with the previously constructed facilities in FY 2022/23, a maximum 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 (LGDP III) 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 provided indicated the, LG DWO, District Engineer, Senior Environment Officer conducted desk appraisals for all WSS projects for FY 2023/2024. The prioritized investments were profiled in the LG DP III and were approved in the AWP. The plans are eligible for expenditure under sector guidelines. The projects were appraised by, DWO, District Engineer, Senior Environment Officer and DCDO on 14/02/2022.

The desk appraised projects were:

1. Construction of 3 stance pit latrine at St. Pio Primary School (Omubushenyi)).
2. Construction of Ntara-Kicwamba piped Water Supply System.
3. Borehole drilling in Nyabbani (Zanzibar, Kyanyinhuli, Rwesigire II) and Mahyoro Sub County (Kakindo).

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>There was evidence that the beneficiary communities applied for WSS investments for the current FY 2023/24.</p> <p>Beneficiary communities applied for the budgeted investments in the current FY 2023/24 as indicated by the listed requests:</p> <ul style="list-style-type: none"> • Village Application form for a water source (borehole) on 15th/11/2023 by the LC 1 Executive of Zanziba village, Nganiko parish in Nyabbani S/C to serve 150 households, supported by 4 community members. • Village Application form for a borehole on 10th/11/2023 by the LC 1 Executive of Rwesigire II village, Nganiko parish in Nyabbani S/C to serve 121 households, supported by 4 community members. • Village Application form for a protected spring on 14th/12/2023 by the LC 1 Executive of Rwenkubebe A village, wenkubebe parish in Nyabbani S/C to serve 120 households, supported by 4 community members. • Village Application form for a borehole on 11th/12/2023 by the LC 1 Executive of Omubushenyi village, Rwenjaza parish in Rwenjaza S/C to serve 80 households, supported by 4 community members <p>Therefore, based on the above requests/applications, all the budgeted investments for current FY 2023/24 had completed applications from beneficiary communities, and a maximum score of 2 was entered.</p>	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>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 provided showed the LG DWO, Senior Environment Officer, DCDO, District Engineer conducted field appraisal to check technical feasibility, environmental social acceptability and customized designs for Water Supply and Sanitation Services projects. The field appraisal was carried out as per reports dated, 20/02/2023.</p> <p>The field appraisals were carried out for projects:</p> <ol style="list-style-type: none"> 1. Construction of 3 stance pit latrine at St. Pio Primary School (Omubushenyi)). 2. Construction of Ntara-Kicwamba piped Water Supply System. 3. Borehole drilling in Nyabbani (Zanzibar, Kyanyinhuli, Rwesigire II) and Mahyoro Sub County (Kakindo). 	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>The water projects for current FY had been advertised in the New vision newspaper dated 8/12/2023 running up to 2/1/2024</p> <p>For rural growth center at St Pio PS and Borehole drilling 3 in No at Nyabani and Mahyoro</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>The following water infrastructure investment projects among others are incorporated in the AWP and Procurement Plans for the current FY</p> <p>Drilling of 3 No boreholes in Nyabbani and Mahyoro. Budgeted at 135,284,000/</p> <p>Rehabilitation of 5No. boreholes. Budgeted at 32,179,000/=</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>The water supply and public sanitation infrastructure Projects for the Previous FY were approved before commencement of Works. The following project was approved by contract committee during a meeting held on 10th Feb 2023.</p> <p>Sample project.</p> <p>Drilling and siting of 4No. deep boreholes in Kitagwenda district- KITAG867/WRKS/2022-23/00011.</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>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 Proper establishment of PITs (full team) for the sampled projects.</p> <p>Evidence;</p> <p>A letter from DWO dated 15th Mar 2023 appointing Seremba peter as contract manager, kenema scovia- project manager, kalyegira Anthony-Senior Environment Officer, Tumwesigye Lawrence-Senior Community Development Officer, Nankunda Catherine-Senior Labour officer.</p>	2
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</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

Maximum 14 points on this performance measure DWO: Score 2

The following WSS facilities that were constructed in the previous FY 2022/23 were sampled and visited with their compliance observed and noted below:

(a) Facility source or project name:
Construction of Ntara-Kichwamba Piped Water Supply System Phase II in Ntara S/C, funded by DWSCG:

- It was constructed in FY2022/23 to serve 14 villages with an estimated design population of 16,634 people by 2044 and will be increased to 28,000 people after drilling of an additional production well to supplement the already drilled one.
- In Phase I, the DLG procured pipes and the Mid-Western Umbrella drilled the production well with ID DWD81722, completed with a yield of 20.12m³/h.
- Phase II that was implemented in the previous FY 2022/23 involved Extension of three phase electricity over 250m to the Pump House site, constructed a pump house, constructed EcoSan toilet with a bathroom, and a wire mesh (chain-link) fence with concrete poles around the facility of approximately 100ft by 100ft with a metallic gate. Funding of UGX98,000,000 was from the UglIFT and the balance of UGX190,713,426 was provided by the Mid-western Umbrella (MWU) of the Ministry of Water and Environment.
- The EcoSan toilet at the pump station has 2 inspection chambers, 2 vent pipes, a bathroom and is completed.
- A 50KVA Generator Main Switch and a 50KVA transformer in place was also installed in Phase II.
- The pump house has the Operator/guard room of 3m by 3m but the gap between the door bottom and the floor is large and needs to be reduced to avoid entry by uninvited pet animals, rats and snakes. Also, there is need to install a gutter to divert roof runoff from the foundation base of the structure.
- Phase (III) that is being implemented in the current FY 2023/24 involve the Installation of pump, transmission pipeline of 1km, distribution pipeline network of 4km with 10 PSPs, construct a temporary masonry reservoir of 30m³ at the district headquarters at a distance of 400m from the pump house and also supply water to the Ntara HCIV. In addition, the plan for site drainage, retaining wall construction and planting of grass and flowers around the perimeter wall will be implemented.
- In future, electro-mechanical System and Solar System will be installed, Reservoir tank of and a 250m³ will be constructed at the designed reservoir site for the Ntara-Kichwamba piped water system.

- The facility is under the management of Ntara-Kichwamba piped water system Water Board that was established.

- The facility was therefore, constructed as per the design specifications and BOQs provided by the DWO and despite all the challenges, the facilities for Phase II were completed.

(a) Facility source name: Drilled deep borehole at Nyakacwamba I Village, Nyakacwamba Parish, Ntara S/C:

- It was funded by DWSCG to the tune of UGX25,901,265 for borehole siting by ICON Geo-Engineering Solutions Ltd and drilling by MSR Technologies (U) Ltd.

- The borehole ID is DWD81785, constructed in FY 2022/23 and completed on 23rd/06/2023 to serve approximately 60 Households each having 4 persons.

- There is a soak pit that functions well and there is also a fence which is ok.

- There is need to plant the right grass around the facility.

- The platform needs regular cleaning.

- The drainage channel is clean and was draining well.

- There in need construct an interceptor drain that will mitigate against runoff reaching the facility and eroding soils around it.

- About 10 pipes were installed and it has good yield.

- User fees collection is yet to be started by the WSC per household.

- The Borehole was cited, drilled and installed as per the design specifications and BOQs provided by the DWO.

(b) Facility source name: Constructed 3- Stance lined Pit Latrine with a Urinal in Karere-Kigoto RGC in Karere Village, Kigoto Parish, Kicheche S/C, funded by DWSCG:

- It was constructed in FY 2022/23 by Galizooka Mutegyeki Tom & Co Ltd.at a cost of UGX17,000,000, to serve approximately 100 households in the RGC.

- Gutters for the behind of the roof and hand washing facility was not part of the contract but are necessary and must be provided. The Drainage of runoff water needs to be channeled away from the facility.

- Urinal drainage channel is ok

- Facility was constructed in an area of approximately 8m by 4m and is not fenced.

- The facility had nice finish with curtain wall and 2 vent pipes and the ventilation was ok both behind wall and on the doors.
- PWDs was not provided for as no ramps were provided
- It had WSC established and trained.
- Sub-structure: Site preparation and site clearing, Anti-termite treatment, pit excavation, concrete in foundation and blinding, Plinth wall construction and wall finishes, reinforced suspended slab and construction of splash apron were executed as per the design specifications and BOQs provided by the DWO.
- Super-structure: Super-structure brick wall, beam and lintels were constructed and installed according to design specifications and BOQs.
- Roof: Installation of roof structure, vent pipes, pre-painted G28 roofing sheets and fascia boards were made as per the design specifications and BOQs.
- Finishes: Floor screeding, plaster and rendering were also done according to approved BOQs.
- External works: Planting of appropriate grass and 4 trees, and construction of storm drain were not yet done as per the BOQs.
- The facility Sub-structure, Super-structure, Roof, Finishes and External works were constructed as per the design specifications and BOQs provided by the DWO and is in use.

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 technical officers conducted supervision of WSS infrastructure projects.

Evidence;

I. Progress report dated 15th June 2023 and 30th July 2023 on the construction of Ntara-Kichwamba piped water supply phase II.

II. Progress report dated 6th June 2023, 21st June 2023 and 21st Aug 2023 on drilling and construction of 4 boreholes in Kitagwenda DLG.

III. Completion report dated 4th Sept 2023 on the construction of Ntara-Kichwamba piped water supply phase II.

IV. Technical site meeting minutes dated 15th May 2023 and 26th May 2023. In attendance were DWO, Assistant water Engineering Officer, Community Development Officer, District Natural Resources Officer.

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>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <p>o If 100 % contracts paid on time: Score 2</p> <p>o If not score 0</p>	<p>The DWO, District Engineer, CDCO, and Senior Environment officer verified works and initiated payments of contractors, but were not paid within the timeframe (contractor 2)</p> <p>The sample of payments were;</p> <p>Payment terms as per contract 30 days after a request for payment / invoice by the contractor.</p> <p>1. Construction of 3 stance lined Public latrine at Karere Village by Galizooka Mutegyeki Tom & Co. Ltd. Procurement Number. KITAG867/WRKS/2022/2023/000012. Requisition for funds 25/04/2023. Certified works on 04/05/2023 and paid on 15/06/2023 by EFT. 5878917, UGX. 15,015168.. Payment after 20 days, which is within the timeframe of 30 days.</p> <p>2. Supply of bore spare parts by Mwijuka HR Services Ltd. Procurement Number. KITAG867/SULPS/2022/2023/000016. Requisition for funds 10/05/2023. Certified works on 10/05/2023 and paid on 15/06/2023 by EFT. 5859408, UGX. 15,102,914. Payment after 36 days, which was beyond the timeframe of 30 days.</p> <p>3. Drilling and sitting of 4NO deep boreholes by MSR Technologies (U) Ltd. Procurement Number. KITAG867/WRKS/2022-23/00011. Requisition for funds 21/06/2023. Certified works on 21/06/2023 and paid on 28/06/2023 by EFT. 6420395, UGX. 104,499,620. Payment after 7 days, which was within the timeframe of 30 days.</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p> <p>Score 2, If not score 0</p>	<p>The Procurement Files for water infrastructure investments were Not complete for the sampled projects. Some files only contained, approved Evaluation reports, memos of Bid Acceptance. However, contracts committee minutes, Notification of contract award and acceptance letter were missing in the files for the sampled project below</p> <p>I. Drilling and siting of 4No. deep boreholes in Kitagwenda district KITAG867/WRKS/2022-23/00011.</p>	0

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>The LG had grievances recorded, investigated, responded to and redress reported under water and environment .example</p> <p>On 19/4/2023 in Nyabani B village Mr Rushubreho James reported a water point at his cassava garden. There was a community dialogue held on 27/4/2023 and he was given 100,000UGX as compensation</p>	3
		Score 3, If not score 0		
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p>	<p>There was no evidence that the LG had Water source and catchment protection and natural resource management guidelines disseminated to CDOs</p>	0
		Score 3, If not score 0		
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & 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 that the LG had Water source and catchment protection and natural resource management guidelines implemented at the time of assessment.</p> <p>Formation of water user committees (WUC) and trainings in Kitoro, Nyabani B, Nyakacheba and Rukiga A. Training was done on 30/5/2023 by ADWO-Mobilization. 33 members were in attendance.</p> <p>Source water protection plan for established water sources, mitigation measures and management actions e.g. water management, traffic access, construction activities, flooding, pollution prevention for Boreholes and other water systems was done</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that all WSS projects were implemented on land where the LG has proof of consent.</p> <p>The following Land agreement letters/consent forms were written/filled as proof consent:</p> <ul style="list-style-type: none"> • Land consent agreement by Ainebyoona James and wife Annet Ainebyona to the community of Nyakachwamba I village, Nyakachwamba parish in Ntara S/C for construction of a community borehole, measuring 10m by 10m, confirmed by the LC1 Chairperson of Nyakachwamba I on 31st/05/2023. • Land consent agreement by Magezi Josephat to the community of Rukinga village, Rwenjaza parish in Rwenjaza S/C for construction of a community borehole, 	3

measuring 3m by 3m, confirmed by the LC1 Chairperson of Rukinga on 13th/05/2023.

- Land consent agreement by Erinest Rwaheru to the community of Kitooro village, Nyarurambi parish in Rwenjaza S/C for construction of a community borehole, measuring 15ft by 15ft, confirmed by the LC1 Chairperson of Kitooro on 25th/04/2023.

- Land consent agreement by Rutirizeho James to the community of Nyabbani B village, Nyabbani parish in Nyabbani S/C for construction of a community water source, measuring 15ft by 15ft, confirmed by the LC1 Chairperson of Nyabbani B on 15th/05/2023.

- Land consent agreement by Rutirizeho James to the community of Nyabbani B village, Nyabbani parish in Nyabbani S/C for construction of a community water source, measuring 15ft by 15ft, confirmed by the LC1 Chairperson of Nyabbani B on 15th/05/2023.

- Certificate of Freehold Register, Volume HQT848 Folio 6 as the Land Title for Ntara piped water supply system in Ntara S/C, signed by the Commissioner of Surveys and Mapping on 18th.05/2016, with details of Kamwenge District, Kibale Block 76, Plot 2, Sheet 66/4/23 & 76/2/3 on a scale 1:10,000 and I/S D/2/548 and area of 17.228ha; Ownership: Ntara S/C LG of P. O. box 1339 Kabujogera, registered on 29th/06/2016 Inst.00022043.

For the sampled WSS projects that were visited:

(i) Facility source or project name:
Construction of Ntara-Kichwamba Piped Water Supply System Phase II in Ntara S/C, funded by DWSCG:

- The DLG had proof of consent as a Land Title, Land Agreements and MOUs for the land where the facilities were constructed.

(ii) Facility source name: Drilled deep borehole at Nyakacwamba I Village, Nyakacwamba Parish, Ntara S/C:

- The DLG had proof of consent as land agreement where facilities were constructed.

(iii) Facility source name: Constructed 3- Stance lined Pit Latrine with a Urinal in Karere-Kigoto RGC in Karere Village, Kigoto Parish, Kicheche S/C, funded by DWSCG:

- The DLG had proof of consent as land agreements where facilities were constructed.

From the sampled land consent forms, it was 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.

15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p>	<p>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.</p>	2
		<p>Score 2, If not score 0</p>	<p>The sample of payments were;</p> <ol style="list-style-type: none"> 1. Construction of 3 stance lined Public latrine at Karere Village by Galizooka Mutegyeki Tom& Co. Ltd. Procurement Number. KITAG867/WRKS/2022/2023/000012. Requisition for funds 25/04/2023. Certified works on 04/05/2023 and paid on 15/06/2023 by EFT. 5878917, UGX. 15,015168. 2. Supply of bore spare parts by Mwijuka HR Services Ltd. Procurement Number. KITAG867/SULPS/2022/2023/000016. Requisition for funds 10/05/2023. Certified works on 10/05/2023 and paid on 15/06/2023 by EFT. 5859408, UGX. 15,102,914. 3. Drilling and sitting of 4NO deep boreholes by MSR Technologies (U) Ltd. Procurement Number. KITAG867/WRKS/2022-23/00011. Requisition for funds 21/06/2023. Certified works on 21/06/2023 and paid on 28/06/2023 by EFT. 6420395, UGX. 104,499,620. 	
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p>	<p>There was evidence in the LG that the CDO and Environment Officers undertook monitoring to ascertain compliance with ESMPs. example;</p> <p>Monitoring report for Borehole at Ntara Kichwamba in Kitagwenda TC, dated 17/3/2023 signed by the senior environment officer and CDO</p> <p>Monitoring report for Borehole at Ntara Kichwamba dated 17/3/2023 signed by the senior Environment officer and CDO</p> <p>Monitoring report for Borehole at Rukiga A in Rwenjaza SC dated 17/3/2023 signed by the senior Environment officer and CDO</p> <p>Mitigation measures implemented for water projects included; There was protection of these sources and WUC formed to manage these water points</p>	2
		<p>Score 2, If not score 0</p>		

**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 had 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 30, 2022 "Kitagwenda district LG micro-scale irrigation sites for FY 2021/2022 as of 30th June 2022" for Non-micro scale beneficiaries had total acreage of 27. Another report dated June 30, 2023 "Kitagwenda district LG micro-scale irrigation sites for FY 2022/2023 as of 30th June 2023" for both non-micro scale and micro scale beneficiaries had acreage 43.5.</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 Kitagwenda district as of June 30/2022 for Non-micro-scale beneficiaries was 27 acres. Data on irrigated land in Kitagwenda district as of June 30/2023- for both non-micro scale and micro scale beneficiaries was 43.5 acres. Percentage increase in acreage = $(43.5 - 27) \times 100 / 27 = 61.1\%$</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>The average score in the micro-scale irrigation for LLG performance assessment was:</p> <p>FY 2021/ 2022= 92.3%</p> <p>FY 2022/2023= 100 %</p> <p>Average score was 96.15% which was above 70%.</p>	4

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

Maximum score 6

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

There was evidence that the development
component of micro-scale irrigation grants had
been used on eligible activities. From the
budget performance report for micro-scale
irrigation program for FY 2022/2023, 75% of the
total funds received (656,488,300/=) were
492,366,300/= which were used on eligible
activities.

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

Maximum score 6

b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0

Evidence was provided showed the approved farmer signed an Acceptance Forms confirming that equipment was working well, before the LG FY 2022/2023, made payments to the suppliers. The names and dates of acceptance forms were as below:

Name of Farmer and Date of Acceptance respectively was as follows:

1. Nuwagira Lovincer- 05/06/2023
2. Mastiko Apollo- 05/06/2023
3. Mwana Kasigazi -05/06/2023
4. Bainomugisha Eliva- 05/06/2023
5. Kyagugu Godfrey- 02/06/2023
6. Paul Tumwebaze T. -02/06/2023
7. Kikompola Daniel- 02/06/2023
8. Safari Augustine -12/03/2023
9. Samantha Vivian -15/03/2023
10. Turyamureba Patrick -08/02/2023
11. Mutabazi Maurice -15/03/2023
12. Akilla Achillies Major -15/03/2023
13. Niwagaba Justinian -15/03/2023
14. Tumwesigye Yoram -15/11/2022
15. Katungwensi John T. -15/03/2023
16. Tumwiine Colman -15/03/2023
17. Kalanzi M -06/04/2023
18. Nuwamanya A -02/06/2023
19. Mubangizi C -02/06/2023
20. Tweshengereze H -18/04/2023
21. Kinahirwe Alice K -05/06/2023
22. Tibayungwa F -01/12/2022
23. Tukamusiima R -22/06/2022
24. Natuhwera Alex-01/12/2023
25. Twesigye Veronica -11/04/2023
26. Kato Emmanuel -02/09/2023
27. Kansiime Richard-03/09/2023
28. Kabanamura S.-02/06/2023

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. The following sampled sites provided the evidence.	1
	Maximum score 6		1. Magezi Fred As per the contract document provided with procurement ref no. KITAGWENDA/2023-01-23/M/32619 signed on 7th June 2023, budget for supply and installation of irrigation equipment was Ugx 18,550,000/= for the supplier and Agric Engineer estimate was Ugx 20,900,00/=. Therefore, the percentage variation in the contract price was 11.2 %.	
			2. Dr Fabius Byaruhanga As per the contract document provided with procurement ref no. KITAGWENDA/2022-02-14/M/23789 signed on 7th June 2023, the budget for supply and installation of the micro-scale irrigation system was Ugx 18,950,000/= for the supplier and Agric Engineer estimate was Ugx 17,400,000/= Therefore, the percentage variation in the contract price was 8.9%.	
			3. Aurellia Bakahumura As per the contract document provided with procurement ref no. KITAGWENDA/2022-03-15/F/24690 signed on 7th June 2023, budget for supply and installation of the micro-scale irrigation system was Ugx 16,250,000/= for the supplier and Agric Engineer estimate was Ugx 14,900,000/= Therefore, the percentage variation in the contract price was 9.1%.	
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 7th June 2023. The work completion certificate was issued 30th June 2023.	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 		

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	Kitagwenda had not recruited LLG extension workers as per staffing structure. The district has 9 sub-counties and 4 Town Councils with a combined staff ceiling of 66 extension workers. 15 positions of extension workers were filled which is approximately 23% hence a score of 0	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF • If 100% score 2 or else score 0	There was evidence that irrigation demonstration site(s) in different LLGs met standards as defined by MAAIF. The following sampled sites provided the evidence. 1. Rwamihigo Valentine had 1.5 acres under a drag hose irrigation system in Kitagwenda Town Council. There was a petrol-powered water pump and horse pipe. 2. Tumwine Fredrick had 2 acres under drag hose irrigation in Kitagwenda Town Council. There was a water tank of capacity 10000 litres, solar panel (2) each 495W, submersible solar powered pump, Tank stand, hydrants (4), and nozzle. 3. Abimanya Saidi had 2 acres under a drag hose irrigation system in Ntara sub-county. There was a water tank with capacity of 10000 litres, solar panels, a surface solar-powered pump, a tank stand, and 4 hydrants, flexible hose, and nozzle.	2
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional • If 100% are functional score 2 or else score 0	The three irrigation sites (Rwamihigo Valentine, Tumwine Fredrick and Abimanya Saidi) sampled were installed. However, Rwamihigo Valentine and Abimanya irrigation systems were not functional at the time of assessment. The water pumps were faulty.	0

Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	Information that was provided on extension workers filled was found to be accurate. Rwenjaza Sub-County and Nyabbani Sub-County were sharing 2 extension workers (Mugume Terasio – Assistant Animal Husbandry Officer and Kirabo Evas – Assistant Agriculture Officer). Kitagwenda Town Council had two extension workers (Mucunguzi Pontino – Assistant Animal Husbandry Officer and Kembabazi Wittness – Assistant Agriculture Officer)	2
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5	Accuracy of reported information: The LG has reported accurate information	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	There was no evidence that information on established irrigation demonstration sites (Rwamihigo Valentine, Tumwine Fredrick and Abimanya Saidi) installed, and functioning was accurate. There was no standard technical designs provided by the supplier of irrigation equipment so accuracy could not be specified.	0
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. This was summarized in the following reports. In Q1, there was a report on monitoring of interventions implemented under micro-scale irrigation dated September 30, 2022. In Q2, there was a report on technical monitoring of interventions implemented under micro-scale irrigation dated December 2022. In Quarter 3, there was a report on the joint monitoring exercise of production activities with the technical staff, district executive and committee members, on natural resources, production and commercial services dated January 01, 2023. There was another report on technical monitoring of interventions implemented under micro-scale irrigation dated March 30, 2023. In Q4, there was a report on monitoring and supervision of activities conducted under the UgIFT (Micro-scale irrigation) program dated June 26, 2023. There was another report on monitoring of interventions implemented under micro-scale irrigation dated June 26th, 2023.	2
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 had entered up-to-date LLG information into MIS/Irritrack and has reached their target EOIs. EOIs submitted 502 and 344 EOIs were successful, Awareness 952; farm visits 114 and this exceeded the target of 70, and farm preparation was 168.	1
Maximum score 4	Maximum score 6	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. In Q1, there was a report on submission of micro-scale irrigation quarter one FY 2022/2023 dated October 07, 2022. There were trainings, awareness raising for local leaders and farmers, preparation of farm visits, farm visits, and 43 EOLs. In Q2, there was a submission of micro-scale irrigation quarter two FY 2022/2023 dated January 03, 2023. 11 extension staff were trained. There was awareness raising for local leaders and farmers, 13 farmer field days conducted. In Quarter 3, there was a submission of micro-scale irrigation in quarter three FY 2022/2023 dated April 15, 2023. In Q4, there was a submission of micro-scale irrigation quarter four FY 2022/2023 dated June 30, 2023. In all the four quarterly reports there was training, awareness raising for local leaders and farmers, monitoring of irrigation sites, expression of interest, preparation of farm visits, farm visits, procurement, supply, and installation of irrigation equipment.	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	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 evidence that LG had developed and approved performance improvement plans for the lowest performing LLGs.	0
	Maximum score 6			
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	There was no evidence that LG Implemented Performance Improvement Plan for lowest performing LLGs.	0
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	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 508,760,000 /= for FY 2023/2024.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>ii Deployed extension workers as per guidelines score 1 or else 0</p>	The extension workers were deployed as per guidelines and were engaged in program implementation activities. From the staff register, there were 19 extension workers in the production department deployed.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p>	There was evidence that extension workers were working in LLGs where they had been deployed. Rwenjaza Sub-County and Nyabbani Sub-County were sharing 2 extension workers (Mugume Terasio - Assistant Animal Husbandry Officer and Kirabo Evas - Assistant Agriculture Officer). Kitagwenda Town Council had two extension workers (Mucunguzi Pontino - Assistant Animal Husbandry Officer and Kembabazi Wittness - Assistant Agriculture Officer)	2
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0</p>	All the 3 LLGs visited namely Rwenjaza Sub-County, Nyabbani Sub-County and Kitagwenda had displayed the list of extension workers together with their telephone contacts on the LLG notice boards	2
	Maximum score 6			
	Maximum score 6			
	Maximum score 6			
	Maximum score 6			

8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>The assessor accessed files of 9 Extension Workers and confirmed that the DPO had appraised them against the agreed performance plans and has submitted a copy to HRO during the previous FY</p> <ol style="list-style-type: none"> 1. Kemirembe Catherine (Assistant Agriculture Officer) was appraised on 28th June 2023 2. Oder Rashid (Assistant Animal Husbandry Officer) was appraised on 30th June 2023 3. Otema Richard (Assistant Animal Husbandry Officer) was appraised on 28th June 2023 4. Kirabo Evas (Assistant Agriculture Officer) was appraised on 30th June 2023 5. Kembabazi Wittness (Assistant Agriculture Officer) was appraised on 30th June 2023 6. Mucunguzi Pontino (Assistant Animal Husbandry Officer) was appraised on 30th June 2023 7. Muliisa Leonidas (Assistant Animal Husbandry Officer) was appraised on 30th June 2023 8. Mutamba Lowland (Agriculture Officer) was appraised on 30th June 2023 9. Mukisa Deogratius (Agriculture Officer) was appraised on 30th June 2023 	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>No evidence was provided to show that the DPO has taken corrective actions based on the appraisal reports</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p>	<p>There was evidence that training activities were conducted in accordance with the training plans at District level. This was evidenced in the following reports. A report on awareness rising of sub-county chiefs and CDOs on micro-scale irrigation dated November 10, 2022. A report on awareness rising of staff and political leaders on micro-scale irrigation dated 30th March 2023.</p>	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 agriculture extension services annual work plan for 2022/2023 FY activities and budgets to be executed. Training activities were well documented, and funds attached to them.	1
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Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0	Evidence provided indicated the LG appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2022/23 100% to complementary services; - 75% capital development -25% complementary Total received, UGX 621,400,249 received, i) Capital development UGX. 466,050,349 (75%) Complementary services allocated UGX 155,350,000 which represents (25%).	2
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0	The LG evidence provided showed budget allocations were made towards complementary services in line with the sector guidelines as follows. i. Complementary, UGX.155,350,000. Out of the total budget of UGX 155,350,000 received for complementary services, It was divided into two i) 25% of the total complementary services was allocated for This was further split into two i) 15%, UGX 93,210,000 - for awareness raising amongst local leaders and enhancing farmers capacity on micro scale irrigation and another ii) 10%, UGX 62,140,000 for procurement supervision and monitoring to enhancing LG Capacity.	2

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. c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0 The co-funding is reflected in the Annual approved work plan and Budget for the District production department FY 2022/2023, UGX 120,000,000 was allocated for co funding by farmers 2

Maximum score 10

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. 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 Evidence that the LG used the farmer co-funding following the same rules applicable to the micro scale irrigation grant. A total co-funding of collected and used, UGX. 120,000,000. 2

Maximum score 10

Name Farmer	UGX.
1. Akila Achilles M	5,225,832
2. R. Kansime	5,497,000
3. Tukamusiima R	3,613,267
4. Kato Emmanuel	5,372,500
5. Tibayungwa F	7,045,000
6. Natuhwera Alex	4,300,000
7. Bainomugisha E	3,447,810
8. Kabanamura S	5,667,073
9. Katungwensi J T.	9,781,290
10. Kikompola D	5,775,010
11. Kyaguugu G	5,651,635
12. L. Nuwagira	3,000,000
13. Matsiko A	5,736,135
14. Mutabazi M	3,417,735
15. V. Twesigye	5,416,250
16. Mwanah K	5,042,750
17. Niwagaba J	9,460,290
18. P. Tumwebaze	5,916,290
19. Safari A	4,275,310
20. Tweshengye H.	5,102,250
21. Kalanzi M	5,279,000
22. Samantha V	5,977,573

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 LG had disseminated information on the use of farmer co-funding through distribution of brochures to farmers. Minutes of the extended 5th Technical planning committee meeting held on 22nd December 2022 MIN 25/5TPC 2022-23 no. 3 highlighted farmer co-funding. A copy of the information that was shared included a guide for smallholder farmers Part 4.</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 evidence that the DPO monitored monthly the installation of equipment for the irrigation demonstration sites (key areas to include functionality of equipment, including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.). The following reports provided the evidence. There was a report on monitoring of interventions implemented under micro-scale irrigation dated September 30, 2022. There was a report on technical monitoring of interventions implemented under micro-scale irrigation dated December 2022. There was a report on the joint monitoring exercise of production activities with the technical staff, district executive and committee members, on natural resources, production and commercial services dated January 01, 2023. There was another report on technical monitoring of interventions implemented under micro-scale irrigation dated March 30, 2023. There was a report on monitoring and supervision of activities conducted under UgIFT (Micro-scale irrigation) program dated June 26, 2023. There was another report on monitoring of interventions implemented under micro-scale irrigation dated June 26th, 2023.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was evidence that the LG had overseen approved farmer training & support (to farmers, to achieve servicing and maintenance during the warranty period). This was evidenced in the following reports: There was a report on monitoring of interventions implemented under micro-scale irrigation dated September 30, 2022. There was a report on technical monitoring of interventions implemented under micro-scale irrigation dated December 2022. There was a report on the joint monitoring exercise of production activities with the technical staff, district executive and committee members, on natural resources, production and commercial services dated January 01, 2023. There was another report on technical monitoring of interventions implemented under micro-scale irrigation dated March 30, 2023..</p>	2

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>There was evidence that LG had provided hands-on support to the LLG extension workers during the implementation of complementary services as per the guidelines. The following documents provided the evidence. There were minutes of the production staff meeting under the UGIFT micro-scale irrigation program held on 16th December 2022. There was a report on the awareness rising of staff and political leaders on micro-scale irrigation dated March 30, 2023. There was a report on awareness rising of sub-county chiefs and CDOs on micro-scale irrigation dated November 10, 2022.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>There was evidence that the LG had established and run farmer field schools/irrigation demo sites as per the guidelines. The following reports provided evidence: Report on farmer field days group on micro-scale irrigation under UGIFT program dated December 19, 2022. Report on conducting farmer field days with farmer groups on micro-scale irrigation/UgIFT implementation dated December 30,2022. Report on farmer field days group on micro-scale irrigation under UGIFT program dated April 28, 2023. A report on conducting farmer field days with farmer groups on micro-scale irrigation/UGIFT implementation dated April 06, 2023.</p>	2
11	<p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p>	<p>a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0</p>	<p>There was evidence that LG had conducted activities to mobilize and sensitize farmers as per guidelines. The following reports provided the evidence. There was a report on the awaeness rising of farmer groups on micro-scale irrigation/UgIFT implementation dated March 30, 2023, with 211 participants and field based attached. Attendance list on sensitization on micro-scale irrigation program dated December 05, 2022, with 21 participants and photos attached. There was a report on awareness of rising farmer groups on micro-scale irrigation dated February 06, 2023, with 156 participants and field based photos attached. There was a report on awareness rising of farmer groups on co-funding modalities for micro-scale irrigation equipment under UgIFT implementation dated May 05, 2023 with 202 participants from different farmer groups and field based photos attached.</p>	2
11	<p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p>	<p>b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0</p>	<p>There was evidence that the district had trained staff and sensitized political leaders at District and LLG levels (mobilizing farmers to participate in irrigation and irrigated agriculture). This was evidenced in the following reports: A report on awareness rising of sub-county chiefs and CDOs on micro-scale irrigation dated November 10, 2022. A report on awareness of rising staff and political leaders on micro-scale irrigation dated 30th March 2023.</p>	2

Investment Management

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>There was evidence that the LG has 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 22 farmers with two irrigation demo installed.</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 45 and 13 farm visits. The database of the applications FY 2023/2024 for EOIs were 29 and 2 farm visits. Copies of application 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). There was a report on farmer visits and technical assessments of eligible farmers to benefit from micro-scale irrigation under UgIFT program dated March 10, 2023. Agreement to proceed for quotation forms were seen.</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>There was evidence that the Production Department had publicized the eligible farmers that have been approved by posting on the District and LLG noticeboards in Kitagwenda. This was confirmed in Rwenjaza Sub-County, Nyabbanu Sub-County and Kitagwenda Town Council</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>The LG did not budget for micro-scale irrigation equipment/systems.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	The LG requested for quotation from irrigation equipment suppliers pre-qualified by MAAIF. These suppliers included; I. Kaftech investments LTD II. Adritex Uganda LTD	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	The LG concluded the selection of the irrigation equipment based on the set criteria. Criteria I. Company prequalified by MAAIF. II. Financial ability. III. Technical responsiveness of the bidder.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	There was evidence that the micro-scale projects were approved by the Contracts Committee under Minute MIN 0012/MAY/2023 during a meeting held on 4th May 2023. Sample project: Establishment of micro scale irrigation system to beneficiary farmers- KITAG867/SUPL/2022/2023/00027.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	The LG signed the contract with the lowest priced technically responsive irrigation equipment supplier. Evidence: I. Establishment of micro scale irrigation system to Mwesigye Stephen. Bidders: Kaftech investments Ltd bid= 36,700,000/= Adritex Uganda Ltd = 40,862,000/= Kaftech investments Ltd was awarded the contract. II. Establishment of micro scale irrigation system to Ndebereyo Jovia. Kaftech investments Ltd bid= 15,613,000/= Adritex Uganda Ltd = 14,300,000/= Adritex was awarded the contract.	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	There was no evidence that the irrigation demonstration installed was in line with the design output sheet. The standard technical designs were not provided by the supplier of irrigation equipment. The supplier just provided the layout of the Demos.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	There was evidence that the LG had conducted regular technical supervision of the irrigation demonstration sites by the relevant technical officers. The following reports provided evidence. There was a report on technical monitoring of interventions implemented under micro-scale irrigation dated December 2022. There was another report on technical monitoring of interventions implemented under micro-scale irrigation dated March 30, 2023.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	There was evidence that the LG oversaw the irrigation equipment supply, installation, and testing for functionality. There was a report on current progress status on installation of micro-scale irrigation system/equipment dated May 05, 2023.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	There was evidence that the LG has overseen the irrigation equipment hand-over to the Approved host/beneficiary Farmer. There was a completion report for the supply and installation of drag hose pipe micro-scale irrigation system for Nabimanya Saidi of Ntara subcounty dated June 03, 2023.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Evidence was not availed on LG made payments to suppliers	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	Complete Procurement files for the micro scale irrigation projects are in place with Evaluation reports and Minutes of the Contract Committee, contract award letters and contract documents. Sample projects: Establishment of micro scale irrigation system to beneficiary farmers- KITAG867/SUPL/2022/2023/00027.	2
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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 production department and LLG noticeboards. There was grievance handling procedure/framework pinned on the noticeboard. There were also names of the grievance redress committee pinned on the noticeboard.	2
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	There was evidence that the LG had a grievance framework for Micro-scale irrigation grievances and grievances recorded example Farmer Remigio Vincent of Ntara SC on 20/4/2023 reported Petrol pump failure. A meeting convened on 27/4/2023 and agreed to make replacement.	1
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	There was evidence that the LG had a grievance framework for Micro-scale irrigation grievances investigated example Farmer Remigio Vincent of Ntara SC 20/4/2023	1
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>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 evidence that the LG had a grievance responded to Farmer Remigio Vincent</p>	1
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There were no evidence Micro-scale irrigation grievances have been reported on in line with LG grievance redress framework however a log book has to be provided for events</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 evidence that LGs have disseminated Micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agro-chemicals and safe disposal of chemical waste containers etc. There were guidelines on micro-scale irrigation which had information on proper use of agro-chemical and safe disposal of chemical waste. There was MOUs between farmers hosts and LGs signed 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. There was a report on environmental, social, health and safety safeguards under micro-scale irrigation dated June 29, 2023, which pointed out use of agro-chemicals and management of resultant chemical waste containers.</p>	2
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15	Safeguards in the delivery of investments Maximum score 6	<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>Design Supply and installation of microscale irrigation for Kasingye Aloysius Ref No Kitagwenda/2021/06/21/M/18953. In the BoQ Trenching and backfilling costed 600,000UGX.ESMP mitigation cost was 72,000UGX signed by Environment officer and DCDO on 16/5/2023</p> <p>Design Supply and installation of microscale irrigation for Ms. Aguma Peace of Rugarana 1 village Ref No Kitagwenda/2022/-11-21/F/28784 . In the BoQ Trenching and backfilling costed 1,000,000UGX. ESMP mitigation cost was 104,500UGX signed by Environment officer and DCDO on 16/5/2023</p> <p>Design Supply and installation of microscale irrigation for Byaruhanga Fabius Mwanaiichi, Kicheche SC. Ref No Kitagwenda/2022-02-14/M/23789. In the BoQ Trenching and backfilling costed 800,000UGX.ESMP mitigation cost was 123,000UGX signed by Environment officer and DCDO on 20/4/2023</p>	1
15	Safeguards in the delivery of investments Maximum score 6	<p>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</p>	<p>There was evidence that the LG monitored irrigation impacts for example; Report on environmental supervision and monitoring for Higher local governments for micro-scale irrigation demonstration sites. Findings include ;</p> <p>Environmental and social monitoring report for implementation of Microscale projects for demo site of Mr. Kasingye Aloysius, MS Natukunda Aguma Peace and Dr Fabius Byaruhanga Mwanainchi. Monitoring. Reports signed by the Environment officer and DCDO on 16/5/2023/, 5/5/2023 and 20/4/2023 respectively.</p> <p>Issues highlighted in the reports include; ESMPs implemented, farmers trained, collective restriction on water catchments and no land encumbrances</p>	1
15	Safeguards in the delivery of investments Maximum score 6	<p>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</p>	<p>There were E&S certification forms completed and signed by Environment officer prior to payment of contractor invoices/certificates. The E& S forms were signed on 21/6/2023</p> <p>Certification was done after satisfying implementation of the ESMP</p>	1

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 the E& S
forms were signed on 21/6/2023

Certification was done after satisfying
implementation of the Social issues in the ESMP

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 vacant. Kitembo Patrick who was substantively appointed on promotion under DSC minute no.40/KITDSC/2023 (e) (1) as District Commercial Officer was acting as CFO. Appraisal report for the acting CFO (Kitembo 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.	b. District Planner/Senior Planner, score 3 or else 0	The position of District Planner was vacant. Binyina Katagyira Venatius who was appointed on promotion as Senior Planner under DSC minute no. 276/2016 under Kamwenge district was acting. Appraisal report for the acting District Planner was not availed to the assessor.	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 substantively filled. Baguma Andrew was appointed on promotion as District Engineer under DSC minute no. 93/2021 - 2022. The District Engineer (Baguma Andrew) was appraised on 31st July 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.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The position of District Natural Resources Officer was substantively filled. Turyamureeba Bujara was appointed on probation as District Natural Resources Officer under DSC minute no. 102/2021 - 2022. The District Natural Resources Officer (Turyamureeba Bujara) 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.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The position of District Production Officer was substantively filled. Kumboona Naboth was appointed on promotion as District Production Officer under DSC minute no. 44/KITDSC/2023 (f). The District Production Officer (Kumboona Naboth) was appraised on 19th July 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 substantively filled. Ndinawe Medard was appointed on probation as District Community Development Officer under DSC minute no.96/2021. Appraisal report for the DCDO (Ndinawe Medard) 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.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The position of District Commercial Officer was substantively filled. Kisembo Patrick was substantively appointed on promotion under DSC minute no.40/KITDSC/2023 (e) (1) as District Commercial Officer. Appraisal report for the District Commercial Officer (Kisembo Patrick) 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.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The position of Senior Procurement Officer was vacant. Tumuhimbise Hellen who was the Senior Procurement Officer resigned (The resignation was accepted by CAO on 5th October 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.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	The position of Procurement Officer was substantively filled. Tumusiime Ferdinand was appointed on probation as Procurement Officer under DSC minute no 15/2023 (under Kamwenge district). Appraisal report for the Procurement Officer (Tumusiime Ferdinand) was not availed to the assessor	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 substantively filled. Ssozi Chris Gaanaafaa was redesignated as PHRO (Administration) under DSC minute no. 385/2018. The appraisal report for the PHRO (Ssozi Chris Gaanaafaa was not availed to the assessor	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	The position of Senior Environment Officer was substantively filled. Kalyegira Anthony was retained in service as Senior Environment Officer under DSC minute no. 428/2018. The Senior Environment Officer (Kalyegira Anthony) 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. Muhumuza Hillary was appointed on probation as Senior Lands Management Officer under DSC minute no. 165/2020. The Senior Lands Management Officer (Muhumuza Hillary) 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. Bangirana Frank was redesignated as Senior Accountant under DSC minute no.98/2018. Appraisal report for the Senior Accountant (Bangirana Frank) was not availed to the assessor.	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 substantively filled. Asaba Christopher was appointed on promotion and transfer of service from Kabarole district as Principal Internal Auditor under DSC minute no. 92/2021 – 2022	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	The position of Principal Human Resource Officer (Secretary DSC) was substantively filled. Mutalya Paul was appointed on probation as PHRO (Secretary DSC) under DSC minute no. 161/2020. Appraisal report for the PHRO (Secretary DSC) – Mutalya Paul was not availed to the assessor.	2
2	New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG Maximum score is 15	a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town	Kitagwenda district had not substantively appointed Senior Assistant Secretaries in all the 9 sub-counties in the district and Town Clerk in the 4 Town Councils. 3 Sub-County Chiefs and all the Town Clerks were in acting capacity	0

Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).

Senior Assistant Secretaries

1. Mugisha Mary was retained in service as Senior Assistant Secretary under DSC no. 561/2018
2. Kabagambe Iyam Erinesi was appointed on accelerated promotion as Senior Assistant Secretary under DSC minute no. 50/KITDSC/2023 (c)
3. Barigye Yassin was regularized in appointment as Parish Chief under DSC minute no. 199/1/2020. He was assigned duties as Sub-County Chief in a letter dated 5th August 2022
4. Nuwagaba Margret was appointed on probation as a Senior Assistant Secretary/Sub-County Chief under DSC no. 72/2022 (2)
5. Bwambale B Musabali was retained in service as Senior Assistant Secretary under DSC minute no. 508/2018
6. Mugarura Edson was appointed on promotion as Principal Town Agent under DSC minute no. 500/2018. He was assigned acting duties as Sub-County Chief in a letter dated 26th September 2022
7. Okumbuke Shabani was appointed on probation as a Community Development Officer under DSC minute no. 91/2006. He was assigned duties as Sub-County Chief in a letter dated 22nd August 2023
8. Ahairwe Edward was retained in service as Senior Assistant Secretary under DSC minute no. 553/2018
9. Ahaisibwe Benard was appointed on accelerated promotion as Senior Assistant Secretary under DSC minute no. 50/KITDSC/2023 (c)

Town Clerks

10. Bruce Rodgers was appointed on accelerated promotion as Senior Assistant Town Clerk under DSC minute no. 50/KITDSC/2023 (c)
11. Kakuhikire Enoch was appointed on transfer of service as Senior Assistant Town Clerk under DSC minute no. 36(1)/2029
12. Mugisha Pius was appointed on promotion as Senior Assistant Town Clerk under DSC minute no. 50/KITDSC/2023 (c)

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.

Kitagwenda district had not recruited Community Development Officers or Senior CDOs for all the LLGs. There were only 8 out of the required number of 13

1. Namara Badru was appointed on promotion as Senior Community Development Officer under DSC minute no.179/2020
2. Basheija Moses was appointed on probation as a Community Development Officer under DSC minute no.91/2006
3. Bingana Ket was appointed on promotion as a Community Development Officer under DSC minute no.100/2021-2022
4. Tumwesigye Lawrence was appointed on promotion a Senior Community Development Officer under DSC minute no.03/2019
5. Muhumuza Richardson was appointed on probation as a Community Development Officer under DSC minute no. 101/2021-2022
6. Alituha Deogratus was appointed on probation as a Community Development Officer under DSC minute no. 249/2005
7. Mugabe Robert was regularized in service as a Community Development Officer under DSC minute no. 38 (2) /2019
8. Kamugisha Theophilus was retained in service as a Community Development Officer under DSC minute no. 509/2018

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

Maximum score is 15

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

Kitagwenda district had appointed Senior Accounts Assistant/Senior Assistant Accountants or an Accounts Assistant/Assistant Accountants in all the 13 LLG

1. Atwijukire Amon was appointed on transfer of service from Kamwenge as Senior Assistant Accountant under DSC minute no. 13 (4) 2019

2. Byamukama Serapio was appointed on transfer of service from Kamwenge as Senior Assistant Accountant under DSC minute no. 209/1/2020

3. Nyamwiza Sylvia was redesignated as Senior Accountant Assistant under DSC minute no. 573/2018

4. Rutahunga Julius was appointed on probation as Assistant Accountant under DSC minute no. 573/2018

5. Mucunguzi Florence was regularized in appointment as Senior Assistant Accountant under DSC minute no. 13 (1)/2019

6. Amugabirwe Adrine was regularized in appointment as Assistant Accountant under DSC minute no. 209/4/2019

7. Kamahoro Annah was appointed on transfer of service from Central Government as Senior Assistant Accountant under DSC minute no. 59/KITDSC/2023 (i)

8. Atwijuka Enoch was appointed on probation as Senior Assistant Accountant under DSC minute no.56/2022 (i)

9. Murangira Collins was regularized in appointment as Assistant Accountant under DSC minute no.209/3/2023

10. Mucunguzi Thomas was appointed on transfer within service and promotion as Accountant under DSC minute no. 46/2021

11. Byaruhanga Akuhe Pascal was appointed on promotion as Senior Accounts Assistant under DSC minute no. 74/2011

12. Atukunda Hellen was appointed on probation as Senior Accounts Assistant under DSC minute no. 187/2020

13. Tumwebaze Yowasi was regularized in appointment and transfer of service from Kampala district as Senior Assistant Accountant under DSC minute no. 209/2/2020

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	For Kitagwenda LG Natural Resources Department, The amount allocated was UGX. 210,266,488 and released UGX. 210,266,488 for FY 2022/2023 (final accounts, page, 26). This was a ratio 100%.	2
	Maximum score is 4	a. Natural Resources department, score 2 or else 0		
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	For Kitagwenda LG Community Based Services Department, The amount allocated for FY 2022/2023, was UGX.163, 665,239, and released UGX. 163,665,239. (Final accounts, page, 26). This was a 100%.	2
	Maximum score is 4	b. Community Based Services department. score 2 or else 0.		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0	There was no 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); Completion of 3 office rooms at Kitagwenda District HQs (Ref No Kitag867/Wrks/22-23/00036. Contractor; M/S SBR General supply and contractors Ltd Contract amount-28,000,000UGX.	0
	Maximum score is 12			
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0	There was no 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. example Completion of 3 office rooms at Kitagwenda District HQs (Ref No Kitag867/Wrks/22-23/00036. Contractor; M/S SBR General supply and contractors Ltd Contract amount-28,000,000UGX.	0
	Maximum score is 12			

4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;	The LG did not have costed ESMPs for project(s) implemented using the DDEG. Example includes; Completion of 3 office rooms at Kitagwenda District HQs (Ref No Kitag867/Wrks/22-23/00036. Contractor; M/S SBR General supply and contractors Ltd Contract amount-28,000,000UGX.	0
	Maximum score is 12	score 4 or 0		

Financial management and reporting

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY. Maximum score is 10	If a LG has a clean audit opinion, score 10; If a LG has a qualified audit opinion, score 5 If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0	Evidence showed the LG had an un-qualified audit opinion for FY 2022/2023.	10
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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).

maximum score is 10

If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),

score 10 or else 0.

The LG provided information to PS/ST on the status of the implementation of Internal Auditor General and Auditor General's findings for FY 2021/2022. The submission dated 27th February 2023, signed by the CAO Ssebandeke Richard was received by the PS/ST on 27th February 2023. The submissions were also received by the Accountant General and Internal Auditor General on 27th February 2023. The report contained actions taken and recommendations against all findings FY 2021/2022 (pages, 1-43). The report was signed by the CAO Ssebandeke Richard on 27th February 2023. The submission was made within the February end deadline.

The issues responded to and action taken were:

1. Funding and absorption of wage, pension and gratuity.
2. Underpayment and overpayment of salary and gratuity.
3. Payment of salary using wrong scales, bands, levels and notches.
4. Payment of salary to ineligible persons.
5. Delayed access to payroll.
6. Management of statutory payroll deductions.
7. Unapproved loan deductions by accounting officer in the PDMS.
8. Remittance of deductions (LST, PAYE, UNATU and UCLA).
9. Payroll management system issues.
10. Implementation of selected service delivery activities (PDM).
11. Failure to submit funds directly to PDM Sacco.
12. Contradictory PDM implementation guidelines / directives.
13. Slow implementation of government programmes.
14. Inadequate mobilization and training of farmers.
15. Lack of land titles for the land on which UGiFT projects are implemented.
16. Implementation of Uganda Road Fund.
17. Transfer of funds to Ministry of Defense.
18. Lack of land titles.

7	Evidence that the LG has submitted an annual performance contract by August 31st of the current FY Maximum Score 4	If the LG has submitted an annual performance contract by August 31st of the current FY, score 4 or else 0.	LG submitted an annual performance for 2023/2024 signed by the Accounting Officer (CAO) Ssebandeke Richard. It was submitted and acknowledged by PS/ST on 22/06/2023. This was before the deadline of 31st August.	4
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 maximum score 4 or else 0	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year, score 4 or else 0.	The LG Performance Report for FY 2022/2023 was signed and submitted by the Accounting Officer (CAO) Ssebandeke Richard on 1st August 2023. This was within the deadline of 31st August.	4
9	Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year 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.	The LG Performance Quarterly Budget Performance Reports for all the four quarters of FY 2022/2023 were signed and submitted by the Accounting Officer (CAO) Ssebandeke Richard 25th August 2023. This was within the deadline of 31st August. The submission dates were as follows. Quarter 1 report on 01/08/2023 Quarter 2 report on 01/08/2023 Quarter 3 report on 01/08/2023 Quarter 4 report on 25/08//2023 All the reports were submitted within the mandatory August 31 deadline.	4

**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. Asiimwe Sedas was appointed on probation as DEO under DSC minute no. 104/2021 – 2022. Appraisal report for the DEO (Asiimwe Sedas) was not availed to the assessor	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.	All positions of District Inspectors of Schools were filled: 1. Nabijuka George was retained in service as Senior Inspector of Schools under DSC minute no. 416/2018. The Senior Inspector of Schools (Nabijuka George) was appraised on 30th June 2023 2. Kaswara Gloria Rose was appointed on promotion and transfer within service as Inspector of Schools under DSC minute no. 39/2021. Appraisal report for Inspector of Schools (Kaswara Gloria Rose) was not availed to the assessor.	40

Environment and Social Requirements

2

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

The Maximum score is 30

If the LG carried out:

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

There were Environmental and Social and Climate Change Screening Forms for Education projects for the previous FY. examples include;

Construction of Kanara seed secondary school under UgIFT(Ref No MOES/-KitagUgIFT/Wrks/ 21-22/00002 Contract Amount 2,668,210,592 UGX, Contractor M/S Skyworth Tech Services Ltd. Screening forms were signed by the Senior Environment officer and CDO on 11/5/2021

Construction of 2 Classroom block and 3 stance lined Latrine at Kichwamba Quaran PS (Ref No Kitag8/WRKS/2022-23/0009) Contract Amount 132,948,541UGX.Contractor M/S Mwijuka HR Service. Screening forms were signed by the Environment officer and CDO on 28/4/2023

Construction of 5 stance VIP latrine at Nyarurambi PS in Rwenjana PS (Ref No Kita867/WRKS/2022-23/000032) Contract Amount 28,290,087 UGX, Contractor M/S Galizooka Mutegyeki Tom Co Ltd. Screening forms were signed by the Environment officer and CDO on 2/4/2023

15

2

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

The Maximum score is 30

If the LG carried out:

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

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

Construction of Kanara seed secondary school under UgIFT(Ref No MOES/-KitagUgIFT/Wrks/ 21-22/00002 . ESMPs costed for 16,800,000UGX and undertaken and were signed by the Environment officer and DCDO on 8/5/2021

15

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.	The position of District Health Officer was vacant. Kahimakazi Irene who was appointed on promotion as Medical Superintendent under DSC minute no. 44/KITDSC/2023 (b) was acting as DHO. Appraisal report for the Acting DHO was not availed to the assessor	0
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The position of Assistant District Health Officer Maternal, Child Health and Nursing was substantively filled. Mukundo Hope Bafaki was appointed on promotion and transfer of service as ADHO (MCH) under DSC minute no. 163/2021-2022	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The position of Assistant District Health Officer (Environmental Health) was vacant. Musinguzi Johnson who was appointed on accelerated promotion as Principal Health Inspector under DSC minute no. 55/KITDSC/2023 (a) (i) was acting in the position. Appraisal report for the acting ADHO (Environment Health) was not availed to the assessor.	0
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	The position of Principal Health Inspector was substantively filled. Musinguzi Johnson was appointed on accelerated promotion as Principal Health Inspector under DSC minute no. 55/KITDSC/2023 (a) (i). Appraisal report for the acting Principal Health Inspector was not availed to the assessor	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.	The position of Senior Health Educator was vacant. Twongyeirwe Herhert who was appointed on promotion as Health Educator under DSC minute no. 178/2020 was acting as Senior Health Educator. The acting Senior Health Educator was appraised on 19th July 2023	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 substantively filled. Isiko Abdallah was appointed on probation as Biostatistician under DSC minute no. 175/2020. The Biostatistician was appraised on 30th June 2023</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>The position of Cold Chain Technician was substantively filled. Baluku Benon was appointed on probation as Cold Chain Technician under DSC minute no. 38/2017. Appraisal report for the Cold Chain Technician was not availed to the assessor</p>	10
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>j. Health Educator, score 20 or else 0</p>		

Environment and Social Requirements

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that the LG carried out Environmental, Social and Climate Change screening Forms for Health projects for the previous FY. examples include</p>	15
			<p>Construction of Pit latrines at Nyabani HC II, Kicheche HCIII and Ntara HC IV (Ref No: KIT867/WRKS/22-23/0036. Contractor: Force on account. Screening forms were signed by Environment officer and CDO on 28/4/2023, 2/4/2023 and 22/4/2023 respectively</p>	
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>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;</p>	15
			<p>Construction of Pit latrines at Nyabani HC II, Kicheche HCIII and Ntara HC IV (Ref No: KIT867/WRKS/22-23/0036. ESMPs costed at1,458,600UGX for Nyabani HC II, for Kicheche HCIII 1,058,660UGX and Ntara HC IV ESMP mitigation costed 1,058,600UGX undertaken and were signed by the Environment officer and CDO on 28/4/2023</p>	

**Micro-scale Irrigation
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
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Human Resource Management and Development

1	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 and there was no evidence of secondment from Central Government	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 score 30 or else 0.	<p>There was evidence that the LG carried out Environmental and Social and Climate Change Screening Forms for Micro-scale Irrigation projects for the previous FY examples include;</p> <p>Design Supply and installation of microscale irrigation for Kasingye Aloysius. Ref No Kitagwenda/2021/06/21/M/18953. Contract Amount 13,6000,000UGX Contractor; M/S Adritex (U) Ltd. Screening forms were signed by the Environment officer and CDO on 16/5/2023</p> <p>Design Supply and installation of microscale irrigation for Aguma Peace of Rugarana 1 village. Ref No Kitagwenda/2022/-11-21/F/28784 Contract Amount 16,450,000UGX Contractor; M/S Adritex (U) Ltd. Screening forms were signed by the Environment officer and CDO on 5/5/2023</p> <p>Design Supply and installation of microscale irrigation for Byaruhanga Mwanaichi, Kicheche SC. Ref No Kitagwenda/2022-02-14/M/23789 Contract Amount 18,950,000UGX Contractor; M/S Adritex (U) Ltd. Screening forms were signed by the Environment officer and CDO on 20/4/2023</p>	30
	<i>Maximum score is 30</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. Sseremba Peter was appointed on probation as Civil Engineer (Water) under DSC minute no. 59/2022 (i). Appraisal report for the Civil Engineer (water) was not availed to the assessor	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. Muhumuza Richardson was assigned duties of Assistant Water Officer for mobilization by CAO in a letter dated 8th September 2023. Appraisal report for the Assistant Water Officer for Mobilization was not availed to the assessor	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 was vacant and there was no evidence of secondment from Central Government	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>	d. 1 Natural Resources Officer, score 15 or else 0.	The position of Natural Resources Officer was vacant but the position of DNRO was filled. Turyamureeba Bujara was appointed on probation as District Natural Resources Officer under DSC minute no. 102/2021 - 2022.	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>	e. 1 Environment Officer, score 10 or else 0.	The position of Environment Officer was substantively filled. Karungi Catherine was appointed on probation as Environment Officer under DSC minute no. 40/2021. Appraisal report for the Environment Officer was not availed to the assessor	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>	f. Forestry Officer, score 10 or else 0.	The position of Forestry Officer was substantively filled. Ahimbisibwe Dariton was appointed on transfer of service from Kamwenge district as Forestry Officer under DSC minute no. 21 (1)/2019. The Forestry Officer was appraised on 30th June 2023	10

Environment and Social Requirements

2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.</p>	<p>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;</p> <p>Construction of stance lined VIP Latrine at Kalere-Kigoto Kicheche. (Ref No Kiga867/WRKS/22-23/00012 Contract Amount 16,652,160UGX, Contractor M/S Galizooka Mutegekyi Tom Co Ltd. Screening forms were signed by the Environment officer and CDO on 17/3/2023</p> <p>Drilling and installation of Boreholes at Ntara Kichwamba in Kitagwenda SC. Screening forms were signed by the Environment officer and CDO on 17/3/2023</p> <p>Drilling and installation of Boreholes at Rukiga A,Rwenjaza SC. Screening forms were signed by the Environment officer and CDO on 18/4/2023</p> <p>Drilling and installation of Boreholes at Nyakichwamba 1, Ntara SC. Screening forms were signed by the Environment officer and CDO on 19/4/2023</p>	10
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>b. Carried out Social Impact Assessments (ESIAs) , score 10 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 stance lined VIP Latrine at Kalere-Kigoto Kicheche. (Ref No Kiga867/WRKS/22-23/00012 Contract Amount 16,652,160UGX, Contractor M/S Galizooka Mutegekyi Tom Co Ltd. ESMPs costed 1,050,000UGX and were signed by the Environment officer and CDO on 14/4/2022</p>	10

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.

Compliance to the condition that all piped water systems should have water abstraction permits as in effect was fulfilled since applications for the permits were already submitted to the Directorate of Water Resources Management (DWRM) and payment was already done with payment registration details as: MWE – DWRM, Department of Water Resources Planning Regulation: Processing Fees – Ground water Permit; Amount UGX8,100,000 for 18 New Applications dated 21st/08/2023 and Search Code: 5041058559765L. The 18 New Applications of Water Abstraction included 8 forms for Kitagwenda DLG listed by the Area Manager of NWSC as:

1. Mpanga water treatment plant in Kaburisoke I village for surface water abstraction,

2. Kabingo site 1 borehole in Karokarungi I village for ground water abstraction

3. Bihanga Kaberebere Borehole in Bihanga 1 village for ground water abstraction,

4. Kabingo site 2 Borehole in Bihanga 2 village for ground water abstraction,

5. Kabingo site 3 Borehole in Bihanga 3 village for ground water abstraction,

6. Kabingo site 4 Borehole in Kabingo village for ground water abstraction,

7. Kabingo site 5 Borehole in Kabingo village for ground water abstraction, and

8. Kabingo site 6 Borehole in Karokarungi I village for ground water abstraction

Therefore, based on compliance to the condition of ensuring that all piped water systems obtain Water Abstraction Permits from the DWRM, the LG was scored with a maximum score of 10 that was entered.