



LGMSD 2022/23

Koboko Municipal Council

(Vote Code: 785)

Assessment	Scores
Crosscutting Minimum Conditions	57%
Education Minimum Conditions	100%
Health Minimum Conditions	50%
Water & Environment Minimum Conditions	0%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	68%
Educational Performance Measures	65%
Health Performance Measures	62%
Water & Environment Performance Measures	0%
Micro-scale Irrigation Performance Measures	0%

**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>All the DDEG investments were functional and utilized as per the purpose of the project. Extension of a four-room office block at the Municipality headquarters was complete and being occupied by four offices which included office of the CDO, senior Engineer, Assistant Engineer and Senior physical planner. The mayors gardens were excavated, paved and the green grass was planted waiting for hire for any intended users.</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>From the Analysis of the Lower Local Government Performance assessment report, The Municipality had an overall performance of 72% in 2022 and 81% in 2023 thus an increase of 10%. This was from the LG performance assessment results that were uploaded on to the OPAMS and were cleared by the National Task force and presented in the matrix; COMPARING LLG SCORES FOR 2022 & 2023. The comparison was provided in the Analysis - LLG PA 2023 Synthesis Report dated 20th October 2023 as extracted from OPAMS.</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>The LG budgeted for DDEG worth UGX45,000,000 as per page 9 of the LG Approved Budget Estimates 2022/23 which was spent on two major investments i.e., Greening and excavation of mayor's gardens at UGX10,000,000 and Extension of a four-room office block at the Municipality headquarters at UGX35,000,000. Both the investments were completed at 100%. The planner Mr. Kakole Safi went ahead to prepare a report titled "End of Financial Year 2022/2023 for Urban Discretionary Development Equalization Grant "on 7th August 2023 document no. KMC/153/1 which shows that both the investments were completed.</p> <p>Therefore, the Municipality had 2 DDEG investments and were all completed thus $2/2 \times 100\% = 100\%$.</p>	3

3	Investment Performance Maximum 4 points on this performance measure	a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines: Score 2 or else score 0.	The LG budgeted for DDEG worth UGX45,000,000 as per page 9 of the LG Approved Budget Estimates 2022/23 which was spent on two major investments i.e., Greening and excavation of mayor's gardens at UGX10,000,000 and Extension of a four-room office block at the Municipality headquarters at UGX35,000,000. Both the investments were eligible projects in fulfilment to the DDEG grant, budget and implementation guidelines. Greening and excavation of mayor's gardens was eligible for funding under the table 7 on urban beautification services on page 8 of DDEG guidelines 2022/2023. Extension of a four-room office block at the Municipality headquarters was eligible under the table 7 on administration construction and refurbishing of government offices on page 7 of DDEG guidelines 2022/2023.	2
3	Investment Performance Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates, score 2 or else score 0	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers' estimates, score 2 or else score 0 2 2 The variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY were within +/-20% of the LG Engineers' estimates. For instance; 1. Completion of extension in Koboko Municipal HQs, with procurement reference number: KMC/785/Wrks/DDEG/2022/202300001 at a contract price of UGX 35,566,380 against Engineer's estimate of UGX 37,000,000. The contract price variation was calculated as 3.9%. 2. Greening and excavation of the Mayor's Garden, with procurement reference number; KMC/785/Wrks/DDEG/2022/2023/00004 at a contract price of UGX 9,810,000 against Engineer's estimate of UGX 9,810,000. The contract price variation was calculated as 0.0%.	2

Performance Reporting and Performance Improvement

4	Accuracy of reported information Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate, score 2 or else score 0	Three LLGs were sampled and these were; Northern, Central and Western Divisions. Evidence showed that information on the position filled in the LLGs was accurate as per minimum staffing standards in the 3 sampled LLGs; for instance Lemo Christopher was ASTC at Northern Divison, Yakani Safi was appointed as SATC and deployed at Central and Candiga Boniface was appointed SATC and deployed at Western Division.	2
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4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>All the infrastructure conducted using DDEG were in place as per the reports produced. The LG budgeted and implemented DDEG investments worth UGX45,000,000 as per page 9 of the LG Approved Budget Estimates 2022/23 which was spent on two major investments i.e., Greening and excavation of mayor’s gardens at UGX10,000,000 and Extension of a four-room office block at the Municipality headquarters at UGX35,000,000. Both the investments were in place. According to the report titled “End of Financial Year 2022/2023 for Urban Discretionary Development Equalization Grant “document no. KMC/153/1 which shows that both the investments were completed. This report was prepared by the planner Mr. Kokole Safi on 7th August 2023.</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>The scores obtained from the two Divisions in the LG assessment and from the LLG IVA outside the performance range of +/- 10 which implied that the assessment was not credible. The comparative analyzed data was as presented below;</p> <table border="1" data-bbox="772 896 1075 1048"> <thead> <tr> <th></th> <th>DLG</th> <th>IVA</th> </tr> </thead> <tbody> <tr> <td>Southern Div</td> <td>82</td> <td>62</td> </tr> <tr> <td>Northern Div</td> <td>87</td> <td>70</td> </tr> </tbody> </table>		DLG	IVA	Southern Div	82	62	Northern Div	87	70	0
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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>The Municipality had not developed performance improvement plans for at least 30% of the lowest performing LLGs.</p>	0									

5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	The Municipality had not developed performance improvement plans for at least 30% of the lowest performing LLGs and therefore no implementation.	0
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Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED. Score 2 or else score 0	The LG consolidated the staffing requirement for the coming FY to MoPS in a letter dated 22nd September 2021. It was received by MoPS , MoPED and MoLG on 30th September 2021 respectively.	2
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7	Performance management Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): Score 2 or else score 0	<p>There was evidence produced by the LG of trucking and analysing of staff attendance as per guidelines by MoPS Circular Standing Instruction (CSI). In the analysis of July 2022 dated 13th August 2022 to Town Clerk : 11 staff in West Division were analysed with the highest attendance recorded at 87% by the SATC Chandiga Boniface.</p> <p>However the lowest attendance was recorded at 35% by Iduru John Assistant Law Enforcement Officer in the same month.</p> <p>South Division analysed 13 staff attendance in the month of August 2022.</p> <p>The highest attendance was recorded at 100% by:</p> <ol style="list-style-type: none"> 1. Yakan Safi Senior Assistant Town Clerk 2. Andiku Kaloli Assistant Law Enforcement Officer 3. Apeyai Zaibibu Town Agent 4. Driciru Julie Stenographer Secretary 5. Yanya Grace Office Attendant 6. Gowon Simon Senior Accounts Assistant. <p>The lowest attendance was registered at 63% by Anguma Malis the division Treasurer</p>	2
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Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

The LG had evidence that Heads of Department were appraised for the previous FY against their performance agreements as follows:

1. Amule Yasin Principle Finance Officer was appraised on 30th June 2023.
2. Dimba David Kenyi Principle Education Officer was appraised on 30th June 2023.
3. Onjia Susan Acting Principal Community Development Officer was appraised on 30th June 2023.
4. Kakole Safi the acting Planner was appraised on 30th June 2023.
5. Ajabo Joel acting Principle Health Officer was appraised on 30th June 2023.
6. Kepo Vicky acting Principle Engineer was appraised on 30th June 2023.

Performance management

Maximum 5 points on this Performance Measure

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

Score 1 or else 0

There was evidence that administrative rewards and sanctions were implemented.

The administrative rewards and sanctions committee was appointed on 31st August 2022, KMC/164/4 and the appointment were as follows:

1. Dimba David Kenyi Principle Education Officer as Chairperson
2. Dada Agnes Carolyne SHRO as Secretary
3. Azabo Joel Principle Inspector as Member
4. Amule Yasin Principle Finance Officer as Member.
5. Candiga Boniface SATC as Member

The rewards and sanction committee was found functional in that the meeting held on 24th January 2023 in the Town Clerks Boardroom, Min 2/RSC/ 23/2/2023 Presentation of disciplinary cases, where Adriko Maxwell was alleged to have absconded from duty since the beginning of term one of 2022 and efforts to reach him was futile as all his known telephone numbers were all off.

Findings:

Min/3/RSC/3/1/2023 Defence by Adriko Maxwell.

He lost money in the retail business worth 14 million in September 2022 and worse of all he had acquired a loan for Tobacco business but loss because of lack of market.

He acquired a loan of 3 million from Koboko Town Council SACCO.

All these stressed him and made him ran away in fear of arrest by the money lenders

Committee Recommendations:

Adriko be warned for the last time

Adriko be reinstated on payroll with immediate effect but with close supervision of the Head Teacher.

Payments made to Adriko when he was not working be recovered from his salary

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>The LG established a Consultative Committee for staff grievance redress. The Committee was appointed on the 1st September 2023 with the following members:</p> <ol style="list-style-type: none"> 1. Chelangat A.M Kamalingin Town Clerk as Chairperson 2. Acidri William HRO as Secretary 3. Ledra Richard Nursing Officer Psychiatry as Member 4. Amanguru Juliet Igga (UNATU) Member 5. Gift Zaitun Sec (UNMU) Koboko Member 6. Enaku Natal Head Teacher as Member 7. Ajonye Kalsum Head Teacher as Member 8. Lemo Christopher SATC Member 9. Aguani Victor Health Assistant Member 10. Maliamungu Alex SAA Member 11. Asharah Gloriam Member 12. Moga Muhamad Member <p>The LG had Grievance Committee was found functional. The committee held a meeting on 5th September 2023 in Town Clerk's Office Koboko Municipal Council.</p> <p>Min No 3/CNDSC/5/09/2023 Discussion.</p> <p>The committee members asked the GRC meetings to be quarterly conducted</p> <p>Since it was the first meeting there was need for sensitization of employees so that they become aware of the roles and functions and where to report cases.</p> <p>The need to have work plan and budget for the committee in the running of the affairs of the GRC.</p> <p>The Chairperson thanked members and adjourned the meeting.</p>	1
8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p>The LG did not recruit staff in the previous FY due to ban on recruitment of staff by MoPS. but there was evidence sought by LG for clearance to recruit staff in the previous FY, CR/KMC/164/4</p>	1

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.	There was evidence provided by the LG that 3 staff retired during the previous FY and 100% had accessed Pension payroll not later than two months after retirement as listed below: 1. Abbas H Olima Deputy Head Teacher Primary, retired on 9th February 2023 and accessed Pension payroll in May 2022 (more than 2 months). 2. Ondoa Michael Accounts Assistant, retired on 9th September 2022 and accessed Pension payroll in October 2022. 3. Maracani Candia Assistant Education Officer, retired on 9th August 2022 and accessed Pension payroll in October 2022.	0
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Management, Monitoring and Supervision of Services.

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY: Score 2 or else score 0	The direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in the previous FY. A review at payment vouchers discovered that the LG transferred DDED Funds to LLGS as follows; 1. North Division = UGX53,218,000 2. South Division = UGX57,850,000 3. West Division = UGX36,218,000 The DDEG budgeted transfers were obtained in totality within quarters two and three of the financial year 2022/2023.	2
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED). Score: 2 or else score 0	LG timely warranted the DDEG transfers to LLGs for the last FY. In Quarter 2 the LG received cash limits for the development grant inclusive DDEG on 17th October 2022 and warranting was done on 18th October 2022 under warrant code 715-AW-2023-19 which was within 5 days after receipt of cash limits. In Quarter 3 the LG received cash limits for the development grant inclusive DDEG on 24th February 2023 and warranting was done on 24th February 2023 under warrant code 726-AW-2023-21 which was within 5 days after receipt of cash limits. Therefore, the municipality did timely (5 working days from the date of receipt of releases from MoFPED) warranting /verification of direct DDEG transfers to LLGs for the last FY, in accordance to their requirements of the budget	2

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:	The LG invoiced and communicated all DDEG transfers for the previous FY to LLGs some within 5 working days and others not from the date of funds release in each quarter; In Quarter 2 the LG received cash limits for the development grant inclusive DDEG on 17th October 2022 and invoiced and communicated the releases on 18th October 2022. In Quarter 3 the LG received cash limits for the development grant inclusive DDEG on 24th February 2023 and invoiced and communicated the releases on 18th October 2022. All the divisions North, south and west had the invoices and communication timely as obtained from the head of finance Mr. Amule Yasin.	0
	Maximum 6 points on this Performance Measure	Score 2 or else score 0		
11	Routine oversight and monitoring	a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:	The LG didn't not provide quarterly mentoring and supervision reports and therefore not able to ascertain if the LG had supervised or mentored all LLGs in the Municipality at least once per quarter consistent with guidelines.	0
	Maximum 4 points on this Performance Measure	Score 2 or else score 0		
11	Routine oversight and monitoring	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:	There was no evidence adduced to show that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the Municipality to make recommendations for corrective actions and followed-up.	0
	Maximum 4 points on this Performance Measure	Score 2 or else score 0		

Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an updated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p>	<p>The LG maintains an updated assets register with the current assets recorded, the most recent procured assets that included; A grader for engineering department number plate LG0005-057 at a cost of UGX508,002,000, A tractor number plate LG00008-057 at a cost of UGX115,520,000, A tipper Lorry number plate LG00007-057 for health department used for garbage collection.</p>	2
		<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>		
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p>	<p>The LG had used the Board of Survey Report (KMC/108/1) of the FY 2022/2023 printed and endorsed on 24th August 2023 by the Town Clerk Mr. Chelengat A.M Kamalingin to make Assets Management Decisions. According to the recommendations on page 8 that were put into action included allocating funds under DDEG for CBS department for construction of new toilet facilities, The town council had also submitted a report of low value items for disposal.</p>	1
		<p>Score 1 or else 0</p>		
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>There was evidence that the Municipality had a functional physical planning committee in place which comprised of the following members;</p> <ol style="list-style-type: none"> 1. Chelengat Andrew – Town Clerk 2. Kepo Vicky – Senior Assistant Engineer 3. Driliga David Kuri – Environments officer 4. Anguyo Natal – Assistant Engineer 5. Azola Joel – Health Inspector. <p>However, sets of minutes submitted to the Ministry of Lands were not provided for the assessment thus no sure if the committee had submitted at least 4 sets of minutes of the Physical Planning Committee to the MoLHUD.</p>	0

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>The LG conducted desk appraisals for the DDEG investments to ascertain if they were derived from the LG Development Plan and were eligible for funding under DDEG guidelines. According to the desk appraisal reports. Greening and excavation of mayor's gardens was desk appraised on 11th August 2022 and Extension of a four-room office block at the Municipality headquarters was desk appraised on 10th August 2022. The appraisal team consisted of Mr. Kakole Safi - The planner, Mr. Drilliga Daniel - The Environments officer, Acidri Cosmas Remo - The CDO.</p>	2
		<p>Score 2 or else score 0</p>		
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p>	<p>The LG conducted field appraisals for the DDEG investments to check for technical feasibility, Environmental and social acceptability and customized design for investment projects. According to the field appraisal reports. Greening and excavation of mayor's gardens was field appraised on 13th September 2022 and Extension of a four-room office block at the Municipality headquarters was desk appraised on 12th September 2022. The appraisal team consisted of Mr. Kakole Safi - The planner, Mr. Drilliga Daniel - The Environments officer, Acidri Cosmas Remo - The CDO.</p>	2
		<p>Score 2 or else score 0</p>		
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p>	<p>The LG was not able to present the evidence that that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY.</p>	0
		<p>Score 1 or else score 0.</p>		

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:

Score 2 or else score 0

The MLG only had three projects under DDEG namely;

Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. The Environment and social screening form endorsed by both EO and CDO on 25th July, 2022

Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. The Environment and social screening form endorsed by both EO and CDO on 26th July, 2022

Completion of fencing of West Division in Godia Cell, Godia Ward, West Division, Koboko Municipality. The Environment and social screening form endorsed by both EO and CDO on 26th July, 2022

Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. ESMP prepared and endorsed by both EO and CDO on 17th August, 2022

Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. ESMP prepared and endorsed by both EO and CDO on 17th August, 2022

Completion of fencing of West Division in Godia Cell, Godia Ward, West Division, Koboko Municipality. ESMP prepared and endorsed by both EO and CDO on 17th August, 2022

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>In the FY 2023/2024 dated 20th July 2023, there was evidence of the following DDEG funded infrastructure projects being incorporated in the LG approved procurement plan. These were;</p> <ul style="list-style-type: none"> • Construction of toilet, askaris house, laundry and repair of office face gate north division, fencing of southern wing at KMC, fencing of Abele Satellite market south division and fencing of cattle crawl/holding yard at new abattoir of five stance VIP Latrines at an estimated budget of UGX 99,539,354 as indicated on page 3 of 5 of the procurement plan. • Supply of three seater desks to North division at an estimated budget of UGX 89,743,650 as indicated on page 3 of 5 of the procurement plan. • Supply of furniture and fixtures for various departments at an estimated budget of UGX 6,954,288 as indicated on page 3 of 5 of the procurement plan. • Surveying /pegging of roads North and West division at an estimated budget of UGX 30,000,000 as indicated on page 3 of 5 of the procurement plan. 	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>The procurement process of DDEG funded projects for FY 2023/2024 was still ongoing hence no evidence of infrastructure projects to be implemented was availed at the time of assessment.</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>The following was presented as evidence that the LG properly established the project implementation team;</p> <p>In a letter dated 15th December 2022 the CAO appointed the following as members of PIT for the completion of extension in Koboko Municipal HQs, these were;</p> <p>Municipal Engineer-Kepo Vicky,</p> <p>Community Development Officer-Remo Cosmas Achidri,</p> <p>Environment Officer-Drilega Daniel,</p> <p>Engineering Assistant-Anguyo Natal.</p>	1

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>All infrastructure projects implemented using DDEG in FY 2022/2023 followed the standard technical designs provided by the LG. For example;</p> <p>For completion of extension in Koboko Municipal HQs;</p> <p>the kitchen door size was 900x2400mm, the plastering to the walls was of 1:4 as cement: sand ratio, the walls were given three coats of plascon paints.</p> <p>Greening and excavation of the Mayors Garden;</p> <p>Paved pathways of 1200mm width and remaining designated areas planted with pasplam to make it green.</p> <p>These were the two DDEG funded projects as implemented according to LG Engineer's designs.</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.</p> <p>Score 2 or else score 0</p>	<p>The evidence that the LG provided supervision by the relevant technical officers prior to verification and certification of works in the previous FY did not cut across all the sampled projects as indicated to the sites below;</p> <ol style="list-style-type: none"> 1. The ME,EO and CDO jointly supervised the completion of extension in Koboko Municipal HQs dated 15th May 2023 and 4th August 2023. 2. Greening and excavation of the Mayor's Garden was jointly supervised by the ME, EO and CDO each one giving instructions as per technical guidelines. 	0

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>There was evidence that the LG verified works (certified) and initiated payments of contractors within 2 months. For example;</p> <ol style="list-style-type: none"> 1. For Completion of extension in Koboko Municipal HQs, a request for payment by HOTEL DELLAMBIANCE of UGX 19,258,780 was on 15th May 2023. Verification by DE, EO and CDO was dated 17th May 2023. A certificate of amount UGX 19,258,780 with voucher no. 58447266 via EFT was effected on 17th May 2023. The time taken to initiate the payment was 2 days from the time of request. 2. Another request for payment by HOTEL DELLAMBIANCE of UGX 14,529,281 was on 5th June 2023. Verification by ME, EO and CDO was dated 16th June 2023. A certificate of amount UGX 14,529,281 with voucher no 6439141 via EFT was effected on 28th June 2023. The time taken to initiate payment was 25 days from the date of request. 3. For Greening and excavation of the Mayor's Garden, a request for payment by SIMA KK LTD of UGX 9,810,000 was on 16th June 2023 and paid UGX 9,221,400 on 28th June 2023 via EFT voucher No. 6437430. No verification and certification details were availed at the time of assessment. 	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 LG had complete procurement files for each contract with all records as required by the PPDA Law. For instance;</p> <ol style="list-style-type: none"> 1. For completion of extension in Koboko Municipal HQs, with procurement reference number; KMC/785/Wrks/DDEG/2022/2023/00001, the file had a project evaluation report dated 4th April 2023 and the report was approved by the contracts committee on 31st March 2023 under Min4/CC/22/23. The contract was awarded to HOTEL DELLAMBIANCE at a contract sum of UGX 35,566,380 as per contract between the parties dated 19th April 2023. 2. For Greening and excavation of the Mayor's Garden, with procurement reference number: KMC/785/Wrks/DDEG/2022/2023/00004. The contract was awarded to SIMA KK LTD at a contract sum of UGX 9,810,000 as per contract between parties dated 15th June 2023. However, the project evaluation report, the contracts committee date and minute were not availed at the time of assessment. 	0

Environment and Social Safeguards

14	Grievance redress mechanism operational.	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.	The records Officer Mr. Yekka James was the Focal Person for the GRC and the appointment letter dated 01st July, 2020. The GRC is constituted of 5 members; the human resource officer Mr. Acidri William, assistant town clerk Mr. Yakan Safi, planner, the records officer who acts as the Secretary and Mr. Moga Muhammad who is the Chairman of the committee all appointed on 01st July, 2020. The last meeting for GRC was held on 16th June, 2023 in the Boardroom of the Municipal Council.	2
	Maximum 5 points on this performance measure	Score: 2 or else score 0		
14	Grievance redress mechanism operational.	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.	The Municipal Council had a mechanism that had 5 steps; submission of complaint/grievance in hard copy, complaint registered in the central register, compilation of grievances then presenting them for grievance committee, GRC meeting and recommendations and finally the Town Clerk disseminating complaints through public display	2
	Maximum 5 points on this performance measure	If so: Score 2 or else 0		
14	Grievance redress mechanism operational.	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.	The Municipal Grievance redress mechanism was posted on the Main Administration block notice board and the Division Notice boards.	1
	Maximum 5 points on this performance measure	If so: Score 1 or else 0		

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	The Local Government Integrated Environment, Social and Climate change interventions into LG Development Plans, annual workplans and budgets complied for the Current Financial year. A review of the Approved Local Government Development Plan on page 71 under program (Environment and Natural resources management). The government provided for the following interventions; 1. Increase forest, tree and wetland coverage. 2. Wetland restoration in Koboko municipality 3. Support to proportion of households on participating in tree growing. All the investments were provided for on page 55 of the Local Government Development Plan.	1
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	The Municipality had disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures). According to the DDEG guidelines distribution list dated 15th August 2022, 15 copies were distributed to departments in each of the Divisions, 14 copies of DDEG guidelines were disseminated to the heads of departments. This List was prepared by Mr. Kakole Safi the planner.	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	Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. In a contract document between Hotel Delambiance and Koboko Municipal Council, the ESMP was integrated in the BOQ costing 1,400,000shs Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. In a contract document between Sima KK Co. Limited and Koboko Municipal Council, the ESMP was integrated in the BOQ costing 9,800,000shs Only two contract documents out of three were provided and the Environment Officer reported that others would not be accessed	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	The LG had no project with costing of additional impact from Climate change.	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	Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. Certificate of Title dated 1st July, 2015. The area 1.0430 hectares. Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. Certificate of Title dated 17th September, 2020. The area is 0.1674 hectares Completion of fencing of West Division in Godia Cell, Godia Ward, West Division, Koboko Municipality. Purchase of Land agreement between Mr. Ajule Robert and Koboko Municipal Council dated 16th November, 2016. The land measures 50m by 40m	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	Report on supervision, monitoring and inspection of environmental social and labour issues during implementation of DDEG projects FY 2022/2023 from 22nd May, 2023 to 4th July, 2023. The recommendations made include; contractors to provide TORs and contracts to workers, the contractor was advised to plant trees and grass in designated areas, contractor advised to have dust bins on site to manage waste among others.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. E& S compliance Certification form endorsed by Environmental officer and CDO on 17th May, 2023 Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. E& S compliance Certification form endorsed by Environmental officer and CDO on 16th June, 2023	1

Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>The municipality had conducted bank reconciliations as at 30th September 2023. The following accounts were reconciled and had balances as follows;</p> <ol style="list-style-type: none"> 1. The General fund Account number 3100047623 had an account balance UGX60,000,000 2. The Property tax Account number 3100047626 had an account balance UGX0.00 	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>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 Municipality availed all the four quarterly internal audits reports as Required. The audit reports were produced on different dates as follows;</p> <ol style="list-style-type: none"> 1. Quarter One internal audit report was produced on 7th October 2022 2. Quarter Two internal audit report was produced on 7th February 2023 3. Quarter Three internal audit report was produced on 5th May 2023 4. Quarter Four internal audit report was produced on 2nd August 2023 <p>All the reports were produced by Mr. Gadi Dada Stephen Internal Auditor.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>There was no evidence provided. The LG PAC did not sit to review and examine the Internal Audit reports thus no follow up made.</p>	0

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>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>The LG PAC did not sit to review and examine the Internal Audit reports thus no follow up made.</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>From Page 12 of the draft final accounts of the Previous FY 2022/2023, The total budgeted local revenues including tax and Non tax revenue = UGX1,303,402,296 whereas the actual revenue collection was = UGX1,227,586,080. Therefore $UGX1,227,586,080 / UGX1,303,402,296 \times 100\% = 94\%$ thus within the threshold of +/-10%.</p>	2
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • 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>From Page 12 of the final accounts of the Previous FY 2022/2023, The Revenue collection was = UGX1,303,402,296. From Page 13 of the Previous FY but one 2021/2022. The revenue collection was =UGX520,437,923.</p> <p>The increase = $UGX1,303,402,296 - UGX520,437,923 = UGX782,964,373$</p> <p>%Increase = $UGX782,964,373 / UGX1,303,402,296 \times 100\% = 60\%$ which is greater than 10%.</p>	2
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20	Local revenue administration, allocation, and transparency Maximum 2 points on this performance measure.	a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0	The MLG of Koboko remitted the mandatory LLGs share of local revenues during the previous FY. A review of the certified copy of the revenue remittance and transfer to LLGs report for FY 2022/2023 prepared by Mr. Amule Yasin the head of finance indicated a total collection of Ugx 470,811,000 from the Lower Local Governments and a remittance of worth Ugx 219,405,500 which was more than 50%. An increase of Ugx 62,508,652 was due to additional transfers which included land compensation, 30% equalization and taxes. From the payment vouchers, the following amounts were transmitted to each Lower Local Government respective accounts as follows; 1. North Division received Ugx 70,260,154 2. South Division received Ugx 112,427,590 3. West Division received Ugx 36,717,757	2
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Transparency and Accountability

21	LG shares information with citizens Maximum 6 points on this Performance Measure	a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0	There was evidence that the procurement plan and awarded contracts for projects in FY 2022/2023 were published. For example; 1. For Completion and extension in Koboko Municipal HQs, with procurement reference number: KMC/785/Wrks/DDEG/2022/2023/00001, with project evaluation report dated 4th April 2023 and file approved by contracts committee on 31st March 2023 under Min.4/CC/22/23. The best evaluated bidder as M/s Hotel DELLAMBIANCE at a contract price of Ugx 35,566,380 and it was displayed on 5th April 2023. 2. For Greening and excavation of the Mayor's Garden, with procurement reference number KMC/785/Wrks/DDEG/2022/2023/00004. The the project evaluation report, approval by the contracts committee and display date were done and evidence availed at the time of assessment. The best evaluated bidder was M/s SIMA KK LTD at a contract price of Ugx 9,810,000 was presented.	2
21	LG shares information with citizens Maximum 6 points on this Performance Measure	b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0	The performance assessment results and implications are published on the Municipality office Notice board by the planner Mr. Kakole Safi on 10th September 2023.	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>It was indicated that the city mayor conducts radio talks shows on a monthly and quarterly basis however the reports were not provided to adduce evidence to the facts.</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 information on tax rates, collection procedures, and procedures for appeal was placed on the Finance department notice board in 18th September 2023 by the finance officer Mr. Amule Yasin.</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 Municipality did not prepare the IGG report. This was urged that during the period under review, there were no cases of fraud and corruption experienced</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>For the year 2022, the total number of candidates who sat excluding Division X was 2029</p> <p>Total passes = for division 1-3 (1634)</p> <p>The percentage was $1634/2029 * 100 = 81\%$</p> <p>For the year 2020, the total number of candidates excluding Division X who sat was 1992</p> <p>Total passes= for division 1-3 (1597)</p> <p>The percentage pass was $1597/19921 * 100 = 80\%$</p> <p>Percentage change was $81\% - 80\% = 1\%$</p> <p>Hence percentage increase by 1%.</p>	2
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>For the year 2022, the total number of candidates who sat excluding Division X was 309</p> <p>Total passes = 298</p> <p>The percentage was $298/309 * 100 = 96\%$</p> <p>For the year 2020, the total number of candidates excluding Division X who sat was 288</p> <p>Total passes were 285</p> <p>The percentage pass was $285/288 * 100 = 99\%$</p> <p>Percentage change was $96\% - 99\% = -3\%$</p> <p>Hence percentage decreased by -3%</p>	0

2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p>	<p>Average score in the education LLG performance had improved between the previous year but one and the previous year. The score in 2022 was 83% and 57% for 2023, which implied that there was a decline in performance assessment of 27% according to the performance results that were uploaded on to the OPAMS and were cleared by the National Task force and presented in the matrix; COMPARING LLG SCORES FOR 2022 & 2023. The comparison was provided in the Analysis - LLG PA 2023 Synthesis Report dated 20th October 2023 as extracted from OPAMS.</p>	0
	<p>Maximum 2 points</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>		
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>Based on the Education and Sports Sector: Local Government Planning, Budgeting and Implementation Guidelines page 11 of 80, the LG Education department received UGX 110,912,000/= as a sector development grant of the Approved Budget estimates report for 2022/2023..</p>	2
	<p>Maximum 8 points on this performance measure</p>		<p>The funds were used as follows:</p>	
			<p>a) Construction of a Twin staff houses in Ogo Primary School in West Division at UGX 110,912,000/= as indicated on the budget performance report.</p>	
3	<p>Investment Performance: The LG has managed education projects as per guidelines</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 certification for the Development Grant project of the Payment of construction of a Twin staff houses in Ogo Primary School in West Division at UGX 110,912,000/= was certified by the DEO, DCDO, and District Environment Officer all signed on 23rd May 2023.</p>	2
	<p>Maximum 8 points on this performance measure</p>			

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	The contract price variations for the sampled works projects were within +/-20% for the FY 2022/2023. For instance;	2
	Maximum 8 points on this performance measure		<ol style="list-style-type: none"> 1. For the construction of twin staff house at Ogo Primary School at a contract sum of UGX 110,912,000 against Engineer's estimate of UGX 105,366,400. The contract price variation was calculated as -5.3%. 2. For the construction of one unit of 5-stance VIP Latrine at Nyangalia Primary School at a contract sum of UGX 39,071,570 against Engineer's estimate of 39,071,570. The contract variation was calculated as 0.0%. 3. For the construction of twin house at Ogo Primary School at a contract sum of UGX 121,449,730 against Engineer's estimate of 121,449,730. The contract variation was calculated as 0.0%. <p>Therefore, all contract price variations for the education projects implemented in FY 2022/2023 were within +/-20%.</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	Other than the construction of twin houses at Ogo Primary School, there was no Seed Secondary School in the previous FY. As for other projects performed, they were complete and operational.	2
	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	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines	The staff ceiling for Koboko MC was 305 as per the IPFs from MoFPED. The actual staff in positions was 292.	2
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	Therefore, $292/305 * 100 = 96\%$	

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>The MC had 10 UPE schools and 3 USE schools. According to the consolidated assets register, 13 schools in the LG had basic requirements and minimum standards set out in the DES guidelines especially classrooms, desks, and latrines. This was the same for both FYs 2021/2022 and 2022/2023.</p> <p>In the two years no new grant aided schools were added at both primary and secondary schools.</p> <p>To calibrate the school, $13/13 * 100 = 100\%$.</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>The LG reported accurately on teachers and where they were deployed, in the schools. The MEO's deployment list was compared with the lists at the visited schools (Ifoko Primary School, Ombachi Self Help Primary School, and Birijaku Primary School). The following were found:</p> <p>a) At Abele Primary School the MEO list and that found at the school were similar in both number and names, that was 22 teachers.</p> <p>b) At Ombachi S H Primary School, the list from the DEO's office had 28 teachers, while those on the ground were the same number and with similar names.</p> <p>c) Similarly, at Birijaku Primary School both the DEO's list and that of the school had 28 teachers.</p> <p>The attendance books in the three schools visited confirmed the correctness of the MEO's deployment list.</p>	2
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Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.

Maximum 4 points on this performance measure

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

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

The LG education department compiled an asset register for 2022/23 FY that did not accurately reported on infrastructure in all registered schools. For example:

a) Abele Primary School was reported in the assets register to had 18 classrooms, 20 latrines, 410 desks and 3 units of staff houses.

b) At Ombachi Self Help Primary School the DEO's asset register was not in harmony with the information on the ground as they both indicated 16 classrooms, 16 latrines, 384 desks and 4 units of staff houses.

c) At Birijaku Primary School there were 12 classrooms, 10 latrine, 352 desks and 3 units of staff houses.

This following information was found during verification by the assessor when he visited the above three schools:

At Abele Primary School, no supporting documents were availed at the time of assessment. Clearly the filing was poor.

At Ombachi Self Help Primary School, no supporting documents were availed at the time of assessment

At Birijaku Primary School, no supporting documents were availed at the time of assessment.

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>There was evidence that the LG ensured that all the 10 registered primary schools complied with MoES budgeting and reporting guidelines and that they submitted reports for the calendar year 2022 (signed by the head teacher and chairperson of the SMC) to the MEO by January 30.</p> <p>The assessor sampled 3 of them to check the details of school performance, cash flow, annual budget, and asset register, as follows:</p> <p>a) Abele Primary School submitted on 22nd December 2022 .</p> <p>b) Ombachi SH Primary School submitted on 15th January 2023.</p> <p>c) Birijaku Primary School submitted on 19th January 2023.</p> <p>Of the sampled schools, they all conformed to the recommended aspects (i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register).</p> <p>Percentage: $3/3 * 100 = 100\%$.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30- 49% score: 2 • Below 30% score 0 	<p>Reviewed the inspection reports from previous year and identified that some schools were supported to develop SIPs.</p> <p>There was sufficient evidence of documents availed at the time of assessment that showed that UPE schools were supported to prepare and implement SIPs in line with inspection recommendations as per the inspection reports. For instance:</p> <p>Term 1, 2023: 10 were helped to develop and improve the schools page 28.</p> <p>Term 2, 2023: all the UPE schools were supported to develop SIPs.</p> <p>Term 3, 2022 :10 were helped to develop and improve the schools page 16.</p> <p>A field visit to the schools further indicated that all the three schools i.e. Abele, Ombachi S H and Birijaku Primary Schools had an annual SIP and "Strategic SIPs" for 4 years respectively for 2023.</p> <p>Hence percentage of schools sampled was $3/3 * 100 = 100\%$.</p>	4

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>Supporting documents were not availed at the time of assessment to show that the MC had collected and compiled EMIS return forms for all registered schools from the previous FY year.</p>	0
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Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>The LG budgeted for staff salaries of primary schools in the FY 2023/2024 a total of 10 schools at Ugx. 1,734,428,000 according to the Approved Budget Estimates for FY 2023/2024 on page 29 of 50.</p>	4
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p>	<p>The LG had deployed teachers as per sector guidelines in the current FY 2023-2024. According to staff lists sampled, teachers were deployed as follows;</p> <ol style="list-style-type: none"> 1. Abele Primary School had 23 teachers and a headteacher. Teachers as indicated in the staff list were deployed e.g. Mulevi Bosco, Aloro William and Anduga David. 2. Ombachi SH Primary School had 22 teachers and a headteacher. Teachers as indicated in the staff list were deployed e.g. Munduga Songa, Awule Jackson and Draga John. 3. Birijaku Primary School had 28 teachers and a headteacher. Teachers as indicated in the staff list were deployed e.g. Mambo Juma, Acema Ronald and Abiriga Rajab 	3
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board, score: 1 else, score: 0</p>	<p>Koboko MC, the deployment list was displayed on the notice board of the department.</p> <p>Lists of deployment were displayed in headteachers' offices that were sampled and visited.</p> <p>Abele Primary School had 23 teachers</p> <p>Ombachi SH Primary School had 22 teachers</p> <p>Birijaku Primary School had 28 teachers</p> <p>The details displayed included; name, date of birth, qualifications, and title among others.</p>	1
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO</p> <p>Score: 2 or else, score: 0</p>	<p>The LG had 10 primary schools Head Teachers whom some had been appraised outside MoPS deadlines for calendar year for 2022 and the following were sampled:</p> <ol style="list-style-type: none"> 1. Geriga Johnson Head Teacher Ogo Primary school in West Division was appraised on 13th February 2023. 2. Roboli Mohammad Head Teacher of Nyarilo Primary School in North Division was appraised on 23rd February 2023. 3. Enaku Natal Head Teacher of Apa Primary School in South Division was appraised on 13th February 2023 4. Ariye Zabibu Head Teacher of Gbwkuto Islamic Orphanage Primary School in South Division was appraised on 20th January 2023. 5. Ajonye Kalsum Head Teacher of Noor Islamic Primary School in North Division was appraised on 27th February 2023. 6. Oce Vincent Deputy Head Teacher of Birijaku Primary School in West Division was appraised on 23rd June 2023. 7. Taban Augustine Head Teacher of Ombachi Self Help in North Division was appraised on 31st December 2022. 8. Akua James Deputy Head Teacher of Teremunga Primary School in North Division was appraised on 31st December 2022. 9. Dudu Mary Head Teacher of Abele Primary School in South Division was appraised on 17th February 2023. 	0

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>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>The LG had 3 Secondary Schools and there was evidence to show that secondary Schools Head Teachers were appraised by Chair BoG / DCAO for the previous calendar year.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>Score: 2 or else, score: 0</p>	<p>1. Atiku James Azabho Head Teacher of St Charles Lwanga College Koboko was appraised by Chairperson BoG on 16th December 2022.</p> <p>2. Abrdrabo Drate Nehemiah Head Teacher of Nyangilia Secondary School was appraised by Town Clerk Koboko Municipal council on 30th November 2022.</p> <p>3. Aliga Sule Salim Head Teacher of Nyarilo Secondary School was appraised by Chairperson BoG on 22nd December 2022.</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 LG showed evidence that all staff in Education department were appraised as follows;</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>score: 2. Else, score: 0</p>	<p>1. Moga Muhammad Senior Inspector of School was appraised on 30th June 2023.</p> <p>2. Jammillah Sebbi Education Officer was appraised on 30th June 2023.</p> <p>3. Muto Sadik Education Officer was appraised on 30th June 2023</p>	
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p>	<p>Supporting documents were not availed at the time of assessment to show that the LG education department did not prepare a training plan for previous FY 2022/2023.</p>	0
	<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>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>Supporting documents were not availed at the time of assessment to show that the LG had confirmed in writing the list of schools, their enrolment and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 or else, score: 0</p>		
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p>	<p>The LG Education department made allocations to inspection and monitoring functions during the previous FY 2022-2023 of UGX 7,491,000/= vote 225204. Therefore, the LG complied with the sector guidelines whence a score of 100%.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 else, score: 0</p>		
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p>	<p>The LG did timely warrant for school's capitation within 5 days from the dates of releases from MoFPED and warrant reports provided by the Municipality indicated that;</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>In Quarter one; Cash limits were uploaded on 12th August 2022 and warranting by LG was conducted on 15th August 2022 evidenced from warrant no.715AW-2023-4</p>	
			<p>In Quarter two; Cash limits were uploaded on 17th October 2022 and warranting by LG was conducted on 18th October 2022 evidenced from warrant no.715AW-2023-9</p>	
			<p>In Quarter three; Cash limits were uploaded on 17th January 2023 and warranting by LG was conducted on 18th January 2023 evidenced from warrant no.715AW-2023-15</p>	
			<p>In Quarter four; Cash limits were uploaded on 20th April 2023 and warranting by LG was conducted on 24th April 2023. evidenced from warrant no.715AW-2023-21</p>	
			<p>All the above provided dates were within 5 working days.</p>	

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>There were no supporting documents availed at the time of assessment to show that the LG invoiced and the MEO communicated, publicized capitation releases to schools with three working days of release from MoFPED for the three quarters under review.</p> <p>However, the LG communicated about the releases to schools by publicizing the details on the notice board and also upload the breakdown of capitation per school on the Headteacher WhatsApp platform.</p>	0
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> • If 100% compliance, score: 2, else score: 0 	<p>The MC had an annual Inspection plan developed and submitted to DES on 11th November 2022. However, the minutes of the meetings conducted in preparation of the school inspections were not presented to the assessment team for verification.</p>	0
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> • If 100% score: 2 • Between 80 - 99% score 1 • Below 80%: score 0 	<p>UPE schools were inspected and monitored as follows:</p> <p>In the term I, 2023 inspection report dated 25th May 2023 indicated that 9 UPE schools, were inspected. Hence $9/10 \times 100 = 90\%$.</p> <p>In the term II, 2023 inspection report dated 10th October 2023 indicated that 8 UPE schools were inspected. Hence $8/10 \times 100 = 80\%$.</p> <p>In the term III, 2022 inspection report dated 15th January 2023 indicated that 10 UPE schools, were inspected. Hence $10/10 \times 100 = 100\%$</p> <p>Therefore, the average percentage of compliance was $(90+80+100)/3 = 90\%$.</p>	1
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>Supporting documents were not availed at the time of assessment to show that inspection report had been discussed and used to recommend corrective actions, and that those actions were subsequently followed-up.</p>	0

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p>	<p>Supporting documents were not availed at the time of assessment to show that the IS and MEO 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).</p>	0
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>Supporting documents were not availed at the time of assessment in respect of the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, .etc.</p>	0
11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>The Education department carried out mobilization to attract learners and retain them during school sensitization visits, radio talk-shows, AGM meetings etc:</p> <p>a) Report on sensitization of secondary schools on strikes dated 10th October 2022.</p> <p>b) Radio talk show at held Spirit FM, Koboko report dated 7th January 2023.</p>	2

Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>There was evidence that the LG had an assets register setting out facilities and equipment in schools for the previous year 2022. However, this register was not up to date as the information it carried corresponded with the information picked from the schools. For example the register indicated that:</p> <p>This following information was found during verification by the assessor when he visited the above three schools:</p> <p>At Abele Primary School, no supporting documents were availed at the time of assessment. Clearly the filing was poor.</p> <p>At Ombachi Self Help Primary School, no supporting documents were availed at the time of assessment</p> <p>At Birijaku Primary School, no supporting documents were availed at the time of assessment.</p>	0
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>The LG implemented only one education sector infrastructure project which was the construction of a staff house at Ogo Primary School contract reference KMC/785/WRKS/SDG/22/23/00004 by High Rock Investments limited at a contract value of UGX110,912,000. A reviewed on the e appraisal reports indicated that the project was desk appraised on 23rd August 2022 thus being found to have been derived from the LGDP and eligible for expenditure under sector guidelines. The project was then recommended for a field appraisal by the appraisal team that consisted of Mr. Kakole Safi - The planner, Mr. Drilliga Daniel - The Environments officer, Acidri Cosmas Remo - The CDO.</p>	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, <i>score 1 else score: 0</i></p>	<p>The LG implemented only one education sector infrastructure project which was the construction of a staff house at Ogo Primary School contract reference KMC/785/WRKS/SDG/22/23/00004 by High Rock Investments limited at a contract value of UGX110,912,000. A reviewed on the e appraisal reports indicated that the project was field appraised on 14th September 2022 to check for technical feasibility, environmental and social acceptability; and customized designs. The project was therefore recommended for implementation by the appraisal team that consisted of Mr. Kakole Safi - The planner, Mr. Drilliga Daniel - The Environments officer, Acidri Cosmas Remo - The CDO.</p>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>The LG education department budgeted and ensured sector projects were incorporated into the procurement plan.</p> <p>In the procurement plan for FY 2023/2024 dated 20th July 2023 on page 2 of 5:</p> <p>there was a planned renovation of one unit of Dormitory for SNE learners in Nyarilo Primary School and former NSEA Premises at an estimated budget of UGX 71,039,585,</p> <p>there was also a planned construction of a new three classroom block at Koboko seed secondary school Nyemi cell at an estimated budget of UGX 380,000,000.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>There was evidence that the school infrastructure was approved by the contracts committee and cleared by the Solicitor General for projects above threshold;</p> <ul style="list-style-type: none"> • For construction of twin staff house at Ogo Primary School, with procurement reference number; KMC/785/Wrks/SDG/22/23/00004, was approved by the contract committee on 5th April 2023 under Min No. 4/CC/22/23 and awarded to M/s High Rock Investment Limited at a contract price of UGX 110,912,000. Solicitor General's clearance was unnecessary as it was below threshold. 	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>The LG established a PIT for school construction projects constructed within FY 2022/2023 as indicated below;</p> <p>In a letter dated 15th December 2022 in which the CAO appointed the following as members of the project implementation team for school construction project.</p> <ul style="list-style-type: none"> • Municipal Engineer-Kepo Vicky, • Community Development Officer-Remo Cosmas Achidri, • Municipal Education Officer-Moga Mohamed, • Environment Officer - Drilega Daniel, • Engineering Assistant-Anguyo Natal. <p>The PIT lacked key members; Labor officer and clerk of works.</p>	0

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>Whereas there was no seed secondary school constructed during the FY under review, other constructions adhered to the other constructions adhered to the designs provided by MoES as per the examples below;.</p> <p>From the site visit to Ogo Primary School, the following observation was taken;</p> <p>Doors were of sizes 900x,2400mm,</p> <p>Windows were of size1200x1500mm and 1800x1500mm,</p> <p>Corrugated maroon pre-painted iron sheets of gauge 28 were used for roofing.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>There was evidence of a site meetings for construction of twin house at Ogo Primary School held during the joint supervision by DE, DEO, EO and DCDO was conducted dated 27th April 2023 and 29th August 2023.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i></p>	<p>There was evidence that during critical stages of construction of the planned sector infrastructure projects in the previous FY a monthly technical supervision was done jointly by the relevant technical officers. For instance;</p> <ul style="list-style-type: none"> • For construction of twin house at Ogo Primary School, joint supervision by DE, DEO, EO and DCDO was conducted dated 27th April 2023 and 29th August 2023. Environmental Officer and the DCDO noted that there was inadequate provision and use of PPEs such as helmet, overall, hand gloves and recommended that the wastes should be collected at particular designated sites before disposal. 	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>The sector infrastructure project was properly executed and payments to contractors made within specified time frames within the contract. The Municipality had one infrastructure project which was the construction of a staff house at Ogo Primary School contract reference KMC/785/WRKS/SDG/22/23/00004 by High Rock Investments limited at a contract value of UGX110,912,000. Two instalments were meant to be done as per contractual requirements. The contractor issued the first payment request on 22nd May 2023 whereas certification of works was done on 23rd May 2023 and the payment was done on 13th June 2023 worth UGX50,129,984 for the certified works. Upon completion of the project, a balance of UGX 48,914,432 was paid to the contractor on 28th June 2023 as per the contractual obligations.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p>	<p>There was evidence that the LG Education department timely submitted its sector procurement plan of FY 2022/2023 to the procurement unit for incorporation into DLG procurement plan on 27th April 2022 before April 30th which is in accordance with the PPDA requirements. The projects submitted include;</p> <ol style="list-style-type: none"> 1.Construction of twin staff house at Ogo Primary School, 2-Construction of one unit 5-stance VIP Latrine at Nyangilia Primary School. 3-Construction of two units of 5-stance VIP Latrines at Ombaci Self-Help Primary School. 	1

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>Based on the evidence provided, not all school infrastructure in FY 2022/2023 had a complete procurement file with all records as indicated below;</p> <ol style="list-style-type: none"> 1. Construction of twin staff house at Ogo Primary School, with procurement reference number: KMC/785/Wrks/SDG/22/23/00004. The project evaluation report dated 4th April 2023 which was approved by contracts committee on 5th April 2023 under Min. No. 4/CC/22/23 and the contract was awarded to m/S High Rock Investment Limited at a contract price of UGX 110,912,000. Agreement between the parties was signed on 19th April 2023. 2. Construction of One unit of 5-stance VIP Latrine at Nyangalia Primary School, with procurement reference number: KMC/785/WORKS/EUTF/2022-2023/FY/00013. The contract was awarded to High Rock Investment Limited at a contract price of UGX 39,071,570. 3. Construction of two units of 5- stance VIP Latrines at Ombaci Self- Help Primary School, with procurement reference number: KMC785/WORKS/EUTF/2022-2023/FY/00012. The contract was awarded to Big G General Stores at a contract price of UGX 69,093,720. <p>There was no evidence captured at the time of assessment about the project evaluation report date, the contracts committee approval date and minute and the date of agreement signing for the above two latrine projects.</p>	0
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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>Underpayment of Salary from Dramani Samuel a classroom teacher from Gbukutu Islamic Primary School on 14th October, 2022. Town Clerk handled sent the issue to Human Resource and it was corrected for the subsequent months.</p>	3
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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>Supporting documents were availed at the time of assessment to show evidence that LG disseminated the Education guidelines related to safety and environment that were distributed on 20th November 2020.</p>	3
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p>	<p>Construction of Twin staff house in Ogo Primary school. In a contract document between High rock investments limited and Koboko Municipal Council, the ESMP was integrated in the BOQ costing 400,000 Ugshs</p> <p>Construction of a one-unit science laboratory at Nyaliro Secondary School. In a contract document between Altimis Construction & Consultancy (UG) Co Limited and Koboko Municipal Council dated 23rd December, 2022, the ESMP was integrated in the BOQ costing 1,700,000 Ugshs</p> <p>Construction of one unit of one storey Eight classrooms Block in Nyangilia Primary School. In a contract document between Zambe Company (UG) Limited and Koboko Municipal Council dated 23rd December, 2022, the ESMP was integrated in the BOQ costing 2,100,000 Ugshs</p>	2
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p>	<p>In a letter dated 29 July, 2018; offer of land for the construction of Ogo Primary School. In a meeting held between the School Management committee and Pakayo community on 21st November, 2014 land measuring 250m by 220m was offered in good will for the construction of the school.</p> <p>Construction of one unit of one storey Eight classrooms Block in Nyangilia Primary School. Consent letter dated 5th December, 2023 by St.Paul Church of Uganda under the trustees of the diocese of Madi-West Nile. The land measures 5 hectares.</p> <p>Construction of a one-unit science laboratory at Nyaliro Secondary School. The certificate of title of land ownership is dated 31st March, 2023. The land measures 0.2200 hectares</p>	1

16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	<p>Construction of one unit of one storey Eight classrooms Block in Nyangilia Primary School. Report dated 10th March, 2023 stressed out that; encouragement of proper waste management at the sites, no trees and grass planted on site then, need for the host community to live in harmony with refugees</p> <p>Construction of a one-unit science laboratory at Nyaliro Secondary School. Report dated 14th February, 2023 recommended that; contractor advised to plant trees and maintain them until the project completion, minimize noise at site not to interfere with school, offering workers with PPEs among others.</p> <p>Construction of Twin staff house in Ogo Primary school. Report dated 2nd June, 2023 found that; there were no litter bins on site, no trees and grass planted on site then, no written agreements/contracts for the workers.</p>	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	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>Construction of Twin staff house in Ogo Primary school. E&S certification form endorsed by Environment officer and CDO on 23rd May, 2023</p> <p>Construction of a one-unit science laboratory at Nyaliro Secondary School. E&S certification form endorsed by Environment officer and CDO on 23rd May, 2023</p> <p>Construction of one unit of one storey Eight classrooms Block in Nyangilia Primary School. E&S certification form endorsed by Environment officer and CDO on 7th June, 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>Koboko Municipal council had only one functional Government health facility, Lasanga HCIII and one functional Private not For Profit (PNFP) health facility, Koboko Mission HCIII.</p> <p>Lasanga HCIII became functional in August 2022 and therefore was not eligible for selection for comparing total deliveries in FY 2022/23 with total deliveries in FY 2021/22.</p> <p>The assessment team focused on Koboko Mission HCIII only.</p> <p>Koboko Mission HCIII:</p> <p>In FY 2021/22, total deliveries was 473.</p> <p>In FY 2022/23, total deliveries was 360.</p> <p>There was a decrease of $360 - 473 = 113$. The percentage decrease was therefore $113/473 \times 100 = 23.9\%$</p> <p>There was a decrease in the number of mothers delivering at Koboko Mission HCIII by 23.9% in FY 2022/23.</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 the health LLG performance had improved between the previous year but one and the previous year. The score in 2022 was 100% same as in 2023 which presented an average of 100%. This was from the Final LG performance assessment results that were uploaded on to the OPAMS and were cleared by the National Task force and presented in the matrix; COMPARING LLG SCORES FOR 2022 & 2023.</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>The indicator was dropped from the LGPA 2023. This was agreed upon during the OPM training conducted from 23rd -24th October 2023 at Imperial Royale Hotel. RBF was reportedly not implemented in FY 2022/23.</p>	0

3	Investment performance: The LG has managed health projects as per guidelines.	a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.	The Municipality spent health development grant on the construction of one unit attendance kitchen, 6 stance drainable latrine and a waiting shade at Lasanga HCIII at a cost of UGX130,930,235 and Construction of a perimeter fence with a gate house at Nyangila HCIII and gate house in Lasanga HCIII at a cost of UGX248,498,560. All the investments were eligible for funding as per the health grant and budget guidelines under 4.1.1 Use of the Development Grant(s) provided under table 11: Eligible activities for the Health Development Grant that provide for Rehabilitation, completion of health infrastructure and equipping of existing public health facilities, Standard pit latrine construction on page 15 of the Health Sub Programme Grant, Budget and Implementation Guidelines for Local Governments Financial Year 2022/23.	2
	Maximum 8 points on this performance measure		Therefore, 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.	
3	Investment performance: The LG has managed health projects as per guidelines.	b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0	The health sector head didn't participate in the certification of works for health projects before the LG made payments to the contractors. The LG had two health infrastructure projects which included; 1. construction of one unit attendance kitchen, 6 stance drainable latrine and a waiting shade at Lasanga HCIII at a cost of UGX130,930,235 under contract number KMC780/WRKS/PHC/22/23/00002. For this project only the Municipal Engineer, Environemts officer and the CDO were involved on certification of works on 16th of June before payments were done on 28th June 2023. 2. Construction of a perimeter fence with a gate house at Nyangila HCIII and gate house in Lasanga HCIII by Big G strores contract refrences number KMC785/WRKS/PHC/22/23/FY/00003 at a contract value of UGX248,498,560. For this project only the Municipal Engineer, Environemts officer and the CDO were involved on certification of works on 16th of June before payments were done on 28th June 2023.	0
	Maximum 8 points on this performance measure		Therefore the health sector head did not participate in certifying any of the health infrastructure on the previous FY.	

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 contract price variations for the sampled health infrastructure works projects were within +/-20% of the MoWT. For instance;</p> <ol style="list-style-type: none"> 1. For the construction of one unit attendance kitchen, 6-stance drainable VIP Latrines one waiting shade at Lasanga HC III at a contract price of UGX 130,930,235 against Engineer's estimate of UGX 128,935,000. The contract price variation was calculated as -1.5%. 2. For the construction of perimeter fence with gate house at Nyangalia HCIII and gate house at Lasanga HC III at a contract price of UGX 248,498,560 against Engineer's estimate of UGX 250,000,000. The contract price variation was calculated as 0.6%. <p>Therefore, all contract price variations of sampled health projects implemented in FY 2022/2023 were within +/-20%.</p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	<p>There were no Health Centre upgrades from HC II to HC III in the procurement plan for FY 2022/2023.</p> <p>However, there were other projects namely,</p> <p>The construction of one unit attendance kitchen, 6-stance drainable VIP Latrines and one waiting shade at Lusanga HC III which is complete as per contracts register page 4 of 4.</p> <p>The construction of perimeter fence with gate house at Nyangalia HC III and gate house in Lasanga HC III which is complete as per contracts register page 4 of 4.</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>The LG had only one Government health facility and had recruited staff as below:</p> <ol style="list-style-type: none"> 1. Lasanga H/C III 11/19 = 57.8 % 	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>There were no Health Centre upgrades from HC II to HC III in the procurement plan for FY 2022/2023. However, other projects were constructed according to the design as shown below;</p> <p>1. Maternity/General ward,</p> <p>Main entrance doors x 1200mm. were 1500x2100mm and 1500x2400mm,</p> <p>Windows dimensions were 1500x1200mm,</p> <p>Vents dimensions were 2000x1500mm and 900x1500mm.</p> <p>2. Gate House of size 6250x5150mm,</p> <p>Doors dimension 900x2400mm,</p> <p>Windows dimensions 1200x1200mm,</p> <p>Corridor width 1000mm,</p> <p>It should be noted that the floor was of terrazzo and roofed with corrugated green pre-painted gauge 28 iron sheets.</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>From the Human Resource office (HRO), the assessment team obtained the health staff list for FY 2023/24. Lasanga HCIII, the only Government health facility staff list for FY 2023/24 not dated and signed by Matata Morris the in charge, was compared with the list from the Human Resource Office.</p> <p>Lasanga HCIII had 11 health workers from the HRO staff list. The facility staff list also had 11 health workers.</p> <p>There was evidence that information on positions of health workers filled was accurate.</p>	2
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Accuracy of Reported Information: The LG maintains and reports accurate information

Maximum 4 points on this performance measure

b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0

From Municipal Health Office (MHO), the list of constructed health facilities for the FY 2022/23 was obtained. The document was dated 20th July 2023 and signed by Azabo Joel, Municipal Health Inspector. The following construction works were listed;

1 Construction of maternity Block at Lasanga HCIII. This was reported as completed but not yet in use.

2 Construction of 8 stance VIP latrines at Lasanga HCIII. This was completed but not in use.

3 Construction of Kitchen at Lasanga HCIII. This was completed but not in use.

4 Construction of Gate house at Lasanga HCIII. This was completed and in use.

5 Construction of Waiting Shed at Lasanga HCIII. This was completed and in use.

6 Construction of Outpatient (OPD) block at Nyangilia HCII. This was not yet completed.

7 Construction of General/maternity ward at Nyangilia HCII. This was not yet completed.

8 Construction of perimeter Wall fence at Nyangilia HCII. This was completed.

9 Construction of Staff houses at Nyangilia HCII. This was not yet completed.

10 Construction of 4 units of VIP latrines at Nyangilia HCII. One unit was completed but 3 units not yet completed.

11 Construction of Kitchen at Nyangilia HCIII. This was completed but not in use.

In the Annual report for FY 2022/23 in the PBS on page 18 of 95, the construction works were reported but their status and functionality were omitted.

There was no information submitted in the PBS on construction status and functionality of constructed facilities in the FY 2022/23.

6

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

From the Municipal Medical Officer of Health (MMOH), copies of health facilities Annual work plans and budgets for FY 2022/23 for Lasanga HCIII and Koboko Mission HCIII were obtained to check whether they were submitted by 31st March 2022 and whether they conform to the prescribed format in the Local Government Planning Guidelines for the health Sector.

Lasanga HCIII: The Annual Work plan and Budget was submitted on 12th August 2022 by Matata Morris, the in charge. It did not conform to the prescribed format.

Koboko Mission HCIII: The Annual Work plan and Budget was submitted on 31st March 2022 by Sr. Florence Drijaru, the in charge. It did not conform to the prescribed format.

Lasanga HCIII Annual Work plan and Budget for FY 2022/23 was submitted late while Koboko Mission Work plan and Budget was submitted in time. Both Work plans and Budgets, did not conform to the format prescribed in the Local Government Planning Guidelines for Health sector.

0

6

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

From the MMOH, the assessment team obtained a copy of health facility Annual Budget Performance report for FY 2022/23 from Koboko Mission HCIII. The report was submitted on 1st July 2023 by Sr. Florence Drijaru, the in charge.

Lasanga HCIII did not submit the Budget Performance report for FY 2022/23.

Only one facility, Koboko Mission submitted the Health facility Annual Budget Performance report for FY 2022/23.

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>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no evidence, from the MMOH, of submission of health facility improvement plans for FY 2023/24 by Lasanga HCIII and Koboko Mission HCIII.</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> • score 2 or else score 0 	<p>From the MMOH, the assessment team checked for the record of submissions of monthly (HMIS 105) and quarterly (HMIS 106A) reports from Lasanga HCIII and Koboko Mission HCIII to establish timeliness of submissions. All the 12 monthly (for Koboko Mission HCIII) and 11 monthly (for Lasanga HCIII that became functional in August 2022) and 4 quarterly submissions (for Koboko HCIII) were reviewed. Lasanga HCIII was not accredited to offer Antiretroviral (ART) services by the Ministry of health in FY 2022/23 and there fore was ineligible to submit the quarterly HMIS reports.</p> <p>Submission of monthly reports (HMIS 105).</p> <p>Lasanga HCIII submitted all 11 reports timely.</p> <p>July 2022- The facility was not yet functional.</p> <p>August 2022- on 7th September 2022.</p> <p>September 2022- on 5th October 2022.</p> <p>October 2022 on 5th November 2022.</p> <p>November 2022- on 1st December 2022.</p> <p>December 2022- on 6th January 2023.</p> <p>January 2023- on 6th February 2023.</p> <p>February 2023- on 3rd March 2023.</p> <p>March 2023- on 5th April 2023.</p> <p>April 2023- on 5th May 2023.</p> <p>May 2023- on 2nd June 2023.</p> <p>June 2023- on 3rd July 2023.</p> <p>Koboko Mission HCIII submitted all 12 reports timely.</p> <p>July 2022- on 5th August 2022.</p> <p>August 2022- on 7th September 2022.</p>	2
<p>Maximum 14 points on this performance measure</p>				

September 2022- on 7th October 2022.

October 2022- on 6th November 2022.

November 2022- on 7th December 2022.

December 2022- on 7th January 2023.

January 2023- on 6th February 2023.

February 2023- on 7th March 2023.

March 2023- on 6th April 2023.

April 2023- on 6th May 2023.

May 2023- on 7th June 2023.

June 2023- on 5th July 2023.

Submission of quarterly reports (HMIS 106A)

Koboko Mission HCIII: The facility submitted all the 4 reports timely.

Quarter one report was submitted on 8th October 2022.

Quarter two report was submitted on 6th January 2023.

Quarter three report was submitted on 7th April 2023.

Quarter four report was submitted on 5th July 2023.

Lasanga HCIII: The facility was not eligible to submit the quarterly reports because it had not been accredited by the Ministry of Health to offer ART services.

There was evidence that Koboko Mission HCIII submitted all the 12 monthly HMIS (105) reports timely. Lasanga HCIII submitted all the 11 HMIS (105) reports timely. (It became functional in August 2022).

Koboko Mission HCIII submitted all the 4 quarterly HMIS (106A) reports timely. Lasanga was ineligible to submit quarterly HMIS (106A) reports in the FY 2022/23.

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>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>The indicator was dropped from the LGPA 2023. This was agreed upon during the OPM training conducted from 23rd -24th October 2023 at Imperial Royale Hotel. RBF was reportedly not implemented in FY 2022/23.</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>The indicator was dropped from the LGPA 2023. This was agreed upon during the OPM training conducted from 23rd -24th October 2023 at Imperial Royale Hotel. RBF was reportedly not implemented in FY 2022/23.</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>There was no evidence the local government submitted all previous FY monthly and quarterly reports 7 days following the end of each month and quarter.</p> <p>The only Health facility Lasanga H/C III.</p> <p>The monthly reports were submitted on 3rd August 2022, 6th September 2022, 6th October 2022, 6th December 2022, 5th January 2023, 6th February 2023, 6th March 2023, 5th April 2023, 3rd May 2023, 6th June 2023, 6th July 2023.</p> <p>The quarterly reports were submitted on 6th October 2022, 1st January 2023, 7th April 2023. However, fourth quarter report was missing.</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>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 from the Municipal Health Office, that the Local Government developed an approved Performance Improvement Plan for weakest performing health facilities.</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>From the MMOH, there was no evidence of an implementation report for Performance Improvement Plan as no Plan was developed.</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>From the Municipal Health Office, the Local Government Approved Budget for FY 2023/2024 was obtained to check whether the health workers have been budgeted for.</p> <p>Uganda shs 1,678,654,000 was budgeted for as wage for 50 health workers. The Approved Budget for FY 2023/24 had no page numbers.</p>	2
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>The assessment team reviewed the health staff list for FY 2023/24 signed by Azabo Joel, Municipal Health Inspector on 3rd July 2023 to check whether the LG deployed the health workers as per guidelines (all health facilities to have at least 75% staff required). The findings are indicated below;</p> <p>The Municipal council had only one functional Government health facility ie Lasanga HCIII. This health facility had 11 staff out of the required 19. The percentage of posts filled was $11/19 \times 100 = 59\%$.</p> <p>Lasanga HCIII did not have the required 75% of staff.</p>	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>From the MMOH, the health workers deployment list was obtained and Lasanga HCIII was visited. At this health facility, the facility Attendance book was reviewed to determine that health workers whose names appear in the deployment list and the health facility list are working where they are deployed.</p> <p>The following sampled health workers in the facility staff list and deployment list were found to have signed in the Attendance Book on 1st December 2023;</p> <p>Kepo Moses Askari.</p> <p>Vitalie Aliopa Askari.</p> <p>Iddi Alli health Information Assistant.</p> <p>Atiku Alex Laboratory Technician.</p> <p>Gift Zaitun Enrolled nurse.</p> <p>Afakoru Lydia Health Assistant.</p> <p>There was evidence that the health workers whose names appeared in the deployment list for Lasanga HCIII were working in that facility.</p>	3
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>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>From MMOH, the health workers deployment list for FY 2023/24 was obtained. Lasanga HCIII was visited to check whether the list of health workers for FY 2023/24 was displayed on the health facility notice board. Below was the finding; The staff list for Lasanga HCIII for FY 2023/24 signed by Matata Morris but not dated, was displayed on the health facility notice board.</p>	2
	<p>Maximum 9 points on this performance measure</p>		<p>There was evidence that the list of health workers deployed in Lasanga HCIII in the FY 2023/24 was displayed on health facility notice board.</p>	
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p>	<p>a) Evidence that the DHO/MMOHs has: 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 LG had 2 Health Facilities and Appraised all the Health Facility In-charges against the agreed performance plans these were submitted to HRO during the previous FY as below: 1. Matata Moris Senior Clinical Officer In-charge of Lasanga H/CIII was appraised on 30th June 2023. 2. Mungunira Jimmy Medical Officer in Koboko H/C IV was appraised on 30th June 2023.</p>	1
	<p>Maximum 6 points on this performance measure</p>			
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p>	<p>ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0</p>	<p>The Health Facility In charges did conduct performance appraisal of health facility workers against the agreed performance plans during the previous FY as follows: 1. Ogonono Nathan, Ophthalmic Clinical Officer at Koboko H/C IV was appraised on 28th April 2023. 2. Ogenrwot Joel , Theatre Assistant at Koboko H/C IV was newly appointed on 1st July 2022 appraised on 30th September 2023. 3. Afukuru Lydia Helth Assistant at West Division was appraised on 31st January 2023. 4. Babuji Charles , Anaesthetic officer at Koboko H/C IV was appraised on 30th June 2023.</p>	0
	<p>Maximum 6 points on this performance measure</p>			

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>The LG showed evidence of corrective actions taken as below:</p> <p>1. Apeku Richard Laboratory Technician was invited to Rewards and Sanction committee on 7th July 2023 and was found guilty of absenteeism without official permission and he was served with a warning letter dated 21st August 2023.</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>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>From the MMOH, the assessment team obtained and reviewed one training report at the time of assessment for the FY 2022/23 as indicated below;</p> <p>Training of health workers on mental health and psychosocial support. The report was dated 21st November 2022 and signed by Azabo Joel, Municipal Health Inspector. Training was conducted from 14th -21st November 2022.</p> <p>There was evidence that the Local Government conducted training of health workers (Continuous Professional Development) in FY 2022/23.</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>From the MMOH, the training database for FY 2022/23 was obtained and reviewed. The database was signed by Azabo Joel, Municipal Health Inspector on 20th September 2023. It detailed the trainings conducted, the names of the health workers who attended the training their cadres and the training dates.</p>	1

Management, Monitoring and Supervision of Services.

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>From the HRO (registry); the assessment team obtained a copy of the letter notifying the Ministry of Health of the list of health facilities (GOU and PNFP) accessing PHC Non-Wage grants. The letter was dated 22nd September 2023 and signed by Chelengat Andrew, the Town Clerk Koboko Municipality.</p> <p>The following health facilities were listed in that letter;</p> <p>Lasanga HCIII. Koboko Mission HCIII (PNFP)..</p> <p>The listed health facilities rhyme with the list in the Budget and Grants Guidelines 2023/24.</p>	2
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9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>The LG made allocations towards monitoring service delivery and management of health services in line with the health sector grant guidelines. According to the approved health departmental work plan for financial year 2022/2023. A total of PHC for LLHF = UGX54,082,000 plus the total for MHO under PHC = UGX17,670,332 thus coming to a grand total of UGX71,752,332.</p>	2
	<p>Maximum 9 points on this performance measure</p>		<p>Percentage allocation of the PHC NWR Grant for LLHF allocation = $\frac{UGX17,670,332}{UGX71,752,332} \times 100\% = 24\%$ which is more than 15%.</p>	
			<p>Therefore, the LG The LG made allocations towards monitoring service delivery and management of health services in line with the health sector grant guidelines.</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 made timely warranting/verification of direct grant transfers to health facilities for the last FY within 5 days from the dates of releases. From MoFPED warrants upload information and warrant reports provided by the Municipality indicated that;</p>	2
	<p>Maximum 9 points on this performance measure</p>		<p>In Quarter one; Cash limits were uploaded on 12th August 2022 and warranting by LG was conducted on 15th August 2022 evidenced from warrant no.715AW-2023-4</p>	
			<p>In Quarter two; Cash limits were uploaded on 17th October 2022 and warranting by LG was conducted on 18th October 2022 evidenced from warrant no.715AW-2023-9</p>	
			<p>In Quarter three; Cash limits were uploaded on 17th January 2023 and warranting by LG was conducted on 18th January 2023 evidenced from warrant no.715AW-2023-15</p>	
			<p>In Quarter four; Cash limits were uploaded on 20th April 2023 and warranting by LG was conducted on 24th April 2023. evidenced from warrant no.715AW-2023-21</p>	
			<p>All the above provided dates were within 5 working days.</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>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 Municipality invoiced and communicated all PHC NWR Grant transfers for the previous FY all the quarterly financial releases to the health facility within 5 working days from the date of receipt of the expenditure limits from MoPPED. The Municipality Publicized the information on the main notice board as follows;</p>	2
	<p>Maximum 9 points on this performance measure</p>		<p>In Quarter one; Cash limits were uploaded on 12th August 2022 and the Municipality invoiced and communicated the PHC NWR Grant transfer on 15th August 2022.</p>	
			<p>In Quarter two; Cash limits were uploaded on 17th October 2022 and the Municipality invoiced and communicated the PHC NWR Grant transfer on 18th October 2022</p>	
			<p>In Quarter three; Cash limits were uploaded on 17th January 2023 and the Municipality invoiced and communicated the PHC NWR Grant transfer on 18th January 2023.</p>	
			<p>In Quarter four; Cash limits were uploaded on 20th April 2023 and the Municipality invoiced and communicated the PHC NWR Grant transfer on the noticeboard on 24th April 2023.</p>	
			<p>All the above provided dates were within 5 working days after the release from MoFPED.</p>	
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards; score 1 or else score 0</p>	<p>The Municipality publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoPPED. The Municipality Publicized the information on the main notice board as follows;</p>	1
	<p>Maximum 9 points on this performance measure</p>		<p>In Quarter one; Cash limits were uploaded on 12th August 2022 and the Municipality publicized the information on the noticeboard on 15th August 2022.</p>	
			<p>In Quarter two; Cash limits were uploaded on 17th October 2022 and the Municipality publicized the information on the noticeboard on 18th October 2022</p>	
			<p>In Quarter three; Cash limits were uploaded on 17th January 2023 and the Municipality publicized the information on the noticeboard on 18th January 2023.</p>	
			<p>In Quarter four; Cash limits were uploaded on 20th April 2023 and the Municipality publicized the information on the noticeboard on 24th April 2023.</p>	
			<p>All the above provided dates were within 5 working days after the release from MoFPED.</p>	

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>There was no evidence of an existing Municipal Health Management team (MHMT) in Koboko Municipal Council. The Municipal Health Inspector, who is currently assigned the duties of the Medical Officer of Health, did not have knowledge of such a structure in the Health 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>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>There was no evidence that performance review meetings were held by Koboko Municipal health department in the FY 2022/23.</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>Koboko Municipal council did not have HCIV or a General Hospital. The indicator of supervision of HCIV and General Hospital was therefore not applicable.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>Koboko Municipal Council did not have a health sub district. The current Koboko health sub district with headquarters at Koboko General Hospital (located in the Municipal council), is under the District Local government. The indicator was therefore not applicable to Koboko Municipal Council.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the</p>	<p>The assessment team visited the 2 health facilities of Lasanga HCIII and Koboko Mission HCIII on 1st December 2023. The team obtained and reviewed the support supervision</p>	0

supervision to health facilities.

Maximum 7 points on this performance measure

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

books to determine whether the health department provided recommendations from the supervision visits and that their implementation was followed up. The findings from selected supervisions conducted were as follows;

Lasanga HCIII

1 During support supervision conducted by the Municipal Health Team (MHT) on 26th September 2022, the following recommendations were made;

-The in charge of the facility should request for stock books and examination couch from the Municipal Health office.

-Family planning service providers should continuously counsel clients on Family planning methods available including Intrauterine Device (IUD).

2 On the 25th October 2022, subsequent Supervision visit to the health facility, the team did not follow up and document on implementation of the actions recommended on 26th September 2022 in the supervision book.

During this supervision visit. The supervisors made the following recommendations;

-The in charge should request for an autoclave from the Municipal Health office.

-Average monthly consumption data should be updated on the stock cards on a monthly basis.

3 During the support supervision conducted on 9th December 2022, the MHT made the following recommendations;

-The in charge should display the list of services offered in the health facility on notice board.

-The in charge should ensure that a Client Charter for the health facility is developed.

-The in charge should organize monthly staff meetings.

4 The Municipal health team conducted support supervision to the health facility on 13th March 2023. During this visit, there was no documentation in the support supervision book that follow up on implementation of action recommended on 9th December 2022 was made.

Koboko Mission HCIII.

During the support supervision conducted in the health facility by the MHT on 14th September 2022, the following recommendations were made for action;

-Children with severe acute malnutrition (SAM) should be admitted in the health facility nutrition ward.

-In charge should ensure that Ready to Use therapeutic food (RUTF) dispensed in the nutrition clinic is documented in the dispensing log.

2 On 8th December 2022, during the supervision visit to the health facility by the MHT, follow up on implementation of the actions recommended on 14th September was not done and not documented in the supervision book. The team went ahead to make the following recommendations during this visit;

- Hand washing facilities with soap should be placed near the toilets.

- The in charge should display the list of services offered in the facility on the notice board.

3 During the support supervision conducted in the facility by the MHT on 18th March 2023, follow up on implementation of actions recommended on 18th December was not documented in the support supervision book.

Though the LG health department conducted support supervision of the 2 health facilities of Lasanga HCIII and Koboko HCIII and made recommendations for corrective actions, the implementation of these actions was not followed up.

10

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

Maximum 7 points on this performance measure

f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0

From the MMOH, medicines and health supplies support supervision reports for FY 2022/23 were obtained and reviewed to check whether advice was given to health facility in charges of Lasanga HCIII and Koboko Mission HCIII on secure, safe storage and disposal of medicine and health supplies. Below were the findings from the reports obtained;

1 Medicines and health supplies supervision report dated 9th September 2022 and signed by Bako Josephine, medicines management supervisor (MMS) from Koboko district health department. Lasanga HCIII and Koboko Mission HCIII were supervised but supervision dates were not indicated in the report.

The following advice was given to the health facility in charges;

-Identify additional rooms within the facilities to create more space for storing medicines and health supplies.

-More pallets and shelves should be purchased to improve on storage.

2 Medicines and health supplies supervision report dated 20th December and signed by Bako Josephine, MMS. Lasanga HCIII and Koboko Mission were supervised but dates of visits to the health facilities were not indicated

1

in the report. The following advice was given to the in charges;

-Activate medicines therapeutic committees (MTC) to facilitate redistribution of excess medicines to other facilities.

3 Medicines and health supplies supervision report dated 3rd March 2022 and signed by Bako Josephine, the MMS. Lasanga HCIII was supervised but date of visit was not indicated in the report. The health facility in charge was advise as follows;

-The medicines dispenser should ensure that dispensing logs are properly filled.

-Stock cards must be updated on a daily basis to avoid stock outs of medicines at the facility.

4 medicines and health supplies supervision report dated 4thJuly2023 for supervision conducted on 21st June 2023 at Koboko Mission HCIII and Lasanga HCIII. The report was signed by Bako Josephine, MMS. The following advice was given to the health facility in charges;

-Requisition and issue vouchers should be used when requesting for medicines and other supplies from the stores.

-The in charge should conduct regular internal supervision of stores managers.

There was evidence that health facility in charges were given advice on secure, safe storage and disposal of medicines and health supplies during medicines management supervision in the FY 2022/23.

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

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

According to the approved health departmental work plan for financial year 2022/2023. The MHO allocation under the PHC = UGX17,670,332.

The allocation to prevention and promotion activities was as follows;

1. Disease surveillance = UGX1,000,000
2. Waste management = UGX1,000,000
3. Public and school health promotion = UGX2,000,000
4. Cleaning and sanitation = UGX4,000,000

Therefore, the total allocation to prevention and promotion activities = UGX8,000,000

The percentage allocation of the Municipal Health Office budget to health promotion and prevention activities = $UGX8,000,000 / UGX17,670,332 \times 100\% = 45\%$ which is more than 30%.

Therefore, LG allocated at least 30% of the Municipal Health Office budget to health promotion and prevention activities.

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

From the MMOH, the assessment team obtained and reviewed health promotion, disease prevention and social mobilisation activity reports and meeting minutes to establish whether the MHT implemented Health Promotion, Disease Prevention and Social Mobilization activities in the FY 2022/23.

1 Report on sensitization of communities on malaria prevention and control at Lasanga HCIII and Koboko HCIII. The activity was conducted from 17th -21st October 22. The report was dated 24th October 2022 and signed by Opima Albert, Health Assistant.

2 Meeting with Local Council I Chairpersons and Village Health teams (VHTs) on sanitation promotion in Koboko Municipal council south Division. Meeting was held on 20th April 2023. The meeting minutes were signed by Asiku Alvin as Chairman and Drateru Nesta as Secretary.

3 Report on social mobilisation for COVID 19 vaccination dated 17th June 2023 and signed by Opima Albert, health Assistant. The activity was conducted from 6th -12th May 2023 in Southern, Northern and Western Divisions of Koboko Municipality.

4 Report on health education on sexual reproductive health in schools dated 12th June 2023 and signed by Opima Albert, Health Assistant. The activity was conducted from 5th-9th June 2023 in the following schools;

Barito Primary School

Anyangaku Primary School

Ginyako Primary school

Teremunga Primary school

Nyarilo Primary school

Birijaku Primary school

Leiko Primary school

5 Report on community sensitisation on HIV/AIDS in Koboko Municipal council. The report was not dated but signed by Azabo Joel, Municipal health Inspector. The activity was conducted on 1st December 2022 during World AIDS day commemoration.

There was evidence that the Municipal health Team (MHT) led the implementation of health promotion, disease prevention and social mobilisation activities in Koboko Municipal Council in FY 2022/23.

11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>There was no evidence availed to the assessment team, from MMOH, in form of Quarterly progress reports and MHT minutes to show that the MHT took follow up actions on health promotion, disease prevention and social mobilisation aspects in the FY 2022/23.</p>	0
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Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>The assessment team obtained the standard list of medical equipment and service standards from the Ministry of Health. This list was compared with the equipment list in the LG Asset Register. The findings were as below;</p> <p>The health facility Asset Register for FY 2022/23 was obtained from the MMOH. It was not dated but endorsed by Azabo Joel, the Municipal Health Inspector. The register details the medical equipment at Lasanga HCIII. Example of the equipment listed were as follows;</p> <p>Bed side lockers.</p> <p>Examination couch.</p> <p>Refrigerators.</p> <p>Resuscitators (Adult and Infant).</p> <p>Weighing scale (Adult and Infant).</p> <p>Stethoscope.</p> <p>Blood Pressure (BP) machine aneroid.</p> <p>Diagnostic equipment set.</p> <p>The above listed equipment were found to rhyme with what was obtained from the medical equipment list for HCIII from the Ministry of Health.</p>	1
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII); (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));</p> <p>score 1 or else score 0</p>	<p>The LG had only 2 prioritized investments in the health sector which were;</p> <ol style="list-style-type: none"> 1. construction of one unit attendance kitchen, 6 stance drainable latrine and a waiting shade at Lasanga HCIII at a cost of UGX130,930,235. According to the desk appraisal report that was prepared on 1st September 2022. The investment was desk appraised and found to have been derived from the LG Development Plan and eligible for expenditure under sector guidelines and funding source. The investments were therefore recommended for field appraisals. 2. Construction of a perimeter fence with a gate house at Nyangila HCIII and gate house in Lasanga HCIII at a cost of UGX248,498,560. According to the desk appraisal report that was prepared on 25th August 2022, The investment was desk appraised and found to have been derived from the LG Development Plan and eligible for expenditure under sector guidelines and funding source. The investments were therefore recommended for field appraisals. <p>Therefore, all the health investments were desk appraised to check if they were derived from the LG development plan and were eligible for expenditure under the funding source guidelines.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>The LG had only 2 prioritized investments in the health sector which were;</p> <ol style="list-style-type: none"> 1. construction of one unit attendance kitchen, 6 stance drainable latrine and a waiting shade at Lasanga HCIII at a cost of UGX130,930,235. According to the field appraisal report that was prepared on 23rd September 2022. The investment was field appraised to check for technical feasibility, environment and social acceptability; and customized designs to site conditions. 2. Construction of a perimeter fence with a gate house at Nyangila HCIII and gate house in Lasanga HCIII at a cost of UGX248,498,560. According to the field appraisal report that was prepared on 26th September 2022, The investment was field appraised to check for technical feasibility, environmental and social acceptability; and customized designs to site conditions. <p>Therefore, all the health investments were all field appraised to check for technical feasibility, environmental and social acceptability; and customized designs to site conditions.</p>	1

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>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>Information relating to screening for environmental and social risks and mitigation measures was not presented for assessment.</p>	0
	<p>Maximum 4 points on this performance measure</p>			
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>The health department submitted its current FY infrastructure and other procurement requests to PDU on 24th July 2023 for incorporation into the approved annual work plan, budget and procurement plans. Therefore, it was not timely since it was beyond 30th of April.</p>	0
	<p>Maximum 10 points on this performance measure</p>			
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>There was Supply and Installation of complete solar system submitted on 31st October 2023 which was not in Q1. Therefore, no evidence of submission of procurement request form PP1 to PDU by 1st quarter of the current FY was availed at the time of assessment.</p>	0
	<p>Maximum 10 points on this performance measure</p>			

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>There was evidence that the health infrastructure investments for previous FY was approved by the contracts committee and cleared by the Solicitor General for projects above threshold;</p> <ol style="list-style-type: none"> 1. Construction of one unit attendance kitchen, 6-stance drainable VIP Latrines and one waiting shade at Lasanga HC III, with procurement reference number: KMC/785/Wrks/PHC/2022/2023/00002 was approved by the contracts committee on 5th April 2023 under Min. No. 4/CC/22/23 and awarded to Loftus Construction and Engineering Co Limited at a contract price of UGX 130,930,235. Agreement between the parties was signed on 20th April 2023. 2. Construction of perimeter fence with gate house at Nyangalia HC III and gate house at Lasanga HC III, with procurement reference number: KMC/785/Wrks/PHC/22/23/FY/00003, was approved by the contracts committee on 5th April 2023 under Min. No. 4:KMC/Wrks/SPLS/05/04/2022/2023/00004 and awarded to BIG G GENERAL STORES at a contract price of UGX 248,498,560. Solicitor General's clearance was dated 26th April 2023. Agreement between the parties was signed on 27th April 2023. 	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>The LG established a PIT for health projects constructed within FY 2022/2023 as indicated below;</p> <p>A letter dated 15th December 2023 in which the CAO appointed the following as members of the project implementation team for health projects;</p> <p>PHI – Azabo Joel ,</p> <p>Municipal Engineer- Kepo Vicky,</p> <p>MHI – Opima Albert,</p> <p>CDO – Remo Cosmas Achidri</p> <p>EO – Drilega Daniel,</p> <p>The team above was to oversee two projects; namely</p> <ol style="list-style-type: none"> 1. Construction of one unit attendance kitchen, 6-stance drainable VIP Latrines and one waiting shade at Lasanga HC III. 2. Construction of perimeter fence with gate house at Nyangilia HC III and gate house at Lasanga HC III. 	1

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0	There were no HC II upgrades to HC III in the FY 2022/2023. But there were other health projects constructed as indicated below; 1. Construction of one unit attendance kitchen, 6-stance drainable VIP Latrines and one waiting shade at Lasanga HC III. 2. Construction of perimeter fence with gate house at Nyangalia HC III and gate house at Lasanga HC III.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0	There was no clerk of works employed as there were no health Centre upgrades from HC II to HC III in the FY 2022/2023, But there were other health projects constructed as indicated below; 1. Construction of one unit attendance kitchen, 6-stance drainable VIP Latrines and one waiting shade at Lasanga HC III. 2. Construction of perimeter fence with gate house at Nyangalia HC III and gate house at Lasanga HC III.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility, the Community Development and Environmental officers: score 1 or else score 0	There were no HC II upgrades to HC III in the FY 2022/2023. But there were other health projects constructed as indicated below; 1. For Construction of one unit attendance kitchen, 6-stance drainable VIP Latrine and one waiting shade at Lasanga HC III, the monthly site meetings were held and in presence were the project manager (Municipal Engineer), in-charge of HUMC, Environment Officer and CDO. They were held on 2nd June 2023 and 4th August 2023. 2. Construction of perimeter fence with gate house at Nyangalia HC III and gate house at Lasanga HC III. The meetings involved the Engineer, Environment Officer and CDO and were held on 27th May 2023, 2nd June 2023 and 29th August 2023. However, evidence of presence of the SAS and in-charge for beneficiary group was not captured.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score		

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 were no HC II upgrades to HC III in the FY 2022/2023. But there were other health projects constructed as indicated below;</p> <ol style="list-style-type: none"> 1. Construction of one unit attendance kitchen, 6-stance drainable VIP Latrine and one waiting shade at Lasanga HC III. 2. Construction of perimeter fence with gate house at Nyangilia HC III and gate house at Lasanga HC III. <p>However, for the projects captured, there was no evidence of technical supervision at critical stages of construction.</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 MHO initiated for payments by endorsing the contractor's requisitions and which was done within 10 working days after receiving payment requests as explained below;</p> <ol style="list-style-type: none"> 1. construction of one unit attendance kitchen, 6 stance drainable latrine and a waiting shade at Lasanga HCIII at a cost of UGX130,930,235 under contract number KMC780/WRKS/PHC/22/23/00002. A contractor raised a requisition on 14th June 2023 and payment was done on 28th June 2023 which is exactly within 10 working days exclusive of weekends. 2. Construction of a perimeter fence with a gate house at Nyangila HCIII and gate house in Lasanga HCIII by Big G stores contract references number KMC785/WRKS/PHC/22/23/FY/00003 at a contract value of UGX248,498,560. A contractor raised a requisition on 6th June 2023 and payment was done on 16th June 2023 which is exactly within 10 working days. <p>Therefore, the MHO initiated payments-initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days after receiving payment requests.</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>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>Based on the evidence provided, all health infrastructure contracts had a complete procurement file with all records as required by PPDA as indicated below;</p> <ul style="list-style-type: none"> • Construction of one unit attendance kitchen, 6-stance drainable VIP Latrines and one waiting shade at Lasanga HC III, with procurement reference number: KMC/785/Wrks/PHC/2022/2023/00002, the file had project evaluation report dated 4th April 2023 which was approved by the Contracts Committee on 5th April 2023 under Min. No. 4/CC/22/23 and subsequently the contract awarded to Loftus Construction and Engineering Co. Limited at a Contract Sum of UGX 130,930,235 and an agreement between the contractor and District was signed on 20th April 2023. • Construction of perimeter fence with gate house at Nyangalia HC III and gate house at Lasanga HC III, , with procurement reference number: KMC/785/Wrks/PHC/22/23/FY/00003, the file had project evaluation report dated 4th April 2023 which was approved by the contracts committee on 5th April 2023 under Min. No. 4:KMC/Wrks/SPLS/05/04/2022/2023/00004 and awarded the contract to Big G General Stores at a contract price of UGX 248,498,560. Agreement between the parties was signed on 27th April 2023. 	1
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Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was evidence of recording grievances for example on 12th October, 2022 Mr. Guma Peter a librarian reported a case in respect of emptying of the Library toilet and it was recorded. The case was investigated and the toilet was emptied and it was being used by the people at the time of assessment.</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>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>Guidelines on health care/medical waste management and report acknowledging receipt of the guidelines by different officers were not availed during the time of assessment</p>	0

15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0	Contract between the LG and registered waste management service provider coupled with waste collection forms were not availed during the time of assessment	0	
Maximum 5 points on this performance measure	15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	Report and attendance lists regarding the training and awareness were not availed during assessment	0
Maximum 5 points on this performance measure	16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	Construction of one unit of Attendance kitchen, 8 stance VIP latrine with 8 washrooms and 2 waiting shades at Nyangilia HC III and construction of perimeter fence with gate house at Nyangilia HC III in Kululu Cell, Nyangilia Ward, South Division, Koboko Municipality. In a contract document between Big. G. General stores and Koboko Municipality ESMP was costed at 1,100,000 Ugshs in the BOQ	2
Maximum 8 points on this performance measure				Construction of one unit of Attendance kitchen, 8 stance VIP latrine with 8 washrooms and 2 waiting shades and construction of perimeter fence with gate house in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. In a contract document between Loftus construction and engineering co. ltd and Koboko Municipality ESMP was costed at 1,100,000 Ugshs in the BOQ	

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>Construction of one unit of Attendance kitchen, 8 stance VIP latrine with 8 washrooms and 2 waiting shades at Nyangilia HC III and construction of perimeter fence with gate house at Nyangilia HC III in Kululu Cell, Nyangilia Ward, South Division, Koboko Municipality. Certificate of land ownership dated 14th March, 2022. The area size of the land was 0.6350 acres</p> <p>Construction of one unit of Attendance kitchen, 8 stance VIP latrine with 8 washrooms and 2 waiting shades and construction of perimeter fence with gate house in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. Certificate of title for land ownership dated 2nd February 2022. The area size was 5.3973 hectares</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>Report for construction of Nyangilia Health Centre III carried out on 2nd June, 2023; The Environmental officer recommended that trees be planted around the fence and on the compound, the community around them should protect them against stray animals and equally keep the environment of the entire facility to standard recommended by the government. The CDO recommended that there should be a need for inclusiveness when hiring local labor.</p> <p>Report for Lasanga Health Centre III construction on 2nd June, 2023; Some of the action points included; follow up of contract agreements between workers and contractors for all workers by the contractors at site and was to be done by 5th June, 2023, all workers on site to continue using the toilet facilities but on condition that the contractors compensated and no sinking of more pit latrines among others</p>	2

Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	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	Construction of perimeter fence with gate house at Nyangilia HC III in Kululu Cell, Nyangilia Ward, South Division, Koboko Municipality and gate house in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. Environment and social mitigation certification form endorsed by EO on 23rd May, 2023 and social safeguard mitigation form endorsed by CDO on 23rd May, 2023
Maximum 8 points on this performance measure	score 2 or else score 0	Construction of one unit of Attendance kitchen, 8 stance VIP latrine with 8 washrooms and 2 waiting shades in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. Environment and social mitigation certification form endorsed by EO on 16th June, 2023 and social safeguard mitigation form endorsed by CDO on 16th June, 2023

**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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0

2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> o If 100 % of water projects are implemented in the targeted S/Cs: Score 2 o If 80-99%: Score 1 o If below 80 %: Score 0 	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates</p> <ul style="list-style-type: none"> o If within +/-20% score 2 o If not score 0 	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <ul style="list-style-type: none"> o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0 	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> o If there is an increase: score 2 o If no increase: score 0. 	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0

3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <ul style="list-style-type: none"> 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. 	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p>	<p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
	<p><i>Maximum 6 points on this performance measure</i></p>			

Management, Monitoring and Supervision of Services.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</p> <ul style="list-style-type: none"> • • 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 	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
	<p><i>Maximum 6 points on this performance measure</i></p>			

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
	<p><i>Maximum 6 points on this performance measure</i></p>			

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>	<ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 		

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0

Investment Management

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (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:</p> <p>Score 4 or else score 0.</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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:</p> <p>Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0

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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>.</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>.</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>.</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>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>.</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: Score 2, If not score 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</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>Score 3, If not score 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA</p>	0

15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects: Score 2, If not score 0	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 2, If not score 0	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	0

**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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	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 <ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0

8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>ii Evidence that training activities were documented in the training database: Score 1 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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Management, Monitoring and Supervision of Services.

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0

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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p>Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.</p>	0

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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0

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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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: iv. Reported on in line with LG grievance redress framework score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc. score 2 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0

15

Safeguards in the delivery of investments

Maximum score 6

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

Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.

0

**Crosscutting Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	The LG had substantively filled the position of the Principal Finance Officer. The incumbent Mr. Amule Yasin was appointed on 7th October 2020 as was directed by the DSC minute 380/2020	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	The position of the Senior Planner was vacant and the LG had not formally sought for secondment of a staff Central Government.	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 the Principal Engineer was vacant and the LG had not formally sought for secondment of a staff Central Government.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The position of the Senior Environment Officer was vacant and the LG had not formally sought for secondment of a staff Central Government.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The position of the Senior Veterinary Officer was vacant and the LG had not formally sought for secondment of a staff Central Government.	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.	f. District Community Development Officer/Principal CDO, score 3 or else 0	The position of the Principal CDO was vacant and the LG had not formally sought for secondment of a staff Central Government.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The position of the Principal Commercial Officer was vacant and the LG had not formally sought for secondment of a staff Central Government.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The position of the Municipal Procurement Officer was vacant and the LG had not formally sought for secondment of a staff Central Government.	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 the Municipal Assistant Procurement Officer was vacant and the LG had not formally sought for secondment of a staff Central Government.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	The LG had substantively filled the position of the Principal Human Resource Officer. The incumbent Ms.Dada Carolyne Agnes was appointed on 1st May, 2017 as was directed by the DSC minute 50/2017.	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>j. A Senior Environment Officer, score 2 or else 0</p>	<p>The position of the Senior Environment Officer was vacant and the LG had not formally sought for secondment of a staff Central Government.</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>The LG had substantively filled the position of the Physical Planner.</p> <p>The incumbent Mr.Atima Alfred was appointed on 1st May, 2017 as was directed by the DSC minute 55/2017.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p>The LG had substantively filled the position of the Senior Accountant.</p> <p>The incumbent Mr.Mambo A Ismael was appointed on 17th June, 2021 as was directed by the DSC minute DSC/Min/163/2021.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>The LG had substantively filled the position of the Senior Internal Auditor.</p> <p>The incumbent Mr. Gadi Dada Stephen was appointed on 8th October, 2022 as was directed by the DSC minute 379/2020.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>The position was at District level and therefore the LG had no substantively appointed Principal Human Resource Officer DSC in the LG.</p>	2

2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).</p>	<p>The LG had 3 Divisions where SATC had been appointed as follows:</p> <ol style="list-style-type: none"> 1. Lemo Christopher was appointed as SATC vide letter dated 21st May 2019. Under DSC minute: 50/2019, KMC/154/2. Deployed at North Division. 2. Yakani Safi was appointed as SATC vide letter dated 31st May 2019. Under DSC minute: 51/2019, KMC/154/2. Deployed at Southern Division. 3. Candiga Boniface was appointed SATC vide letter dated 1st March 2017. Under DSC minute 01/2017, KMC/154/2. Deployed at West Division. 	5
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGS, score 5 or else 0.</p>	<p>The LG had 3 LLGs and appointed CDOs in only two of the Divisions as follows:</p> <ol style="list-style-type: none"> 1. Bayoga Rashul was appointed as Community Development Officer vide letter dated 1st March 2017. Under DSC minute No. 03/2017, KMC/154/2. Deployed at North Division. 2. Amanduru Reima was appointed as CDO vide letter dated 1st March 2017. Under DSC minute No. 03/2017, KMC/154/2. Deployed at South Division. 	0
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.</p>	<p>The LG had 3 LLGs and had substantively appointed SAAs in all the Divisions as listed below:</p> <ol style="list-style-type: none"> 1. Akulia Grace was appointed as Division Treasurer vide letter dated 17th June 2021 under DSC minute No. DSC/ Min/164/2021, KMC/154/2. Deployed at Northern Division. 2. Lemo Wilbert was appointed as SAA vide letter dated 31st May 2019 under DSC minute No. 61/2019, KMC/154/2. Deployed at Western Division. 3. Anguma Malis was appointed as Division Treasurer vide letter dated 21st May 2019 under DSC minute No. 59/2019, KMC/154/2. Deployed at South Division. 	5

Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	From page 12 Draft Final Accounts FY 2022/2023, the budgeted amount of the Natural Resources Department was UGX305,000,000. However, the release amount was Ugx 257,306,028 thus leaving a variance of Ugx 47,693,972. All the released was transferred to the Natural resources department which translated into 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:	From page 12 Draft Final Accounts FY 2022/2023, the budgeted amount of the Community Based Services Department was Ugx 639,345,888. However, the release amount was UGX597,931,350 and all was transferred to the user department hence 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	The MLG only had three projects under DDEG namely and the LG carried out Environment, Social and climate change screening for the three; Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. The Environment and social screening form endorsed by both EO and CDO on 25th July, 2022 Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. The Environment and social screening form endorsed by both Environment Officer and CDO on 26th July, 2022 Completion of fencing of West Division in Godia Cell, Godia Ward, West Division, Koboko Municipality. The Environment and social screening form endorsed by both Environment Officer and CDO on 26th July, 2022	4
	Maximum score is 12			

4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),	The DDEG financed project did not require ESIA's, this was in reference to the National Environment Act 2019 under schedule 4 part 2 which consist of projects with simple environment and social measures and the minimal level of impacts and require ESMPs that were developed as indicated below;	4
	Maximum score is 12	score 4 or 0	Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. ESMP prepared and endorsed by both Environment Officer and CDO on 17th August, 2022	
			Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. ESMP prepared and endorsed by both Environment Officer and CDO on 17th August, 2022	
			Completion of fencing of West Division in Godia Cell, Godia Ward, West Division, Koboko Municipality. ESMP prepared and endorsed by both Environment Officer and CDO on 17th August, 2022	
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 had Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant	4
	Maximum score is 12	score 4 or 0	Completion of office block extension in Koboko Municipal Council in Lipa Cell, Mengo Ward, South Division, Kobo;ko Municipality. ESMP costed at 2,500,000 endorsed by both EO and CDO on 17th August, 2022	
			Greening of Mayor's Garden in Lipa Cell, Mengo Ward, South Division, Koboko Municipality. ESMP costed at 1,500,000 endorsed by both EO and CDO on 17th August, 2022	
			Completion of fencing of West Division in Godia Cell, Godia Ward, West Division, Koboko Municipality. ESMP costed at 2,000,000 endorsed by both EO and CDO on 17th August, 2022	

Financial management and reporting

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>The LG obtained Unqualified audit opinion on its operations for the previous FY.</p>	10
6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>maximum score is 10</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> <p>score 10 or else 0.</p>	<p>The LG had not provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous FY by end of February. This was evidenced through a letter document number KMC/CR/252/1 addressed to the PS/ST written on 23rd February 2023 titled "Validation of accounting officer's responses to issues raised in internal auditor general and auditor general report findings for financial year ended 30th June 2022". Much as the report was prepared on time on 23rd February 2023, it was submitted late on 11th April 2023 which was a late submission.</p>	0
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>The annual performance contract was not submitted for the assessment and therefore unable to ascertain if it was timely submitted and countersigned by the PS/ST.</p>	0
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>The PBS generated report indicated the Local Government had submitted the Annual Performance Report for the previous FY on 2nd August 2022 which was timely since it was before the August 31, of the current Financial Year.</p>	4

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

Maximum score is 4

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

score 4 or else 0.

The PBS generated quarterly budget performance reports indicated the Local Government had submitted all the four quarterly Budget Performance Reports for the previous FY as follows;

1. The quarter one Budget performance report was submitted on 7th October 2022.
2. The quarter two Budget performance report was submitted on 7th February 2023.
3. The quarter three Budget performance report was submitted on 5th May 2023
4. The quarter four Budget performance report was submitted on 2nd August 2023.

Therefore, all the Quarterly Budget Performance

Reports (QBPRs) for all the four quarters of the Previous FY by August 31st of the current FY which was a timely submission.

**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.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The position of the Principal Education Officer was substantively filled. The incumbent Mr. Dimba David Kenyi was appointed on 5th December 2018 as was directed by the DSC minute: 196/2018.	30
<i>The Maximum Score of 70</i>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The LG approved staff structure provided for one (1) Inspector of Schools (Senior Inspector of Schools) and the LG had substantively filled up the position. The incumbent Mr. Moga Muhammad was appointed on 1st February 2021 as was directed by the DSC minute: DSC/364/2021.	40
<i>The Maximum Score of 70</i>				
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)	If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	The LG carried out carried out Environmental, Social and Climate Change screening/Environment for the projects implemented using SFG as indicated below; Construction of one unit of one storey Eight classrooms Block in Nyangilia Primary School. Environment and social screening form dated 14th July, 2022 endorsed by EO and CDO Construction of one unit of one storey Eight classrooms Block and renovation of one classroom with an office in Teremunga. Environment and social screening form dated 18th July, 2022 endorsed by EO and CDO 4 classroom Block and one unit of five stance latrines in Apa Primary School. Environment and social screening form dated 18th July, 2022 endorsed by EO and CDO Construction of a one-unit science laboratory at Nyaliro Secondary School. Environment and social screening form dated 18th July, 2022 endorsed by EO and CDO Renovation of one Unit of 4 classroom Block in Noor Primary school. Environment and social screening form dated 18th July, 2022 endorsed by EO and CDO	15
<i>The Maximum score is 30</i>				

Renovation of one Unit of four classroom Block in St. Charles Lwanga College Koboko. Environment and social screening form dated 19th July, 2022 endorsed by EO and CDO

Renovation of one Unit of four classroom block in Ombaci Secondary School. Environment and social screening form dated 19th July, 2022 endorsed by EO and CDO

Construction of two units of five stance drainable VIP latrines in Gbukutu and Abele Primary Schools. Environment and social screening form dated 19th July, 2022 endorsed by EO and CDO

Construction of two Units of five stance VIP latrines in Ombaci self-help school. Environment and social screening form dated 19th July, 2022 endorsed by EO and CDO

Construction of one unit of five stance VIP latrine in Nyangilia Primary School. Environment and social screening form dated 20th July, 2022 endorsed by EO and CDO

Construction of Twin staff house in Ogo Primary school. Environment and social screening form dated 25th July, 2022 endorsed by EO and CDO

2

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

If the LG carried out:
b. Social Impact Assessments (ESIAs) , score 15 or else 0.

The SFG financed project did not require ESIAs, this was in reference to the National Environment Act 2019 under schedule 4 part 2 which consist of projects with simple environment and social measures and the minimal level of impacts and require ESMPs that were developed as indicated below.

15

The Maximum score is 30

Construction of one unit of one storey Eight classrooms Block in Nyangilia Primary School. ESMP costed at Ugx 15,000,000 dated 8th August, 2022 endorsed by both CDO and EO

Construction of one unit of one storey Eight classrooms Block and renovation of one classroom with an office in Teremunga. ESMP costed at Ugx 15,000,000 dated 8th August, 2022 endorsed by both CDO and EO

4 classroom Block and one unit of five stance latrines in Apa Primary School. ESMP costed at Ugx 6,500,000 dated 8th August, 2022 endorsed by both CDO and EO

Construction of a one-unit science

laboratory at Nyaliro Secondary School. ESMP costed at Ugx 7,000,000 dated 11th August, 2022 endorsed by both CDO and EO

Renovation of one Unit of 4 classroom Block in Noor Primary school. ESMP costed at Ugx 2,700,000 dated 11th August, 2022 endorsed by both CDO and EO

Renovation of one Unit of four classroom Block in St. Charles Lwanga College Koboko. ESMP costed at Ugx 2,400,000 dated 10th August, 2022 endorsed by both CDO and EO

Renovation of one Unit of four classroom block in Ombaci Secondary School. ESMP costed at Ugx 2,500,000 dated 11th August, 2022 endorsed by both CDO and EO

Construction of two units of five stance drainable VIP latrines in Gbukutu and Abele Primary Schools. ESMP costed at Ugx 3,900,000 dated 9th August, 2022 endorsed by both CDO and EO

Construction of two Units of five stance VIP latrines in Ombaci self-help school. ESMP costed at Ugx 3,900,000 dated 10th August, 2022 endorsed by both CDO and EO

Construction of one unit of five stance VIP latrine in Nyangilia Primary School. ESMP costed at Ugx 1,800,000 dated 10th August, 2022 endorsed by both CDO and EO

Construction of Twin staff house in Ogo Primary school. ESMP costed at Ugx 3,500,000 dated 17th August, 2022 endorsed by both CDO and EO

**Health Minimum
Conditions**

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.		
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		
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.		
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.		
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.		

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>	
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>	
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>	<p>The LG neither substantively appointed PHO nor was there a secondment from MoH.</p> <p style="text-align: right;">0</p>
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>	<p>The LG had substantively filled the position of the Principal Health Inspector.</p> <p>The incumbent Mr. Ajabo Joel was appointed on 8th October 2020 as was directed by the DSC minute: 420/2020,.</p> <p style="text-align: right;">20</p>
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>j. Health Educator, score 20 or else 0</p>	<p>The position of the Health Educator was vacant and the LG had no formally seconded staff from the Central Government to fill up the vacancy.</p> <p style="text-align: right;">0</p>

Environment and Social Requirements

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

Maximum score is 30

If the LG carried out:

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

The LG carried out carried out Environmental, Social and Climate Change screening/Environment for the projects implemented using Health Development Grant as indicated below;

Construction of perimeter fence with gate house at Nyangilia HC III in Kululu Cell, Nyangilia Ward, South Division, Koboko Municipality and gate house in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. Environment and Social screening forms dated 20th July, 2022 endorsed by both CDO and EO

Construction of one unit of Attendance kitchen, 8 stance VIP latrine with 8 washrooms and 2 waiting shades at Nyangilia HC III in Kululu Cell, Nyangilia Ward, South Division, Koboko Municipality and gate house in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. Environment and Social screening forms dated 20th July, 2022 endorsed by both CDO and EO

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

Maximum score is 30

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

The Health Development Grant financed project did not require ESIAs, this was in reference to the National Environment Act 2019 under schedule 4 part 2 which consist of projects with simple environment and social measures and the minimal level of impacts and require ESMPs that were developed as indicated below.

Construction of perimeter fence with gate house at Nyangilia HC III in Kululu Cell, Nyangilia Ward, South Division, Koboko Municipality and gate house in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. ESMP costed at 5,000,000shs dated 16th August, 2022 endorsed by both CDO and EO

Construction of one unit of Attendance kitchen, 8 stance VIP latrine with 8 washrooms and 2 waiting shades at Nyangilia HC III in Kululu Cell, Nyangilia Ward, South Division, Koboko Municipality and gate house in Lasanga HC III in Nyemi Cell, Amunupi Ward, West Division, Koboko Municipality. ESMP costed at 5,000,000shs dated 16th August, 2022 endorsed by both CDO and EO

**Micro-scale Irrigation Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer <i>score 70 or else 0.</i>	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0
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. <i>Maximum score is 30</i>	If the LG: Carried out Environmental, Social and Climate Change screening <i>score 30 or else 0.</i>	Koboko Municipal Council does not implement MSI projects and therefore was excluded from the LGPA.	0

**Water & Environment 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. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	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>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	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>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	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.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	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>	f. Forestry Officer, score 10 or else 0.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	0

Environment and Social Requirements

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	0
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA	0

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.

Koboko Municipal Council Water sector was managed by National Water & Sewerage Corporation and was excluded from the LGPA