



LGMSD 2022/23

Manafwa District

(Vote Code: 566)

Assessment	Scores
Crosscutting Minimum Conditions	56%
Education Minimum Conditions	100%
Health Minimum Conditions	90%
Water & Environment Minimum Conditions	65%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	45%
Educational Performance Measures	62%
Health Performance Measures	69%
Water & Environment Performance Measures	59%
Micro-scale Irrigation Performance Measures	93%

**Crosscutting
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): • If so: Score 4 or else 0 	<p>The LG had only one DDEG funded project in the Financial Year 2022/2023 which was, Partitioning of the Administrative Block. At the time of assessment, the project had been partially done, and not completed as should have been planned. As such, the project was not serving its intended purpose.</p>	0
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> • By more than 5%, score 3 • 1 to 5% increase, score 2 • If no increase, score 0 <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>The average LLG performance score was 76% in 2022 and 75% in 2023, a decline of 1 percent.</p>	0
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> • If 100% the projects were completed : Score 3 • If 80-99%: Score 2 • If below 80%: 0 	<p>According to the 4th quarter Budget Performance Report for the FY 2022/2023, page 58, it had been reported that Partitioning of the Administrative Block had been completed. However upon visiting the site and through other desk reviews, it was established that the project had only partially done though the percentage of completion could not be established. It was therefore not possible to assess the level of completion.</p>	0
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>The information was not provided at the time of assessment despite numerous requests.</p>	0

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	The variations in the contract price and Engineer's estimates of the sampled DDEG projects were as follows: Variation = 100% ((Contract Price - Engineer's Estimate)/Engineer's Estimate) MANA566/wrks/22-23/00035 Partitioning of part of second floor for office space and replacement of some floor tiles at Lukhobo administration block. -budgeted at UGX 18,499,998/= actual contract price was UGX 18,499,998/= with a variation of UGX 0 represented by 0.0% In conclusion, The variations were within the range of +/- 20% provided in the guidelines.	2
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Performance Reporting and Performance Improvement

4	Accuracy of reported information Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate, score 2 or else score 0	According to the sampled Sub Counties of Bukewa, Lwanjusi and Town Council of Bugobero, there was evidence the information on the positions filled in LLGs as per minimum standards was accurate. At Bukewa S/C the HRM staff list had Natseba Stephen as the Senior Assistant Accountant, Nabazale Allen as a Community Development Officer and Khayiyi Lydia as a Senior Assistant Secretary and the staff list, attendance books at the Sub County reported the same. Lwanjusi S/C the HR staff list had Nambumba Naome Senior Accounts Assistant and Mutuma Gerald Community Development Officer and the Staff list and attendance books reported the same. Bugobero T/C had Mukoyaw W Milcah as a Townclerk, Wafuyo Jackline as a Senior Community Development Officer and Shamura Chebeti as Accounts Assistant.	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>According to the 4th quarter Budget Performance Report for the FY 2022/2023, page 58, it had been reported that Partitioning of the Administrative Block had been completed. However on ground, it was established that the project had only been partially done. Therefore the LG did not accurately report on the project.</p>	0
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 4 sampled LLGs were Bukhofu S/C, Bwagogo S/C, Weswa S/C and Bugobero T/C. These had assessment results as follows;</p> <ol style="list-style-type: none"> 1. Bukhofu S/C scored 64% based on the assessment conducted by the DLG and 53% based on IVA. The deviation between the two was 11%. 2. Bwagogo S/C scored 86% based on the assessment conducted by the DLG and 78% based on IVA. The deviation was 8%. 3. Weswa S/C scored 43% based on the assessment conducted by the DLG and 72% based on IVA. The deviation was -29%. 4. And finally Bugobero T/C scored 96% based on the assessment conducted by the DLG and 88% based on IVA. The deviation was 8%. <p>Not all the sampled LLGs had their deviations within the allowed +/-10%, hence the assessment not credible.</p>	0

5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	<p>The District had developed a performance improvement plan of 30% of the lowest performing LLGs as per 10th August, 2023.</p> <p>The Lowest performing LLGs were Nangalwa Sub County with 30%, Butooto Sub County 51% and Kimaluli Sub county with 55%.</p> <p>The key gaps identified were;</p> <ul style="list-style-type: none"> . Lack of facilitation of CDOs for data capture under PDM, . New staff not induced. . Over 40% of LLG Agriculture Officers are in acting capacity. . Extension workers care more about the mother Sub County and neglect the additional Sub Counties. <p>The agreed plan was the Principle Human Resource Officer to liaise with LLGs before the end of quarter 2 financial year 2023/2024.</p> <p>The CAO was to follow up on the lack of facilitation of CDOs by the end of financial year 2023/2024.</p>	2
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5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the District had implemented the PIP for the lowest performing LLGs in the financial year 2022/2023.</p>	0
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Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>The District had consolidated and submitted the staffing requirements for 2023/2024 to the MoPs on 30th September, 2022.</p>	2
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7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>The District Conducted a tracking analysis of staff attendance on a monthly basis during financial year 2022/2023.</p> <p>For instance, tracking analysis report dated 21st July, 2023 covering the months of July, August, September.</p>	2
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>Not all HoDs had been appraised in the financial year 2022/2023 as per the guidelines issued by MoPS, for example;</p> <ol style="list-style-type: none"> 1. Bamwele James a District Planner was appraised by the CAO Mr. Luyimbazi James on 25th June, 2023. 2. Mr. Obbo Bonifance, a Ag. District Production Officer Officer was appraised by the CAO Mr. Luyimbazi James on 30th June, 2023. 3. Ms. Nambuuya Racheal District Education Officer was appraised by the CAO Mr. Luyimbazi James on 26th June, 2023. <p>Those who were not appraised where as follows;</p> <p>The Chief Finance Officer Mr. Bichacha Micheal Nambekhe who was on interdiction during the period of appraisal, Kahinju Julian Masswa Ag. District Engineer, Mukhuana Jerome Senior Agriculture Engineer and Mandu Samuel Erisa District Community Officer, among others</p>	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>No rewards and sanctions were implemented by the time of the assessment although the committee was established in September 2023.</p>	0

Performance management

Maximum 5 points on this Performance Measure

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

Score 1 or else 0

The District had established Consultative Committee for staff grievance on 1st September, 2023 and appointed Committee members as follows ;

1. Mr. Ssenkindu Kalifan D/CAO chairperson.
2. Ms. Namono Betty, PHRO secretary.
3. Ms. Mutonyi Annet Masinde SEO member
4. Ms. Nakami Suzan Mandu SFO member.
5. Mr. Wataka John SFO member
6. Mr. Mukholi Eric David Deputy Headteacher, chairperson UNATU-Manafwa
7. Ms. Mutonyi Suzan Baraz AEO vice Chairperson UNATU.
8. Mr. Simali Godfrey Headteacher Member,
9. Ms. Alokait Agnes Headteacher Member (Htr's Association).

The committee had no cases to handle .

Payroll management

Maximum 1 point on
this Performance
Measure or else score 0

a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:

Score 1.

The District recruited 79 staff during the financial year 2023/2024 and all accessed their payroll in time apart from Mr. Wataaka Nicholas Anaesthetic Officer who had issues with NIRA.

Those who accessed in time included;

1. Bukoosa David Education Assistant 11 was posted on 24th August, 2023 and accessed in October 2023.
2. Buteme Christine Education Assistant II was posted on 24th August, 2023 and accessed in October 2023.
3. Akullo Dorah Senior Assistant Accountant was posted on 4th April 2023 and accessed payroll in June 2023.
4. Wandabwa Daphine, a Community Development Officer was posted on 4th April, 2023 and accessed in June, 2023.
5. Nekhabala Moses Medical Officer assumed duty on 4th April, 2023 and accessed payroll on June, 2023.
6. Nyakato Josephine Education Officer assumed duty on 4th April, 2023 and accessed payroll in June, 2023.
7. Lusike Zipora Office Attendant assumed duty on 4th April 2023 and accessed payroll in June, 2023 among others.

Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

The District had 36 staff who retired last financial year 2022/2023 and some didn't access their pension payroll within a period of two months after retirement .

1. M. Kharono Victoria Musimbi Education Assistant retired on 15th/Feb/2023 and accessed pension payroll in Oct/2023.
2. Masaba Dinah Education Officer retired on 30th/June/2023 and has not accessed her pension payroll.
3. Masabasi Patrick retired on 12th/May/2023 and didn't access pension in time.
4. Walimbwa Fred Senior Accountant Officer retired on 22/10/2022 and accessed pension payroll in April, 2023.
5. Walimbwa Stephen Education Assistant retired on 6th November, 2022 and accessed pension payroll in April, 2023.
6. Wanzala Wilson Patrick retired on 6th Nov, 2022 and accessed pension payroll in July, 2023.
7. Kakayi Deborah Deputy headteacher retired on 6th Nov, 2022 and accessed pension payroll in Sept, 2023.
9. Maidu Agnes Education Assistant retired on 17th March, 2022 and had not yet been captured for Nov, 2023.
10. Wekalawo Johnson retired on 28th Sept, 2022 and accessed pension payroll in Oct, 2023.

Those who accessed pension in time were as follows;

Dr. Okello Denis Odongo DPO retired on 17th March, 2023 and accessed pension payroll in time, among others.

Management, Monitoring and Supervision of Services.

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:	Direct transfers of DDEG finances to LLGS were executed in accordance with the requirement of the Budget as indicated below;	2
	Maximum 6 points on this Performance Measure	Score 2 or else score 0	<p>1. For quarter 1, UGX 99,628,206 was transferred against a budget of UGX 99,628,206.</p> <p>2. For quarter 2, UGX 99,628,206 was transferred against the budget of UGX 99,628,206.</p> <p>3. For quarter 3, UGX 99,628,206 was transferred against the budget of UGX 99,628,206.</p> <p>4. And for quarter 4, UGX 99,628,206 was transferred against the budget of UGX 99,628,206.</p>	
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).	<p>1. For quarter 1, the date of cash limit was 16th August 2022, amount was UGX 99,628,206, date of warranting was 16th August 2022. This was within 1 working day.</p> <p>2. For quarter 2, the date of cash limit was 18th October 2022, amount was UGX 99,628,206, date of warranting was 18th October 2022. This was within 1 working day.</p> <p>3. For quarter 3, the date of cash limit was 7th February 2023, amount was UGX 99,628,206, date of warranting was 7th February 2023. This was in 1 working day.</p> <p>4. And for quarter 4, the date of cash limit was 8th May 2023, amount was UGX 99,628,206, date of warranting was 8th May 2023. This was within 1 working day.</p> <p>Warranting for all quarters was within 5 working days from the cash limit dates.</p>	2
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0		
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:	<p>The LG did not invoice and communicate all the DDEG transfers for the financial year 2022/2023 within 5 working days from the date of funds release in each quarter as it was evidenced in the sampled Sub Counties.</p> <p>The 1st Quarter was communicated on 21st October 2022 and Lwanjusi sub county received it on 4th/Oct/2022</p> <p>The 2nd quarter 2 was released on 21st February 2023 and communicated on 4th April 2023. Bugobero T/C and Bukewa S/C the information was not provided.</p>	0
	Maximum 6 points on this Performance Measure	Score 2 or else score 0		

11	Routine oversight and monitoring Maximum 4 points on this Performance Measure	a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines: Score 2 or else score 0	There was evidence that the District had Supervised and mentored LLGS on a quarterly basis throughout the Financial Year 2022/2023. The quarterly supervision reports were dated 29th August 2022 for quarter 1, 2nd December 2022 for quarter 2, 28th April 2023 for quarter 3 and 9th May 2023 for quarter 4. There were also quarterly mentoring reports which were dated 7th November 2022 for quarter 1, 6th February 2023 for quarter 2, 4th May 2023 for quarter 3 and 11th July 2023 for fourth quarter.	2
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11	Routine oversight and monitoring Maximum 4 points on this Performance Measure	b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up: Score 2 or else score 0	The LG held TPC meetings and discussed supervision and monitoring reports as follows; 1. TPC meeting held on 27th September 2022 discussed the first quarter supervision and monitoring report under min. DTPC 05/12/2022 2. TPC meeting held on 9th March 2023 discussed the report for quarter 2 under DTPC/Min 5/03/2022/2023 3. And TPC meeting held on 27th August 2023 discussed the report for quarter 3 under DTPC/Min 5/09/2022/2023 No evidence was provided to show that minutes of the 4th quarter supervision and monitoring reports had been discussed.	0
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Investment Management

12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: Score 2 or else score 0 Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0	The District maintained an updated Assets Register which recorded details on Buildings, Land, Motor Vehicles and other assets as per page 167 - 169 of the Accounting Manual. Examples of the assets recorded included; 1. Pick-up Double Cabin with registration number UG 0490Z, acquired on 14th February 2021 at a cost of UGX 90,000,000 2. Agricultural Truck with registration number UBF 437P, acquired on 23rd January 2021 at UGX 750,000,000 3. And a 2 classroom block at Sibanga Primary School, completed on 21st August 2019 at a cost of UGX 100,000,000 among others.	2
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>There was a Board of Survey Report for Financial Year 2021/2022, dated 25th August 2023. In it, it was recommended that the LG expedited the process of boarding off of the unserviceable assets to avoid future losses, planned the construction of a staircase as well as toilet facilities to cater for the welfare of people with disabilities, and establish a central parking yard for easy management of the fleet of vehicles and motor cycles among others.</p> <p>No evidence was provided to show that the LG had acted upon those recommendations.</p>	0
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>The minutes of the Physical Planning Committee were not availed at the time of assessment as the Physical Planner, who was the custodian of the said minutes, was reported to be away on maternity leave.</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; Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>There was a desk appraisal report for the infrastructure projects implemented in the Financial Year 2022/2023, dated 16th June 2022. However, the only DDEG funded project of Partitioning the Administrative Block was not among the appraised projects.</p>	0
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: e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was a field appraisal report for the infrastructure projects implemented in the Financial Year 2022/2023, dated 16th June 2022. However, the only DDEG funded project of Partitioning the Administrative Block was not among the appraised projects.</p>	0

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>Project profiles were discussed by the DTPC during a meeting held on 9th March 2023 under DTPC/Min.06/03/2022/2023</p>	1
		<p>Score 1 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>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p>	<p>There were only two DDEG projects listed in the current FY 2023/2024 procurement plan for Manafwa District Local Government.</p>	2
		<p>Score 2 or else score 0</p>	<p>There was evidence of;</p> <p>The Environmental and Social screening report for the construction of postnatal ward at Bugobero HCIV dated 6/07/2023 and its costed ESMP at UGX. 4,000,000/= signed by the Environment Officer and DCDO</p> <p>and;</p> <p>The environmental and social screening report for the connection of water and electricity to the doctor's house at Bubulo HCIV screened on 28/08/2023 and its costed ESMP at 450,000/= dated 29/08/2023.</p>	
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>PDU of the DLG had evidence that all infrastructure projects for 2023/24 FY to be implemented using the DDEG were incorporated in the LG approved procurement plan signed on 3rd Aug 2023 by the DCAO.</p>	1
		<p>Score 1 or else score 0</p>	<p>Projects included;</p> <p>Construction of post-natal ward at Bugobero HC IV Phase1 (Page 5, No.35)</p> <p>Construction of power and water to doctor's house in Bubulo HcIV (Page 6, No.7)</p>	
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 Contracts Committee had not sat to approve the DDEG projects.</p>	0

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	The LG had a Project Implementation Team established as per CAO letter of appointment dated 30th Sep 2022; The team was appointed to take on projects for the whole financial year 2022/23 the team members included; <ul style="list-style-type: none"> • KAhinju Julian Masswa (Ag. DE) • Nambuya Rachael (DEO) • Bamwete James (District planner) • Dr. Obbo Boniface (Ag. DPO) • Dr. Nakhokho Ephraim (DHO) • Tsekooko Moses (DCDO) • Wakalanga Sulai (Environmental officer) • Mukimba Doreen (S.L.O) • Mandu Robert (ADWO Mobilisation) • Nekesa Grace (ADWO sanitation) • Matino Sam (COW Housing) • Masambasi Patrick (COW water) 	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	The works that were done were; Partitioning of part of 2nd Floor for office space using Aluminum and replacement of some broken tiles. On site visit and review, Aluminum partitions were perfectly installed and the floor tiles were perfectly replaced.	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was no evidence of supervision reports and the project was not complete as per the date of assessment	0
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement): Score 1 or else score 0	There was no evidence of certification and payments. The project was not completed as per the time of assessment.	0

13

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

g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:
 Score 1 or else 0

On the review of the project file, there was evidence that the LG had a complete procurement file with all records as per PPDA.

MANA566/wrks/22-23/00035
 Partitioning of part of second floor for office space and replacement of some floor tiles at Lukhobo administration block. - Stepco Bumbo Constructors Ltd was the contractor, approval of the Evaluation Report was done on 26th May 2023 Under minute number MIN: 0068/MCC/22/23 (A) and Contract signing was done on 14th June 2023

Environment and Social Safeguards

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feedback (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>Score: 2 or else score 0</p>	<p>There was evidence of the appointment letter for the Grievance focal person designating Mr. Tsekooko Moses as the focal point person for grievance handling by the CAO Mr. Luyimbazi James dated 5/02/2023.</p> <p>There was no evidence of a circular appointing all Grievance redress committee members listed below;</p> <ul style="list-style-type: none"> - Mr. Luyimbazi James (CAO) Chairperson - Tsekooko Moses (DCDO) Secretary - Mukimba Doreen (SLO) - Wakalanga Sulayi (EO) - Mukwano Jerome (SAO) - Dr. Obbo Boniface (DPO) - Mwasia Edward (Religious Leader) - Walikhu Godfrey (PWDs) - Kakayi Doreen (NGO) <p>Only three members of the nine Grievance redress committee members had been given appointment letters and those were;</p> <ul style="list-style-type: none"> - Tsekooko Moses (DCDO) Secretary - Mukimba Doreen (SLO) - Wakalanga Sulayi (EO) <p>There was evidence of two sets of GRC meeting minutes availed during assessment from meetings held on 23/06/2023 at District LCV Chairman’s boardroom chaired by the CAO and 17/01/2023 at District LCV Chairman’s Boardroom chaired by the CAO.</p>	0
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence of a centralised grievance log book availed by the grievance focal person</p> <p>The complaints referral path was also availed during the assessment.</p>	2

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. If so: Score 1 or else 0	The Grievance referral path was seen publicised on the LG notice board and on Manafwa District website (https://www.manafwa.go.ug)	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	On page 162 of the LG DP III, and on page 82 of the LG Work Plan and Budget for 2023/2024, the LG had planned to plant assorted species of trees in the dry land areas at a cost of UGX 5,000,000, provide tree cover to the vulnerable communities to mitigate climate change.	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	There was evidence that LG disseminated enhanced DDEG Guidelines to LLGS during the capacity building meeting which was held on 9th May 2023. In attendance were Sub County Chiefs from all the Sub Counties. The same were also disseminated in the planning meeting with lower local governments that was held on 13th March 2023.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0	There was no ESMP developed for the Partitioning the District Administration Block (second floor). Therefore there was no possibility of incorporating a non-existing ESMP in the contract documents of the partitioning of the District Administration block.	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	There was not any additional impact from climate change to be costed for the partitioning of the District Administration block.	3

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 1 or else score 0	There was evidence of the land title for the land at which the District Administration Block lies. Land title for 5.9640 hectares of land South Mbale, Manafwa on plot 911, Block 8 at Bumulyanyuma village dated 23/06/2022	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There was no Supervision and monitoring report availed during assessment time.	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was no Environment and Social Certificate availed for the partitioning of the District Administration block.	0

Financial management

16	LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment: Score 2 or else score 0	Manafwa LG did bank reconciliation for the following accounts; 1. Manafwa District General Fund Account, no. 95040200000966 at Bank of Baroda Mbale. 2. Manafwa District Revenue Collection Account, no. 009820168000001 at BoU. 3. Manafwa District Interest Account, no. 95040200000064 at Bank of Baroda Mbale. However, reconciliation had been done up to the Month of September and not to October which was the month preceding assessment.	0
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17	LG executes the Internal Audit function in accordance with the LGA Section 90	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.	The LG produced Internal Audit Reports for all the four quarters of 2022/2023 and these were as follows; 1. Quarter 1 internal audit report was dated 31st December 2022. 2. Quarter 2 report dated 28th March 2023 3. Quarter 3 report dated 6th June 2023 4. And quarter 4 report dated 30th August 2023	2
	Maximum 4 points on this performance measure	Score 2 or else score 0		
17	LG executes the Internal Audit function in accordance with the LGA Section 90	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.	The LG has provided information to the LCV chairperson and the LG PAC respectively, on the status of implementation of internal audit findings for the previous 2022/2023 as follows; 16th December 2022 and 20th December 2022 for quarter 1, 29th March 2023 and 31st March 2023 for quarter 2, 14th June 2023 and 21st June 2023 for quarter 3 and 31st August 2023 and 4th September 2023 for quarter 4.	1
	Maximum 4 points on this performance measure	Score 1 or else score 0		
17	LG executes the Internal Audit function in accordance with the LGA Section 90	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:	The Internal Audit Reports were submitted to the LG PAC and the Accounting Officer on 19th December 2022 for the 1st quarter report, 31st March 2023 for the 2nd quarter report, 20th June 2023 for the 3rd quarter report and 4th August 2023 for the 4th quarter report. The LG PAC reviewed 3 out of the 4 Internal Audit reports as follows; the quarter 2 report was reviewed on 1st December 2022, quarter 3 report on 6th July 2023 and quarter 4 report on 7th July 2023. The Quarter 1 Audit report was not discussed because the term of office for the committee had expired May 2022, and there was no committee until September 2022.	0
	Maximum 4 points on this performance measure	Score 1 or else score 0		

Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Local revenue collection FY 2022/23 was UGX 171,581,786 as the Draft Financial Accounts for 2022/2023 (page 23)</p> <p>Budgeted local revenue was UGX 427,554,100 as per the LG Budget for 2022/2023 (no page number)</p> <p>Budget realisation was $(171,581,786 / 427,554,100) * 100$</p> <p>= 40.1%</p> <p>The budget deficit was 59.9% which was not within +/-10% ceiling.</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>The Local Revenue collected in 2021/2022 was UGX 217,345,846 as per the Final Accounts for 2021/2022.</p> <p>The Local Revenue collected in 2022/2023 was UGX 171,581,786 as per the Draft Final Accounts for 2022/2023.</p> <p>There was an increase of UGX 45,764,560 in the local revenue collected between 2021/2022 and 2022/2023.</p> <p>Percentage decrease in was;</p> <p>$(45,764,560 / 217,345,849) * 100 = 21.1\%$</p>	0
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>The LG remitted UGX 10,625,005 to the Lower Local Governments. However, the amount of sharable Local Revenue was not provided to assess whether 65% of it had been remitted.</p>	0

Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>The procurement Unit awarded contracts and amounts for FY 2022/2023 were available on file, endorsed by CAO and Senior Procurement Officer, published on the procurement Notice Board of the District Headquarters on 24th Aug 2022. The sampled awarded contracts were:</p> <p>Ref:Mana566/wrks/2022-2023/00005, Renovation of district medical store which was awarded to African construction technicians and Constructors Ltd at 97,910,500/=</p> <p>MANA566/wrks/2022-2023/00004 Construction of a 2-Classroom block with an office at Kikwetsi P/s which was awarded to African construction technicians and Constructors Ltd at 72,917,746/=</p> <p>MANA566/wrks/2022-2023/00003 Construction of a 2-Classroom block with an office at Bumwangu P/s which was awarded to Tsandex Investments Ltd at 72,917,746/=</p> <p>Mana566/wrks/2022-2023/00007 Completion of upgrading of Bukimanayi HCIII. which was awarded to Muaina Engineering works Ltd at 129,935,045/=</p> <p>Mana566/wrks/2022-2023/00008 Construction of Staff house at Bukimanayi HCIII. which was awarded to African construction technicians and Constructors Ltd at 176,777,939/=</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>The LG published the performance assessment results for 2022 on the public notice board on 7th November 2023, and on the LG website; www.manafwa.go.ug. The LG was ranked 36th in the Country with an average score of 58%.</p>	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>The LG conducted community dialogues on 16th January 2023 in Maefe Sub County, 23rd February 2023 in Butiru Sub County and 23rd March 2023 in Bukhadala Sub County. The subject of the dialogues were health related and the above counties were targeted because of their health facilities and there was poor health seeking behaviour amongst the populations.</p> <p>There were other community meetings held on 5th October 2022 in Maefe Sub County, 10th October 2022 in Kimamuli Sub County, 11th October 2022 in Bukhadala Sub County, 12th October 2022 in Bunyinja Sub County and 17th October 2022 in Sibanga Sub County. The subject of the meetings were to improve on performance of community related activities by Village Health Teams.</p>	1
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>The LG displayed tax rates in form of a charging policy for Financial Year 2022/2023, on 16th August 2022. The collection procedures and appeal procedures were however not displayed.</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 CAO responded to the IGG report on allegations of use of forged academic documents by Ms. Ikilai Susan, a Parish Chief. There was evidence that the CAO had taken action by dismissal of the said officer.</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>In 2020, 3,576 pupils sat PLE of whom 2,054 passed in Divisions 1, 2 and 3. This represented a pass rate of 57%.</p> <p>In 2022, 3,868 pupils sat PLE and 2,123 passed in Divisions 1, 2, 3 which represented a pass rate of 55%.</p> <p>There was a decline of 2 percentage points between 2020 and 2022.</p>	0
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>In 2020, 1,397 students sat UCE examinations of whom 628 passed in Divisions 1, 2 and 3. This represented a pass rate of 45%.</p> <p>In 2022, 1,443 students sat UCE examinations and 689 passed in Divisions 1, 2, 3. This represented a 48% pass rate.</p> <p>There was an increase of 3 percentage points, which was between 1 and 5%.</p>	2
2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 <p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>LLG performance results for Education for 2023 and 2022 were not availed at the time of assessment.</p>	0

3	Investment Performance: The LG has managed education projects as per guidelines	a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0	The education development had a UGIFT grant for 2022/2023 amounting to UGX 2,854,437,000 all of which was utilized for construction of Khabutoola Seed Secondary School.	2
	Maximum 8 points on this performance measure		It had an SFG of UGX 400,000,000 which was utilized as follows;	
			1. Construction of ten 5 - stance VIP latrines in the following Primary Schools; Buweswa, Kitsi, Sibanga, Bumwangu, Bwirusa, Toma Butta, Lyambogo, Lwanjusi, Saamba and Ikaali, each at UGX 25,000,000	
			2. Construction of two classroom blocks at Bumwangu Primary School and Kikwesi Primary School each at UGX 75,000,000	
			All the development grants were used on eligible expenditures.	
3	Investment Performance: The LG has managed education projects as per guidelines	b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0	The DEO, Environment Officer, and CDO all certified on education construction projects before payment. Examples were as follows;	2
	Maximum 8 points on this performance measure		1. On the payment certificate no. 1, of UGX 22,411,598, for construction of a 5 stance VIP latrine at Sibanga Primary School, dated 15th April 2023, the DEO signed on 20th April 2023, and the Environmental Officer and DCDO both signed on 21st April 2023.	
			2. On the payment certificate no. 1 of UGX 22,482,540, for construction of a 5 stance pit latrine at Bwirusa Primary School, dated 4th April 2023, all the three officers signed on 5th April 2023.	
			3. And on the payment certificate no. 1 of UGX 22,478,130, for construction of a 5 stance lined pit latrine at Buwangu Primary School, dated 4th April, all three signed on 5th April 2023 among others.	

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	There was only one project in the education sector for FY 2022/2023 and the variations in the contract price and Engineer's estimates was as follows:	2
	Maximum 8 points on this performance measure		Variation = 100% ((Contract Price - Engineer's Estimate)/Engineer's Estimate)	
			MANA566/wrks/2022-2023/00004 Construction of a 2-Classroom block with an office at Kikwetsi P/s was budgeted at UGX 75,000,000/= and actual contract price was UGX 72,917,746/= with a variation of UGX 2,082,254/= represented by +2.8%,	
			MANA566/wrks/2022-2023/00003 Construction of a 2-Classroom block with an office at Bumwangu P/s was budgeted at UGX 75,000,000/= and actual contract price was UGX 73,449,343/= with a variation of UGX 1,550,657/= represented by +2.07%,	
			MANA566/wrks/2022-2023/00003 Construction of a VIP pit Latrine at Bwirusa P/s was budgeted at UGX 25,000,000/= and actual contract price was UGX 24,980,600/= with a variation of UGX 19,400/= represented by +0.08%,	
			In conclusion,	
			The variations were within the range of +/- 20% provided in the manual.	
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	The overall completion of Khabutoola Seed secondary school was an estimate of around 70% from the site visit conducted. And around 75% from the work schedule.	0
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 		

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	<p>The District had recruited primary school teachers as per the prescribed MoEs staffing guidelines. The approved staff list had 1106 and filled were 864 that is;</p> <p>$864/1106*100 = 78.1\%$</p>	1
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 LG had 61 primary schools and 10 secondary schools making a total of 71. Out of these, 61 met the basic requirement and minimum standards as set in the DES guidelines. This amounted to 86%, which was above 70%</p>	3

Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

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

Deployment of teachers in the sampled primary schools were as follows;

1. Busumbu Primary School had 18 teachers on their deployment list obtained from the Education Department, of whom, 9 were male and 9 were female. On visiting the school, all the teachers had been deployed in the school, evidenced by the staff list which was displayed in the head teacher's office and the teacher attendance register.

2. Toma Butta Primary School had 19 teachers on their deployment list obtained from the Education Department, of whom, 8 were male and 11 were female. On visiting the school, all the teachers had been deployed in the school, evidenced by the staff list which was displayed in the head teacher's office and the teacher attendance register.

3. Ikaali Primary School had 14 teachers on their deployment list obtained from the Education Department, of whom, 11 were male and 3 were female. On visiting the school, all the teachers had been deployed in the school, evidenced by the staff list which was displayed in the head teacher's office and the teacher attendance register.

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 Education department had an asset register which reported on all the infrastructure in all the registered primary schools. In the sampled school, the assets were as follows;

1. For Busumbu primary school, the asset register had 16 classrooms, 117 desks, 19 latrine stances, and 0 teacher's house among others.

2. For Toma Butta Primary School, the asset register had 7 classrooms, 194 desks, 2 staff houses, 13 chairs and 4 tables.

3. For Ikaali Primary School, the asset register had 11 classrooms, 8 latrine stances, 160 desks, 10 chairs and 1 kitchen among others.

All these facilities were found present in the sampled schools during the field visits.

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>All registered primary schools submitted their annual reports and budgets to the Education Department, complete with signatures of the Head teachers and SMC chair persons. It was noted that the dates of submission of the various reports from the Primary Schools were not provided.</p>	0
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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>There was evidence that the Education department had supported all Primary Schools in the District to prepare School Improvement Plans as was evidenced in the inspection report dated 12th January 2023, representing 100%.</p> <p>For the sampled schools, all had in place school improvement plans and were as follows;</p> <ol style="list-style-type: none"> 1. Ikaali Primary School had a School Improvement Plan dated 10th January 2023. In it, the school had planned; teaching/learning process, feeding of pupils and staff, and health and sanitation among others. 2. Toma Butta Primary School had a School Improvement Plan dated 21st September 2022. Some of the concerns to address in the SIP were reading culture, PLE performance, hygiene and sanitation, and safety and security among others. 3. And Busumbu Primary School had a School Improvement Plan which had the following planned; mid-day meals to teachers and pupils and early morning time tables among others. 	4
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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>There was evidence that the Local Government had collected and compiled EMIS return forms for all the 61 registered UPE schools in the Financial Year 2022/2023. This was evidenced by the letter from the CAO to the Permanent Secretary Ministry of Education and Sport, with subject matter 'SUBMISSION OF MANAFWA DISTRICT SCHOOL ENROLMENT FOR 2023/2024' dated 28th October 2022, and received by the Permanent Secretary on 22nd November 2022.</p> <p>This represented 100% compilation</p>	4
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Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>The LG had a wage budget of UGX 5,946,442,598 as per the Approved Budget Estimates for 2023/2024. This was to cater for all head teacher and classroom teachers for the 61 primary school.</p>	4
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p>	<p>From the staffing list obtained from the Education Department, it was observed that teachers had been deployed as per the staffing guidelines which required that each school had a headteacher and a minimum of 7 teachers for schools going up to P7. All schools were going up to P7, and each school had a head teacher and a minimum of 7 teachers. In the sampled schools, their deployment were as follows;</p> <ol style="list-style-type: none"> 1. Toma Butta Primary School had a head teacher and 18 classroom teachers. 2. Busumbu Primary School had a head teacher and 17 classroom teachers. 3. And finally Ikaali Primary School had a head teacher and 13 classroom teachers. 	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>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p>	<p>Teacher deployment data had been displayed on the notice boards at the Education department at the time of assessment.</p>	1
	<p>Maximum 8 points on this performance measure</p>	<p>score: 1 else, score: 0</p>	<p>However in the sampled schools, which were Ikaali Primary School, Busumbu Primary School and Toma Buta Primary School, the lists were displayed in the head teachers' offices.</p>	
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO</p>	<p>There was no evidence that primary school head teachers had been appraised in the financial year 2022/2023.</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>Score: 2 or else, score: 0</p>	<p>The District Education Officer did not submit any copy to the HRM.</p>	
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p>	<p>There was no evidence that secondary school head teachers had been appraised in the financial year 2022/2023.</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>Score: 2 or else, score: 0</p>	<p>The Chairman Board of Governors did not submit any copy to the HRM.</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>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>There was no evidence that all staff in the Education department had been appraised in the financial year 2022/2023.</p>	0
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>The Education Department prepared a training plan for 2022/2023 dated 20th July 2022. In it, it was planned that;</p> <ol style="list-style-type: none"> 1. SMCs were to be trained on school administration and education services. 2. Senior Women and Men teachers were to be trained on reproductive health, guidance and counselling. 3. And Education staff were to be trained on ICT use among others. 	2
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Management, Monitoring and Supervision of Services.

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>The CAO wrote to the Permanent Secretary, Ministry of Education and Sport, with subject matter ‘SUBMISSION OF MANAFWA DISTRICT SCHOOL ENROLMENT FOR 2023/2024’ dated 28th October 2022, and received by the Permanent Secretary on 22nd November 2022. In this letter, the CAO attached lists of schools and their enrolment data. However, the school budget allocations were not included in the attachment.</p>	0
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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. If 100% compliance, score:2 else, score: 0</p>	<p>According to the LG Approved budget estimates FY 2022/2023, the Education department received UGX 44,464,000 as inspection grant. Of this UGX 11,600,000 was allocated to the DEO's office and UGX 32,864,000 to the inspectorate.</p> <p>This was in line with the sector guidelines, which call for a minimum allocation of UGX 4 million per LG, plus UGX 336,000 (6 inspections at UGX 56,000) per school for the 3 terms.</p>	2
<p>Maximum 8 points on this performance measure</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 If 100% compliance, score: 2 else score: 0</p>	<p>For quarter 1, cash limit date was 17th August 2022, amount released was UGX 154,273,500, warrant date 17th August 2022, transfer date 23rd August 2022. This was within 4 working days.</p> <p>For quarter 2, cash limit date was 24th October 2022, amount released was UGX 154,273,500, warrant date 24th October 2022, transfer date 7th November 2022. This was within 10 working days.</p> <p>For quarter 3, cash limit date was 24th January 2023, amount released was UGX 308,547,000, warrant date 24th January 2023, transfer date 27th January 2023. This was within 3 days.</p> <p>For quarter 4, cash limit date was 26th May 2023, amount released was UGX 308,547,000, warrant date 26th May 2023, transfer date 15th June 2023. This was within 14 working days.</p> <p>Not all releases were within 5 working days from the dates of warranting.</p>	0
<p>Maximum 8 points on this performance measure</p>				
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED. If 100% compliance, score: 2 else, score: 0</p>	<p>For quarter 1 of 2022/2023, invoicing was made on 23rd August 2022, for quarter 2 on 7th November 2022, for quarter 3 on 27th January 2023, and quarter 4 on 15th June 2023.</p> <p>On the District notice board, the releases had been displayed, but the dates of display were not indicated, neither were letters to schools, communicating the releases, provided for evaluation, to assess whether communication had been done within 3 working days</p>	0
<p>Maximum 8 points on this performance measure</p>				

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	In place were inspection plans for 2022/2023. However, minutes of planning meetings for inspection were not provided for assessment.	0
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 - 99% score 1 • Below 80%: score 0	According to the inspection report for term 3 2022. Dated 12th January 2023, all the 61 UPE schools were inspected and monitored, representing 100% inspection. Inspection coverage for term 1 2023 and term 2 2023 were not availed for assessment.	0
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up, Score: 2 or else, score: 0	The LG held departmental meetings and discussed school inspection reports on 31st January 2023 and 15th February 2023. Among issues discussed included general attendance of teachers and learners and inadequate latrine facilities among others.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0	No evidence was provided to show that inspection and monitoring results had been submitted to the Directorate of Education Standards.	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>The committee responsible for Education sat on 14th December 2022 and under Min. SCSS/05/12/2022/2023, they discussed education service delivery issues which included school enrolment for 2022, the status of quarter one education department releases, Education Department infrastructure projects and the challenges faced in the sector as well as their recommendations among others.</p> <p>It also sat on 12th June 2023 and under Min. SCSS/05/06/2022/2023, it discussed the challenges in the Education Department and provided recommendations.</p>	2
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11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>There was evidence that the Education Department had conducted activities to mobilise, attract and retain children in school. In the minutes of the DEO's meeting with Community Stakeholders at Sibanga Sub county, held on 18th July 2022, the DEO, under Min. 06/12/2021, encouraged parents to continue guiding and counselling the children especially the girl child, and also encouraged parents to go home with study materials from their respective schools and make use of them.</p>	2
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Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>The Local Government Education Department had an asset register of all facilities and equipment contained in the secondary schools. For example;</p> <ol style="list-style-type: none"> 1. For Busumbu primary school, the asset register had 16 classrooms, 117 desks, and 19 latrine stances among others. 2. For Toma Butta Primary School, the asset register had 7 classrooms, 194 desks, 2 staff houses, 13 chairs and 4 tables. 3. And for Ikaali Primary School, the asset register had 11 classrooms, 8 latrine stances, 160 desks, 10 chairs and 1 kitchen among others. <p>All these facilities were found present in the sampled schools during the field visits.</p>	2
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12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>There was a desk appraisal report for the infrastructure projects implemented in the Financial Year 2022/2023, dated 16th June 2022. Among the Education Projects appraised included; construction of Sisuni and Butta Seed Schools, Construction of 5 stance VIP latrines in Lyambogo Primary School, Buwesswa Primary School and Tooma Butta Primary School among others.</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>Much as the LG provided a field appraisal report for the projects implemented under the Education Department, it was a mere reproduction of the desk appraisal report and did not give any site specific information like site access, site drainage and the detailed environmental and social issues among others.</p>	0
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 for and incorporated into the approved procurement plan for FY 2023/24 that was signed by the DCAO on 03rd Aug 2023. The project was Construction of Seed schools at Susuni and Butta</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 Contracts Committee approved projects as follows;</p> <ol style="list-style-type: none"> 1. Construction of 2-classroom block with office at Kikwetsi P/S on 24th July 2022 under Min. 0009/MCC/2022/23 at a cost of 72,917,746/-. 2. Construction of 2-classroom block with office at Bumwangu P/S on 24th July 2022 under Min. 0009/MCC/2022/23 at a cost of 73,499,343/-. 3. And Construction of 5-stance VIP latrine at Bwirusa P/S. Project on 9th January 2023 under Min. 0035/MCC/2022/23 at a cost of 24,975,700/-. <p>All the above projects were below UGX 200,000,000 to require clearance by the Solicitor General.</p> <p>4. For Khabutoola Seed Secondary school (Procurement Ref. MoES-UGIFT/WRKS/21-22/0005 Lot 33), approval was made on 2nd March 2022, under Min 006MCC/2021/22(A), a FY (2021-2022) and was a roll over project from the FY 2021/2022, hence outside the year of assessment.</p>	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 had a project implementation team established as per CAO letter of appointment dated 30th Sep 2022; The team was appointed to take on projects for the whole of financial year 2022/23 the team members included;</p> <ul style="list-style-type: none"> • Kahinju Julian Masswa (Ag. DE) • Nambuya Rachael (DEO) • Bamwete James (District planner) • Dr. Obbo Boniface (Ag. DPO) • Dr. Nakhokho Ephraim (DHO) • Tsekooko Moses (DCDO) • Wakalanga Sulai (Environmental officer) • Mukimba Doreen (S.L.O) • Mandu Robert (ADWO Mobilisation) • Nekesa Grace (ADWO sanitation) • Matino Sam (COW Housing) • Masambasi Patrick (COW water) 	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>There evidence that the school infrastructure followed the standard technical designs provided by the Mo ES</p> <p>For the few sampled areas;</p> <p>The roofing iron sheets were gauge 26 as required by the design</p> <p>The classroom dimensions were 8810x6970mm as in the design.</p> <p>Main Entrance doors were 1200x2400mm.</p> <p>Windows on the classroom block were 1200x1500mm as shown on the MoES designs.</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</p> <p><i>score: 1, else score: 0</i></p>	<p>There evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the FY 2022/23 as evidenced on project management files presented by the DE.</p> <p>Report and site meeting Minutes at Khabutoola Seed Secondary School dated 10th Jan 2023, 27th Feb 2023, 15th Mar 2023, 19th April 2023, 17th May 2023 etc.</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 of Reports on the planned sector infrastructure projects in the FY 2022/2023 by the joint technical teams involving engineers, environment officers, CDOs.</p> <p>Reports and minutes of meetings dated 18th Dec 2022, 5th Jan 2023 on the construction of a 2-Classroom block at Bumwangu P/S.</p> <p>Reports and minutes of meetings dated 15th Nov 2022, 28th Dec 2022 and 5th Jan 2023 on the construction of a 2-Classroom block at Kikwetsi P/S</p> <p>Monitoring reports dated 23rd Mar 2023 on all infrastructure projects done by the DLG of Manafwa. Inspection Report for the construction of a 2-classroom block at Bukanza P/S dated 17th Feb 2023</p> <p>Report and site meeting Minutes at Khabutoola Seed Secondary School dated 10th Jan 2023, 27th Feb 2023, 15th Mar 2023, 19th April 2023, 17th May 2023 etc.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>1. Voucher no. 5749716 of UGX 102,859,373 for construction of a 3 classroom block with an office at Busanza Primary School. Payment request was made on 27th March 2023 and payment was made on 30th May 2023. This was more than 2 months.</p> <p>2. Voucher no. 5740251 of UGX 827,673,242 for construction of Nakatsi Seed Secondary School. Payment request was made on 30th April 2023 and payment was effected on 30th May 2023. This was within 2 months.</p> <p>Not all payments were made within 2 months.</p>	0
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>The LG Education department submitted its procurement plan on 21st April 2022 in accordance with the PPDA Law.</p>	1

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law score 1 or else score 0	There evidence that the LG has a complete procurement file for each school Infrastructure contract with all records as required by the PPDA MoES -UGIFT/wrks/2021-2022/00005 Construction of Khabutoola Seed Secondary School. Contracts committee approval of the evaluation report Under Min:0060MCC/2021/22(A) of the contracts committee that sat in Manafwa which was the lead district of Lot 33 on 02nd March 2022. The project was awarded to African Construction Technicians and Constructors Ltd. The contract was signed on 14th October 2022.	1
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Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0	There was evidence of a centralised log book and there was no grievance/complaint reported from implementation of education projects.	3
15	Safeguards for service delivery. <i>Maximum 3 points on this performance measure</i>	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 <i>Score: 3, or else score: 0</i>	The LG Education Department disseminated Guidelines incorporating Environment and Social Guidelines to primary schools on 7th June 2022. Copies of the said guidelines were found in the sampled schools namely Toma Butta P/S, Busumbu P/S and Ikaali P/S.	3
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0	There was evidence of costed ESMPs for all the education projects implemented in the Previous FY 2022/2023 and all these ESMPs were incorporated in their respective BOQs/ contract documents	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, score: 1, else score:0	There was no evidence in the form of land ownership documents	0

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i></p>	<p>Not all education projects had monthly supervision and monitoring reports</p> <p>Education projects with monthly supervision and monitoring reports included;</p> <p>Construction of 2 classroom block and office at Bumwangu Primary School dated 8/11/2022 and 20/12/2023</p> <p>Construction of 2 classroom block and office at Kikwetsi Primary School dated 22/11/2022</p> <p>There were no monthly monitoring reports for the construction of the 5 stance Pit latrine at Bumwangu Primary School.</p> <p>A onetime monitoring report was availed dated 14/04/2023</p>	0
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments</p> <p><i>Score: 1, else score:0</i></p>	<p>There was evidence of Environment and Social compliance certification for the education projects implemented in FY 2022/2023</p> <p>1. Construction of 5 stance pit latrine at Bumwangu P/S; Certificate dated 4th April 2023 amounting to 22,478,130/=; Both EO and CDO signed on 5th April 2023.</p> <p>2. Construction of 2 classroom block and office at Bumwangu P/S; Certificate dated 13th January 2023 amounting to 66,149,409/=. Both EO and CDO signed on 11th January 2023.</p> <p>3. Construction of 2 classroom block and office at Kikwetsi P/S; Certificate dated 22nd december 2022 amounting to 65,625,297/=. Both EO and CDO signed on 5th January 2023.</p>	1

**Health
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>The LG did not register a higher population accessing health care services.</p> <p>The sampled health facilities had the following deliveries</p> <p>FY 2021-2022</p> <p>Bugobero HC IV 3324</p> <p>Lwanjusi HC III 1576</p> <p>Bukewa HCIII 1255</p> <p>TOTAL 6155</p> <p>FY 2022-2023</p> <p>Bulucheke HCIII 2128</p> <p>Buhiyi HCIII 1216</p> <p>Bushika HCIII 1056</p> <p>TOTAL 4457</p> <p>%age change = $(4457 - 6155)/4457 * 100\%$</p> <p>= -38%</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>The average score for Health in the LLG performance assessment for 2023 was 97%.</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>There was a change in MOH framework to mainstream RBF into PHC so this indicator is not applicable for this year's assessment</p>	0

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>The development budget for 2022/2023 was UGX UGX 476,584,045. This was utilised as follows; UGX 106,000,000 was spent on construction/renovation of the medical store, UGX 11,699,000 on construction of a 2 stance pit latrine at Ikaali HC II, UGX 16,362,000 for construction of a staff house in Bukewa HC III, UGX 7,470,000 for construction of stone pitch in Bukimamaya HC III, UGX 103,000,000 for completion of upgrading of Bukimamaya HC III, and UGX 149,542,000 for construction of the staff house at Bukimamaya HC III. The balance was spent on complimentary services which included environmental and social screening, supervision and monitoring among others.</p> <p>All the health development grant had been used on eligible expenditures.</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>b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0</p>	<p>The DHO, LG Engineer and Environment Officer certified health projects before payment for the upgrade of Bumanono Health Centre II. For example;</p> <ol style="list-style-type: none"> 1. On certificate no. 1 of UGX 11,699,948 for construction of 2 stance pit latrine at Ikaali Health Centre II, the DHO, District Engineer, Environment officer and CDO all signed on 8th April 2023. 2. On certificate no. 1 of UGX 88,119,450 for construction/renovation of medical stores, the DHO, District Engineer, Environment officer and CDO all signed on 22nd June 2023. 	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>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 variations in the contract price and Engineer's estimates of the sampled projects were as follows:</p> <p>Variation = 100% ((Contract Price - Engineer's Estimate)/Engineer's Estimate))</p> <p>Mana566/wrks/2022-2023/00007 Completion of upgrading of Bukimanayi HCIII. budgeted at UGX 103,201,000/= actual contract price was 129,935,045/= with a variation of UGX - 26,734,045 /= represented by -26%</p> <p>Mana566/wrks/2022-2023/00008 Construction of Staff hous at Bukimanayi HCIII. budgeted at 150,000,000/= actual was 176,777,939/= with a variation of UGX - 26,777,939/= represented by -17.9%</p> <p>Mana566/wrks/2022-2023/00005 Renovation of District medical store. budgeted at 95,000,000/= actual contract price was 97,910,500/= with a variation of UGX - 2,910,500/= represented by - 3.06%</p> <p>In conclusion,</p> <p>Not all variations were within the range of +/- 20% provided in the manual.</p>	0
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>Completion of upgrading of Bukimanayi HCIII was complete up to 100% in FY 2022/23.</p>	2
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>There was evidence that the LG had recruited staff for all HC III's and HC IV's.</p> <p>The approved structure of health centre IV and III as per 5th April, 2023 indicated a ceiling of 55 per HC III and 130 per HCIV.</p> <p>The LG had 5 HCIII and 2HCIV, the approved for HCIII was 5*55=275 filled were 146</p> <p>146/275*100 =53%.</p> <p>Approved for HCIV was 2*130 =260 filled were 111 that is,</p> <p>111/260*100 = 42.6%</p>	0

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> • If 100 % score 2 or else score 0 	<p>The Completion of upgrading of Bukimanayi HC III contract had Finishing works for; The floor, Painting, Ceiling, Doors and window fixing.</p> <p>From the site visit conducted, the floor was finished well, the painting was also good, doors and windows were also fixed well and to standard, Ceiling was also neatly finished.</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>As per health staff lists obtained from DHOs office, the information was accurate for the sampled health facilities as detailed below.</p> <p>Bugobero HCIV had 56 staff on the DHO's deployment list and 56 staff could be found on the facility staff list dated 3/7/2023.</p> <p>Lwanjusi HCIII had 26 staff on the deployment list and at the facility it also had the same number of staff dated 3/7/2023.</p> <p>Bukewa HCIII had 22 staff on the deployment list and the same staff were found on the facility list dated 3/7/2023.</p>	2
5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was no facility upgraded or constructed in the FY22/23.</p>	2

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>The health facilities submitted Annual work plans of FY 2023/24 to the DHO timely as stated below;</p> <p>Bugobero HCIV- 30/3/2023</p> <p>Lwanjusi HCIII - 30/3/2023</p> <p>Bukewa HCIII - 30/3/2023</p>	2
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>Health facilities submitted budget performance reports for FY 2022/23 timely as follows;</p> <p>Bugobero HCIV submitted 5/7/2023 signed by Wafula William (HUMC - C/P)</p> <p>Lwanjusi HCIII - 7/7/2023 signed by Okware Godfrey Omongn(HUMC - C/P)</p> <p>Bukewa HCIII submitted on 7/7/2023 signed by Wangota Tom (HUMC - C/P)</p>	2
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Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.

Maximum 14 points on this performance measure

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

- Score 2 or else 0

Health facilities developed and reported on implementation of facility improvement plans as detailed below;

Bugobero HCIV developed an improvement plan for FY23/24 dated 30/6/23 detailing an issue raised of not having a medicine therapeutic committee and this scheduled to be completed in 2 weeks.

Bukewa HCIII had an improvement plan for FY23/24 dated 17/7/23 and it detailed an issue of failure to carry out Hep B testing. The I/C was to ensure that staff carry out the tests and that was observed to be ongoing after the intervention.

Lwanjusi HCIII had an improvement plan for FY 22/23 dated 30/6/23 and it detailed an issue of missing patient satisfaction surveys. The in charge was to implement this and the status as per the report was that it was ongoing.

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

Maximum 14 points on this performance measure

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

- score 2 or else score 0

Health facilities submitted monthly HMIS 105 and 106 quarterly reports timely within 7 days as follows

105 Monthly reports

July 2022

Bugobero HCIV - 5/8/2022

Bukewa HCIII- 4/8/32022

Lwanjusi HCIII - 5/8/2022

August 2022

Bugobero HCIV - 6/9/2022

Bukewa HCIII- 6/9/2022

Lwanjusi HCIII - 5/9/2022

September 2022

Bugobero HCIV - 5/8/2022

Bukewa HCIII- 4/10/32022

Lwanjusi HCIII - 5/8/2022

October 2022

Buhiyi HCIII - 4/11/2022

Bulucheke HCIII- 4/11/32022

Bushika HCIII - 4/11/2022

Novbember 2022

Buhiyi HCIII - 5/12/2022

Bulucheke HCIII- 7/12/32022

Bushika HCIII - 6/12/2022

December 2022

Buhiyi HCIII - 5/1/2023

Bulucheke HCIII- 6/1/32023

Bushika HCIII - 4/1/2023

January 2023

Buhiyi HCIII - 5/2/2023

Bulucheke HCIII- 6/2/32023

Bushika HCIII - 3/2/2023

Febuary 2023

Buhiyi HCIII - 3/3/2023

Bulucheke HCIII- 6/3/32023

Bushika HCIII - 5/3/2023

March 2023

Buhiyi HCIII - 5/4/2023

Bulucheke HCIII- 2/4/32023

Bushika HCIII - 6/4/2023

April 2023

Buhiyi HCIII - 4/5/2023

Bulucheke HCIII- 5/5/32023

Bushika HCIII - 4/5/2023

May 2023

Buhiyi HCIII - 5/6/2023

Bulucheke HCIII- 7/6/32023

Bushika HCIII - 4/6/2023

June 2023

Buhiyi HCIII - 5/7/2023

Bulucheke HCIII- 6/7/32023

Bushika HCIII - 6/7/2023

106 quarterly reports

July-Sept 2022

Bugobero HCIV - 5/8/2022

Bukewa HCIII- 4/10/32022

Lwanjusi HCIII - 5/8/2022

Oct-Dec 2022

Buhiyi HCIII - 5/1/2023

Bulucheke HCIII- 6/1/32023

Bushika HCIII - 4/1/2023

Jan-March 2023

Buhiyi HCIII - 5/4/2023

Bulucheke HCIII- 2/4/32023

Bushika HCIII - 6/4/2023

April-June 2023

Buhiyi HCIII - 5/7/2023

Bulucheke HCIII- 6/7/32023

Bushika HCIII - 6/7/2023

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

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

Note: Municipalities submit to districts

There was a change in MOH framework to mainstream RBF into PHC so this indicator is not applicable for this year's assessment

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

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

There was a change in MOH framework to mainstream RBF into PHC so this indicator is not applicable for this year's assessment

0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>The LG submitted quarterly health budget performance reports as follows;</p> <ol style="list-style-type: none"> 1. Quarter 1 report was submitted on 28th February 2023 2. Quarter 2 report on 6th March 2023 3. Quarter 3 report on 13th May 2023 4. And quarter 4 report on 26th August. <p>All the reports were submitted outside the timeline.</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 Performance Improvement support.</p>	<p>h) Evidence that the LG has:</p> <ol style="list-style-type: none"> i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0 	<p>The Local Government developed a PIP for the lowest performing facilities dated 20/7/2022 - The Lowest performing facilities were Bugobero, Bubulo, butiru and ikalai. The plan was approved by the DHO.</p>	1
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p>	<ol style="list-style-type: none"> ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0 	<p>The Local Government PIP for the lowest performing facilities was implemented as detailed by a progress report dated 3/7/2023. Bugobero HCIV had an issue of low TB cure rates and the action recommended was assignment of treatment supporters to TB patients. This was done and cure rates were reported to have improved.</p>	1
<p>Maximum 14 points on this performance measure</p>				

Human Resource Management and Development

7

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

Maximum 9 points on this performance measure

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

The local government budgeted 5,610,467,000/= in FY 2023/24 for 269 staff as detailed in the annual budget on page 17 of the PBS annual budget for FY 2023/24

2

7

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

Maximum 9 points on this performance measure

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

According to the deployment staff lists, the staffing level was at 113.5% 269 staff positions were filled out of the required 237 for the health department.

2

7

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

Maximum 9 points on this performance measure

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

Health workers were working where they were deployed as detailed below for the 3 sampled health facilities

Bugobero HCIII had 56 staff on the DHO's deployment list and 50 staff could be found on the facility attendance register. 1 staff Oyesa Emma was on study leave (letter dated 17/11/21). 1 Driver was working at the DHO's office and attendance was seen, 3 staff Bakali Sarah, Chemusto Sandra and Nebokha Margret had been temporarily interdicted pending investigations. A driver Masaba samson was working at the CAO's office.

Bukewa HCIII had 22 staff on the DHO's deployment list and 18 staff could be found on the facility attendance register. 3 staff were on study leave as follows; Wafula Erasto DSC release letter dated 4/10/2023, Atalo Agnes DSC release letter dated 7/4/2022 and Khabuya Fridah DSC release letter dated 7/4/2022.

Lwanjusi HCIII had 26 staff on the DHO's deployment list and 22 staff could be found on the facility attendance register. 1 staff Grace Mafabi was doing internship post Nursing training, Masika Rodgers was on sick leave following an accident, Namakoyolya Sylvia had been recently transferred to Butiru - later dated 23/20/2023. Okello Rrichard was on study leave DSC letter dated 29/9/2023

7

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

Maximum 9 points on this performance measure

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

The Local Government Publicised health workers on the facility notice boards.

From the 3 sampled health facilities

Bugobero HCIII had 56 staff on the DHO's deployment list dated 3/7/2023

Lwanjusi HCIII had 26 staff on the DHO's deployment list dated 3/7/2023

Bukewa HCIII had 22 staff on the deployment list dated 3/7/2023

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

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

The District had seven in charges and only four appraisal files were availed for assessment;

i. Wamakale Fred Senior Clinical Officer was appraised by Walekula Emmanuel Assistant District Health Officer on 30th June/2023.

2. Mwasame Meridah Sandra Senior Clinical Officer was appraised by Namaganda Fiona Medical Office on 30th June, 2023.

3. Wamulima Titus Clinical Officer was not appraised

4. Wanani Daniel Medical Officer was not appraised.

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

Maximum 6 points on this performance measure

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

Health facility workers were appraised against the agreed performance plans in the financial year 2022/2023 for example;

1. Chebet Benna Assistant Nursing Officer was appraised by Kasawa Anthony Senior Clinical Medical Officer on 30th June, 2023.
2. Namukuta Aisha Health Inspector was appraised by Masolo Perezi Biostatistician on 30th June 2023.
3. Nalwadda Stella Assistant Nursing Officer Midwife was appraised by Wataka Stella Nursing Officer on 13th July, 2023.
3. Katwalo Emily Health Information Assistant was appraised by Masolo Perezi Biostatistician on 30th June, 2023.
4. Wazaka Sarah Nursing Officer was appraised by Waninza Stephen ADHO MCHN on 30th July 2023.
5. Nambozo Rosemary Nursing Officer Midwife was appraised by Wamulima Isaac SMCO on 5th July 2023.
- 6, Manana Rebecca Namukhula Nursing Officer was appraised by Kimono Sophie on 13th July 2023.
7. Nekesa Agatha was appraised Enrolled Nurse was appraised by Kasawa Athorny Senior Clinical Officer on 30th June 2023.
8. Otto Geoffrey Assistant Entomologist was appraised by Dr.MaKho Ephariam on 30th June 2023.
9. Lubaale Gideon Assistant Nursing Officer was appraised by Wafula Erastus Senior Clinical Officer on 30th June 2023.
10. Nanduzu Safina Enrolled Nurse was appraised by Kimono Sophia Senior Clinical Officer on 30th June 2023.

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

Maximum 6 points on this performance measure

iii. Taken corrective actions based on the appraisal reports, score 2 or else 0

There were no corrective actions based on the appraisal reports.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>The LG conducted training as per the district training plan for FY 2022/23 dated 7/7/2023;</p> <p>A report for health worker training dated 10/10/23 details Dr. Mariam, Namboozo and Dr Ehereo trained in obstetric care and cascaded the training to lower facilities. This training was in the plan</p>	1
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8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was a training database in place and updated on 17/7/23. It detailed Wabutuwa going for MBchB training in 2020. Wafula Erastus did an orientation training on HMIS on 24-28/10/2022</p>	1
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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>The CAO communicated to the Ministry of Health PS through a letter dated 18/9/2023 detailing 10 health facilities receiving Non-wage PHC grant. The letter was received by MOH on 28/9/2023.</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>Maximum 9 points on this performance measure</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 District Health Department had a NWR budget of UGX 38,000,000 for the Financial Year 2022/2023. The amount of money that was allocated towards monitoring of service delivery and management of health services was not availed to assess whether it was within the requirements of the guidelines.</p> <p>The NWR budget for the Health Department for the FY 2022/2023 was UGX 38,465,157. UGX 8,919,133 was allocation towards Monitoring and Management of Health Services, which amounted to 23%.</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>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 details of releases of PHC grants to health facilities were not availed for assessment.</p>	0
	<p>Maximum 9 points on this performance measure</p>			
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>The LG communicated PHC funds to health centres as follows; Quarter 1 funds were released on 23rd August 2022, and communication was made on communicated releases of quarterly PHC funds to all PHC receiving health facilities as follows; 7th July 2022 for quarter 1, 13th October 2022 for quarter 2, 13th January 2023 for quarter 3 and 12th April 2023 for quarter 4.</p>	0
	<p>Maximum 9 points on this performance measure</p>		<p>However, the details of when funds had been released to the health facilities were not availed for assessment.</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>There was no evidence of display of the quarterly MoFPED financial releases to the LG health facilities in the FY 2022/2023 at the DLG noticeboards.</p>	0
	<p>Maximum 9 points on this performance measure</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 evidence that the LG health department implemented recommendations from DHMT as detailed below;</p> <p>In a Q1 - EDHMT meeting held on 4/10/22 agenda item review of previous minutes - Minute 4 detailed an issue of underperformance in immunisation at Bubulo and this was resolved by revising the catchment area for the facility.</p> <p>In a Q3 - EDHMT meeting held on 26/5/23 - Minute 23 detailed an issue of poor waste management which was resolved by acquiring waste containers and bin liners.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>In charges, LG departments were in attendance of quarterly performance reviews as detailed below;</p> <p>FY 2022/23 Q1 - Performance review meeting held on 27/10/23 had in charges in attendance for Bugobero, Bukumanyi, Wanjusi, Butiru: IPs RHU and RHITES. The Deputy CAO was present for other departments.</p> <p>FY 2022/23 Q2 - Performance review meeting held on 28/2/23 had incharges in attendance for Lwanjusi, Bukewa, Butiru, Bubolo: IPs Baylor. IPS - RHITES-E, The Planner was present from other departments.</p> <p>FY 2022/23 Q3 - Performance review meeting held on 26/5/23 had in charges in attendance for Lwanjusi, Bukewa, Butiru, Bukimayi. IPS - RHU, USAID LPHS, The DISO was present from other departments.</p> <p>FY 2022/23 Q4 - Performance review meeting held on 23/8/23 had in charges in attendance for Bugobero, Bubolo, Butiru. IPs - UHA. The LCV and town clerk were also in attendance from other departments.</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>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>Bubulo HCIV and Bugobero HCIV were supervised as detailed below as per the support supervision reports.</p> <ul style="list-style-type: none"> • FY 2022/23 Q1 Bubulo HCIV on 28/9/22 & Bugobero on 28/9/22 • FY 2022/23 Q2 Bubulo HCIV on 8/12/22 & Bugobero on 8/12/22 • FY 2022/23 Q3 Bubulo HCIV on 13/3/23 & Bugobero on 13/3/23 • FY 2022/23 Q4 Bubulo HCIV on 8/8/23 & Bugobero on 8/8/23 	1

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <ul style="list-style-type: none"> • If not applicable, provide the score 	<p>The DHT ensured that HSD carried out Support supervision as detailed below from the 3 sampled lower level health facilities;</p> <ul style="list-style-type: none"> • Q1 FY 22/23 - 13th - 19th /7/2022 • Q2 FY 22/23 - 4th - 29th/7/2022 • Q3 FY 22/23 - 7th-10th/3/2023 • Q1 FY 22/23 - 8th-12th/5/2023 <p>Feedback Report to HSD dated 14/3/2023 detailed resolution of an issue requiring conduction of facility based performance reviews.</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 support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>The LG made sure that recommendations given in support supervision were implemented as detailed by feedback reports below;</p> <p>Feedback report to Butiru HCIII, Lwanjusi HCIII dated 14/3/23 detailed that facility in charges were to intensify support supervision to the staff they supervise.</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>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>The Local government did medicines management supervision as evidenced by a report from the MMS dated 3/7/2023 Quarter 4. Health facilities were visited for EM SPARS.</p> <p>Bubulo on 1/6/23, Bukewa on 27/7/22, Bukimanyi on 25/7/22, Butiru on 3/5/23.</p>	1
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>The budget was UGX 38,000,000 of which UGX 11,776,000 was spent on health promotion and prevention activities. This came to 31% allocation.</p>	2

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	The DHT led health promotion and prevention activities and detailed below report to the DHO on 30/4/23 by the DHE Bisikwa Judith detailed 3 community dialogues held on WASH targeting VHT and other members of the community.	1
	Maximum 4 points on this performance measure			

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	There was evidence of follow up detailed PIP report dated 3/7/2023. The DHT acted on the issue of Low ANC uptake by conducting sensitization campaigns and group ANC.	1
	Maximum 4 points on this performance measure			

Investment Management

12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.	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>The LG had an updated Asset register at the DHO's office. Facilities sampled had the equipment needed as per the basic standards</p> <p>Lwanjusi HCIII- Asset register dated 12/5/23 had a BP machine, Microscope, Fetoscope and CD4 machine.</p> <p>Bugobero HC IV - Asset register dated 16/5/23 had a BP machine, weighing scale, Glucometer, Microscope, Ultrasound scan.</p> <p>Bukewa HCIII - Asset register dated 10/5/23 had a weighing scale, Bp Machine and microscope.</p>	1
	Maximum 4 points on this performance measure			

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);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p>	<p>There was a desk appraisal report for the infrastructure projects implemented in the Financial Year 2022/2023, dated 16th June 2022. According to the report, none of the health infrastructure projects had been appraised.</p>	0
	<p>Maximum 4 points on this performance measure</p>	<p>score 1 or else score 0</p>		
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>There was a field appraisal report for the infrastructure projects implemented in the Financial Year 2022/2023, dated 16th June 2022. According to the report, none of the health infrastructure projects had been appraised.</p>	0
	<p>Maximum 4 points on this performance measure</p>			
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence of Environmental and social screening reports and costed ESMPs for current FY 2022/2023 Health projects as follows;</p> <ol style="list-style-type: none"> 1. Completion of staff house at Bukewa HCII - Phase II; screened on 21st September 2022; Costed ESMP 3,350,000/= on 22nd September 2022. 2. Construction of staff house at Bukimanayi HCIII; screened on 3rd August 2022; Costed ESMP 4,750,000/= on 4th August 2022. 3. Renovation of medical stores at the district; Costed ESMP 4,750,000/= on 2nd August 2022. 	1
	<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>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was evidence that the LG Health department timely submitted all its infrastructure requests to PDU for incorporation into the approved LG annual work plan,</p> <p>As per a copy of the health sector procurement plan for FY 2023/2024 prepared by the DHO, date of submission to PDU was 28th April 2023 which was before 30th April as required by PPDA.</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>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence that LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter FY 2023-2024 on 11th July 2023 the projects submitted include;</p> <p>Construction of a Postnatal ward at Bugobero HC IV under Phase 1</p> <p>Connection of Power and water to doctors' house in Bubulo HC IV.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>There was no project that required Solicitor's General clearance. For any project to be cleared by the solicitor general they have to be above 200 million.</p>	1

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0	The LG had a project implementation team established as per CAO letter of appointment dated 30th Sep 2022; The team was appointed to take on projects for the whole of financial year 2022/23 the team members included;	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	<ul style="list-style-type: none"> • KAhinju Julian Masswa (Ag. DE) • Nambuya Rachael (DEO) • Bamwete James (District planner) • Dr. Obbo Boniface (Ag. DPO) • Dr. Nakhokho Ephraim (DHO) • Tsekooko Moses (DCDO) • Wakalanga Sulai (Environmental officer) • Mukimba Doreen (S.L.O) • Mandu Robert (ADWO Mobilisation) • Nekesa Grace (ADWO sanitation) • Matino Sam (COW Housing) • Masambasi Patrick (COW water) 	
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	The Completion of upgrading of Bukimanayi HCIII contract had Finishing works for; The floor, Painting, Ceiling, Doors and window fixing.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	From the site visit conducted, the floor was finished well, the painting was also good, doors and windows were also fixed well and to standard, Ceiling was also neatly finished.	
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 evidence that the Clerk of Works maintain daily records that are consolidated weekly to the DE and in copy to the DHO.	0
	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>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>For the upgrade of Bukimanayi HC II to HC III, no evidence was availed to show monthly site meetings held and attended by CAO/Town Clerk, Sub- County Chief (SAS), ccontract and project managers.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the LG carried out technical supervision of works at all health infrastructure projects monthly, by the relevant officers including the Engineers, Environment officers, CDOs.</p> <p>Site minutes on the renovation of the district medical store dated 5th Jan 2023 and 28th Sep 2022.</p> <p>Site minutes on the completion of the upgrade of bukimanayi HCIII and staff house at Bukimanayi dated 6th Oct 2022, 5th Jan 2023 and 09th Jan 2023.</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>1. Voucher no. 6425627 of UGX 88,119,450 for construction/renovation of the medical store, the contractor requested for payment on UGX 19th May 2023, the DHO certified works on 22nd June 2023. This was more than 10 working days</p> <p>2. Voucher no. 5875950 of UGX 11,699,948 for construction of 2 stance pit latrine at Ikaali Health Centre II, contractor requested for payment on 6th February 2023 and the DHO certified works on 18th April 2023. This was more than 10 working days.</p> <p>All payments were no verified within 10 working days.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was evidence that the LG had a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law. Examples include;</p> <p>Mana566/wrks/2022-2023/00007 Completion of upgrading of Bukimanayi HCIII. Approval of the evaluation report by the contracts committee was on 24th Aug 2022 under minute number. Min:0009MCC/2022/23. The contract was awarded to Muaina Engineering works Ltd and signed on 20th Sep 2022.</p> <p>Mana566/wrks/2022-2023/00008 Construction of Staff house at Bukimanayi HCIII. Approval of the evaluation report by the contracts committee was on 24th Aug 2022 under minute number. Min:0009MCC/2022/23. The contract was awarded to African Construction Technicians and Constructors (U) Ltd and contract signed on 20th Sep 2022</p> <p>Mana566/wrks/2022-2023/00005 Renovation of District medical store. Approval of the evaluation report by the contracts committee was on 24th Aug 2022 under minute number. Min:0009MCC/2022/23. The contract was awarded to African Construction Technicians and Constructors (U) Ltd and signed on 20th Sep 2022.</p>	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>The health sector experienced a grievance non-payment of the hired workers by the contractor under the renovation of medical store at the district. Complaint was registered on 8th January 2023.</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>There was evidence of guidelines on Health care waste management and a list of dissemination of the guidelines to 10 Health facilities was also availed.</p> <p>There was evidence of follow up on the implementation of the guidelines on Health care waste management in the form of integrated support supervision report for quarter two FY 2022/2023 carried out from 8th -14th February, 2023.</p>	2

15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0	There was no budget in the LG Annual budget for the current FY 2023/2024. There was a registered company (Green label services limited) licensed to manage waste by NEMA. However, the waste handling company doesn't collect healthcare waste from all the Manafwa health facilities and the only option left with the other facilities is to burn their medical waste in an open pit at each facility. More so, the facilities where Green Label Services Ltd was not picking health care waste did not have incinerators as the other recommended option for waste management. Some of the facilities included Bugobero HCIII, Bukewa HCIII and Lwanjusi HCIII as visited.	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	There was evidence of the training report on Healthcare waste management held on 26/04/2023 in the District council hall where all Health Assistants and Health inspectors for respective health facilities attended.	1
	Maximum 5 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	The BoQ for health projects were availed however, none of the BoQs had costed ESMPs incorporated.	0
	Maximum 8 points on this performance measure			

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was evidence of land ownership documents for all the Health projects implemented in the previous FY 2022/2023</p> <p>Bukewa HCIII- land title for 0.2620 hectares of land Bubulo County, Manafwa on plot 343, Block (road) 8 at Masina dated 16/09/2016</p> <p>Bukimanayi HCIII- Land Offer agreement between Kutasi Wilson and Manafwa District Local Government dated 20/02/2019</p> <p>District Medical stores- land title for 0.8040 hectares of land South Mbale County, Manafwa on plot 907, Block 8 at Bumulwanyuma Village dated 23/06/2022</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was no evidence of Monthly monitoring reports for the health projects implemented in the previous FY2022/2023. Only a single report for each of the implemented projects was availed during assessment.</p> <p>Environmental and Social supervision and Monitoring report for the construction of staff house at Bukimanayi HCIII dated 10/03/2023.</p> <p>Environmental and Social supervision and Monitoring report for the renovation of Medical stores dated 19/01/2023</p> <p>Only the completion of Staff house at Bukewa HCIII had two monitoring reports however they were not monthly; Environmental and Social supervision and Monitoring reports for the completion of staff house at Bukewa HCIII dated 28/04/2023 and 22/06/2023</p>	0
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There was evidence of Environment and Social compliance certification by the Environment Office and DCDO. For example;</p> <ol style="list-style-type: none"> 1. Construction of 2 staff house at Bukimanayi HCIII; payment certificate dated 1st June 2023 signed by EO and CDO on 2nd June 2023. 2. Renovation of medical store at the district; payment certificate dated 15th May 2023 signed by EO and CDO on 12th June 2023. 3. Completion of staff house at Bukewa HCIII; payment certificate dated 11th May 2023 signed by EO and CDO on 13th May 2023. <p>All certificates were signed before the contractors were paid.</p>	2

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>The functionality of rural water sources was 76%, which was below 80% according to the MIS data. However, the DWO contested the data that it was not reflective of the situation on ground.</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>The functionality of water user committees was 55% according to the MIS data. However, the DWO contested the data that it was not reflective of the situation on ground.</p>	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0 	<p>The average score in LLG performance assessment under Water in 2023 was 70%.</p>	1

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

Maximum 8 points on this performance measure

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

o If 100 % of water projects are implemented in the targeted S/Cs: Score 2

o If 80-99%: Score 1

o If below 80 %: Score 0

The Rural Safe Water access for Manafwa District by the time of planning for the Financial Year 2022/2023 was 73%. The sub counties with safe water access below this were; Bukhofu at 63%, Bunabwana at 43%, Busukuya at 71%, Butiru at 42%, Khabutoola at 68%, and Sisuni at 70%. For the Financial Year 2022/2023, the District Water Office implemented the following water facilities;

1. Khatsonga B Borehole in Bukhadala Sub County
2. Bukhwaya Community Borehole in Bunabwana Sub County
3. Buwanyela Community Borehole in Butiru Sub County
4. Okambi Community Borehole in Lwanjusi Sub County
5. Bumatoola Community Borehole in Khabutoola Sub County
6. Bukhisa Community Borehole in Mayanza Sub County
7. Bunatte Community Borehole in Bukoma Sub County
8. Nakhatwaya Community Borehole in Bukusu Sub County
9. And Ikaali-Nangalwe piped Water Scheme in Bukhofu and Nangalwe Sub Counties

4 out of the 9 implemented projects were in the sub counties with safe water coverage below that of the District, representing 44.4%. This was below 80%.

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

Maximum 8 points on this performance measure

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

o If within +/-20% score 2

o If not score 0

There were two water contracts in 2022/2023 and these had variations with estimated costs as follows;

1. Drilling and installation of 8 boreholes was estimated at UGX 153,960,000 and was contracted at UGX 177,944,413. The variation was -15.6%
2. Construction of Ikaali-Nangalwe piped water scheme was estimated at UGX 147,879,752 and contracted at UGX 175,940,925. The variation was -15.9%.

All variations were within +/-20%

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>The LG Water Office planned to drill 8 boreholes and construct phase 2 of Ikaali-Nangalwe piped water scheme. All these projects were completed before the end of the Financial Year indicating 100% completion.</p>	2
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> o If there is an increase: score 2 o If no increase: score 0. 	<p>The functionality of rural water sources was 95% in 2021/2022 and 76% in 2022/2023, representing a drop of 19%. The DWO did not agree with the data obtained from the MIS data, that it was not possible for the functionality to drop by 19% percent in one year. That approximated to a breakdown of approximately 134 water sources which was not the case.</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>The functionality of water user committees was 91% in 2021/2022 and 55% in 2022/2023. This represented a decline of 36 percentage points.</p>	0

Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>The following WSS facilities were visited in the field;</p> <ol style="list-style-type: none"> 1. Okambi Community Borehole in Lwanjusi Sub County. DWD 74933 2. Bunatte Community Borehole in Bukoma Sub County, DWD 74936 3. And Bumatoola Community Borehole in Khabutoola Sub County, DWD 74943 <p>All these facilities were found to be in place and were functioning as had been reported in the Water Department Fourth Quarter Report.</p>	3
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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>The LG water office did monitoring of water and sanitation facilities throughout all the quarters of 2022/2023. Monitoring reports seen were as follows;</p> <ol style="list-style-type: none"> 1. For quarter 1 2022/2023, reports were dated 27th July 2022, 30th August 2022 and 30th September 2022. 2. For quarter 2 2022/2023, reports were dated 31st October 2022, 30th November 2022, and 6th January 2023 3. For quarter 3 2022/2023, reports were dated 30th January 2023 and 28th February 2023. 4. For quarter 4 2022/2023, reports were dated 28th April 2023, 29th May 2023 and June 2023. <p>In these monitoring reports, there was no evidence of collection and compilation of sub county water supply and sanitation, functionality of water facilities and WSC and safe water collection among other. This data was collected only once in 2022/2023 using form 4 monitoring reports which was dated 14th August 2023. This was not done on a quarterly basis as was required.</p>	0
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>The District Water Office submitted WSS data for updating of the MIS database once, on 17th August 2023. The LG also maintained their own MIS data which they updated on a quarterly basis with copies attached in the quarterly progress reports for the department.</p>	3
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY 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>Out of the 25 sub counties, the following were the lowest 25% performing Sub Counties; Maefe 50%, Sisuna 50%, Kimaluli 50%, Wesswa 50, Nangalwe 0%, Butiru 0%, Bunabwana 50%, and Makenya 0%. In place were Performance Improvement Plans that were developed by the District Water Officer in conjunction with the staff from the respective sub counties.</p>	2

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>The District Water Officer budgeted UGX. 703.624.000 as per the estimated budget 2023/2024 Vote 886 page 75 of 97.This was to cater for Civil Engineer (Water), Assistant Water Officer for Mobilization and Borehole Maintenance Technician</p>	2
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>The Environment and Natural Resource Officer budgeted UGX 658.816.000 as per the estimated budget 2023/2024 Vote 886 page 80 of 97.</p>	2
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>There was no evidence that the District Water Officer had appraised DWO staff against the agreed performance plans.</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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>The DWO submitted a Capacity Needs Assessment report to the PHRO on July 5th, 2023. However, no evidence was provided to show that training had been conducted in line with the capacity needs identified.</p>	0

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

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

The safe water coverage at the time of planning for 2023/2024 was 74%. The sub counties with safe water coverage below this were; Bukhofu at 61%, Bunabwana at 45%, Busukuya at 69%, Butiru at 41%, Khabutoola at 67%, and Sisuni at 69%. The planned projects for the Financial Year 2023/2024 were;

1. 8 boreholes, one in each of the following sub counties; Kimaluli, Bugobero, Bunyinda Town Council, Bunabwana, Bukhadaala, Butiru, Buwaya Town Council and Khabutoola each at UGX 21,683,910

2. Phase III construction of Ikaali - Nangalwe piped water scheme in Bukhofu and Nangalwe Sub Counties at UGX 79,688,010

3. Rehabilitation of 14 boreholes in Maefe Sub County (1), Makenya (1), Mayanza, Sibanga, Sisuni, Nalondo, Busukuya, Bugobero, Bukhofu, Nangalwe, Butta, Manafa Town Council, and Lwanjusi (2) each at UGX 4,237,356

4. Protection of 6 spring wells in Butoto, Weswa, Buwangani T/C, Bunabutsale, Butta and Bukhofu each UGX 2,500,000

5. Rehabilitation of Butoto Gravity Flow Scheme at UGX 26,643,000 in Butoto Sub County

A total of UGX 164,189,164 was allocated to the sub counties with safe water coverage below that of the District, out of the total development budget of UGX 538,427,186. This amounted to 30.5%, which was below 60%.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>The DWO communicated to Sub Counties on their water source allocations for the Financial Year 2023/2024 via letters. For example;</p>	3
			<ol style="list-style-type: none"> 1. Lwanjusi Sub County received its communication on 29th August 2023 and had been allocated one borehole rehabilitation at UGX 4,237,356. 2. Khabutoola Sub County received its communication on 30th August 2023 and had been allocated one new borehole at UGX 21,683,910. 3. And Bukhadala Sub County received its communication on 30th August 2023 and too had been allocated one new borehole at UGX 21,683,910. 	
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p>	<p>According to the DWO, Manafwa District had 703 point water sources; 55 water points were monitored in quarter 1 (7.8%, 81 were monitored in quarter 2 (11.5%, and 24 in quarter 3 (5.7%). For quarter, all point water source were monitored and reported on form 4 monitoring reports from the Ministry of Water and Environment (100%).</p>	0
		<ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>31.3, which was less than 80%.</p>	
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>Quarterly DWSCC meetings were held on 4th October 2022 for quarter 1, 20th December 2022 for quarter 2, 24th March 2023 for quarter 3 and 3rd July 2023 for quarter 4. In all these meetings, the DWO made presentations on the functionality of water sources, the need for the rehabilitation of faulty sources, the training of water user committees, prioritizing the allocation of water sources in schools, and the need for a mindset change. All of these items were included in the current FY Annual Work Plan/budget for implementation.</p>	2

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>The LG office displayed its water source allocation and budget per sub county on the water office notice board, dated 11th July 2023.</p>	2
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>The District Water Office had a Non-Wage recurrent budget of UGX52,866,595. Of this UGX 21,146,000 towards other software activities which included forming and training of water user committees among others. This amounted to 40.0%, which was within the requirements.</p>	3

Mobilization for WSS is conducted

Maximum 6 points on this performance measure

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

Training of water user committees was conducted by the Health Assistants from of the relevant Sub Counties with the Guidance of the ADWO-Mobilization. For example for the sampled Boreholes;

1. There was a report for formation and training of the Water User Committee for Okambi Community Borehole in Lwanjusi Sub County, dated 4Th April 2023. In it, the Sub County Health Assistant briefed the incoming Water User Committee on its roles and responsibility of supervising hygiene at the borehole by not allowing washing of jericans and clothes at and around the borehole, not allowing animals at the borehole and protecting the water source among others. During a field visit, Ms. Akware Eveline, the secretary for the WUC, demonstrated recall of some of the training content like collecting water in clean containers.

2. There was another report for formation and training of Water User Committees for Bunatte Community borehole in Bukoma Sub County, dated 28th February 2023. In it, the Sub County Health Assistant to the incoming committee through their roles and responsibility which included keeping the water source clean, protected and secure much as it was within the compound of a nearby school. The chairperson for the Borehole was interviewed and recalled being told to hold regular meetings, maintain good records and collect O&M funds.

3. And finally for Bumatoola Community Village, there was a report for a meeting that was held on 11th May 2023, for formation and training of Water User Committees. In this report, the Sub County Health Assistant also took the committee members through their roles and responsibilities. Mr. Wabomba Difasi, the Chairperson for the Committee was interviewed and demonstrated recall of the training content.

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>The LG Water Office had an asset register with 703 point water sources. It had also been updated to include facilities that had been implemented in the Financial year 2022/2023.</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>There was a desk appraisal report for the infrastructure projects implemented in the Financial Year 2022/2023, dated 16th June 2022. All the water and sanitation projects constructed in the Financial Year 2022/2023 had been appraised. These included Ikaali-Nangalwe piped Water Scheme and the 8 drilled boreholes.</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>The District Water Office had planned 35 new water connections on Ikaali-Nangalwe Piped Water Scheme. At the time of assessment, the District had received over 40 applications and was projecting to receive even more. It was from these applications that the Department would finally allocate the water points.</p> <p>For the 8 drilled boreholes, the Department had so far received 1 application, from Bunangendo Village in Butiru Sub County. The other applications were yet to be submitted from the respective Sub Counties.</p>	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>Much as the LG provided a field appraisal report for the projects implemented under the Education Department, it was a mere reproduction of the desk appraisal report and did not give any site specific information like site access, site drainage and the detailed environmental and social issues among others.</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.</p> <p>Score 2</p>	<p>2</p> <p>There was evidence of Screening reports and costed ESMP for all the WSS projects for the current FY 2022/2023.</p> <p>Water projects were all screened and had costed ESMPs developed for implementation.</p> <ol style="list-style-type: none"> 1. Drilling of Bunate borehole in Bukoma S/C. Screening done on 12th July 2022; Costed ESMP 603,459/= on 18th July 2022. 2. Drilling of Okambi borehole in Lwanjusi S/C. Screening done on 14th July 2022. ESMP 603,459/= on 20th July 2022 3. Drilling of Khabutoora borehole in Khabutoora S/C. Screening done on 12 July 2022; Drilling of Bunate borehole in Bukoma S/C; Costed ESMP 603,459/= on 18th July 2022.
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>2</p> <p>There was evidence that the WSS infrastructure investments for previous FY were incorporated in the LG procurement plan endorsed by CAO on 30th Aug 2022; Sampled projects included;</p> <p>Construction of Nangalwe & Ikaali water water supply system phase 2</p> <p>Procurement of Borehole parts for 11 boreholes.</p> <p>Drilling, Casting and Installation of 8 Boreholes.</p>

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>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction</p> <p>Score 2:</p>	<p>2</p> <p>There was evidence that the WSS infrastructure projects for the FY 2022/2023 were approved by the contracts committee before commencement as indicated below.</p> <p>Construction of Nangalwe & Ikaali water supply system phase 2 Ref: Mana566/works/2022-2023/00002, approval of the evaluation report by the contracts committee was done Under Min:0009 MCC/2022/23 was done on 24th Aug 2022.</p> <p>Procurement of Borehole parts for 11 boreholes. Ref: Mana566/works/2022-2023/00003, approval of the evaluation report by the contracts committee was done Under Min:0009 MCC/2022/23 was done on 24th Aug 2022.</p> <p>Drilling, Casting and Installation of 8 Boreholes. Ref: Mana566/works/2022-2023/00001, approval of the evaluation report by the contracts committee was done Under Min:0009 MCC/2022/23 was done on 24th Aug 2022.</p>
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>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines</p> <p>Score 2:</p>	<p>2</p> <p>The LG had a project implementation team established as per CAO letter of appointment dated 30th Sep 2022; The team was appointed to take on projects for the whole of financial year 2022/23 the team members included;</p> <ul style="list-style-type: none"> • KAhinju Julian Masswa (Ag. DE) • Nambuya Rachael (DEO) • Bamwete James (District planner) • Dr. Obbo Boniface (Ag. DPO) • Dr. Nakhokho Ephraim (DHO) • Tsekooko Moses (DCDO) • Wakalanga Sulai (Environmental officer) • Mukimba Doreen (S.L.O) • Mandu Robert (ADWO Mobilisation) • Nekesa Grace (ADWO sanitation) • Matino Sam (COW Housing) • Masambasi Patrick (COW water)

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>The three visited boreholes namely; Okambi Borehole, Bunatte Borehole and Bumatoola Borehole had all been constructed as by the designs and BoQs that were supplied to the Contractor.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was evidence that the relevant technical officers carry out technical supervision of WSS infrastructure projects. Below are the reports found on file showing supervision of WSS projects.</p> <p>Supervision Reports on drilling of 8 boreholes dated 31st Jan 2023, 8th Feb 2023, 30th Mar 2023, 26th Apr 2023, 30th May 2023, etc. were found on file.</p> <p>Supervision Reports on Piped water supply scheme dated 30th November 2022, 13th Jan 2023, 28th Feb 2023.</p> <p>Supervision Reports on rehabilitation of boreholes dated 13th Jan 2023, 28th Feb 2023 were found on file.</p>	2

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

Maximum 14 points on this performance measure

f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts

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

1. Voucher no. 6460944 of UGX 156,000,000 for drilling, pump testing and installing of 08 boreholes, the contractor requested for payment on 8th May 2023, the DWO initiated payment on 1st of June 2023 and payment was made on 3rd July 2023, which was within the 2 months' timeline from the time of initiation by the DWO.

2. Voucher no. 6454619 of UGX 140,360,443 for Construction of piped water system phase II, at Nangalwe-Ikaali. The contractor requested for payment on 25th April 2023, the DWO initiated payment on 15th May 2023, and payment was made on 3rd July 2023. This was within the 2 months' timeline from the time of initiation by the DWO.

3. Voucher no. 6420165 of UGX 5,130,000 for supervision of Drilling, Pumping and testing of 8 boreholes, the contractor requested for payment on 26th May 2023, the DWO initiated payment on 16th June 2023 and payment was made on 28th June 2023, which was within the 2 months' timeline from the time of initiation by the DWO.

All payments were within the timeframe of two months.

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

Maximum 14 points on this performance measure

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

Score 2, If not score 0

Th DLG had evidence of complete procurement file for water infrastructure investments as required by PPDA law;

For the two files of water projects that the DLG had in FY 2022/23, the files were complete as below.

Construction of Nangalwe & Ikaali water supply system phase 2 Ref: Mana566/works/2022-2023/00002, approval of the evaluation report by the contracts committee was done Under Min:0009 MCC/2022/23 was done on 24th Aug 2022. the contract was given to Yeewa Enterprises Ltd and the contract was signed on 15th Sep 2022

Procurement of Borehole parts for 11 boreholes. Ref: Mana566/works/2022-2023/00003, approval of the evaluation report by the contracts committee was done Under Min:0009 MCC/2022/23 was done on 24th Aug 2022, the contract was given to Kaye Investments and Construction Ltd and the contract was signed on 19th Sep 2022

Drilling, Casting and Installation of 8 Boreholes. Ref: Mana566/works/2022-2023/00001, approval of the evaluation report by the contracts committee was done Under Min:0009 MCC/2022/23 was done on 24th Aug 2022, the contract was given to Skylight Africa Ltd and the contract was signed on 19th Sep 2022.

Environment and Social Requirements

13

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

Maximum 3 points this performance measure

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

Score 3, If not score 0

There were copies of two grievances from water sector reported to the Grievance focal person (DCDO) however, they were not recorded in the grievance log with no evidence of investigation and resolution.

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>There was evidence of guidelines on water source and catchment protection and natural resource management.</p> <p>However, there was no evidence in the form of minutes while the District Water Officer and Environment officer were disseminating the guidelines to the CDOs. The document that was availed by the DWO instead was a Software training report for sub county social mobilisers dated 13/07/2023 (part of Software activities)</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>At time of assessment, no evidence was provided to ascertain that water source protection plans and natural resource management plans for WSS infrastructure projects constructed were prepared and implemented.</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that the District Water Office had implemented WSS projects on land where it had proof of consent. For example;</p> <ol style="list-style-type: none"> 1. On 21st April 2023, Ms. Kakai Fatuma gave part her land in Bumatoola 1 Village for construction of a Community Borehole 2. On 4th April 2023, Mr. Tabu Omoya gave part on his land in Okambi Village for construction of Okambi Borehole. 3. On 28th February 2023, Mr. Mubosa David gave part of his land in Bunatte 1 Village for construction of Bunatte Community Borehole 4. On 17th April 2023, Mr. Masette John of Khatsonga B Lower Village gave part of his land for construction of a borehole 5. And on 20th January 2023, Mr. Munhoma Benard of Bukhisa Village gave part of his land for construction of a borehole. 	3

15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p> <p>Score 2, If not score 0</p>	<p>There was evidence of Environmental and Social compliance certification forms availed for the WSS projects implemented in the previous FY 2022/2023.</p> <p>Compliance certificate for Bunate Borehole dated 13/06/2023 signed by the Environment officer and DCDO</p> <p>Compliance certificate for Okambi Borehole dated 13/06/2023 signed by the Environment Officer and DCDO</p> <p>Compliance certificate for the Khabutoora Borehole dated 13/06/2023 signed by Environment Officer and DCDO</p> <p>However, both the DCDO and Environment officer had not signed on their positions (blank) on the contractor payment certificates as required.</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 2, If not score 0</p>	<p>There were no monthly monitoring reports availed for the WSS projects implemented in the previous FY 2022/2023. The reports that were availed were quarterly.</p> <p>Monitoring reports for Bunate Borehole dated 14/12/2022 and 05/05/2023 signed by the Environment officer and DCDO</p> <p>Monitoring reports for Okambi Borehole dated 12/12/2022 and 05/05/2023 signed by the Environment Officer and DCDO</p> <p>Monitoring reports for the Khabutoora Borehole dated 12/12/2022 and 05/05/2023 signed by Environment Officer and DCDO</p>	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>Manafwa district had up to date data on irrigated land for the last two FYs disaggregated between microscale beneficiaries and non-beneficiaries as below</p> <p>FY 2021/20222</p> <p>microscale beneficiaries had 10 acres and non-beneficiaries where at 105 acres of land</p> <p>FY 2022/2023</p> <p>microscale beneficiaries had 42.5 acres and non-beneficiaries were at 137 acres of land as per report 30/06/2023.</p>	2
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>Manafwa district had increased acreage of newly irrigated land in the previous FY 2022/2023 (42.5+134.5) = 177 acres as compared to previous FY but one FY 2021/2022(10+105) =115 acres</p> <p>Percentage increase=35.02%</p>	2
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0 	<p>The average score for LLG performance assessment in Production Services management in 2023 was 84%.</p>	4

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0	The development component of micro scale irrigation grant (420,786,155/=) was used on eligible activities where; 271,100,000/= was used to procure micro scale irrigation equipment for 13 farmers who had co-funded and the balance of 149,686,155/=was voted to the consolidated fund A/C.	2
Maximum score 6				
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	The approved farmers signed on acceptance forms confirming that equipment supplied was in good conditions as follows; <ol style="list-style-type: none"> 1. Ms. Natifu Diana Margaret signed on the acceptance form for supply and installation of microscale irrigation equipment on 15th June 2023, payment to the supplier was made on 3rd July 2023 under voucher no. 6454639. 2. Ms. Wangwe Rosemary signed on the acceptance form for supply and installation of microscale irrigation equipment on 15th June 2023, payment to the supplier was made on 3rd July 2023 under voucher no. 6454639 3. And Mr. Isakhaka Juma Mooli signed on the acceptance form for supply of a solar power irrigation system on 15th June 2023, payment to the supplier was made on 3rd July 2023. <p>All beneficiary farmers signed before payment had been effected.</p>	1
Maximum score 6				

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	From the 3 sampled beneficiary farmers, variation in the contract price was within +/-20% of the engineer's estimates as evidenced from the BQs.	1
	Maximum score 6		WANGWE ROSEMARY - KHABUTOOLA SUBCOUNTY	
			Engineer's quote was 20,185,000/=	
			Contract Quote was 20,665,000/=	
			percentage variation = - 2.378%	
			WAYINA KENNETH GODFREY-BUTIRU TOWN COUNCIL	
			Engineer's quote was 20,085,000/=	
			Contract Quote was 19,865,000/=	
			percentage variation = 1.095%	
			NATIFU DAINA-KHABUTOOLA SUB COUNTY	
			Engineer's quote was 20,870,000/=	
			Contract Quote was 20250,000/=	
			percentage variation = 2.979%	
			Independent contracts by KARF AQUA ENGINEERING CO.	

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY	The micro scale irrigation equipment where contracts were signed during the previous FY were installed and completed 100% within the previous FY. This was evidenced by a Technical Verification letter for the supply and Installation of MSI Technologies dated 12/06/2023. This was to recommend the contractor for payment for completion of works.	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 		

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	The LG had recruited LLG extension workers as per staffing structure. The LG approved staff list had 64 and filled positions were 23, that is $23/64 * 100 = 35.9\%$	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	Not Applicable, there was no standard design by MAAIF.	2
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional • If 100% are functional score 2 or else score 0	From the 3 sampled farmer-sites (Wangwe Rosemary, Wayina Kenneth Godfrey, and Natifu Diana), the installed micro scale irrigation systems during the last FY were functional at the time of assessment.	2

Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	The information on the position of extension workers filled was accurate. The HRM staff list had Bwayo Ronard Agriculture Officer Bugobero T/C, Ndamanywa Andrew Assistant Animal Husbandry Officer Lwanjusi S/C. However the LLGs had caretaking extension workers who were working in more than one LLG.	2
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5	Accuracy of reported information: The LG has reported accurate information	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	The information on micro scale irrigation equipment installed and functionality was accurate as per the design output sheet at the time of assessment.	2
	Maximum score 4		<p>for example;</p> <p>WANGWE ROSEMARY-SITE</p> <p>The suction hose was 60m long and there were 7 hydrants installed on 2 acres of land for efficient drag hose irrigation.</p> <p>There was a movable system of solar (2pc each 330w), a pump 40mH and an overhead tank 5000 litres.</p> <p>The system was functional with a throw radius of approximately 10m.</p>	
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	<p>There Information was collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of Complementary services and farmer Expression of Interest for example;</p> <p>According to the Q2 report dated 21/02/2023,</p> <p>The irrigated land was 30 acres.</p> <p>All the installed equipment was functional.</p> <p>The budget for complementary services was 46,762,172/=</p> <p>Awareness raising of farmers where 98 participated, awareness raising of local leaders where 45 people participated, and training of extension workers on MSI programme. where 27 people participated.</p> <p>The EOI was 150 farmers all registered successfully.</p>	2
	Maximum score 6			

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>The LG had entered up to date LLG information in MIS, where Expression of interest in 2022/2023 was 49 and had increased to 54 in 2023/2024.</p>	1
<p>Maximum score 6</p>				
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p>	<p>c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	<p>The LG had prepared a quarterly report using information compiled from LLGs in the MIS as below</p>	1
<p>Maximum score 6</p>				
			<p>From Q2 report dated 21/02/2023</p>	
			<p>The LLGs like</p>	
			<p>Manafwa T/C</p>	
			<p>EOI was 108 and farm visits were 49.</p>	
			<p>Sibanga S/C</p>	
			<p>EOI was 69 and farm visits were 3.</p>	
			<p>Butta S/C</p>	
			<p>EOI was 61 and farm visits were 37.</p>	
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p>	<p>d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0</p>	<p>The LG had developed an approved Performance Improvement for the lowest performing LLGs.</p>	1
<p>Maximum score 6</p>				
			<p>The underperformed LLGs pertaining EOIs (EOI less than 20 farmers) included</p>	
			<p>Bunabwana S/C</p>	
			<p>Bukewa S/C</p>	
			<p>Buwangani T/C</p>	
			<p>kaato S/C</p>	

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	The technical staff had implemented Performance Improvement plan as evidenced from the training plan dated 13/12/2022	1
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	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	The LG budgeted UGX 108,560,900/= for all extension workers.	1
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	The LG had deployed extension workers as per guidelines in all the sampled LLGs, Lwanjusi Sub County, Bukewa Sub County and Bugobero Town Council had two extension workers deployed there Agriculture Officer and Assistant Animal Husbandry Officer.	1
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	There was sufficient evidence to show that extension workers were working in the LLGs they were deployed. For Instance, from the 3 sampled LLGs Lwanjusi the HRM staff list indicated Ndamaywa Andrew as AAO and at the Sub County had Ndamaywa Andrew and Olupot Justin AO. Bugobero T/C had Bwayo Ronard and the Sub County staff list had Mayeku John Bosco AHO, and Bwayo Ronald AO	2
	Maximum score 6			

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>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>The extension' workers had been publicized by displaying staff list on the LLGs notice board in all the sampled Sub Counties of Lwanjusi, , Bukewa and Bugobero T/C.</p>	2
<p>Maximum score 6</p>				
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p>	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>The District Production Coordinator had conducted annual performance appraisal of all extension works for financial year 2022/2023 as follows;</p> <ol style="list-style-type: none"> 1. Mwasame Cyrus Agriculture Officer was appraised by Khauka Junic on 28th/June/2023. 2. Wetaka John Senior Fisheries Officer was appraised by Dr. Obbo Bonifance Ag. District Production Officer on 20th June,2023. 3. Masaba Geoffrey Agriculture Officer was appraised by Butah Samuel on 30th/ June/2023. 4. Mungasa Eric Assistant Animal Husbandry Officer was appraised by Mukite Irene SAS on 30th June 2023. 5. Massa Emmanuel Wasibe was Agriculture Officer was appraised by Namboi Sarah Annet SAS not dated 6. Wetondo Ivan AAO was appraised by Mwasame Eric Ag.SAS on 31st /Sept/2023. 7. Gimbo Christine Assistant Agriculture Officer was appraised by Nekesa Sylvia on 30th June, 2023. <p>However some appraisals reports were done passed the required timeframe of 30th June.</p>	0
<p>Maximum score 4</p>				

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	Corrective actions were taken like training in artificial Insemination, however there was no evidence to show that it was acted upon.	0
	Maximum score 4			
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Training activities were conducted in accordance to the training plans at District level as evidenced by a training report of district leaders on implementation of MSI programme dated 15/08/2022 at the district council hall.	1
	Maximum score 4			
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	The training activity conducted on 15th August 2022 was documented in the MIS system observed when the Senior Agricultural Engineer logged into the system.	1
	Maximum score 4			

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>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):</p>	<p>The Local Government appropriately allocated the micro sale irrigation grant as follows;</p>	2
Maximum score 10	Score 2 or else 0	<p>Total Budget stood at UGX. 566,814,230/= FY 2023/2024</p>	<p>Capital development (Microscale irrigation equipment) was UGX. 425,110,673/=</p>	
		(75% of the total budget)	<p>Operational budget (complementary services) was UGX. 141,703,558/=</p>	
		(25% of the total budget)	<p>Complimentary services comprised enhancing of farmer capacity 75% and complementary services 25%</p>	
			<p>Budget for enhancing farmer capacity was UGX. 106,277,668.5/=</p>	
			<p>Budget for complementary services was UGX. 35,425,889.5/=</p>	
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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):</p>	<p>There was evidence that budget allocations were made towards complementary services in line with sector guidelines.</p>	2
Maximum score 10	Score 2 or else 0	<p>Budget for complementary services was UGX. 35,425,889.5/=</p>	<p>Under complementary services, there was awareness of local leaders 15% and procurement monitoring and supervision at 10%</p>	
		<p>Budget for awareness of local leaders was UGX.21,255,533.7/=</p>	<p>Budget for Procurement monitoring and supervision was UGX. 14,170,355.8/=</p>	
		<p>The budget for Enhancing farmer capacity for uptake of microscale irrigation was UGX. 106,277,668.5/=</p>		

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>There was evidence that the co-funding was reflected in the current FY 2023/2024 budget.as UGX. 49,555,250/=</p>	2
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>There was evidence that the LG had the farmer co-funding following the same rules applicable to the Micro Scale Irrigation grant where;</p> <p>Complementary services (25%) was UGX. 12,388,813/=</p> <p>Capital development (75%) was UGX. 37,166,438/=</p>	2
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>The LG has disseminated information on use of the farmer co-funding evidenced by minutes to meeting between DPO and DTPC MIN DTPC05/05/2020/21 dated 15/08/2022 in council Hall which was attended by 28 people.</p>	2

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	<p>The DPO had monitored on a monthly basis installed micro- scale irrigation equipment;</p> <p>The technical staff (DPO and SAE) visited Khamtsaru Farmers, Bushakiro Farmers as per a report dated 30/06/2023.</p> <p>There was also a supervision report dated 31/05/2023 at Bulako Farmers in Sibanga S/C and Khamitsaru farmers demo sites in Mayanya S/C beneficiary farmers to check on the status of irrigation equipment.</p> <p>All the installed equipment was functional and there was adequacy of water source.</p> <p>The farmers had a challenge of insecurity and were advised to fence their gardens to limit grievances.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was a field monitoring and supervision report dated 06/10/2022.</p> <p>This involved backstopping to farmers on the agronomic aspects in MSI Project that was carried out in 5LLGs.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>There was a report on training Extension workers on implementation of MSI in sub counties (conduct farm visits and collect EOI) dated 17/01/2023 which was attended by 28 people according to 2 attendance sheets.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>Manafwa LG had established and run 4 farmer field schools, Manafwa demo site, Bukhadala demo site, Sibanga demo site, Mayanza demo site as per the report dated 28/06/2023.</p>	2

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	The LG had conducted activities to mobilise farmers for example; There was a training in LLGs on MSI programme that was held on 22/03/2023 where 121 farmers participated according to 8 attendance sheets.	2
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11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was a training of staff and political leaders at the district and LLGs report dated 16/09/2022 which was attended by 53 people according to 3 attendance sheets.	2
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Investment Management

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	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	The LG had an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY dated 30/06/2023.	2
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12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	The LG kept an up-to—date database of applications for example Wangolo Francis from Manafwa T/C and Naluwende Kenah from Nangalwe S/C as per the database of applications. There were also submission letters from LLGs dated 08/07/2022.	2
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12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</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>The district had carried out farm visits to farmers that submitted complete Expressions of Interest for example</p> <p>farm visit report dated 06/01/2023 at farmer- Watenga Abednego Kassawa.</p> <p>farm visit report dated 04/04/2022 at farmer- Nabende Pius -Manafwa S/C.</p> <p>Agreement to proceed for quotation forms were also signed for example;</p> <p>Mwalye George signed on 27/06/2023</p> <p>Nadunga Rosemary signed on 06/07/2023</p>	2
Maximum score 8				
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>The District agriculture Engineer had publicized the eligible farmers that had been approved on the LLG notice board.</p>	2
Maximum score 8				
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>There was evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan endorsed by the CAO on 26th Oct 2023 for the FY 2023/24 stated as;</p> <p>Procurement and supply of Solar powered irrigation system and motorised system on page 8 of 8 No. 54 of the updated approved procurement plan</p>	1
Maximum score 18				

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>There was evidence that the LG requested for quotation from irrigation equipment;</p> <p>Suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Request was made on 17th Feb 2023 inviting firms that were sent to the LG through a letter dated 25th May 2021.</p> <ul style="list-style-type: none"> • Nec Agro SMC Ltd • Karf Aqua Engineering Solutions Ltd • Davis and Shirliff • Innovation Africa Ltd • Grow more seeds and Chemicals Ltd. 	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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>There is evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria. I.e.; in the evaluation report, technical compliance selection Methodology was Used as explained on screening all through the;</p> <ul style="list-style-type: none"> • Preliminary stage • Detailed Evaluation • Financial comparison <p>One firm; Karf Aqua Engineering solutions, responded to the Bid notice and the firm qualified through all the stages of evaluation.</p>	2

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>There was evidence that the micro-scale irrigation systems were approved by the Contracts Committee;</p> <p>Mana 866/Suppls/2022-2023/00006 Supply and installation of Microscale irrigation System in Manafwa District, approval of evaluation Report was on 26th May 2023 Under MIN: 0068/MCC/2022/23</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</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>Only one firm placed in their bid for the supply of Microscale irrigation and that was Karf Aqua Engineering solutions. Since the firm compiled throughout the evaluation process, it was awarded the contract on 14th June 2023 to supply and install the Microscale irrigation systems for 13 farmers for FY 2022/23.</p> <p>Sampled files of farmers who signed M.O.U.s on 10th May 2023 were;</p> <ul style="list-style-type: none"> • Tsekoko Moses • Wandambwa Stephen and • Natiph Diana. 	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	The information on micro scale irrigation equipment installed and functionality was accurate as per the design output sheet at the time of assessment.	2
	Maximum score 18		For example; WANGWE ROSEMARY-SITE The suction hose was 60m long and there were 7 hydrants installed on 2 acres of land for efficient drag hose irrigation. There was a movable system of solar (2pc each 330w), a pump 40mH and an overhead tank 5000 litres. The system was functional with a throw radius of approximately 10m as per the design output sheet.	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	There was a report on routine supervision of MSI demo sites dated 20/12/2022. The supervised demo sites included Manafwa, Sibanga, Mayanza, Bukhadala etc and all had a general problem of insecurity of the installed equipment.	2
	Maximum score 18			
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	There was a technical Verification report for supply and installation dated 12/06/2023 where the systems were tested and all minimum requirements achieved.	1
	Maximum score 18			
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	The LG has overseen the irrigation equipment supplier during hand-over of the equipment to the Approved Farmer evidenced by the handover letter dated 21/08/2023 where 26 people participated including the District RDC-KAGENYI LUKKA	1
	Maximum score 18			

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0</p>	<p>Voucher no. 6454639 of UGX 20,250,000 for supply and installation of a microscale irrigation system, the supplier requested for payment on 21st June 2023 and payment was made on 3rd July 2023, which was within 10 working days.</p> <p>Voucher no. 64546399 of UGX 20,650,000 for supply and installation of a microscale irrigation system, the supplier requested for payment on 21st June 2023 and payment was made on 3rd July 2023, which was within 10 working days.</p> <p>Voucher no. 6454639 of UGX 20,765,000 for supply and installation of a microscale irrigation system, the supplier requested for payment on 21st June 2023 and payment was made on 3rd July 2023, which was within 10 working days.</p>	2
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13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0</p>	<p>There was evidence that the LG has a complete procurement file for each contract and with oil records required by the PPDA Law</p> <p>Mana 866/Suppls/2022-2023/00006 Supply and installation of Microscale irrigation System in Manafwa District, approval of evaluation Report was on 26th May 2023 Under MIN: 0068/MCC/2022/23. The contract was awarded to Karf Aqua Engineering Solutions Ltd and Contract was signed on 14th June 2023</p>	2
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Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0</p>	<p>There was evidence of the grievance redress mechanism (GRM) displayed on the production department notice board dated 11/Nov./2022.</p>	2
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	There was evidence of grievance log and Grievance redress mechanism in place There were three complaints reported and recorded in the Grievance log for the Manafwa Local Government	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	There was evidence of grievance log and Grievance redress mechanism in place These cases were investigated and concluded as seen in the Grievance log book.	1
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	These cases were investigated and concluded as seen in the Grievance log book.	1
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	The complaints were recorded in accordance with the Grievance Redress Mechanism	1

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	LG had disseminated Micro-irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers during the awareness meetings.	2
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	The BOQs for the micro scale irrigation equipment installed for Mr. Isa Khaha Juma Mooli and Ms. Wangwe Rose Mary Kituyi were seen on file. Item 7.2 for the two BoQs were on Environmental Protection which included water conservation, tree planting and water source protection among others for UGX 150,000/= each in each project. The BoQ micro scale irrigation for Samali Mooiti was not availed at the time of assessment.	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 agrochemicals & management of resultant chemical waste containers score 1 or else 0	There was evidence in the form of monthly Environment and Social Supervision and Monitoring reports availed by the Environment officer and DCDO by assessment time. Combined monthly monitoring reports for the 13 micro scale irrigation projects dated 22/05/2023 and 26/06/2023 were availed.	1
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was no evidence of any Environment and Social compliance certificate availed for any micro scale irrigation project by assessment time.	0

15

Safeguards in the delivery of investments

Maximum score 6

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

There was no evidence of any Environment and Social compliance certificate availed for any micro scale irrigation project by assessment time.

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	Mr. Bichacha Micheal Nambekhe was substantively appointed as a Chief Finance Officer on 18th May, 2016 as directed by the DSC Minute No. 342/2016, signed by Martin Jacan Gwokto the Ag. CAO.	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	Bamwele James was substantively appointed as a District Planner on 16th January, 2016 as was directed by the DSC Minute No. MNF/DSC/444/2018 (v)-5.0, signed by Otai Charles the CAO.	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.	c. District Engineer/Principal Engineer, score 3 or else 0	The District did not have a substantively appointed District Engineer and there was no evidence from the HRM for a seconded staff from the MoPs. However, Ms. Kahinju Julian Masswa a Civil Engineer (water) was assigned duties of a District Engineer on 10th October, 2022 through letter reference CR/161/2, signed by the CAO Mr. Wotunya Peter Henry.	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	There was no substantively appointed District Natural Resources Officer in the district and there was no evidence for a seconded staff from the MoPs. Ms. Bisikwa Sarah, a District Environment Officer was assigned duties of a District Natural Resource Officer on 13th July, 2010 through letter reference CR/D/100285, signed by Juma Nkunyingi the CAO.	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 District did not have a substantively appointed District Production Officer and there was no evidence from the HRM for a seconded staff from the MoPs but Mr. Obbo Bonifance a Principle Veterinary Officer was appointed in acting capacity as a District Production Officer on 22nd March, 2023 through letter reference CR/161/2, signed by the CAO Luyimbazi James.	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	Mr. Tsekooko Moses was substantively appointed a District Community Development Officer on 23rd July, 2020 as directed by the DSC Minute No. MNF/DSC/503/2020 (ii) -2.1, signed by the CAO Mr. Wotunya Peter Henry.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	Mr. Mandu Samuel Erisa was substantively appointed as a District Commercial Officer on 5th January 2022 as directed by the DSC Minute No. MNF/DSC/609/2022 (x) - 10.2. signed by the CAO Mr. Wotunya Peter Henry.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The District substantively appointed Ms. Bwayo Phionah Winnifred as a Senior Procurement Officer on 1st February, 2023 as directed by the DSC Minute No. MNF/DSC/613/2023 (vi)- 6.4, signed by Wotunya Peter Henry.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	This position was vacant at the time of assessment. The LG was limited by wage to recruit .	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	Ms. Namono Betty was substantively appointed as a Principle Human Resource Officer on 19th October,2017 as directed by the DSC Minute No. 397/2017-1.1, signed by the CAO Mr. Otai Charles.	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	Ms. Bisikwa Sarah was substantively appointed as a Senior Environment Officer on 11th June,2012 as directed the DSC Minute No. 25/2015/v, signed by the CAO.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	The District substantively appointed Mr. Nangalamu Johnson as a Senior Land management officer on 11th June 2012 as directed by the DSC Minute No. 17th February, 2021 as was directed by the DSC Minute No. DSC/522/2021(i)- 1.2 signed by Wotunya Peter Henry the CAO.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	This position was vacant at the time of assessment. There was no evidence of secondment from the 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.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	The District had substantively appointed Mr. Wamukota Robert as a Principle Internal auditor on 31st August, 2021 as directed the DSC Minute No. MNF/DSC/561/2021 (ii)- 2.1, signed by the CAO Mr. Wotunya Peter Henry.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	Mr. Walyamala Joseph was substantively appointed as a Principal Human Resource Officer (Secretary to the DSC) on 29th May, 2009 as directed by the DSC Minute No. 166/2009 (ii), signed by Kanyarutokye Moses the CAO.	2
2	New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG Maximum score is 15	a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).	The LG had 32 LLGs and these constituted 25 Sub Counties and 7 Town Councils. The District appointed 21 substantive Senior Assistant Secretaries as follows; 1.Kakai Noreen was appointed a Senior Assistant Secretary on 15th February, 2016 as was directed by the DSC Minute No. 325/2016, signed by Martin Jacan Gwokto the Ag. CAO. 2.Nabisawa Philo Hilda was appointed as a Senior Assistant Secretary on 19th December, 2019	0

as directed by the DSC Minute No. MNF/DSC/484/7/2019 (iv)- 4.3 (iii), signed by Wotunya Peter Henry the CAO.

3. Khainza Suzan was appointed as a Senior Assistant Secretary on 19th December, 2019 as directed by the DSC Minute No. MNF/DSC/484/2019(iv)-4.2(iii), signed by Mr. Wotunya Peter Henry the CAO.

4. Mabongo Cyrus Damscus was appointed as a Senior Assistant Secretary on 19th September, 2019 as directed by the DSC Minute No. MNF/DSC/475/2019(ii)-2(ii), signed by Mr. Otai Charles the CAO.

5. Cherop Christine was appointed as a Senior Assistant Secretary on 12th December, 2017 as directed by the DSC Minute No. 373/2017-1.29 signed by Mr. Kasozi Sulaiman the CAO.

6. Nambozo Sarah was appointed as a Senior Assistant Secretary on 14th June, 2011 as directed by the DSC Minute No. 95/2011(iii), signed by the CAO Mr. Juma Nkuningi.

7. Walyaula James was appointed as a Senior Assistant Secretary on 18th August, 2004 as directed by the DSC Minute No. 65/2004, signed by the CAO Mr. Wanaiye Khatuli Kenneth.

8. Mr. Kusolo Felix was appointed as a Senior Assistant Secretary on 5th June, 2017 as directed by the DSC Minute No. 373/2017-6.7, signed by Mr. Kasozi Sulaiman the CAO.

9. Wanabwa Fred Mungoma was appointed as a Senior Assistant Secretary on 10th June, 2020 as directed by the DSC Minute No. MNF/DSC/484/2011(vii)-8.0:2-0.3, signed by Mr. Wotunya Peter Henry the CAO.

10. Nabiru Yusuf was appointed as a Senior Assistant Secretary on 16th September, 2022 as directed by the DSC Minute No. MNF/DSC/592/2022(vi)-6.6, signed by Mr. Wotunya Peter Henry the CAO

11. Mr. Namundi Tom was appointed as a Senior Assistant Secretary on 15th June, 2017 as directed by the DSC Minute No. 373/2017-6.5, signed by the CAO

Mr. Kasozi Sulaiman.

12.Nakhayenze Zeridah was appointed as a Senior Assistant Secretary on 19th December, 2019 as directed by the DSC Minute No. MNF/DSC/484/2019(iv)-4.4(iii), signed by Mr. Wotunya Peter Henry the CAO.

13.Nabukwasi Evelyne was appointed as a Senior Assistant Secretary on 26th March, 2013 as directed by the DSC Minute No. DSC/73/2013(ii), signed by Mr. F.K Rwabuhoro the CAO.

14.Wapatiti Alex was appointed as a Senior Assistant Secretary on 19th September, 2019 as directed by the DSC Minute No. MNF/DSC/475/2019(ii)-5(iii), signed by Mr. Wotunya Peter Henry the CAO.

15.Nekesa Sylvia K.B was appointed as a Senior Assistant Secretary on 1st February,2023 as was directed by the DSC Minute No. MNF/DSC/613/2023(vi)-6.0, signed by Mr. Wotunya Peter Henry the CAO

16.Wabomba Micheal was appointed as a Senior Assistant Secretary on 1st February, 2023 as was directed by the DSC Minute No. MNF/DSC/613/2023(vi)-6.1, signed by Mr. Wotunya Peter Henry the CAO

17.Naluuwande James Masette was appointed as a Senior Assistant Secretary on 19th September, 2019 as was directed by the DSC Minute No. MNF/DSC/475/2019(ii)-3(iii), signed by Mr. Wotunya Peter Henry the CAO

18.Mr. Mulegi Andrew was appointed Town Clerk on 28th January, 2021 as was directed by the DSC Minute No. MNF/DSC/517/2020(vi)-6.0, signed by the CAO Mr. Wotunya Peter Henry.

19.Mr. Wangolo Francis was appointed Town Clerk on 28th January, 2021 as was directed by the DSC Minute No. MNF/DSC/517/2020(vi)-6.1, signed by the CAO Mr. Wotunya Peter Henry.

20.Mr. Mukoya Milcah Wanabuya was appointed Town Clerk on 31st Oct, 2023 as directed by the DSC Minute No. MNF/DSC/656/2023-1.2, signed by the CAO Mr. Luyimbazi

James.

21. Mr. Maina S.D Anthony Bwayo was appointed Town Clerk on 28th January, 2023 as directed by the DSC Minute No. MNF/DSC/517/2022(vii)-7.2 signed by the CAO Mr. Wotunya Peter Henry.

2

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

Maximum score is 15

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

5

The LG had recruited substantive Community Development Officers in all the 32 LLGs as indicated below,

1. Ms. Wafwoyo Jackline was appointed a Community Development Officer on 4th May, 2023 as was directed by the DSC Minute No. MNF/DSC/621/2023(i)-1.3, signed by the CAO Mr. Luyimbazi James.

2. Ms. Kagai Peace was appointed a Community Development Officer on 22nd March, 2023 as was directed by the DSC Minute No. MNF/DSC/621/2023(i)-1.15, signed by the CAO Mr. Luyimbazi James.

3. Ms. Nakami Doreen was appointed a Senior Community Development Officer on 4th May, 2023 as was directed by the DSC Minute No. MNF/DSC/626/2023(i)-1.3, signed by the CAO Mr. Luyimbazi James.

4. Ms. Bwayo Sophie Joan was appointed a Community Development Officer on 31st May, 2023 as was directed by the DSC Minute No. MNF/DSC/632/2023(x)-1.44, signed by the CAO Mr. Luyimbazi James.

5. Ms. Lunyolo Faridah was appointed a Senior Community Development Officer on 15th October, 2018 as was directed by the DSC Minute No. MNF/DSC/434/2018(i)-1.1, signed by the CAO Mr. Otai Charles.

6. Ms. Nabulo Sylvia Babra was appointed a Senior Community Development Officer on 18th October, 2018 as was directed by the DSC Minute No. MNF/DSC/434/2018(i)-1.2, signed by the CAO Mr. Otai Charles.

7. Mukoya Sarah Wakama was appointed a Community Development Officer on 28th February, 2019 as was directed by the DSC Minute No. DSC/457/2018-

1.37, signed by Otai Charles the CAO.

8. Nabafu Majeli was appointed a Community Development Officer on 28th February, 2019 as was directed by the DSC Minute No. DSC/457/2018- 1.41, signed by Otai Charles the CAO.

9. Nasiru William was appointed a Community Development Officer on 4th May, 2023 as was directed by the DSC Minute No. MNF/DSC/626/2023(i)- 1.1, signed by Mr. Luyimbazi James.

10. Nagoya Jackline was appointed a Community Development Officer on 19th Dec, 2019 as was directed by the DSC Minute No. MNF/DSC/484/2019 (i) signed by Wotunya Peter Henry the CAO.

11. Wasike David was appointed a Senior Community Development Officer on 10th January 2020 as was directed by the DSC Minute No. MNF/DSC/489/2019- 1.4, signed by Mr. Wotunya Peter Henry the CAO.

12. Musibikha Beatrice was appointed a Community Development Officer on 30th April, 2021 as was directed by the DSC Minute No. MNF/DSC/541/2021- 1.49, signed by Mr. Wotunya Henry the CAO.

13. Matai Saul was appointed a Community Development Officer on 30th April, 2021 as was directed by the DSC Minute No. MNF/DSC/541/2021- 1.48, signed by the CAO Mr. Wotunya Peter Henry.

14. Nambuya Sylvia was appointed a Community Development Officer on 30th April, 2021 as was directed by the DSC Minute No. MNF/DSC/541/2021-1.47, signed by Mr. Wotunya Peter Henry the CAO.

15. Kangala James was appointed a Community Development Officer on 22nd March, 2022 as was directed by the DSC Minute No. MNF/DSC/621/2023(i)-1.12, signed by Mr. Luyimbazi James the CAO.

16. Kashake Micheal was appointed a Community Development Officer on 22nd March, 2023 as was directed by the DSC Minute No. MNF/DSC/621/2023(i)-1.13, signed by Mr. Luyimbazi James the CAO.

17. Nanzala Tom was appointed a Community Development Officer

on 30th April, 2021 as was directed by the DSC Minute No. DSC/541/2021-1.46, signed by Mr. Wotunya Peter Henry the CAO.

18. Khwakha Peter Allan was appointed a Community Development Officer on 25th May, 2021 as was directed by the DSC Minute No. MNF/ DSC/550/2021-7.0, signed by Mr. Wotunya Peter Henry the CAO.

19. Mandu Robert Asid was appointed a Community Development Officer on 15th October 2018 as was directed by the DSC Minute No. DSC/434/2018(i)- 1.3, signed by Otai Charles the CAO.

20. Ms. Nakhayenza Esther Mugoya was appointed a Community Development Officer as was directed by the DSC Minute No. 172/2009(i), signed by Kanyarutokye Moses the CAO.

21. Mayanza Titus Wandeeka was appointed a Community Development Officer as was directed by the DSC Minute No. DSC/457/2018-1.39, signed by Otai Charles the CAO.

22. Ms. Bisikwa Angela was appointed a Community Development Officer on 28th February, 2019 as directed by the DSC Minute No. DSC/457/2018-1.36, signed by Otai Charles the CAO.

23. Moiti Isaac was appointed a Community Development Officer on 22nd March, 2023 as directed by the DSC Minute No. MNF/ DSC/621/2023(i)-1.14, signed by Mr. Luyimbazi James the CAO.

24. Nabuzale Allen was appointed a Community Development Officer on 30th April, 2021 as directed by the DSC Minute No. MNF/DSC/541/2021- 1.44, signed by Mr. Wotunya Peter Henry the CAO.

25. Mr. Ogwal Bosco was appointed a Community Development Officer on 31st May, 2023 as directed by the DSC Minute No. DSC/632/2023(x)- 1.43, signed by Mr. Luyimbazi James the CAO.

26. Namutolo Vicent was appointed a Community Development Officer on 30th June, 2017 as directed by the DSC Minute No. 379/2017(ii)- 1.1, signed by Kasozi Sulaiman the

CAO.

27. Mr. Oroni Stephen was appointed a Community Development Officer on 31st May, 2023 as directed by the DSC Minute No. DSC/632/2023(x)- 1.42, signed by Mr. Luyimbazi James the CAO.

28. Ms. Mukite Winnie was appointed a Community Development Officer on 31st May, 2023 as directed by the DSC Minute No. DSC/632/2023(x)- 1.45, signed by Mr. Luyimbazi James the CAO.

29. Ms. Khalayi Catherine was appointed a Community Development Officer on 31st May, 2023 as directed by the DSC Minute No. DSC/632/2023(x)- 1.46, signed by Mr. Luyimbazi James the CAO.

30.. Mr. Mweru Timber Paul was appointed a Community Development Officer on 22nd March, 2023 as directed by the DSC Minute No. DSC/621/2023(i)- 1.19, signed by Mr. Luyimbazi James the CAO.

31. Ms. Nambome Josephine was appointed a Community Development Officer on 22nd March, 2023 as was directed by the DSC Minute No. DSC/621/2023(i)- 1.18, signed by Mr. Luyimbazi James the CAO.

32. Ms. Wandabwe Daphine was appointed a Community Development Officer on 22nd March, 2023 as directed by the DSC Minute No. DSC/621/2023(i)- 1.18, signed by Mr. Luyimbazi James the CAO.

2

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

Maximum score is 15

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

The LG had appointed substantive Senior Accounts Assistant in all the 32 LLGs as follows;

1.Mr. Nagwere Felix Meleme was appointed as a Senior Accounts Assistant on 18th January, 2008 as directed by the DSC Minute No. 02/2008 endorsed by the CAO Mr. Nyakahuma John.

2.Katalo Alawi was appointed as a Senior Accounts Assistant on 22nd March, 2023 as directed by the DSC Minute No. MNF/DSC/621/2023(i)- 1.22, signed by the CAO Mr. Luyimbazi James.

5

3. Mutiambu Sylvia was appointed as a Senior Accounts Assistant on 28th February, 2019 as directed by the DSC Minute No.DSC/457/2018-1.31, signed by the CAO Mr. Otai Charles

4.Wesonga Peter was appointed as a Senior Accounts Assistant on 17th September,2007 as directed by the DSC Minute No. 23/2007, signed by the CAO Mr. Nyakumah John.

5.Nabushawo Zubedda was appointed as a Senior Accounts Assistant on 17th February, 2021 as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.74, signed by the CAO Mr. Wotunya Peter Henry.

6.Ms. Kituyi Evelyne was appointed as a Senior Accounts Assistant on 22nd March, 2023 as was directed by the DSC Minute No. MNF/DSC/621/2023(i)- 1.22, signed by the CAO Mr. Luyimbazi James.

7, Mr. Wakooli Rogers was appointed as a Senior Accounts Assistant on 22nd March, 2023 as directed by the DSC Minute No. MNF/DSC/621/2023(i)- 1.26, signed by the CAO Mr. Luyimbazi James.

8.Mr. Mungoma John was appointed as a Senior Accounts Assistant on 22nd March, 2023 as was directed by the DSC Minute No. MNF/DSC/621/2023(i)- 1.23, signed by the CAO Mr. Luyimbazi James.

9.Mr. Mayobo Petwa was appointed as a Senior Accounts Assistant on 17th February, 2021 as was directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.74, signed by the CAO Mr. Wotunya Peter Henry.

10.Chebeti Shamura was appointed as a Senior Accounts Assistant on 17th February, 2021 as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.78, signed by the CAO Mr. Wotunya Peter Henry.

11.Natseba Steven was appointed as a Senior Accounts Assistant on 17th February, 2021 as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.72, signed by the CAO Mr. Wotunya Peter Henry.

12.Mukhwana Ronald was appointed as a Senior Accounts

Assistant on 17th February, 2021 as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.71, signed by the CAO Mr. Wotunya Peter Henry.

13. Ms. Chebeti Lilian was appointed as a Senior Accounts Assistant on 17th February, 2021 as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.76, signed by the CAO Mr. Wotunya Peter Henry.

14. Ms. Nabustebi Metrine was appointed as a Senior Accounts Assistant on 17th February, 2021 as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.79, signed by the CAO Mr. Wotunya Peter Henry.

15. Mr. Mayeku Peter Zayewa was appointed as a Senior Accounts Assistant on 22nd March, 2012 as directed by the DSC Minute No. 12/2012, signed by the CAO Mr. R.K Rwabuhoro.

16. Mr. Kabeyi Manana Peter was appointed as a Senior Accounts Assistant on 28th February, 2019 as directed by the DSC Minute No. DSC/457/2018(i)- 1.32, signed by the CAO Mr. Otai Charles.

17. Ms. Mutuwa Sandra was appointed as a Senior Accounts Assistant on 31st May, 2023 as was directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.36, signed by the CAO Mr. Luyimbazi James.

18. Nambafu Sam Masette was appointed as a Senior Accounts Assistant on 17th Feb, 2021 as was directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.70, signed by the CAO Mr. Watunyo Peter Henry.

19. Ms. Aceng Judith was appointed as a Senior Accounts Assistant on 31st May, 2023 as directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.41, signed by the CAO Mr. Luyimbazi James.

20. Ms. Kibone Faith was appointed as a Senior Accounts Assistant on 31st May, 2023 as directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.39 signed by the CAO Mr. Luyimbazi James.

21. Ms. Wanyenze Juliet was appointed as a Senior Accounts Assistant on 17th February, 2021

as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.73, signed by the CAO Mr. Wotunya Peter Henry.

22. Buteme Apia was appointed as a Senior Accounts Assistant on 17th February, 2021 as directed by the DSC Minute No. MNF/DSC/522/2021(ii)- 2.77, signed by the CAO Mr. Wotunya Peter Henry.

23. Nandutu Meble was appointed as a Senior Accounts Assistant on 28th February, 2019 as directed by the DSC Minute No. MNF/DSC/457/2018- 1.33, signed by the CAO Mr. Otai Charles.

24. Sibuta Yokana was appointed as a Senior Accounts Assistant on 31st May, 2023 as directed by the DSC Minute No. MNF/DSC/632/2023(iii)- 1.7, signed by the CAO Mr. Luyimbazi James.

25. Nakhayenza Lydia was appointed as a Senior Accounts Assistant on 31st May, 2023 as was directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.34, signed by the CAO Mr. Luyimbazi James.

26. Ms. Nambuba Naome was appointed as a Senior Accounts Assistant on 31st May, 2023 as directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.40, signed by the CAO Mr. Luyimbazi James.

27. Musoba Ivan was appointed as a Senior Accounts Assistant on 22nd March, 2023 as directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.40, signed by the CAO Mr. Luyimbazi James.

28. Kharunda Stella was appointed as a Senior Accounts Assistant on 31st May, 2023 as directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.37, signed by the CAO Mr. Luyimbazi James.

29. Mukwana Ben was appointed as a Senior Accounts Assistant on 31st May, 2023 as directed by the DSC Minute No. MNF/DSC/632/2023(x)- 1.35, signed by the CAO Mr. Luyimbazi James.

30. Nashimolo Rogers was appointed as a Senior Accounts Assistant on 22nd March, 2023 as

directed by the DSC Minute No. MNF/DSC/2023(i)- 1.24, signed by the CAO Mr. Luyimbazi James.

31.Mr. Kakala Kevin was appointed as a Senior Accounts Assistant on 22nd March, 2023 as directed by the DSC Minute No. MNF/DSC/621/2023(i)- 1.20, signed by the CAO Mr. Luyimbazi James.

32.Mr. Wamela E. John was appointed as a Senior Accounts Assistant on 22nd March, 2023 as directed by the DSC Minute No. MNF/DSC/621/2023(i)- 1.25, signed by the CAO Mr. Luyimbazi James.

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. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: a. Natural Resources department, score 2 or else 0	The revised budget for the Natural Resources Department was UGX 871,114,239 and amount released was UGX 269,755,619. 31% of the budget was released.	0
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: b. Community Based Services department. score 2 or else 0.	The revised budget for the Community Based Services Department was UGX 482,097,548 and the amount released was 340,138,233. 70% of the allocated funds were released to the department.	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. Maximum score is 12	a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0	There was only one DDEG financed project implemented in the FY 2022/2023. There was no evidence of Environmental, social and climate change screening reports for the partitioning of the District Administration Block (Second floor).	0

4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),	For the DDEG funded project, no evidence was provided to show that an ESIA had been carried out. Also since the LG did not do an environmental and social screening for the said project, there was no basis to determine whether an even ESIA was required in the first place.	0
	Maximum score is 12	score 4 or 0		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;	There was no evidence of an ESMP for the Partitioning of District Administration block (at second floor).	0
	Maximum score is 12	score 4 or 0		

Financial management and reporting

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.	If a LG has a clean audit opinion, score 10;	Manafwa District LG had an unqualified Audit Opinion for FY 2022/2023	10
	Maximum score is 10	If a LG has a qualified audit opinion, score 5		
		If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0		
6	Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).	If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),	The LG submitted responses on the status of implementation of the Auditor General's findings for 2021/2021 to the Parliament of Uganda on 28th April 2023. However, no evidence was provided to show that the LG had submitted the same to the PS/ST Ministry of Finance, Planning and Economic Development by the end of February 2023.	0
	maximum score is 10	score 10 or else 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 LG submitted its Annual Performance Contract for the Financial Year 2023/2024 on 17th July 2023.</p>	4
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>The LG had submitted its Annual Performance Report for the Financial Year 2022/2023 via online means (PBS) on 26th August 2023. This was within the timeline.</p>	4
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> <p>Maximum score is 4</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>The LG submitted its quarterly Budget Performance Reports as follows;</p> <ol style="list-style-type: none"> 1. The quarter 1 report was submitted on 28th December 2022 2. The quarter 2 report on 6th March 2023. 3. The quarter 3 report on 13th May 2023 4. And the quarter 4 report on 26th August 2023. <p>All the quarterly submissions were within the timeline of 31st August 2023.</p>	4

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>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.</p> <p><i>The Maximum Score of 70</i></p>	<p>a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0</p>	<p>Ms. Nambuya Rachel was substantively appointed as a District Education Officer on 31st August, 2021 as directed by the DSC Minute No. MNF/DSC/561/2021(ii)-2.0, signed by the CAO Mr. Wotunya Peter Henry.</p>	30
1	<p>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.</p> <p><i>The Maximum Score of 70</i></p>	<p>b) All District/Municipal Inspector of Schools, score 40 or else 0.</p>	<p>The District had four inspectors of schools and all were substantively appointed.</p> <p>1. Mr. Mungoma Masolo Deo Deputy headteacher was appointed as an Inspector of Schools on 22nd March,2023 as directed by the DSC Minute No. MNF/DSC/621/2023 (iii)-1.32,signed by the CAO Mr. Luyimbazi James.</p> <p>2.Mr. Natif Isaac Education Assistant was substantively appointed as an Inspector of Schools on 27th March,2023 as directed by the DSC Minute No. MNF/DSC/621/2023 (iii)-1.33,signed by the CAO Mr. Luyimbazi James.</p> <p>3. Mr. Wasike John Wasirwa Inspector of Schools was substantively appointed as a Senior Inspector of Schools on 22nd March,2023 as directed by the DSC Minute No. MNF/DSC/463/2019 (i)-1.1,signed by the CAO Mr. Otai Charles.</p> <p>4. Mr. Masayi Bosco Munyu, an Inspector of Schools was substantively appointed as a Senior Inspector of Schools on 30th April,2021 as directed by the DSC Minute No. MNF/DSC/541/2021-1-0,signed by the CAO Mr. Wotunya Peter Henry</p>	40

Environment and Social Requirements

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

If the LG carried out:

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

There was evidence of Environmental, social and climate change screening reports for all education projects implemented in the previous FY 2022/2023.

The screening report for the construction of a 5 stance pit latrine at Bumwangu Primary School dated 13/09/2022 signed by the Environment Officer (EO) and DCDO.

The Screening report for the construction of 2 classroom block and office at Bumwangu Primary School dated 27/07/2022 signed by the EO and DCDO.

The Screening report for the construction of 2 classroom block and office at Kikwetsi Primary School dated 28/07/2022 signed by the EO and DCDO.

The Maximum score is 30

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

If the LG carried out:

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

There was no need of preparing full ESIAs for the education projects since they lie under Part 2 of Schedule 4 of the National Environment Act no. 5 of 2019 thereby requiring preparation of respective ESMPs.

There was evidence of costed ESMPs for the education projects implemented in the Previous FY 2022/2023;

The ESMP for the construction of a 5 stance pit latrine at Bumwangu Primary School dated 14/09/2022 costed at UGX. 750,000/= signed by the Environment Officer (EO) and DCDO.

The ESMP for the construction of 2 classroom block and office at Bumwangu Primary School dated 5/08/2022 costed at UGX. 2,310,000/= signed by the EO and DCDO.

The ESMP for the construction of 2 classroom block and office at Kikwetsi Primary School dated 04/08/2022 costed at UGX. 3,750,000/= signed by the EO and DCDO.

The Maximum score is 30

**Health Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.</p>	<p>The District didn't have a substantively appointed District Health Officer, however Dr. Nakhokho Ephraim substantively a Medical Officer was assigned duties of a District Health Officer on 21st March, 2023 through letter reference CR/D/10302, endorsed by the CAO Mr. Luyimbazi James</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>Mr. Waniala Stephen Sabunyo was substantively appointed as an Assistant District Health Officer Maternal Child Health and Nursing on 22nd March, 2023 as was directed by the DSC Minute No. MNF/DSC/621/2023(ii)-1.31, endorsed by the CAO Mr. Luyimbazi James.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>Mr. Walekula Emmanuel was substantively appointed as an Assistant District Health Officer of Environmental Health on 28th January, 2021 as was directed by the DSC Minute No. MNF/DSC/517/2020(iv)-4.0, signed by the CAO Mr, Wotunya Peter Henry.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>The District substantively appointed Ms. Nekesa JenipherGrace as a Principle Health Inspector on 15th October, 2017 as was directed by the DSC Minute No.39/2017(v)-5.3, signed by Mr. Otai Charles the CAO.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>Bisikwa Judith Maria was substantively appointed as a Senior Health Educator on 10th January, 2020 as was directed by the DSC Minute No. MNF/DSC/490/2019(vii)-7.0, signed by the CAO Mr. Wotunya Peter Henry.</p>	10

- 1 New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. f. Biostatistician, score 10 or 0. The LG substantively appointed Mr. Masolo Perezi as a Biostatistician on 17th February, 2021 as was directed by the DSC Minute No. MNF/DSC/522/2021(ii)-2.1, endorsed by the CAO Mr. Wotunya Peter Henry. **10**
- Applicable to Districts only.*
- Maximum score is 70*
- 1 New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. g. District Cold Chain Technician, score 10 or else 0. Mr. Busiku Wamutu Moses was substantively appointed as a District Cold Chain Technician on 5th January, 2008 as was directed by the DSC Minute No.72/2007, signed by the CAO Mr. Nyakahuma John. **10**
- Applicable to Districts only.*
- Maximum score is 70*
- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.
- Applicable to MCs only.*
- Maximum score is 70*
- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. i. Principal Health Inspector, score 20 or else 0.
- Applicable to MCs only.*
- Maximum score is 70*
- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. j. Health Educator, score 20 or else 0
- Applicable to MCs only.*
- Maximum score is 70*

Environment and Social Requirements

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence of Environmental, Social and Climate change screening reports for all the Health projects implemented in the previous financial year 2022/2023 signed by the Environment officer and DCDO.</p> <p>Screening report for the completion of staff house at Bukewa HC III dated 21/09/2022.</p> <p>Screening report for the construction of staff house at Bukimanayi HC III dated 3/09/2022.</p> <p>Screening report for the renovation of Medical stores dated 29/07/2022.</p>	15
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>All the health projects implemented in the previous FY 2022/2023 never required preparation of full ESIAs thereby requiring preparation of costed ESMPs for respective projects so as to minimize anticipated and unanticipated environmental and social impacts from project implementation. These were as follows;</p> <ol style="list-style-type: none"> 1. Completion of staff house at Bukewa HCII -Phase II; screened on 21st September 2022; Costed ESMP 3,350,000/= on 22nd September 2022. 2. Construction of staff house at Bukimanayi HCIII; screened on 3rd August 2022; Costed ESMP 4,750,000/= on 4th August 2022. 3. Renovation of medical stores at the district; Costed ESMP 4,750,000/= on 2nd August 2022. 	15

**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>	The LG had substantively appointed Mr. Mukhuana Jerome as a Senior Agricultural Engineer on 17th March, 2021 as was directed by the DSC Minute No. MNF/DSC/528/2021(v)- 5.6, signed by the CAO Mr. Wotunya Peter Henry.	70

Environment and Social Requirements

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.

Maximum score is 30

If the LG:
Carried out Environmental, Social and Climate Change screening score 30 or else 0.

There was evidence of Environmental social and climate change screening reports for the Micro scale irrigation projects implemented in the previous FY 2022/2023

Screening report for Small scale irrigation scheme for Samali Moiti in Manafwa Town council dated 4/01/2023 signed by the Environment Officer and DCDO.

Screening report for Small scale irrigation scheme for Isa Khaka Juma Mooli in Nalondo Sub county dated 3/01/2023 signed by the Environment Officer and DCDO

Screening report for Small scale irrigation for Wangwe Rose Mary Kituyi in Khabutoora Sub county dated 5/01/2023 signed by the Environment Officer and DCDO

There was evidence of Environmental and Social Monitoring Plans ESMPs for the irrigation projects implemented in the previous FY 2022/2023

ESMP for Small scale irrigation scheme for Samali Moiti in Manafwa Town council dated 29/01/202, costed at UGX. 950,750/= and signed by the Environment Officer and DCDO.

ESMP for Small scale irrigation scheme for Isa Khaka Juma Mooli in Nalondo Sub county dated 21/01/2023, costed at UGX. 1,038,250/= and signed by the Environment Officer and DCDO

ESMP for Small scale irrigation for Wangwe Rose Mary Kituyi in Khabutoora Sub county dated 21/01/2023, costed at UGX. 1,033,750/= and signed by the Environment Officer and DCDO

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The District had substantially appointed Ms. Kahinju Julian Masswa as a Civil Engineer (Water) on 23rd July, 2020 as was directed by the DSC Minute No. MNF/DSC/503/2020(vi) 6.0, signed by the CAO Mr. Wotunya Peter Henry.	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The District did not have a substantively appointed Assistant Water Officer for Mobilization, however Mr. Mandu Robert Asid a SCDO was seconded by the CAO Mr. Wotunya Peter Henry. He was assigned extra duties as Assistant Water Officer for mobilisation on 16th January, 2023 through letter reference CR/161/3.	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The position of Borehole Maintenance Technician was not filled. Mr. Masabasi Patrick the Borehole Technician had retired on 12th May 2023.	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.	This position was vacant at the time of assessment.	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.	Mr. Wakalanga Sulayi was substantively appointed as an Environment Officer on 10th June, 2019 as was directed by the DSC Minute No. MNF/DSC/470/2019-1.1 signed by Mr. Otai Charles the CAO.	10

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p>	<p>f. Forestry Officer, score 10 or else 0.</p>	<p>Mr. Wabwire David Mandu was substantively appointed as the Forestry Officer on 31st May, 2018 as directed by the DSC Minute No. MNF/DSC/420/2018 (i)-1.1 endorsed by the CAO Mr. Otai Peter Henry.</p>	10
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Environment and Social Requirements

2	<p>Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.</p>	<p>There was evidence of screening reports for all the WSS projects implemented in the previous FY 2022/2023 signed by the Environment officer and the DDCO</p> <p>Screening report for the Drilling of Bunate Borehole in Bukoma Sub-county dated 12/07/2022.</p> <p>Screening report for the drilling of Okambi Borehole in Lwangusi Sub-county dated 14/07/2022.</p> <p>Screening report for the drilling of Khabutoora borehole in Khabutoora Sub-county dated 12/07/2022.</p>	10
2	<p>Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.</p>	<p>The water projects implemented in the previous FY 2022/2023 never required preparation of full ESIAs since they lies under subsection 3(a) of Part 2 of Schedule4 of the National Environment Act no. 5 of 2019 (construction of community water points). There was need to prepare ESMPs which were prepared and signed by the Environment Officer and CDO.</p> <p>1. Drilling of Bunate borehole in Bukoma S/C; Costed ESMP 603,459/= on 18th July 2022.</p> <p>2. Drilling of Okambi borehole in Lwanjusi S/C. Costed ESMP 603,459/= on 20th July 2022.</p> <p>3. Drilling of Khabutoora borehole in Khabutoora S/C; Costed ESMP 603,459/= on 18th July 2022.</p>	10

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

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

The LG did not acquire abstraction permits for Ikaali - Nangalwe piped water scheme which was already in operation.