



## **LGMSD 2022/23**

Mpigi District

(Vote Code: 540)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	93%
Education Minimum Conditions	100%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	65%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	76%
Educational Performance Measures	78%
Health Performance Measures	57%
Water & Environment Performance Measures	76%
Micro-scale Irrigation Performance Measures	83%

**Crosscutting  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>If so: Score 4 or else 0</li> </ul>	<p>There was evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the projects:</p> <p>The total DDEG budget for FY 2022/2023 was UGX 385,796,000 (on Pg.3 of the approved budget) out of which UGX 230,668,132 was allocated to LLGs and UGX 155,127,868 was retained at the district.</p> <p>The following projects were complete and functional:</p> <ol style="list-style-type: none"> <li>Renovation of District Council Chambers washrooms at UGX 17,033,536 by M/S Aletrance Investments Ltd was functional and utilized as per engineer's (completion) Certificate No.1 of 19/06/2023;</li> <li>Renovation of the Trade, Industry and Economic Devt. Office by M/S Ever Investments Ltd at UGX 12,050,632 was functional and utilized as per engineer's (final) Certificate No.1 of 19/06/2023; and</li> <li>Grading of the community access road of Buwere-Ntolomwe implemented on force account at UGX 29,995,600 was functional and utilized as per the engineer's (completion) Certificate No.1 of 19/06/2023.</li> </ol>	4
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> <li>By more than 5%, score 3</li> <li>1 to 5% increase, score 2</li> <li>If no increase, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>There was evidence that the average score in the overall LLG performance assessment increased by 5.5% from previous assessment (2022/23) to the current (2023/24) as follows:</p> <ol style="list-style-type: none"> <li>Kiringente S/C declined by 1% from 87% to 86%;</li> <li>Mpigi T/C improved by 5% from 84% to 89%;</li> <li>Buwama T/C improved by 4% from 81% to 85%;</li> <li>Buwama S/C improved by 1% from 77% to 78%;</li> <li>Kituntu S/C improved by 1% from 76% to 77%;</li> <li>Nkozi S/C improved by 6% from 73% to 79%;</li> <li>Kammengo S/C improved by 9% from 72% to 81%;</li> <li>Kayabwe T/C improved by 13% from 70% to 83%;</li> <li>Muduuma S/C improved by 11% from 68% to 79%; and</li> <li>Overall average Score improved by 5.5% from 76.4% to 81.89%</li> </ol>	3

2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> <li>• If 100% the projects were completed : Score 3</li> <li>• If 80-99%: Score 2</li> <li>• If below 80%: 0</li> </ul>	<p>There was evidence that the DDEG funded investment projects implemented in the previous FY were completed as per the performance contract (with AWP) and as reported on Page 23 of the Annual Performance report as follows:</p> <ul style="list-style-type: none"> <li>i. Renovation of District Council Chambers washrooms at UGX 17,033,536 was 100% complete;</li> <li>ii. Grading of a Community access road Buwere-Ntolomwe road at UGX 29,995,600 was 100% complete;</li> <li>iii. Renovation of Trade, Industry and Local Economic Development Office at UGX12,050,632 was 100% complete; and</li> <li>iv. Construction works at the Agricultural Development Centre UGX 99,874,020 was 100% complete.</li> </ul> <p>All the planned projects were complete, paid and functional/ in-use.</p>	3
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>There was evidence that the district budgeted and spent all DDEG funds of UGX 322,304,000 (Pg. 2 of the approved budget) on eligible projects as reported on Page 128 of the 4th Quarter Performance Report as follows:</p> <ul style="list-style-type: none"> <li>i. Renovation of District Council Chambers washrooms at UGX 17,033,536</li> <li>ii. Grading of a Community access road Buwere-Ntolomwe road at UGX 29,995,600;</li> <li>iii. Renovation of Trade, Industry and Local Economic Development Office at UGX12,050,632; and</li> <li>iv. Construction works at the Agricultural Development Centre UGX 99,874,020.</li> </ul>	2
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,</p> <p>score 2 or else score 0</p>	<p>There was evidence that the variations in the contract price for the DDEG funded infrastructure investments for the previous FY were within +/- 20% of the Engineer's estimate. The sampled projects were: the phased renovation of washrooms and the toilets at the administration block whose estimate was Shs 17,000,000 and contract price Shs 17,033,530 and hence the variation was +0.19% ; and the phased renovation of the trade, industry and economic development whose estimate was Shs. 12,000,000 and contract price Shs 10,450,000 hence the variation was - 12.9%.</p>	2

## Performance Reporting and Performance Improvement

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,</p> <p>score 2 or else score 0</p>	<p>Three LLGs of Nkozi SC, Kituntu SC and Kayabwe TC were sampled to establish whether information on the filled positions in LLGs is accurate.</p> <p>1. <b>Nkozi SC</b> staff list had 15 filled positions, list obtained from the HR division had 8</p> <p>2. <b>Kituntu SC</b> staff list had <b>13</b> filled positions, the list obtained from the HR division had <b>14</b>.</p> <p>3. <b>Kayabwe TC</b> staff list had <b>16</b> filled positions, the list obtained from the HR division had <b>15</b></p> <p><b>Information on the filled positions in LLGs was NOT accurate,</b></p>	0
4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul> <p><b>Note: if there are no reports produced to review: Score 0</b></p>	<p>There was evidence that the infrastructure constructed using the DDEG funding were in place as reported on Page 23 of the Annual Performance report as follows:</p> <ul style="list-style-type: none"> <li>i. Renovation of District Council Chambers washrooms at UGX 17,033,536 was 100% complete and in place;</li> <li>ii. Grading of a Community access road Buwere-Ntolomwe road at UGX 29,995,600 was 100% complete and in place;</li> <li>iii. Renovation of Trade, Industry and Local Economic Development Office at UGX12,050,632 was 100% complete and existing; and</li> <li>iv. Construction works at the Agricultural Development Centre UGX 99,874,020 was 100% complete and in place.</li> </ul> <p>All the planned projects were complete, existing and in-use.</p>	2

5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p>	<p>There was no evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise; below are scores extracted from the data provided by OPM:</p> <p>1 Kiringente SC: the LG Assessors scored 86% , and IVA Scored 91% , variance of +05% , Credible;</p> <p>2 Buwama SC: the LG Assessors scored 78% , and IVA Scored 89% , variance of +11% , Not Credible;</p> <p>3 Nkozi SC: the LG Assessors scored 79%, and IVA Scored 68%, variance of -11%, Not Credible; and</p> <p>4 Buwama TC: the LG Assessors scored 85%, and IVA Scored 86%, variance of -9%, 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>There was evidence that district had 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>The District Planner had prepared a Performance Improvement Plan (PIP) dated 12/09/2023 and it had the following activities:</p> <ol style="list-style-type: none"> <li>1. Train key staff at LLGs on minute taking and digitising of records;</li> <li>2. Conduct local revenue enhancement activities; and</li> <li>3. Perform staff appraisals on timely basis</li> </ol>	2
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>The district had prepared a detailed PIP for the 30 % lowest performing LLGs on 12/09/2023 but none of the activities had been implemented by the time of assessment.</p> <p>Some of the PIPs included the following:</p> <ol style="list-style-type: none"> <li>1. training on records and record keeping;</li> <li>2. training on minute taking;</li> <li>3. training on local revenue mobilisation; and</li> <li>4. training on performance appraisals.</li> </ol>	0

**Human Resource Management and Development**

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>The LG consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY as per the submission letter CR./156/4 dated 11th September 2023</p>	2
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>The LG conducted a tracking and analysis of staff attendance as per the tracking and analysis of staff attendance quarterly reports submitted to the MoPS as follows;</p> <p>First quarter report CR 214/ 211 dated 11th October 2022, second quarter report, CR214/211, dated 4th January 2023, third report CR 155/2 dated 12th April 2023 and fourth quarter report CR. 214/2 dated 13th July 2023</p>	2
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>The LG had 10 Heads of Department. They were all appraised by CAO, Mr. Moses Kanyarutooke on the following dates:</p> <p><b>1.</b> Chief Finance Officer - 30th June 2023, <b>2.</b> District Production Officer - 30th June 2023, <b>3.</b> District Natural Resources Officer - 30th June 2023, <b>4.</b> District Education Officer - 30th June 2023, <b>5.</b> District Planner - 30th June 2023, <b>6.</b> District Commercial Officer - 30th June 2023, <b>7.</b> District Engineer - 30th June 2023, <b>8.</b> District Health Officer - 30 June 2023, <b>9.</b> District Community Development Officer - 30th June 2023 and <b>10.</b> Deputy CAO - 30th June 2023.</p>	1
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>The LG implemented administrative rewards and sanctions as per the following letter of submission to MoPS, containing disciplinary actions taken regarding errant staff member . <b>1.</b> CR. 14/11, dated 11th October 2022, <b>2.</b> CR. 14/11, dated 5th January 2023, <b>3.</b> CR. 14/11 dated 12th April 2023 and <b>4.</b> CR. 14/11, dated 12th July 2023</p>	1

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>The LG established a twelve member Consultative Committee (CC) for staff grievance redress as per the letters of appointment of Members , CR214/12 dated 15th June 2022 .</p> <p>The Committee was functional as per the minutes of the meeting held on 4th April, 2023, which discussed and resolved some of the staff grievances in the education sector.</p>	1
8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p>The LG was granted permission by MoPS to recruit as per letter COM. 006/293/05 dated 20th December 2022. The LG recruited twenty six (26) new employees on 5th May 2023. <b>22 Teachers, 1 Office Typist, 2 Parish Chiefs and 1 Askari</b></p> <p>They were all deployed during the month of June 2023 as per the posting instructions contained in their respective letters CRD.33/249 dated 5th June 2023</p> <p>They all accessed the payroll during the month of June. Seven names were sampled on the IPPS payroll as follows;</p> <p><b>1.</b> Namyalo Harriet - Education Assistant, <b>2.</b> Melda Asimwe Education - Education Assistant, <b>3.</b> Kyambadde - Victor - Askari, <b>4.</b> Nassozi Sarah - Office Typist, <b>5.</b> Kayanja Hudson - Parish Chief, <b>6.</b> Namazzi Victoria - Parish Chief and <b>7.</b> Nabusumba Ovis - Parish Chief</p>	1
9	<p>Pension Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:</p> <p>Score 1.</p>	<p>Twenty two Officers retired during the previous FY. Ten names were sampled on the Human Capital Managements System (HCMS) payroll, to establish the dates of their accessing the payroll. They all accessed the payroll within the prescribed time period, as follows;</p> <p><b>1.</b> Naigga Aisha, Education Assistant retired on <b>1st September 2022</b> and accessed payroll on <b>22nd September 2022</b>, <b>2.</b> Nakatongole Harriet, Education Assistant, retired on <b>1st September 2022</b> and accessed payroll on <b>22nd September 2022</b>. <b>3.</b> Namono Sarah, Education Assistant, retired on <b>30th December 2022</b> and accessed payroll on <b>23rd January 2023</b>, <b>4.</b> Kyewalabye John, Head Teacher, retired on <b>1st September 2022</b> and accessed payroll on <b>22nd September 2022</b>, <b>5.</b> Kakande Bernard, Education Assistant, retired on <b>31st September 2022</b> and accessed payroll on <b>22nd October 2022</b>, <b>6.</b> Wasswa Musoke Michaël, Assistant Education Officer, retired on <b>16th March 2023</b> and accessed payroll on <b>23rd April 2023</b>. <b>7.</b> Namusisi Jameo, Senior Assistant Accountant, retired on <b>12th December 2022</b> and accessed payroll on <b>23rd January 2023</b>, <b>8.</b> Kaweesa Jonathan, Senior Agriculture Officer, retired on <b>24th April 2023</b> and accessed payroll on <b>23rd May 2023</b>, <b>9.</b> Mwanje Anthony, DCDO, retire on <b>19th November 2022</b> and accessed payroll on <b>14th December 2022</b> and <b>10.</b> Kiyingi Godfrey, Head Teacher, retired on <b>1st September 2022</b> and accessed payroll on <b>22nd September 2022</b></p>	1

## Management, Monitoring and Supervision of Services.

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2

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:	There was evidence that direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in the previous FY as follows:  The DDEG funds were received in only two-quarters (Q2 & Q3) and were disbursed in-full as follows: Quarter-2 funds were received on 30th Sep. 2022 and UGX 76,889,377 was transferred to LLGs on 1st Nov. 2022; and Q3 funds were received on 29th Dec. 2022 and UGX 153,778,750 was transferred to LLGs on 10th Feb. 2023. All the DDEG funds were received and disbursed in full within the first 3-quarters.  A total of UGX 230,668,127 was disbursed in-full representing 100% remittance as below:  1 Kituntu Sub County UGX 24,763,639 2 Nkozi Sub County UGX 25,896,655 3 Kayabwe T/C UGX 4,957,280 4 Buwama Sub County UGX 22,031,086 5 Buwama Town Council UGX 4,957,280 6 Kamengo Sub County UGX 38,026,541 7 Mpigi Town Council UGX 53,576,995 8 Kiringente Sub County UGX 25,096,883 9 Muduuma Sub County UGX 31,361,768  Total UGX 230,668,127
Maximum 6 points on this Performance Measure	Score 2 or else score 0	



N23\_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).

Score: 2 or else score 0

The was no evidence that the LG did timely warranting of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget

The DDEG funds were received in only two- quarters (Q2 & Q3) and were warranted as follows:

Quarter-2 Cash Limits were received on 30th Sep. 2022 and Warrant No 897AW-2023-12 of UGX 76,889,377 was prepared on the same day (within 5 working days); and

Q3 funds were received on 29th Dec. 2022 and Warrant No. 897AW-2023-19 of UGX 153,778,750 was prepared on 27/01/2023 (beyond 5 working days)

A total of UGX 230,668,127 was disbursed were as follows:

1 Kituntu Sub County UGX 24,763,639

2 Nkozi Sub County UGX 25,896,655

3 Kayabwe T/C UGX 4,957,280

4 Buwama Sub County UGX 22,031,086

5 Buwama Town Council UGX 4,957,280

6 Kamengo Sub County UGX 38,026,541

7 Mpigi Town Council UGX 53,576,995

8 Kiringente Sub County UGX 25,096,883

9 Muduuma Sub County UGX 31,361,768

Total UGX 230,668,127

N23\_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:

Score 2 or else score 0

The LG did not invoice or communicate ALL DDEG transfers for the previous FY to LLGs within 5 working days from the date of funds release in each quarter, this was analyzed as follows:

The DDEG funds were received in only two-quarters (Q2 & Q3) and were warranted as follows:

Quarter-2 Cash Limits of UGX 76,889,377 were received on 30th Sep. 2022 and were invoiced and published on 1st Nov. 2022 (beyond 5 working days); and

Q3 Cash Limits of UGX 153,778,750 were received on 29th Dec. 2022 and were invoiced and published on 10/02/2023 (beyond 5 working days)

A total of UGX 230,668,127 were disbursed as follows:

1 Kituntu Sub County UGX 24,763,639

2 Nkozi Sub County UGX 25,896,655

3 Kayabwe T/C UGX 4,957,280

4 Buwama Sub County UGX 22,031,086

5 Buwama Town Council UGX 4,957,280

6 Kamengo Sub County UGX 38,026,541

7 Mpigi Town Council UGX 53,576,995

8 Kiringente Sub County UGX 25,096,883

9 Muduuma Sub County UGX 31,361,768

Total UGX 230,668,127

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the district supervised and mentored all LLGs in the District four times during the year in compliance with guidelines.</p> <p>The following quarterly supervision and mentoring reports prepared by the district planner were presented for verification:</p> <p>1st Quarter Report dated 26th Oct. 2022;</p> <p>2nd Quarter Report dated 28th Jan. 2023;</p> <p>3rd Quarter Report dated 23rd Feb. 2023; and</p> <p>4th Quarter Report dated 4th July 2023</p> <p>Some of the issues in the reports include the following:</p> <ul style="list-style-type: none"> <li>-delayed implementation of renovation of Kammengo S/C Admin Block and fencing Butoolo H/C III</li> <li>-Abscondment of teachers at St. John Bosco, Katende P/S,</li> <li>-Review of DDEG Guidelines</li> </ul>	2
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the district to make recommendations for corrective actions and followed-up.</p> <p>1st Quarter Report was discussed in the TPC on 29th Nov. 2022 under Agenda No.7, Minute No. 34/11/22-23;</p> <p>2nd Quarter Report was discussed in the TPC on 28th Feb. 2023 under Agenda No.8, Minute No. 49/02/22-23;</p> <p>3rd Quarter Report had been discussed in the TPC on 27th Apr. 2023 under Agenda No.5, Minute No. 69/04/22-23; and</p> <p>4th Quarter Report had been discussed by DTPC on 27th Jul. 2023 under Agenda No.6, Minute No.06/07/23-24</p> <p>Some of the issues discussed included the following:</p> <ul style="list-style-type: none"> <li>- improvement plan for quality of minutes;</li> <li>- how to compile annexes to the budgets</li> <li>- planned implementation of the IRAS</li> <li>- planned review of DDEG guidelines</li> </ul>	2

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

a. Evidence that the District/Municipality maintains an updated 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**

There was evidence that The District maintains an updated Asset Register covering details on buildings, vehicles, etc. as per format in the accounting manual.

The Asset Register was opened on 1st Jul. 2021 and was last updated on 26th Aug. 2023

Below is the summary extracted from the register:

1 Land	UGX 4,093,325,000
2 Transport Equipment	UGX 6,954,996,598
3 Office Equipment	UGX 75,643,033
4 Medical Equipment	UGX 636,676,226
5 Machinery	UGX 198,703,513
6 Residential Buildings	UGX 14,324,522,780
7 ICT Equipment	UGX 585,559,153
8 Furniture & Fittings	UGX 2,850,590,396
9 Information Assets	UGX 52,732,976
10 Roads & Bridges	UGX 460,821,200
Total	UGX 30,233,570,874

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Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:

Score 1 or else 0

There was evidence that the district had used the Board of Survey Report of the previous FY to make Assets Management decisions:

The BoS report for FY 2022/23 was produced on 28th Aug. 2022 and was duly signed by the CAO - Mr. Kanyarutokye Moses

The report contained 8 recommendations on Pg. 7 and some recommendations had been implemented by the time of the assessment as follows:

i. Disposal of condemned assets:

The following items had been disposed of:

Mitsubishi pickup UG0031M sold to Rosco Contractors Ltd at UGX 15,000,000 on 18/09/2023

Mitsubishi pickup UAA505E sold to Sirio General Services at UGX 5,600,000 on 18/09/2023

A wheel loader LG0092-34 was sold to Zaverio Technical Services Ltd at UGX 30,000,000

ii. The tenancy agreements with Buganda Land Board; were being regularised as recommended;

iii. The district had initiated negotiations tended towards acquiring ownership of all land where district facilities such as health centers and schools are situated;

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

There was evidence that District had a functional physical planning committee which was fully constituted as per Sec.9 of The Physical Planning Act, 2010. They met four times during the year on the following dates:

- on 26th Jul. 2022;
- on 20th Dec. 2022;
- on 19th Sep. 2022; and
- on 31st Jan. 2023.

By the time of assessment, all four sets of minutes had been submitted to MoLHUD, Kampala Office on 03/08/2023.

There was a Building Plan Registration Book in place it was opened on 6th Mar. 2023 and was last updated on 24th Oct. 2023.

The district is now developing the physical development plan whose draft is now on display for feedback before they are presented to the council for approval

The committee is fully comprised, of the following 14 members duly appointed by CAO for three year on 01/07/2021: (a) the Deputy CAO; (b) the district physical planner; (c) the district surveyor; (d) the district roads engineer; (e) the district education officer; (f) the district agricultural officer; (g) the district water engineer; (h) the district community development officer; (i) the district health officer; (j) Two clerks of town councils; (k) the district environment officer; and (l) the natural resources officer

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the district has conducted a desk appraisal for all DDEG projects in the budget - to establish whether the prioritized investments are: (i) derived from the LG Development Plan; (ii) eligible for expenditure as per sector guidelines and DDEG funding source.</p> <p>The desk appraisals for the following projects were conducted on 30th Jun. 2022 by a team comprised of the District Planner, DCDO, Senior Environmental Officer, Statistician and Planner.</p> <ul style="list-style-type: none"> <li>- Construction of a waiting shade at Kituntu Health Centre III in Kituntu Sub County;</li> <li>-Construction of office block at the Agricultural Development Centre;</li> <li>-Renovation of Trade, Industry and Local Economic Development Office;</li> <li>-Renovation of District Council Chambers washrooms; and</li> <li>-Grading of a community access road Buwere-Ntolomwe road</li> </ul> <p>They are derived from Pages 295 to 315 of the DDP.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was 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>Field appraisal reports for the following projects prepared on 19th Jun. 2022 were verified. They were all signed by the District Planner, District Engineer, District Environment Officer, DCDO, and PAS.</p> <ul style="list-style-type: none"> <li>- Construction of a waiting shade at Kituntu Health Centre III in Kituntu Sub County;</li> <li>-Construction of office block at the Agricultural Development Centre;</li> <li>-Renovation of Trade, Industry and Local Economic Development Office;</li> <li>-Renovation of District Council Chambers washrooms; and</li> <li>-Road grading of a community access road Buwere-Ntolomwe road</li> </ul> <p>-They are derived from Pages 295 to 315 of the DDP</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>There was evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY 2023/24.</p> <p>A detailed project profile is in place and had been discussed in TPC on 31st Mar. 2023 under Agenda No. 5, Minute No. 60/03/22-23</p> <p>The following profiles had been discussed during the meeting:</p> <ul style="list-style-type: none"> <li>-Completion of Trade, Industry and Local Economic Development Office at UGX 12,050,632;</li> <li>-construction of a 3-Unit staff house at Buyiga S.S at UGX 99,867,000; and</li> <li>-construction of a waterborne toilet at works yard and Mpigi H/C-IV at UGX 15,000,000</li> </ul>	1
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that Mpigi DLG screened for environmental and social risks/impact and put mitigation measures where required before projects funded by the DDEG were approved for construction. From the Planner's list, the DLG implemented 21 DDEG projects during financial year 2022/2023. Of these, ten were procurement projects that did not require screening. Three had been screened the past financial year but not implemented until FY 2022/2023. Of the remaining projects, screening was done as follows for those sampled:</p> <ol style="list-style-type: none"> <li>1) Proposed site for Renovation of The Trade Industries and Local Economic Development (TILED) Offices. Screening was done on 17th May 2023 and the screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer;</li> <li>2) Proposed renovation of toilets at Mpigi District Administration Block. Screening was done on 19th May 2023 and the screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer; and</li> <li>3) Site clearance and levelling for the construction of the new administration Block for Kiringente sub-county. Screening was done on 20th April 2023 and the screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer.</li> </ol>	2
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13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan  Score 1 or else score 0	There was evidence that the DDEG infrastructure projects to be implemented in the current FY using the DDEG were incorporated in the LG approved procurement plan. The sampled project was on page 6 of the procurement plan and was the fencing and leveling of the Agricultural centre, budgeted at Shs 20,000,000; and furnishing of facilities at the RDC's office and Board room, budgeted at 20,000,000.	<b>1</b>
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	There was evidence of minute Min. 39/05/22-23 of contracts committee which sat on May 29, 2023 to ensure that all DDEG infrastructure projects and the respective bidding documents were approved before commencement of works.	<b>1</b>
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:  Score 1 or else 0	There was evidence of a circular dated August 16, 2022, referenced CR /203/4 appointing the CDO, District planner, Labour officer, Planner/economist, Environment officer, Assistant statistics officer and the Project Mangers on the Project Implementations team for all infrastructure projects.	<b>1</b>
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:  Score 1 or else score 0	There was evidence that the DDEG funded projects followed technical designs provided by the LG Engineer. The sampled projects were: the phased renovation of washrooms and the toilets at the administration block where the contractor carried out pipe work, placement of cisterns and WCs; and the the phased renovation of the trade, industry and economic development department where plastering and replacement of doors were carried out as per instruction from the LG Engineer.	<b>1</b>

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was evidence of: site inspection report on projects executed by the UPDF which was countersigned by the Ag CAO, the Ag LG Engineer, the GG Environment officer, the DHO, the DCO, the Environment officer and the CFO on June 12, 2023; and the site commissioning report on the renovation of Kampringisa HC III, held on July 27, 2023 which was countersigned by the CAO, the LG Engineer, the Environment officer, and the DHO	2
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):  Score 1 or else score 0	There was evidence of payments for the various projects executed which determined that the payments were appropriately certified. The sampled payments were for: Payment for a 5-stance pit latrine at Golo Primary school, where the requisition was made on June 7, 2023, the certificate was prepared by the LG Engineer on June 15, 2023, and payment was effected July 3, 2023 under voucher no. 6418743; Payment for 2 5-stance pit latrine at Mitala Maria Primary school and at Musa PS, where the requisition was made on June 8, 2023, the certificate was prepared by the LG Engineer on June 12, 2023, and payment was effected July 3, 2023 under voucher no. 6418744; and Payment for drilling of 2 no. production bore holes in Mpigi, where the requisition was made on June 21, 2023, the certificate was prepared by the LG Engineer on June 12, 2023, and payment was effected July 11, 2023 under voucher no. 6364333	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:  Score 1 or else 0	There was evidence of complete procurement files with record as required. The sampled projects were: MPIGI-LG/WRKS/2022-23/ 00006 Construction of a 2 classroom block with offices and stores, supply and installation of a 10,000 litre plastic water tank at St. Balikudembe Kafume PS, Mpigi TC whose requisition was made on November 8, 2020, advert was made on February 23, 2022, evaluation was completed on March 16, 2023 and contract signed on April 24, 2023 at an award price of Ug Shs 90,391,960; MPIGI-LG/WRKS/2022-23/00014 Renovation works at Kitutu HC III, whose requisition was made on November 15, 2022, advert was made on November 17, 202, evaluation was completed on December 19, 2022 and contract signed on January 16, 2020 at an award price of Ug Shs 30,179,090; and MPIGI-LG/WRKS/2022-23/ 00008 Drilling 2 no. Deep bore holes in Mpigi, whose requisition was made on November 14, 2022, advert was made on November 17, 202, evaluation was completed on December 19, 2022 and contract signed on January 20, 2023 at an award price of Ug Shs 57,631,200.	1

## Environment and Social Safeguards

Grievance redress mechanism operational.

Maximum 5 points on this performance measure

a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.

Score: 2 or else score 0

There was evidence that the District/Municipality had i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant. The situation that obtained at Mpigi DLG was as follows:

i) A letter dated 05/07/2023 with Ref: No. CR.151/3, written by Wamala Francis for Chief Administrative Officer, Mpigi District, appointed Ms. Nabuuma Annet as Coordinator and Secretary to the District Grievance Redress Mechanism Committee; and

ii) Another letter also dated 05/07/2023 and written by Wamala Francis for Chief Administrative Officer, Mpigi District, nominated ten staff to the District Grievance Redress Committee as members. Among these were:

Mr. Wamala Francis

Ms. Nabuuma Annet

Mr. Sekalegga Joseph

Mr. Chambadde Sam

Ms. Nayiga Frances

Mr. Muluya Manisppr

Mr. Mayanja John

Mr. Ssonk Musisi

Mr. Kajjubi Hamza and

Mr. Busulwa Fred

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 no evidence that Mpigi DLG had specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>A single paper titled 'Annex 2: Grievance / Complaints Log Template' was availed but had no provision for further recording of grievances. Only one case was noted on the paper. The Complainant was Pastor Betty Nakanwagi of contact tel: 0750971414 whose complaint was 'Blockage of community Road by Busega- Mpigi Highway. The proposed action was 'to engage the Contractors for a permanent solution to the challenge'.</p> <p>Other than that single complaint on the piece of A4 Landscape paper, there was no Centralized Log, nor was there a defined complaints referral path written anywhere.</p> <p>Also, there was no display of any information concerning complaints and their management on the public noticeboard.</p> <p>Minutes dated 4th April 2023 Secretary to the Grievance Redress Committee were presented where cases three cases were mentioned. The cases were of a one Tibiwa Edinasi who requested for transfer to another school, a one Katushabe Annet who complained of a loan over deduction and Nayiga Immaculate who wanted her transfer cancelled. But all these were minutes of a meeting and not in a formal grievance Log.</p> <p>There were also Grievance Redress Committee minutes dated 01/9/2023 signed by the DLG CDO that mentioned a series of issues but still, no Grievance Log was in place.</p>	0
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>There was no method stipulated for publicizing grievance redress mechanisms</p>	0

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	There was evidence that the LG the appropriation UGX 188,436,000 for integrating environment, Social and Climate change interventions into LG Development Plans and budgets these included tree planting, wetland demarcation and adoption of energy conservation technologies on Pg. 160 - 161 of the LGDP-III. Costed activities were available on Pg.42 of approved budget. The individual project profiles annexed to the Development Plan have costed components of social and climatic interventions.  These included wetland restoration at Semajimbi in Kiringente tree planting at District H/Q.	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 LGs had disseminated the enhanced DDEG guidelines to LLGs during the TPC meeting held on 28th Feb. 2023, Agenda No. 6, Minute No. 49/02/22-23  -29 copies of the guidelines were distributed on that day	1
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:  score 3 or else score 0</p>	<p>There was evidence that Mpigi DLG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY. The incorporated ESMPs sampled out were for:</p> <p>1) TILED Offices were costed at UGX565,000/- in the BOQ;</p> <p>2) Renovation of toilets at Mpigi Administration Block was costed under waste management at UGX400,000/-; and protective gear in conformity to environmental standards costed at UGX300,000/-;</p> <p>3) Site clearance and levelling of the new administration block for Kiringente sub county was on Force Account and did not require inclusion in BOQ.</p>	3

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change.  Score 3 or else score 0	The DLG implemented Wetland demarcation funded under IUCN and Nature Uganda in partnership with Ministry of Water and environment. Funding was to UGX50 million	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 that all projects were implemented on land where Mpigi DLG had proof of ownership, access, and availability. The situation that obtained was as follows:  1) A Certificate of Title for Mpigi District Administration P.O.Box 172 Mpigi was availed. The Administration Block sits on Plot 259, Block 94, Mawokota County, Mengo District.  2) A memorandum of Understanding dated 29 September 2022 was signed between Kiringente Sub county Local government and Kiringente Epi-Centre where it was agreed that land would be given to the local government for use to accommodate offices, Council hall Board Room and Stores that would act as the sub county headquarters.	1
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 1 or else score 0	There was evidence that Mpigi DLG environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs; and provided monthly reports. Supervision reports written by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer were presented as follows:  1) Report for the site clearance and levelling of the new administration block for Kiringente sub county dated 21st June 2023 and  2) Report for the TILED Offices dated 29th June 2023; and  3) Report on renovation of toilets at Mpigi Administration Block dated 29th June 2023.	1

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:  Score 1 or else score 0	There was evidence that E&S compliance Certification forms were completed and signed by the Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects. Payment Certificates were duly signed by six people namely, District Engineer, Principal Internal Auditor, District Planner, District Environmental Officer, District Community Development Officer and Accounting Officer. They were for:  1) TILED Offices, dated between 19 – 21 June 2023;  2) Payment Certificate for renovation of toilets at Mpigi Administration Block, signed on 20/06/2023; and  3) Site clearance and levelling of the new administration block for Kiringente sub county was on Force Account and did not have a payment Certificate.
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## Financial management

16	LG makes monthly Bank reconciliations  Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:  Score 2 or else score 0	There was evidence that the LG prepares monthly bank reconciliations promptly and are up to-date at the point of time of the assessment. The last reconciliations had been performed on 10th Oct. 2023 for the month ended 30th Sep. 2023  The following cash books were sampled and had been reconciled for the previous month (September 2023):  i. Mpigi District LG Rakai Health Sciences A/C No. 9030015175884 at Stanbic Bank, Mpigi Branch;  ii. Mpigi DLG General Fund A/c No. 0140027355902 at Stanbic Bank, Mpigi Branch; and  iii. Mpigi District ACDP A/C No. 9030016088918 at Stanbic Bank, Mpigi Branch  All these had been reconciled by the Senior Accountant and reviewed by the CFO on 10th Oct. 2023
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that LG had produced all quarterly internal audit (IA) reports for the previous FY:</p> <p>Quarter-I report was produced on 24th Nov. 2022;</p> <p>Quarter-II report was produced on 9th Mar. 2023;</p> <p>Quarter-III report was produced on 15th Jun. 2023; and</p> <p>Quarter-IV report was produced on 31st Jul. 2023.</p> <p>Some of the findings included the following:</p> <p>-Failure to dispose-off some assets worth UGX 300 million that had been condemned in the BoS report FY 2021/22;</p> <p>-Un-accounted funds amounting to UGX 122,541,984</p> <p>-Low recovery rate of Emyooga revolving SACCO loans at only 33% [only UGX 38,400,000 had been recovered out of total disbursement of UGX 115,200,000]</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>There was evidence that the LG had provided information to the District Chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY ie. information on follow up on audit queries from all quarterly audit reports</p> <p>Quarter-I report was produced on 24th Nov. 2022 and was submitted to the District Chairman and to DPAC on the same day 2nd Dec. 2022;</p> <p>Quarter-II report was produced on 9th Mar. 2023 and was submitted to the District Chairman and to DPAC on day 27th Mar. 2023;</p> <p>Quarter-III report was produced on 15th Jun. 2023 and was submitted to the District Chairman and to DPAC on the same day 22nd Jun. 2023;</p> <p>Quarter-IV report was produced on 31st Jul. 2023 and was submitted to the District Chairman and to DPAC on the same day 22nd Aug. 2023.</p> <p>All the reports contained status of implementation of previous internal audit findings and recommendations</p>	1



17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>Whereas the district had produced all the 4 quarterly internal audit reports and submitted them to LG Accounting Officer and LG PAC, they had NOT been discussed:</p> <p>Quarter-I report was produced on 24th Nov. 2022 and was submitted to the District Chairman and to DPAC on the same day 2nd Dec. 2022;</p> <p>Quarter-II report was produced on 9th Mar. 2023 and was submitted to the District Chairman and to DPAC on day 27th Mar. 2023;</p> <p>Quarter-III report was produced on 15th Jun. 2023 and was submitted to the District Chairman and to DPAC on the same day 22nd Jun. 2023;</p> <p>Quarter-IV report was produced on 31st Jul. 2023 and was submitted to the District Chairman and to DPAC on the same day 22nd Aug. 2023.</p> <p>All these reports had not been discussed by DPAC by the time of assessment</p>	0
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**Local Revenues**

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>There was evidence that local revenue collection ratio was beyond +/- 10% variance.</p> <p>The district collected UGX 910,050,491 out of budget projection of UGX 1,035,797,796 representing 88% performance (as derived from Pg. 15 of the annual financial statements "Statement of Appropriations"</p> <p>This represents 12% variance which is beyond - 10%.</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% -10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>The increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from FY 2021/22 to 2022/23 was UGX 80,473,839 [Actual for 2022/23 UGX 910,050,491 less Actual for 2021/22 UGX 829,576,652 ] as derived from Pg 16 Annual Accounts "Statement of Appropriations" representing 9.7% increase.</p>	1

20

Local revenue administration, allocation, and transparency

Maximum 2 points on this performance measure.

a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0

There was no evidence that the LG remitted the mandatory LLG share of local revenues during the previous FY.

The total local revenue performance in FY 2022/23 was UGX 1,242,923,842 out of which UGX 669,450,497 was the computed share for LLGs. The district only disbursed UGX 517,177,753 to LLGs and therefore causing a shortfall of UGX 152,272,744.

The revenue was shared as follows:

1 Kituntu Sub County Ugx 13,989,280

2 Nkozi Sub County Ugx 73,701,095

3 Kayabwe Town Council Ugx 63,892,858

4 Buwama Sub County Ugx 17,379,496

5 Buwama Town Council Ugx 52,202,201

6 Kammengo Sub County Ugx 31,913,018

7 Mpigi Town Council Ugx 110,454,389

8 Kiringente Sub County Ugx 73,284,534

9 Muduuma Sub County Ugx 80,360,882

Total Ugx 517,177,753

0

## Transparency and Accountability

21

LG shares information with citizens

Maximum 6 points on this Performance Measure

a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0

There was evidence on the EGP portal of the procurement plan, the awarded contracts and details on evaluation for the projects awarded. There was also a notice board displaying a list of all the projects funded in 2022-23 in Mpigi District. The list of funded projects displayed on July 27, 2023 included: Construction of a staff house and installation of a 10,000 l water tank at Buwanda PS to be constructed at Shs. 89,983,260; and the Construction of a 2-classroom block with offices and stores, supply and installation of a 10,000 litre plastic water tank at St. Balikudembe Kafumu PS, Mpigi TC constructed at 90,392,960.

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>There was evidence that the LG performance assessment results of the previous year and implications had been published on the notice boards on 16/06/2023. The district was ranked 48/154 in the previous assessment.</p> <p>A copy of results had been placed on the notice board by the district planner on 16th Jun. 2023 and also discussed during TPC meeting of 30th May 2022 Agenda No. 6, Minute No. 27/07/2023</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>There was no evidence that during the FY, the LG held open public fora to provide feed-back on status of activity implementations, the following reports were available:</p> <p>Rather, the district leadership held a talk show on public accountability and general status of project implementation(s) on Salt TV for 1 hour on 26th Oct. 2023 [which falls in another FY] digital recording were in place.</p>	0
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>The district had made publicly available information on charging policy/ tax rates and collection procedures but not procedures for appeal.</p> <p>The tax rates and collection procedures (un-dated) were verified on the notice board in CFO's Office. They had been approved by council on 30/08/2023 under Agenda no. 5, Minute No. 05/08/22-23</p>	0
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>There was no evidence that the district 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 including any administrative and action taken/being taken, and no such report has been presented and discussed in the council and other fora.</p>	0

**Educational  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>The number of candidates that registered for PLE in 2020 was 8121</p> <p>There were 125 absentees so the number that sat for PLE was 7996</p> <p>The number that passed in division 1 was 852 = 10.65%</p> <p>The number that passed in division 2 was 4288 = 53.62%</p> <p>The number that passed in division 3 was 1314 = 16.43%</p> <p>The total percentage of candidates that passed between division 1 and 3 was 80.70%</p> <p>The number of candidates that registered for PLE in 2022 was 9613</p> <p>There were 231 absentees so the number that sat for PLE was 9382</p> <p>The number that passed in division 1 was 1605 = 17.10%</p> <p>The number that passed in division 2 was 4288 = 45.70%</p> <p>The number that passed in division 3 was 1314 = 14.00%</p> <p>The total percentage of candidates that passed between division 1 and 3 was 76.80%</p> <p>There was a percentage decline of 3.90%</p>	<b>0</b>

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

Maximum 7 points on  
this performance  
measure

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

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

The number of candidates that registered for  
UCE in 2020 was 1222

There were 14 absentees so the number that  
sat for UCE was 1208

The number that passed in division 1 was 136  
= 11.25%

The number that passed in division 2 was 273  
= 22.59%

The number that passed in division 3 was 276  
= 22.84%

The total percentage of candidates that  
passed between division 1 and 3 was 56.68%

The number of candidates that registered for  
UCE in 2022 was 1253

There were 6 absentees so the number that  
sat for UCE was 1247

The number that passed in division 1 was 126  
= 10.10%

The number that passed in division 2 was 273  
= 24.26%

The number that passed in division 3 was 276  
= 25.05%

The total percentage of candidates that  
passed between division 1 and 3 was 54.10%

There was a percentage decline was 2.50%

2

N23\_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.

Maximum 2 points

a) Average score in the education LLG performance has improved between the previous year but one and the previous year

- By more than 5%, score 2
- Between 1 and 5%, score 1
- No Improvement, score 0

NB: If the previous average score was 95% and above, Score 2 for any increase.

The average score in the education LLG performance has improved by 22% between the previous year but one and the previous year (2021/22 & 2022/23):

1 Kiringente S/C maintained a score of 70% for both years (2021/22 & 2022/23);

2 Mpigi T/C improved by 60% from 40% to 100%;

3 Buwama T/C maintained a score of 100% for both years;

4 Buwama S/C improved by 20% from 30% to 50%;

5 Kituntu S/C improved by 80% from 0% to 80%;

6 Nkozi S/C improved by 20% from 40% to 60%;

7 Kammengo S/C maintained a score of 80% for both years;

8 Kayabwe T/C improved by 20% from 80% to 100%;

9 Muduuma S/C maintained a score of 20% for both years

Average Score improved by 22% from 51% to 73%

2

3

Investment Performance: The LG has managed education projects as per guidelines

Maximum 8 points on this performance measure

a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0

From the LG Education department budget performance report 2022/2023 (dated 10/07/2023 page 2), there was evidence that the development grant of Shs. 706,048,200 was used on eligible activities as defined in the sector guidelines as evidenced below;

1. Construction of a teachers' house at Buwanda PS in Buwama Sub County.

2. Construction of a 2- classroom block with an office at Kafumu PS in Mpigi Town Council

3. Construction of a 2- classroom block at Bukibira CU PS in Nkozi Sub County

4. Construction of a 5-stance lined pit latrine with a washroom at Sseenene PS in Mpigigi Town Council

2

3	Investment Performance: The LG has managed education projects as per guidelines	b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0	There was evidence that 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.	2
	Maximum 8 points on this performance measure		<ol style="list-style-type: none"> <li>1. Certificate No. 1 of UGX 81,137,448 for teachers' house at Buwanda P/S by Nabuna Building Contractors Ltd was signed by DEO, the Environment Officer, and the CDO on 14/06/2023;</li> <li>2. Certificate No. 1 of UGX 35,672,854 for renovation of 2 classroom blocks and staffroom at St Jude Buseese P/S by Zaverio Technical Services Ltd was signed by the DEO on 22/06/2023 and by Environment Officer and CDO 26/06/2023; and</li> <li>3. Certificate No. 1 of UGX 26,402,862 for the renovation of 2 classroom blocks and staffroom at St Jude Buseese P/S by Jahe Building Contractors Ltd was signed by DEO, the Environment Officer, and the CDO on 14/06/2023.</li> </ol>	
3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	There was evidence that the variations in the contract price for the Education infrastructure investments for the previous FY were within +/-20% of the Engineer's estimate. The sampled projects were: The Construction of a 2 classroom block with offices and stores, supply and installation of a 10,000 litre plastic water tank at St. Balikudembe Kafume PS, Mpigi TC whose estimate was Shs 90,000,000 and contract price Shs 90,391,960 and hence the variation was +0.45% ; the Construction of 2 No. 5 stance pit latrines at St, Theresa Mitala Maria PS and Musa Kammengo sub county PS under SFG whose estimate was Shs. 49,996,000 and contract price Shs 50,371,840 hence the variation was -0.75%; and the Construction of a 5 stance pit latrine with urinal and Ggolo PS whose estimate was Shs. 30,000,000and contract price Shs 29,983,800 hence the variation was -0.05%	2
	Maximum 8 points on this performance measure			
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 LG did not have a project for a seed secondary school.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80% score 0</li> </ul>		

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

Maximum 6 points on this performance measure

a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines

- If 100%: score 3
- If 80 - 99%: score 2
- If 70 - 79% score: 1
- Below 70% score 0

There was evidence that the LG recruited primary school teachers as per the MoES staffing guidelines which provide for at least 7 teachers and a head teacher with schools that run up to P7. Out of the 110 registered primary schools in the LG 89 (80.9%) schools met the requirements and 21 (19.9%) did not meet this requirement as they had less than 7 teachers and yet they are P7 schools. The following schools did not meet the requirement;

**Kamengo Sub County:** Damyano Makumbi PS, Ssamma PS, Kikunyu PS and Kyanja PS.

**Kiringente Sub County:** St Charles Lwanga Ssekiwunga PS, Manyogaseka PS and Galatia PS.

**Kituntu Sub County:** Kituntu UMEA PS and Njeru PS.

**Buwama Town Council:** Kabira CU PS, St Charles Lwanga Buwunga PS, Buyinja PS, St Joseph Ntambi PPS and Buwama Modern PS.

Buwama Sub County: Buwere PS, Bulinda PS and Lusunsa PS.



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

Maximum 6 points on this performance measure

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

- If above 70% and above score: 3
- If between 60 - 69%, score: 2
- If between 50 - 59%, score: 1
- Below 50 score: 0

From the LG Education department and from the sample schools there was evidence that all the 110 UPE and 11 USE schools meet the the basic requirements and minimum standards set in the DES guidelines. The DES basic requirements are that each classroom accommodates 53 learners, each latrine stance for 40 learners, each desk for 3 learners and that each school to have accommodation for a minimum of 2 teachers. Based on those minimum standards;

The LG has 110 UPE schools with a population of 46769 learners.

Classrooms: The LG has 837 classrooms for 46769 learners giving a percentage of 94.90%

Latrine stances: The LG has 1073 latrine stances for 46769 learners giving a percentage of 91.70%

Desks: The LG has 11595 desks for 46769 learners giving a percentage of 73.40%

Teacher accommodation units: There are 93 schools with at least 2 units giving a percentage of 84.50%

Total percentage is 86.10%

The LG has 11 USE schools with a population of 5543 learners.

Classrooms: The LG has 114 classrooms for 5543 learners giving a percentage of 90.80%

Latrine stances: The LG has 1073 latrine stances for 5543 learners giving a percentage of 82.30%

Desks: The LG has 2185 desks for 5543 learners giving a percentage of 100%

Teacher accommodation units: There are 93 schools with at least 2 units giving a percentage of 45.50%

Total percentage is 73.10%

Average percentage 79.50%

## 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

There was evidence that the LG accurately reported on teachers and where they deployed. In the sampled schools, the teachers on the staff deployment list were found in the very schools as indicated on the list.

**Mpigi Town Council (Urban):** Mpigi UMEA PS had the following teachers; Nambi Aliziki, Mbalyohere Moses, Balanda Kalumba, Kagwa George, Namazzi Rehema, Mayanja Vicent, Nalunga Rehema, Nakibirige Penninah, Nantongo Gertrude, Nyesiga Christine, Nakiyingi Mary, Matovu David, Nakibuuka Olivia, Nabukwaasi Florence, Kyamulabi Proscovia, Nakkazi Sarah, Mbaziira John, Mubangizi Tomos, Nalubega Jane and Nanyonjo Marrium Kyambadde.

**Kammengo Sub County (Peri Urban):** Kikunyu PS had the following teachers; Ssentongo Richard, Goliasi Gasta, Nabaloga Gertrude, Gwozza Teddy, Namugabo Marriam, Tekisooka Jane Sharon, Namatovu Zaituni and Kyembe Godfrey.

**Kiringente Sub County (Rural):** Kikonda PS had the following teachers; Ssenoga Jarius, Nambwayo Grace, Nabulime Rossette, Mawanda abdu, Namagembe Prossy, Nabukalu Naomi, Nakibuuka Teddy, Nakabira Athra and Nakyungu Rhoda

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

There was evidence that the LG had an updated consolidated school asset register for the registered 110 registered primary schools and 11 registered secondary schools. There was evidence that all the sampled schools had school asset registers as follows;

Mpigi Town Council (Urban): Mpigi UMEA PS had 17 classrooms, 29 latrine stances, 228 desks and 2-teacher accommodation units.

Kamengo Sub county (Peri urban): Kikunyu CU Ps had 7 classrooms, 10 latrine stances, 65 desks and 1-teacher accommodation unit.

Kiringante Sub County (Rural): Kikonda PS had 7 classrooms, 14 latrine stances, 117 desks and 2-teacher accommodation units.

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"> <li>• If 100% school submission to LG, score: 4</li> <li>• Between 80 – 99% score: 2</li> <li>• Below 80% score 0</li> </ul>	<p>There was evidence that all the registered primary schools had complied with MoES annual budgeting and reporting guidelines and had submitted reports to the DEO by January 30.</p> <p>From the sampled schools and LG education department, the following evidence was available;</p> <p><b>Mpigi Town Council (Urban):</b> Mpigi UMEA PS submitted its annual report on 19/12/2022 which showed school academic performance, budget and expenditure and an asset register.</p> <p><b>Kammengo Sub County (Peri-Urban):</b> Kikunyu PS submitted its report on 19/12/2022 which showed school academic performance, budget and expenditure and an asset register.</p> <p><b>Kiringente sub County (Rural):</b> Kikonda PS submitted its report on 11/01/2023 which showed school academic performance, budget and expenditure and an asset register.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> <li>• If 50% score: 4</li> <li>• Between 30– 49% score: 2</li> <li>• Below 30% score 0</li> </ul>	<p>From the minutes of the departmental meeting held on 03/10/2022 (Min.03/10/22 Reaction and action point) and from SIPs found at all the three sampled schools (Mpigi UMEA PS, Kiringente PS and Kikunyu PS) there was evidence that schools were supported to develop SIPs.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> <li>• If 100% score: 4:</li> <li>• Between 90 – 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>From the list of schools in the performance contract and list of schools from PBS there was evidence that the LG collected and compiled EMIS return forms for 110 registered primary schools (with a population of 4679 learners) and 11 registered secondary schools (with 5543 learners).</p>	4

## 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>From the LG approved budget estimates 2023/2024, budget output 320157 (Primary Education Services) and code 211101 (General staff salaries) there was evidence that the LG budgeted Shs.7,160,536,000 for a headteacher (110 headteachers for 110 registered primary schools) and a minimum of 7 teachers per school or or a minimum of one teacher per class for schools with less than P7 in the 110 registered PS in the LG</p>	4
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 list of schools, staff lists and staff attendance register there was evidence that the LG deployed 946 teachers in 110 schools as per the sector guidelines in the current FY. From the sample schools there was evidence that the teachers as indicated in the staff list were deployed in the schools.</p> <p><b>Mpigi Town Council (Urban):</b> Mpigi UMEA PS had the following teachers; Nambi Aliziki, Mbalyohere Moses, Balanda Kalumba, Kaggwa George, Namazzi Rehema, Mayanja Vicent, Nalunga Rehema, Nakibirige Penninah, Nantongo Gertrude, Nyesiga Christine, Nakiyingi Mary, Matovu David, Nakibuuka Olivia, Nabukwaasi Florence, Kyamulabi Proscovia, Nakkazi Sarah, Mbaziira John, Mubangizi Tomos, Nalubega Jane and Nanyonjo Marrium Kyambadde.</p> <p><b>Kammengo Sub County (Peri Urban):</b> Kikunyu PS had the following teachers; Ssentongo Richard, Goliasi Gasta, Nabaloga Gertrude, Gwozza Teddy, Namugabo Marriam, Tekisooka Jane Sharon, Namatovu Zaituni and Kyembe Godfrey.</p> <p><b>Kiringente Sub County (Rural):</b> Kikonda PS had the following teachers; Ssenoga Jarius, Nambwayo Grace, Nabulime Rossette, Mawanda abdu, Namagembe Prossy, Nabukalu Naomi, Nakibuuka Teddy, Nakabira Athra and Nakyungu Rhoda.</p>	3
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p> <p>score: 1 else, score: 0</p>	<p>From staff lists, actual deployment per school on the LG notice board and school notice boards there was evidence that teacher deployment data had been disseminated on the LG and school notice boards. From the sampled schools of Mpigi UMEA PS, Kikondo PS and Kikunyu PS notice boards there was evidence of dissemination of teacher deployment whereby names of the individual teachers in those particular sampled schools are displayed on the notice boards. Mpigi UMEA PS had had 20 teachers, Kikunyu had 8 teachers and Kikondo had 9 teachers</p>	1

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO</p>	<p>The LG had one hundred ten (110) Primary Schools and therefore 110 Head Teachers. 10 Appraisal reports of 10 Head Teachers were sampled. They were all appraised by DEO, Mr. Ssekyobe Deogratias within the prescribed time period as follows;</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>Score: 2 or else, score: 0</p>	<p><b>1.</b> St Kizito PS ( Mpigi TC) 14th December 2022. <b>2.</b> Kikondo PS (Kiringente SC) - 16th December 2022, <b>3.</b> Muduuma PS (Muduuma SC) - 6th December 2022, <b>4.</b> St Jude Kitokolo PS (Nkozi SC) - 13th December 2022, <b>5.</b> Nabusanke PS (Kayabwe TC) - 20th December 2022. <b>6.</b> Kabira UMEA PS (Kamengo SC) - 22nd December 2022, <b>7.</b> Bunjako PS (Buwama SC) - 13th December 2022, <b>8.</b> St. Theresa PS (Buwama TC) 30th December 2022, <b>9.</b> Kutuntu UMEA PS (Kituntu SC) - 14th December 2022 and <b>10.</b> Nakirembe PS (Kiringente PS (Kiringente Sc) 16th December 2022.</p>	
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p>	<p>The LG had ten (10) Secondary Schools and therefore 10 Head Teachers. All 10 appraisal reports of the Head Teachers were presented for review. They were appraised by DEO, Mr. Ssekyobe Deogratias within the prescribed time period, as follows;</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>Score: 2 or else, score: 0</p>	<p><b>1.</b> Kibunka SS (Mpigi TC0) - 19th December 2022, <b>2.</b> Bulamu Seed SS (Muduuma SC) - 14th December 2022, <b>3.</b> Cardinal Nsubuga Kikyusa SS(Kituntu SC) - 23rd December 2022, <b>4.</b> St, Phillip Nabusanke (Kayabwe TC) - 20th December 2022. <b>5.</b> St. Mugaga SS (Buwama TC) - 19th December 2022, <b>6.</b> St. Balikuddembe SS Mitala Maria (Buwama TC) - 15th December 2022, <b>7.</b> Maria Goretti SSS (Kiringente SC) - 15th December 2022, <b>8.</b> St. Mark Kamengo SS (Kamengo SC) - 20th December 2022, <b>9.</b> Wamatovu Muslim Seed SS (Kiringente SC) 20th December 2022 and <b>10.</b> Nkozi SS (Nkozi SC) 20th December 2022.</p>	
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p>	<p>The Educations Department had 8 members of staff. They were appraised by DEO, Mr. Ssekyobe Deogratias on the following dates:</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>score: 2. Else, score: 0</p>	<p><b>1.</b>Senior Inspector of Schools - 29th June 2023, <b>2.</b> Education Officer - special needs - 29th June 2023, <b>3.</b> Sports Officer - 29th June 2023, <b>4.</b> Inspector of Schools - 29th June 2023, <b>5.</b> Inspector of Schools - 29th June 2023 and <b>6.</b> Inspector of Schools - 29th June 2023</p>	
			<p>Two officers were <b>NOT</b> not appraised. They were <b>on interdiction during the FY</b>, Senior Education Officer and Inspector of Schools.</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>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>From the minutes of the departmental meeting held on 24/04/2022 agenda item number 4 (Min. 04of 24/04/2022 and from the training plan for the FY 2022/2023, there was evidence that the LG prepared a training plan to address capacity gaps at school and LG levels. Some of the capacity gaps to be addressed included training and orienting school management committees, equipping headteachers with skills in conducting performance appraisals and modulation and assessment in middle and upper primary classes.</p>	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 LG confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System but this was done in January 2023 after the deadline of December 15th.</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>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>There was evidence that the LG made allocations of Ug. Shs. 51,500,000 to inspection and monitoring functions in line with the sector guidelines.</p> <p>Inspection: <math>4,000,00000 + 100,000 \times 110</math> schools = 14,000,000/=</p> <p>Monitoring: <math>4,500,000 + (112,000 \text{ per term} \times 110 \text{ schools}) = 4,500,000 + 12,320,000 + 30,820,000</math></p> <p>Inspection + Monitoring = 30,820,000</p> <p>The budgeted figure of 51,500,000 is above the total figure for inspection and monitoring is above the 30,820, 000.</p>	2
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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>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p>	<p>There was no evidence that LG submitted warrants for the school's capitation within 5 days for the last 3 quarters:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>1. Q1 release was uploaded by MoFPED on 08/07/2022 and Warrant No. 897AW-2023-06 for school capitation was prepared on 08/08/2022 (beyond 5 working days);</p> <p>2. Q2 release was uploaded by MoFPED on 30/09/2022 and Warrant No. 897AW-2023-13 for school capitation was prepared on 19/10/2022 (beyond 5 working days);</p> <p>3. Q3 release was uploaded by MoFPED on 29/12/2022 and Warrant No. 897AW-2023-16 for school capitation was prepared on 27/01/2023 (beyond 5 working days); and</p> <p>4. Q4 release was uploaded by MoFPED on 06/04/2023 and Warrant No. 897AW-2023-23 for school capitation was prepared on 24/04/2023 (beyond 5 working days)</p>	
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p>	<p>There was no evidence that the LG invoiced and communicated releases of capitation grants to schools within 3 working days from the release date on quarterly basis as analysed below:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else, score: 0</p>	<p>-Quarter-1 Cash Limits were issued on 8th Jul. 2022 and School capitation grant was invoiced 28th Aug. 2022 (beyond 3 working days). The schedules were pasted on the notice boards on the same day.</p> <p>-Quarter-2 Cash Limits were issued on 30th Sep. 2022 and the school capitation grant was invoiced on 21st Oct. 2022 (beyond 3 working days). There was evidence that these were publicized on the notice boards.</p> <p>-Q3 Cash Limits were issued on 29th Dec. 2022 and School capitation grant was Invoiced on 2nd Feb. 2023; and</p> <p>-Q4 Cash Limits were issued on 4th Apr. 2023 and disbursed to schools on 17th May 2023 (beyond 3 working days) There was evidence that these were publicized on the notice boards.</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	From the copy of the inspection plan, minutes of the meeting held on 11/09/2022 (Min.06/09/22) and meeting held on 04/02/2023 (Min. 4/2/23), there was evidence that the LG Education Department prepared an inspection plan and planned meetings to conduct school inspections	2
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	From the inspection reports submitted to DES for the three quarters there was evidence that all the 110 (100%) registered schools have been inspected and monitored and findings compiled in the DEO report.  Term 3 2022 report compiled on 11/10/2022.  Term 1 2023 report compiled on 18/06/2023  Term 2 2023 report compiled on 22/6/2023	2
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	There was no evidence that inspection reports were discussed and used to make corrective actions and that the actions are subsequently followed up.	0
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	From the copies of inspection reports submitted to DES and the acknowledgement nots stamped by DES there was evidence that inspection and monitoring reports were compiled and submitted to DES. The findings of inspection and monitoring were presented to the sampled schools of Mpigi UMEA PS, Kiringente PS and Kikunyu PS.  Quarter 1 report compiled on 11/10/2022 and submitted to DES by CAO on 11/10/2023 and acknowledged by DES on 22/10/22.  Quarter 2 report compiled on 18/06/2023 and submitted to DES by CAO on 17/7/2023 and acknowledged by DES on 12/08/23.  Quarter 3 report compiled on 22/6/2023 and submitted to DES by CAO on 23/06/2023 and acknowledged by DES on 224/06/2023.	2



10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence that education sector matters at Mpigi DLG are discussed by the Education and Health Committee; the committee met four times during the year on the following occasions:</p> <ul style="list-style-type: none"> <li>-On 30th Aug. 2022 matters relating to education service delivery were discussed under Agenda No. 4, Minute No. 04/08/2022;</li> <li>-On 15th Nov. 2022, matters relating to education service delivery were discussed under Agenda No.4, Minute No. 04/11/2022;</li> <li>-On 31st Jan. 2023, matters relating to education service delivery were discussed under Agenda No.4, Minute No. 04/01/2023; and</li> <li>-On 4th May 2023, matters relating to education service delivery were discussed under Agenda No.4, Minute No. 03//05/2023</li> </ul> <p>Some of the issues discussed included:</p> <ul style="list-style-type: none"> <li>-Status of construction of classroom blocks and pit latrines;</li> <li>-Rollout of eLearning initiatives</li> <li>-School inspection reports</li> <li>-Work plans and budget estimates for FY 2023/24</li> </ul>	2
11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>From the minutes (Min. 7/PTS/27/07/2022 of the meeting between the education department and the community members, SMS and PTC members at Wamatovu UMEA PS held on 27/07/2022 (attendance list attached), there was evidence that the department conducted activities to mobilize, attract and retain children in school.</p>	2

**Investment Management**

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards,</p> <p><i>score: 2, else score: 0</i></p>	<p>There was evidence that the LG had an updated consolidated school asset register for the registered 110 UPE and 11 USE schools. There was evidence that all the sampled schools had school asset registers as follows;</p> <p>Mpigi Town Council (Urban): Mpigi UMEA PS had 17 classrooms, 29 latrine stances, 228 desks and 2-teacher accommodation units.</p> <p>Kamengo Sub county (Peri urban): Kikunyu CU Ps had 7 classrooms, 10 latrine stances, 65 desks and 1-teacher accommodation unit.</p> <p>Kiringante Sub County (Rural): Kikonda PS had 7 classrooms, 14 latrine stances, 117 desks and 2-teacher accommodation units.</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 evidence that the LG has conducted a desk appraisal for all sector projects in the budget on 30/05/2022 to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source and if appraisals were conducted for all projects that were planned in the previous FY</p> <p>The projects were appraised during the TPC meeting of 30th May 2022 under Agenda No.5 Minute No. 87/05/21-22</p> <p>The following projects were sampled:</p> <ol style="list-style-type: none"> <li>1. Construction of a 2-Staff House and pit latrine block at Buwanda P/S</li> <li>2. Construction of a 2-classroom block and office at Kafumu P/S</li> <li>3. Construction of 5-Stance Pit Latrine at Senene P/S</li> </ol> <p>These were derived from Page 156 of the DDP</p>	<b>1</b>
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>There was evidence that the LG has conducted field Appraisal on 22nd and 30th Jun. 2022 for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY; the projects appraised included the following:</p> <ol style="list-style-type: none"> <li>1. Construction of a 2-Staff House and pit latrine block at Buwanda P/S;</li> <li>2. Construction of a 2-classroom block and office at Kafumu P/S; and</li> <li>3. Construction of 5-Stance Pit Latrine at Senene P/S</li> </ol>	<b>1</b>
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>The LG did not budget an education sector infrastructure project (Seed Secondary School) in the procurement plan for the current FY.</p>	<b>1</b>

13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	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>	There was evidence of minute Min. 39/05/22-23 of the contracts committee meeting which sat on May 23, 2023 and approved the procurement of the Education sector projects. The sampled projects were: Construction of a 5-satnce pit latrine at Mpondwe PS in Kammengo TC at UGX 26,000,000; Construction of a 5-satnce pit latrine at St. Joseph Ntambi PS in Buwama TC at UGX 26,000,000; and Construction of a Multi-purpose hall in Mpigi UMEA PS at UGX 124,000,000.	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	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>	There was evidence of a circular reference CR/2-3/4, dated August 16, 2022 from the CAO, appointing the CDO, District Planner, Labour officer, Planner economist, Project managers, Senior environment officer, and the assistant statistics officer to the Project implementation teams.	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES  <i>Score: 1, else, score: 0</i>	The LG did not have a project for Seed secondary schools.	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	The LG did not have a project for Seed secondary schools.	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	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>	There was no evidence of monthly joint technical supervision involving engineers, environment officers, CDOs.	<b>0</b>

13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i>	There was evidence of payments for the various projects executed which determined that the payments were appropriately certified. The sampled payments were for: Payment for a 5-stance pit latrine at Golo Primary school, where the requisition was made on June 7, 2023, the certificate was prepared by the LG Engineer on June 15, 2023, and payment was effected July 3, 2023 under voucher no. 6418743; and Payment for 2 5-stance pit latrine at Mitala Maria Primary school and at Musa PS, where the requisition was made on June 8, 2023, the certificate was prepared by the LG Engineer on June 12, 2023, and payment was effected July 3, 2023 under voucher no. 6418744;	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	There was evidence of a subbmisin letter from the Education Officer, Mr. Derogations Sekyobe dated April 27, 2023 to the CAO detailing all sector projects to be executed.	<b>1</b>
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 <i>score 1 or else score 0</i>	The LG did not have a project for Seed Secondary schools.	<b>1</b>

### **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, <i>score: 3, else score: 0</i>	There was nothing concerning the Grievance Redress Mechanism at the District Education Office (no Grievance Log, cases recorded and/or investigated) nor anything else at the Noticeboard.	<b>0</b>
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15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>From the minutes (Min. 05/11/22) of the meeting between the department and headteachers held on 30/11/22 (attendance list attached) and from the trees and grass planted in the sampled schools ('green' schools), there was evidence that the LG disseminated guidelines. The sampled schools were Mpigi UMEA PS, Kiringente PS and Kikunyu PS.</p>	<b>3</b>
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p>	<p>There was no evidence that Mpigi DLG had in place costed ESMPs and that all these were incorporated within the BoQs and contractual documents. Those sampled out were as follows:</p> <ol style="list-style-type: none"> <li>1) Construction of a 2-classroom block and supply of a tank at Ggoli Boys primary school. Environment mitigation was costed in the BOQ at UGX1,076,728/-;</li> <li>2) Construction of a 2-5 stance pit latrine at Musa and Mitala Maria primary schools. Costing in the BOQ was not done;</li> <li>3) Construction of a 2-5 stance pit latrine at Senene and Wamatoovu primary schools. Costing in the BOQ was not done;</li> <li>4) Construction of a 2-classroom block at Bukibira primary school. Costing in BOQ was done at UGX1,575,000/-.</li> </ol>	<b>0</b>

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

b) If there is proof of land ownership, access of school construction projects, *score: 1, else score:0*

There was evidence of proof of land ownership and access for school construction projects. Aailed evidence of land ownership was as follows:

1) A letter dated 15/11/2022 written by Rev. Fr. Ssentongo Nicholas, the in-charge of Mitala Maria Schools who gave permission for school activities to take place on land whose title he said was kept at the archives of the Archdiocese of Lubaga. He said that 'no hinderance may deter any assistance or activity from the district to tale place at the school';

2) A letter dated 29th/11/2022 from Rev. Fr. Canon Kayondo for the Priest (Bukibira C/U) where he expressed his 'no objection' to the construction of a two-classroom block at the school; and

3) A letter from Rev. Fr. Denis Kizito Ssebunya, the Episcopal Vicar/Parish priest of Mitala Maria Parish, where he welcomed all developments accorded to the school for the good of the children. He acknowledged that the land was Church land with Freehold register volume (F R V) Folio 4 (7.61 acres).

16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	<p>There was evidence that the Environment Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports. Supervision reports written by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer dated 14th June 2023 were presented as follows:</p> <ol style="list-style-type: none"> <li>1) For supervision of Construction of a 2-classroom block at Kafumu primary school in Mpigi Town Council;</li> <li>2) For supervision of Construction of a 2-classroom block at Ggoli Boys PS in Kamengo sub county;</li> <li>3) For supervision of Construction of a 2-classroom block at Bukibira CU PS in Nkozi sub county; and for supervision of Construction of a staff house at Buwanda primary school in Buwanda sub county.</li> <li>4) Environment and Social Compliance Monitoring Report for Pit latrine construction Activities under the Education Department for Musa primary school, Senene primary school in Mpigi Town, St, Thereza Mitala Maria primary school in Buwama Town Council, Ggolo Progressive Primary school in Nkozi sub county and Wamatoovu primary school in Kiringente sub county</li> </ol>	2
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments  <i>Score: 1, else score:0</i>	<p>There was evidence that E&amp;S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments. Payment Certificates were duly signed by six people namely, District Engineer, Principal Internal Auditor, District Planner, District Environmental Officer, District Community Development Officer and Accounting Officer. They were for:</p> <ol style="list-style-type: none"> <li>1) Construction of a 2-classroom block and supply of a tank at Bukibira primary school, dated between 05th – 14th June 2023;</li> <li>2) Construction of a 2-5 stance pit latrines at Senene and Wamatoovu primary schools, dated 26th June 2023;</li> <li>3) Construction of a 2-classroom block and supply of a tank at Ggoli Boys primary school, dated 8 – 15 June 2023; and</li> <li>4) Construction of a 2-5 stance pit latrines at Musa and Mitala Maria primary schools dated between 12 – 14 June 2023.</li> </ol>	1

**Health  
Performance  
Measures**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Local Government Service Delivery Results</b>				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>There was no evidence that the Mpigi District Local Government attained a 20% or more increase in the coverage of institutional deliveries. The total number of institutional deliveries in the three sampled health facilities in FY 2021/22 was 1447, dropping to 1419 in FY 2022/23, a decrease of 1.94%.</p> <p>1. Butoolo HCIII (303) – (340) 2. Nindye HCIII (354) – (320) 3. Kituntu HCIII: (790) – (759)</p> <p>Total Deliveries for FY 2022/23 (1419) – Total 2021/22 (1447)/1419 = -1.94%</p>	<b>0</b>
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• 70% and above, score 2</li> <li>• 50% - 69%, score 1</li> <li>• Below 50%, score 0</li> </ul>	<p>The average score in Health for LLG performance assessment was 85.6%</p> <p>The scores were as follows:</p> <p>1 Kiringente SC 100%</p> <p>2 Mpigi TC 100%</p> <p>3 Buwama TC 100%</p> <p>4 Buwama SC 70%</p> <p>5 Kituntu SC 70%</p> <p>6 Nkozi SC 100%</p> <p>7 Kammengo SC 100%</p> <p>8 Kayabwe TC 60%</p> <p>9 Muduuma SC 70%</p> <p>Average Score 85.6%</p>	<b>2</b>
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>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"> <li>• 75% and above; score 2</li> <li>• 65 – 74%; score 1</li> <li>• Below 65; score 0</li> </ul>	<p>The DHO informed the assessor that this activity was last conducted in FY 2020/21 and has since been taken up by the Ministry of Health.</p>	<b>0</b>



3	Investment performance: The LG has managed health projects as per guidelines.	a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.	<p>There was evidence that the health development grant was used on eligible activities.</p> <p>The district budget for PHC Development was 278,817,000 (Pg. 37 of the approved budget) this had been fully absorbed (100%) by the end of the year Pg.17 of the annual performance report.</p> <p>The projects implemented include the following:</p> <ol style="list-style-type: none"> <li>1. Construction of OPD Block at Kampiringisa H/C III at UGX 158,505,726;</li> <li>2. Renovation of inpatient ward at Mpigi H/C IV at UGX 40,000,000 ; and</li> <li>3. Construction of 2-Unit Staff House at Kituntu H/C III at UGX 44,264,467</li> </ol>	2
3	Investment performance: The LG has managed health projects as per guidelines.	b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0	<p>There was no evidence that the DHO, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers.</p> <p>All development projects in the district are being executed by the UPDF Construction brigade; the following payments were executed without any certificates signed by any of the parties above:</p> <ol style="list-style-type: none"> <li>1. Voucher No. 5696982 of 26/05/2023 for UGX 158,492,000 for the construction of OPD at Kampiringisa H/C III by the UPDF;</li> <li>2. Voucher No. 5696982 of 26/05/2023 for UGX 39,563,000 for the renovation of General Ward at Mpigi H/C IV by the UPDF; and</li> <li>3. Voucher No. 5696982 of 26/05/2023 for UGX 44,264,467 for the construction of a 2-Unit Staff House at Kituntu H/C III by the UPDF</li> </ol>	0
3	Investment performance: The LG has managed health projects as per guidelines.	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>There was evidence that the variation of the variation of prices in the health infrastructure projects were within +/-20% of the LG estimates. The sampled projects were: MPIGI-LG/WRKS/2022-23/ 00014 Renovation works at Kitutu HC III where the estimate was Ugx 29,145,012 and the award price Ugx 30,179,090 and hence the variation was - 3,34%; and Construction works for Health Department Projects by UPDF which included General repair of OPD in Mpigi HC IV, Construction of a new OPD at Kampiringisa HC III, First Phase constriction of a 2 unit staff House at Kituntu HC III with a 10,00 l water tank where the LG engineer developed an estimate of Ugx 261,000,000 which was adopted by the contracting entity hence the variation was 0%.</p>	2

3	Investment performance: The LG has managed health projects as per guidelines.	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY	The LG did not have a project for HC II's being upgraded to HC III's.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>		
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure	There was no evidence that the Mpigi LG had recruited staff for all HCIIIs and HCIVs as per staffing structure. Although the average number of staff for all the 11 HCIII was 78.5%, - 6 of them had less than 75% of the minimum standards (Nsamu/Kyali HCIII (68.4%), Nnindye HCIII (73.7%), Ggolo HCIII (68.4%), Buyiga HCIII (73.7%), Kampiringisa HCIII (57.9%), Bunjako (HCIII 63.2%). The staffing at Mpigi HCIV, the only one in the district was at 139.6% of the minimum norms.	0
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>		
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.	The LG did not have a project for HC II being upgraded to HC III.	2
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>		

### Performance Reporting and Performance Improvement

5	Accuracy of Reported Information: The LG maintains and reports accurate information	a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0	There was evidence that the health workers were in place as indicated in the staff list from the District Health Office and that this matched the list on the noticeboard at the three sampled facilities:	2
	Maximum 4 points on this performance measure		1) Nindye HCIII (14/14 - Staff list 2023/24); 2) Butoolo HCIII (17/17 Undated staff list); and 3) Kituntu HCIII (15/15 2023/24).	

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 evidence that the information submitted in the PBS on construction status and functionality was accurate. The Annual PBS (2022/23) report on page 9 includes the same projects that were documented in the Mpigi Local Government 'List of Projects funded in FY 2022/23'. These included - i) Construction and general repairs of the in-patient ward at Mpigi HCIV ii) Construction of a new OPD block at Kampiringisa HCIII, iii) Construction of a 2-unit staff house with a store and shed at Kituntu HCIII (Phase 1).</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There was evidence that the budgets that were available conformed to the prescribed formats in the planning guidelines (i.e., allocation of 30% to health promotion and disease prevention). In addition, key issues and challenges were prioritized at the sampled facilities - 1) Nindye HCIII (30/06/2022); 2) Butoolo HCIII (30/06/2022); and 3) Kituntu HCIII (30/06/22). However, the annual work plans and budgets of the three sampled facilities were submitted after 31st March of the previous FY. The submission dates are much later as indicated for the sampled health facilities:</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There was no evidence that the sampled health facilities submitted their budget performance reports by the 15th July of 2023. The submission dates for the three sampled facilities were much later as indicated: 1) Nindye HCIII (15/08/2023); 2) Butoolo HCIII (22/08/2023); and 3) Kituntu HCIII (10/08/23).</p>	0

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There was evidence that the three sampled health facilities - 1) Nindye HCIII, 2) Butoolo HCIII, and 3) Kituntu HCIII had health facility improvement plans that included issues that had been identified in the DHMT monitoring and assessment reports as follows:

1. Kituntu HCIII: In the Q1 report dated 29/11/22 for visits that had taken place in August, Kituntu HCIII was recommended to use PHC funds to fumigate bats and swallow birds. The Performance Improvement Plan for 2023/24 included a budget to procure fumigants (see section 8.0 s/n 1 under the section 'health promotion and sanitation).

2. Butoolo HCIII: In the Q1 report dated 29/11/22 for visits that had taken place in August, Butoolo HCIII was recommended to use PHC funds to repair simple structural defects. The Performance Improvement Plan for 2023/24 included a budget to repair broken windows, glasses, door locks, plastering, and doors (see section 8.3 under the section 'repair, maintenance, and purchase of equipment).

3. Nindye HCIII: In the Q1 report dated 29/11/22 for visits that had taken place in August, Nindye HCIII was recommended to use PHC funds to ensure that quarterly performance review meetings take place. The Performance Improvement Plan for 2023/24 included a budget to pay for quarterly HUMC and staff meetings respectively (page 9).

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

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

- score 2 or else score 0

There was no evidence that the three sampled health facilities 1) Nindye HCIII, 2) Butoolo HCIII, and 3) Kituntu HCIII had submitted timely monthly and quarterly reports 7 days following the end of the month and quarter. The monthly reports were all submitted on time except at Kituntu HCIII where the carbon copy for February 2023 was not dated. The quarterly reports were not available for any of the three sampled facilities - 1) Nindye HCIII, 2) Butoolo HCIII, and 3) Kituntu HCIII.

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>The District Health Officer informed the assessor that this role was taken over by the Ministry of Health and was not applicable.</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>The District Health Officer informed the assessor that this role was taken over by the Ministry of Health and was not applicable.</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>There was evidence that the LG submitted all the Annual Performance Reports for the year 2022/2023 to PSST before August 31, 2023.</p> <p>Quarter-1 was submitted through the PBS on 24th Nov. 2022;</p> <p>Quarter-2 was submitted through the PBS on 31st Jan. 2023;</p> <p>Quarter-3 was submitted through the PBS on 10th May 2023; and</p> <p>Quarter-4 was submitted on 30th Aug. 2023, all of them submitted before the deadline of 31st Aug. 2022</p>	1

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>There was no evidence that Mpigi LG had developed and approved a Performance Improvement Plan for the lowest performing health facilities as this was not presented for assessment.</p>	0
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was no evidence that Mpigi LG had implemented an approved Performance Improvement Plan for the lowest performing health facilities since this had not been developed.</p>	0
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**Human Resource Management and Development**

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that Mpigi district had budgeted for health workers as per the guidelines. The PBS (Performance Budgeting System) indicates a budget of UGX 6,345,555,787 for an average staffing level of 85.4% for the current FY.</p>	2
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	There was no evidence that Mpigi district had deployed health workers as per the guidelines. The staff registers for the current FY indicate that although the average staffing level of 85.4% for current FY, there are several health facilities with positions well below the minimum requirements e.g., Kafumu HCII (55.6%), Kibumbiro HCII (66.7%), Bumozi HCII (22.2%), Mpigi DDHS Clinic (11.1%); Nsamu/Kyali HCIII (68.4%), Nnindye HCIII (73.7%), Ggolo HCIII (68.4%), Buyiga HCIII (73.7%), Kampiringisa HCIII (57.9%), Bunjako HCIII (63.2%).	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	There was evidence from the arrival and departure register that health staff in the sampled health facilities:1) Nindye HCIII-14/14 staff 2) Butoolo HCIII - 17/17 staff ; and 3) Kituntu HCIII - 15/15 staff on the deployment list for current FY were working where they were deployed.	3
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).	<p>c) Evidence that the LG has publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY score 2 or else score 0</p>	There was evidence that the list of health workers deployed at the sampled facilities was displayed on the health facility notice boards. At Nindye HCIII (14/14 staff) and Kituntu HCIII (14/14 staff), the list of health workers was displayed and was dated 2023/24. At Butoolo HCIII (18/18 staff), the displayed list was not dated.	2
	Maximum 9 points on this performance measure			

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the DHO/MMOHs has:</p> <p>i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0</p>	<p>The LG had twenty two (22) Health facilities and therefore 22 Officers in Charge. Ten performance appraisal reports were sampled to establish whether the DHO conducted the annual performance appraisals, The Officers in Charge of the following Health centers were appraised by DHO Mr. Batte James on the following dates;</p> <p><b>1</b> , Buwama HC III, <b>Katenda Umaru</b> - 30th June, 2023; <b>2</b>. Sekiwunga HC III, <b>Kagwa Unisi</b> - 3rd June, 2023; <b>3</b>. Muduuma HC III, <b>Kawooya Moses</b> - 28th June, 2023; <b>4</b>. Kituntu HC III, <b>Kakaire Godfrey</b> - 15th June, 2023; <b>5</b>. Butooro HC III, <b>Birabwa Aisha Kasule</b> - 30th June, 2023; <b>6</b>. Ggolo HC III, <b>Lubega Abudala</b> - 22nd June, 2023; <b>7</b>. Epicenter HC III, <b>Kanyaga Annet</b> - 30th June 2023; <b>8</b>. Mpigi HC III, <b>Dungu Umaru</b> - 30th June, 2023; <b>9</b>. Buyiga HC III, <b>Ssebina Geoffrey</b> - 30th June, 2023; and <b>10</b>. Kyali - HC III, <b>Nanyumba Emmanuel</b> - 30th June, 2023</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. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0</p>	<p>The LG had a total number of 299 Health workers. 10 appraisal reports were sampled from different health centers, to establish whether the Officers in Charge conducted the annual performance appraisal, The sampled health workers were appraised by Officers in Charge of the respective health facilities on the following dates;</p> <p><b>1</b> . Health Assistant, <b>Nampijja Farida</b> (Sekiwunga HC III) appraised by Kagwa Unisi on 30th June, 2023; <b>2</b>. Health Information Officer - <b>Seruwu Steven</b> (Buyiga HC III ) appraised by Ssebina Geoffrey on 30th June, 2023; <b>3</b>. Lab Assistant, <b>Nassozi Goretti</b> (Nabyewanga HC II) appraised on 30th June, 2023; <b>4</b> . Medical Officer - <b>Mukwaya Francis</b> (Mpigi HC IV) appraised by Dungu Umaru on 30th June, 2023; <b>5</b>. Clinical Officer - <b>Mutyaba Martin</b>, (Kampiringisa HC III) appraised on 30th June, 2023; <b>6</b>. Heath Information Assistant, <b>Sekiranda Moses</b> (Mpigi HC IV) appraised by Dungu Umaru on 30th June, 2023; <b>7</b>. Enrolled Nurse, <b>Nyanzi Agnes</b> (Kituntu HC III) appraised on 30th June, 2023; <b>8</b>. Nursing Officer, <b>Nakitenda Rukia</b> (Butooro HC III) appraised on 30th June, 2023; <b>9</b>. Enrolled Midwife, <b>Namanda Rose</b> (Buwama HC III) appraised by Katenda Umaru on 30th June, 2023; and <b>10</b>. Enrolled Nurse, <b>Nakiryowa Rebecca</b> (Nabyewanga HC III) appraised on 30th June, 2023.</p>	1
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8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	The DHO took corrective action based on the appraisal report, as per the letter Med/352/4 dated 4th August 2023, addressed to CAO; Reference; Capacity Development areas following staff Appraisals for FY 2022/2023.	2
	Maximum 6 points on this performance measure			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	b) Evidence that the LG: i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0	There was evidence that Mpigi local government had training activities for the previous FY. Although the District did not have a training plan., there was an action point in the District MPDSR committee (Minute 6 for Q3 of 2022/23) recommending training of midwives on the MPDSR. This activity report (dated 3rd May 2023 on Maternal Perinatal, Death Surveillance shows that the recommendation was implemented on 19th April 2023.	1
	Maximum 6 points on this performance measure			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	ii. Documented training activities in the training/CPD database, score 1 or else score 0	There was evidence that Mpigi local government had training activities for the previous FY. The training activity report (dated 3rd May 2023 on Maternal Perinatal, Death Surveillance and Reporting states that 59 midwives were trained.	1
	Maximum 6 points on this performance measure			

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

9	N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0	There was no evidence that the CAO had notified the MoH of status of health facilities whether correct or wrong. The letter provided dated 22nd August references the FY 2024/25 and was received by the Officer Commissioner Planning and stamped on 28 August 2023.	0
	Maximum 9 points on this performance measure			

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>There was evidence that the district allocated atleast 15% of the PHC-NWG for LLHFs to health monitoring budget in the FY 2022/2023.</p> <p>The health budget for PHC-Non-Wage for LLHF was UGX 58,768,079 (Pg. 75 of the Approved Budget) and the allocation for health monitoring under budget on the same page was UGX 9,287,577 representing 15.8% allocation (which is more than 15%)</p>	2
<p>Maximum 9 points on this performance measure</p>				
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p>	<p>The LG did not make timely warranting of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget</p> <p>-Quarter-1 Cash Limits were issued on 6th Jul 2022 and the Warrant No. 897AW-2023-6 for PHC NWR grant to health facilities was prepared on 8th Aug. 2022 (beyond 5 working days);</p> <p>-Quarter-2 Cash Limits were issued on 30th Sep. 2022 and the Warrant No. 897AW-2023-13 for PHC NWR grant to health facilities was prepared on 19th Oct. 2022 (beyond 5 working days);</p> <p>-Quarter-3 Cash Limits were issued on 29th Dec. 2022 and the Warrant No. 897AW-2023-16 for PHC NWR grant to health facilities was prepared on 27th Jan. 2023 (beyond 5 working days); and</p> <p>-Quarter-4 Cash Limits were issued on 6th Apr. 2023 and the Warrant No. 897AW-2023-23 for PHC NWR grant to health facilities was prepared on 25th Apr. 2023 (beyond 5 working days)</p>	0
<p>Maximum 9 points on this performance measure</p>				

9

N23\_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

The LG did not invoice or communicate releases to health facilities within 5 working days from the release date on quarterly basis as analysed below:

-Q1 Cash Limits were issued on 8th Jul 2022 and PHC-NWR of was Invoiced to health facilities on 10th Aug. 2022 (beyond 5 working days);

-Q2 Cash Limits were issued on 30th Sep. 2022 and PHC-NWR was invoiced to health facilities on 21st Oct. 2022 (beyond 5 working days);

-Q3 Cash Limits were issued on 29th Dec. 2022 and PHC-NWR was invoiced to health facilities on 10th Feb. 2023 (beyond 5 working days); and

-Q4 Cash Limits were issued on 6th Apr 2023 and PHC-NWR of was invoiced to health facilities on 3rd May 2022 (beyond 5 working days)

The disbursement schedules to Health Facilities had been placed on any notice boards.

0

9

N23\_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

There was no evidence that the LG 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:

The disbursements were all publicized as late as the time funds were transferred as below:

-Q1 Cash Limits were issued on 8th Jul 2022 and PHC-NWR of was Invoiced to health facilities on 10th Aug. 2022 (beyond 5 working days), posted on the notice board on 11/08/2022;

-Q2 Cash Limits were issued on 30th Sep. 2022 and PHC-NWR was invoiced to health facilities on 21st Oct. 2022 (beyond 5 working days) posted on the notice board on 24/10/2022;

-Q3 Cash Limits were issued on 29th Dec. 2022 and PHC-NWR was invoiced to health facilities on 10th Feb. 2023 (beyond 5 working days) posted on the notice board on 14/02/2023; and

-Q4 Cash Limits were issued on 6th Apr 2023 and PHC-NWR of was invoiced to health facilities on 3rd May 2022 (beyond 5 working days)

The disbursement schedules to Health Facilities had been placed on any notice boards after the transfers

0

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>There was no evidence that the Mpigi health department implemented actions recommended by the DMHT quarterly performance review meetings of the previous FY. There were no action points raised during the meetings held during Q1 (01/08/23) and Q3 (04/09/23). The meeting held for Q2 (30/01/23) had action points but there was no evidence presented that these had been implemented. The report for Q4 was not available.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>There was evidence that the attendance of quarterly performance review meetings involved health facilities in charges, implementing partners, health monitoring teams, and other departments. However, this was only for Q2. The composition of attendees in Q2 was: Health facility in charges (26/26); Implementing Partners (MPIFOPHAN), DHT (18); CAO, CFO,</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>Mpigi LG has one HCIV (Mpigi HCIV) and one PNFP hospital - Nkozi Hospital. There was no evidence that the LG supervised both facilities at least once every quarter within the previous FY. The supervision dates were as follows:</p> <p>Mpigi HCIV: Q1: No Supervision Visit; Q2: (Report dated 15/01/23); Q3: 15/03/23 (Integrated Support Supervision Report dated 22/04/23); and Q4: Report dated 15/07/2023.</p> <p>Nkozi Hospital: Q1: 24.08/22 (Report dated 19/11/22); Q2: No supervision visit; Q3: 17/03/23 (Integrated Support Supervision Report dated 22/04/23); and Q4: Report dated 15/07/2023.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>There was evidence that the LG supervised the three sampled facilities during the previous FY. The supervision dates for the sampled health facilities are as follows:</p> <p>1) Nindye HCIII: Q1 (17/08/22); Q2 (17/12/22); Q3 (14/03/23); Q4 (13/06/23).</p> <p>2) Butoolo HCIII: Q1 (16/08/22); Q2 (17/12/22); Q3 (17/03/23); Q4 (16/06/23).</p> <p>3) Kituntu HCIII: Q1 (15/08/22); Q2 (12/12/22); Q3 (20/03/23); Q4 (13/06/23).</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>There was no evidence that the health department provided recommendations from the supervision visits during the previous FY, and that their implementation was followed up at the sampled health facilities - 1) Nindye HCIII 2) Butoolo HCIII; and 3) Kituntu HCIII.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence that Mpigi DLG had provided guidance to health facility in charges on secure, safe storage and disposal of medicines and health supplies at least once during the year. The proportion of health facilities where this guidance had been provided by date is as follows; Q1:6/19 (Q1 - August 2022); Q2: 5/19 (Q2 -November 2022); Q3: 11/19 (Q3 -March 2023); and Q4: 13/19 (Q4 -June 2023). Since not each was supervised at least once per quarter, then the standard is not met.</p>	0
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>There was evidence that the district had allocated atleast 30% of the PHC-NWG to health promotional activities.</p> <p>The health budget for PHC-Non-Wage was UGX 58,768,079 (Pg 75 of the Approved Budget) and the allocation for health promotion was UGX 17,630,423 representing 30.25% share.</p>	2

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>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</p>	<p>There was evidence that the Mpigi DHT had implemented health promotion, disease prevention and social mobilization activities in the previous FY as follows:</p> <p>Q1: Report dated 26/10/22 – Inspected 15 GoU health facilities during the first quarter to assess hygiene and sanitary status; infection prevention and control.</p> <p>Q2: Report dated 22/12/22 – household sanitation and hygiene at three landing sites during the 2nd quarter.</p> <p>Q3: Report dated 28/05/23 – conducted follow up activities for three landing sites (Bukiina, Ssenyondo and Makungu)</p> <p>Q4: Report dated 18/07/23 – sanitation and hygiene data collection at 5 landing sites.</p>	<b>1</b>
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11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>There was no evidence that the Mpigi DHT had implemented follow up actions on health promotion, disease prevention and social mobilization activities in the previous FY.</p>	<b>0</b>
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**Investment Management**

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>The assets register presented for assessment was not dated. It did provide a list of equipment per health facility relative to the medical equipment and service standards of the Ministry of Health however these were only for 8/19 GoU health facilities. The names of the health facilities in the Asset registers are 1. Mpigi HC IV, 2. Ssekiwunga HC III, 3. Nindyeh HC III, 4. Butoolo HC III, 5. Bunjako HC III, 6. Ggolo HC III, 7. Kampiringisa HC III and 8. Nsamu/Kyali HC III.</p>	<b>0</b>
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<p>There was evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under the sector guidelines and funding source.</p> <p>The desk appraisal for the following projects were conducted on 21st and 30th Jun. 2022 and the appraisal reports are in place:</p> <ol style="list-style-type: none"> <li>1. Construction of OPD Block at Kampiringisa H/C III at UGX 158,505,726;</li> <li>2. Renovation of inpatient ward at Mpigi H/C IV at UGX 40,000,000; and</li> <li>3. Construction of 2-Unit Staff House at Kituntu H/C III at UGX 44,264,467</li> </ol> <p>Derived from Pg. 360 -361 of the LGDP-III</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>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 evidence that Field appraisals were conducted for all prioritized AWP investments for health: the projects, (i) were field appraised for technical feasibility, environmental and social acceptability; and (ii) had their designs customized to suit site conditions, where applicable</p> <p>The field appraisal reports for the following projects dated 21st Jun. 2023 were verified:</p> <ol style="list-style-type: none"> <li>1. Construction of OPD Block at Kampiringisa H/C III at UGX 158,505,726</li> <li>2. Renovation of inpatient ward at Mpigi H/C IV at UGX 40,000,000</li> <li>3. Construction of 2-Unit Staff House at Kituntu H/C III at UGX 44,264,467</li> </ol> <p>Derived from Pg. 360-361 of the LGDP-III</p>	1

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence that 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. There were three projects implemented under Health. These were screened on 19th January 2023 by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer. The projects were:</p> <p>4) Construction of OPD Block at Kampiringisa Health Centre III;</p> <p>5) Renovation of an in-patient Ward at Mpigi Health centre IV; and</p> <p>6) 1st Phase construction of a 2-unit Staff House with bathroom &amp; Store at Kituntu Health Centre III.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 of a submission by the LG Health department dated April 28, 2023 detailing all activities to be done in 2023-24 with a total budget of Ug Shs. 257,021,523.</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>The was evidence of minute Min. 39/05/22-23 of the contracts committee meeting which sat on May 29, 2023 and received the procurement request form from the Health department.</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 evidence of minute Min. 39/05/22-23 of the contracts committee meeting which sat on May 29, 2023 which approved the procurement of all the health infrastructure projects. The sampled projects included: the construction of a 2-unit staff house, with bathroom at Kitutu HC III at Ugx 51,225,003; and the Construction of a 2-stance lined pit latrine at Kampiringisa HC III at Ugx 23,554,867; and construction of 2-water born toilets at Mpigi HC IV at Ugx35,000,000.</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	There was evidence of a circular reference CR/2-3/4, dated August 16, 2022 from the CAO, appointing the CDO, District Planner, Labour officer, Planner economist, Project managers, Senior environment officer, and the assistant statistics officer to the Project implementation teams.	<b>1</b>
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0	The LG did not have a project for Health centre III upgrade	<b>1</b>
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0	The LG did not have evidence that the Clerk of Works maintains daily records for the Health infrastructure projecys.	<b>0</b>
	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>The LG did not have a project for Health Centre III upgrade</p>	<b>1</b>
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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>The LG did not have evidence of site instruction and visitor's books to determine whether LG team(s) supervised the projects at least monthly.</p>	<b>0</b>

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>There was no evidence that the DHO verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days):</p> <ol style="list-style-type: none"> <li>1. Voucher No. 05696982 of 26/05/2023 being payment of UGX 158,492,000 to the UPDF Engineering Brigade [Construction of Barracks MoD] for the construction of OPD at Kampiringisa H/C III was requested on 25/04/2023 and paid on 26/05/2023 (beyond 10 working days);</li> <li>2. Voucher No. 5696982 of 26/05/2023 being payment of UGX 39,563,000 to the UPDF Engineering Brigade [Construction of Barracks MoD] for the renovation of General Ward at Mpigi H/C IV was requested on 25/04/2023 and paid on 26/05/2023 (beyond 10 working days); and</li> <li>3. Voucher No. 5696982 of 26/05/2023 being payment of UGX 44,264,467 to the UPDF Engineering Brigade [Construction of Barracks MoD] for the construction of a 2-Unit Staff House at Kituntu H/C III was requested on 25/04/2023 and paid on 26/05/2023 (beyond 10 working days).</li> </ol>	0
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was evidence of the project file for : LG/WRKS/2022-23/00014 Renovation works at Kitutu HC III, whose requisition was made on November 15, 2022, advert was made on November 17, 2022, evaluation was completed on December 19, 2022 and contract signed on January 16, 2023 at an award price of Ug Shs 30,179,090.</p> <p>Contract MoDVA/ENGs BGDW/MPIGI/WRKS/2022-23/ 00001Construction works for Health Department Projects General repair of OPD in Mpigi HC IV, Construction of a new OPD at Kampiringisa HC III, First Phase constriction of a 2 unit staff House at Kituntu HC III with a 10,000 l water tank were executed by the UPDF through an MOU.</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>There was nothing concerning GRM (Grievance Log, cases recorded/investigated) at the Health Office, nor anything concerning Grievances Redress Mechanism advertised on the Noticeboard.</p>	0
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities. A dissemination list titled: 'Mpigi District Local Government P.O.Box 172 Mpigi. Distribution of Health Care Waste Guidelines' was availed that showed that the guidelines were disseminated to 18 Health Units between 22/08/2023 to 5/9/2023. The Units included St. Jude, Life medical Centre, Katebo Medical, God's Mercy Medical Centre, St Claire HC II, Medilife H/C, etc.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There was evidence that the LG had 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).</p> <p>A memorandum of Understanding between Green label Services and Mpigi District dated 1st October 2022 was in place where the Contractor (Green label Services) was contracted to carry out the collection, transportation and safe disposal of waste arising from a number of operations including voluntary male medical circumcision, maternal, new-born and child Health and care and treatment activities.</p> <p>The DLG had a running Contract with Green Label Services Ltd.</p> <p>There was a schedule of waste collection at the District Health office indicating collection dates from the months of October to December 2023.</p> <p>There were also District Waste Transfer Forms dated from April to October 2023, indicating dates when medical waste was collected.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence that the LG had conducted training and created awareness in healthcare waste management. A training report dated 24/8/2022 written by Richard Ssali, the senior Environment Health Officer and titled: "REPORT ON TRAINING AND DISTRIBUTION OF HEALTH CARE WASTE MANAGEMENT TO LOWER HEALTH FACILITIES" was availed.</p>	1

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY. A well-bound book titled: "IMPLEMENTATION AGREEMENT BETWEEN MINISTRY OF DEFENCE AND VETERAN AFFAIRS AND MPIGI DISTRICT LOCAL GOVERNMENT (MDLG) FOR CONSTRUCTION WORKS FOR HEALTH PROJECTS 2023" was presented with a quoted total of UGX710,000/- for Total cost of Environmental and Social issues.</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was documentation on land acquisition status. Land ownership was as follows:</p> <p>1) A letter dated 26th October 2020 written by Nanizi Margaret, Ag. District Health officer, Mpigi to the Chief administrative officer Mpigi DLG. She wrote submitting certified proof of land ownership for Mpigi Health Centre IV (District - Mengo, Gombolola - Mutuba I, Estate Name - Kizzi and recommended that the CAO Mpigi processes the Land title into Mpigi Health Centre IV;</p> <p>2) A letter dated 8th December 2021 written by Nakamume Betty the in-charge Kafumu Health Centre II to the CAO Mpigi stating that permission had been granted by the land owners (Kafumu Catholic Church) where the Health Centre was located to be renovated. A hand-written letter from the Parish was attached dated 5/12/2021);</p> <p>3) A series of communications ranging from the CAO Mpigi, PS Ministry of Labour and social Development to Hon Betty Amongi, Minister of State for Youth and Children Affairs concerning allocation of one acre of land for construction of an out-patient department for Kampiringisa Health Centre III on Kampiringisa National Rehabilitation Centre, Kamengo sub county, Mpigi District . The communications were variously dated as the process appeared to have taken time but ranged from 19/12/2022 through 17/01/2023 to 28th February 2023.</p>	2

Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments

Maximum 8 points on this performance measure

c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.

There was evidence that the Mpigi DLG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provided monthly reports. Supervision reports written by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer dated 14th June 2023 were presented as follows:

1) Monitoring Report on Construction of a staff House at Kituntu sub county dated 26th September 2023;

2) Monitoring Report on Construction of an OPD Ward at Kampiringisa Health Centre III in Kamengo sub county dated 26th September 2023;

3) Report on Inspection of the construction of a waiting shade at Kituntu Health Centre III; and

4) Report on the inspection on renovation of Kampiringisa Health Centre II staff house.

Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments

Maximum 8 points on this performance measure

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

There were no Certifications presented from Health. There was therefore no 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.

**Water &  
Environment  
Performance  
Measures**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Local Government Service Delivery Results</b>				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional.  If the district rural water source functionality as per the sector MIS is:  o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	According to Management Information System of the Ministry of Water and Environment, the functionality of Mpigi district rural water sources is 79%.	<b>0</b>
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	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:  o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCs) is 98%	<b>2</b>
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;  • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0	The average score of water and environment based LLG assessment results for the current FY according to the report dated September 20th, 2023 shared by the Deputy District Planner Mr. Nsohya Charles, the average LLG average score for water was 66.7%.  The score for Kiringente Sub County was 50%, for Buwama Sub County was 30%, for Kituntu Sub County was 80%, Nkozi Sub County was 80% and Kamemngo Sub County was 60% while that of Muduma Sub County was 100% which give an average score of 66.7%	<b>1</b>
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	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	Mpigi District has six sub counties and three Town council namely Kiringente Sub county (with a coverage of 95%); Buwama Sub County (with a coverage of 62%);Kituntu Sub County (with a coverage of 95%); Nkozi Sub county (with a coverage of 73%); Kammengo Sub county (with a coverage of 95%); and Muduuma Sub county (with a coverage of 95%). The Town Councils	<b>0</b>

- o If 80-99%: Score 1
- o If below 80 %: Score 0

include Mpigi Town Council, Buwama Town Council and Kayabwe Njeru Town Council (all under NWSC). Mpigi District had average water coverage of 78% which implies that two sub counties of Buwama Sub county (with a coverage of 62%); and Nkozi Sub County (with a coverage of 73%) have water coverage below the district average.

The Fourth Quarter Report submitted under cover letter Ref – CR/210/12 dated July 17th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed by Chief Administrative Officer Kanyarutokye Moses with copies to the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi

According to the Fourth Quarter Report, all 30 projects were implemented in the year namely:

- Drilling of 2 Hand Pumped Deep Boreholes (#02) in Muduuma and Buwama Sub Counties;
- Drilling of 3 Production wells (#03) in Kammengo, Kituntu and Buwama Sub Counties;
- Rehabilitation of 22 Hand Pumped Borehole (#22);
- Extension of Kammengo Piped Water Scheme to Kampiringisa and Muyira Parish both in Kammengo Sub County(#1); and
- Feasibility Studies (#2) in Nabyewanga RGC in Nkozi Sub County and Ssenyondo in Buwama Sub County.

Of these projects, seven (07) were implemented in sub counties with coverage below district average. This represents 23.3% of the total number of projects implemented which is below 80% giving a score of 0.

2

N23\_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance

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

Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/210/12 dated July 4th, 2022 and received at the Ministry of Water and Environment on July 15th, 2022. Letter was signed by Chief Administrative Officer Kanyarutokye Moses with copies to the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi,

2



measure

District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi

According to this work plan 30 projects were planned namely:

- Drilling of 2 Hand Pumped Deep Boreholes (#02) in Muduuma and Buwama Sub Counties at a cost of UGX 59,000,000;
- Drilling of 3 Production wells (#03) in Kammengo, Kituntu and Buwama Sub Counties at a cost of UGX 123,000,000;
- Rehabilitation of 22 Hand Pumped Borehole (#22) at a cost of UGX 114,000,000; ;
- Extension of Kammengo Piped Water Scheme to Kampiringisa and Muyira Parish both in Kammengo Sub County at a cost of UGX 274,023,305 ; and
- Feasibility Studies (#2) in Nabyewanga RGC in Nkozi Sub County and Ssenyondo in Buwama Sub County at a cost of UGX 126,000,000.

Three of the Contracts of the above activities were analyzed for cost variation as outlined below:

- Drilling of Three production boreholes (#03) at a cost of UGX 121,292,306/= Contract Ref MPIGI-LG/WRKS/2022-2023/00004 by MS PMP Holdings Limited signed on February 08th, 2023 - this is different from the engineering estimates by 1%;
- Drilling of Two Hand Pumped boreholes (#02) at a cost of UGX 57,631,200/= Contract Ref MPIGI-LG/WRKS/2022-2023/00008 by MS East Africa Boreholes Ltd signed on January 20th, 2023 - this is different from the engineering estimates by 2%
- Feasibility Study and Detailed Design of Piped Water Supply Schemes at Nabyewanga and Senyondo Towns in Mpigi District (#02) at a cost of UGX 120,000,000/= Contract Ref MPIGI-LG/CONS/2022-2023/00003 by MS LHM Groundwater Exploration and Geo Mapping Services Ltd signed on February 27th, 2023 - this is different from the engineering estimates by 5%

Variations in the contract prices of all 3

N23\_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance measure

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

o If 100% projects completed: score 2

o If 80-99% projects completed: score 1

o If projects completed are below 80%: 0

sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates.

Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/210/12 dated July 4th, 2022 and received at the Ministry of Water and Environment on July 15th, 2022. Letter was signed by Chief Administrative Officer Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi

According to this work plan 30 projects were planned namely:

- Drilling of 2 Hand Pumped Deep Boreholes (#02) in Muduuma and Buwama Sub Counties at a cost of UGX 59,000,000;
- Drilling of 3 Production wells (#03) in Kammengo, Kituntu and Buwama Sub Counties at a cost of UGX 123,000,000;
- Rehabilitation of 22 Hand Pumped Borehole (#22) at a cost of UGX 114,000,000; ;
- Extension of Kammengo Piped Water Scheme to Kampiringisa and Muyira Parish both in Kammengo Sub County at a cost of UGX 274,023,305 ; and
- Feasibility Studies (#2) in Nabyewanga RGC in Nkozi Sub County and Ssenyondo in Buwama Sub County at a cost of UGX 126,000,000.

The Fourth Quarter Report submitted under cover letter Ref – CR/210/12 dated July 17th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed by Chief Administrative Officer Kanyarutokye Moses with copies to the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi

According to the Fourth Quarter Report, all 30 projects (100%) mentioned above were implemented before the end of the year 2022/2023 FY.

3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>According to Management Information System of the Ministry of Water and Environment, the functionality of the district rural water sources is 79 % while functionality in the previous year was still 72%. This represents an increase of 7% in the functionality of water facilities in the district.</p>	2
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCS) is 98% while facilities with functional WSCs in the previous year was still 93%. This represents an increase of 5% in the functionality of water user committees in the district.</p>	2

### 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>Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/210/12 dated July 4th, 2022 and received at the Ministry of Water and Environment on July 15th, 2022. Letter was signed by Chief Administrative Officer Kanyarutokye Moses with copies to the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi</p> <p>According to this work plan 30 projects were planned namely:</p> <ul style="list-style-type: none"> <li>• Drilling of 2 Hand Pumped Deep Boreholes (#02) in Muduuma and Buwama Sub Counties;</li> <li>• Drilling of 3 Production wells (#03) in Kammengo, Kituntu and Buwama Sub Counties;</li> <li>• Rehabilitation of 22 Hand Pumped Borehole (#22);</li> </ul>	3
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- Extension of Kammengo Piped Water Scheme to Kampiringisa and Muyira Parish both in Kammengo Sub County; and
- Feasibility Studies (#2) in Nabyewanga RGC in Nkozi Sub County and Ssenyondo in Buwama Sub County.

The WSS facilities constructed in the previous FY (2022/2023) were accurately reported upon as reflected in the Annual Progress Report.

Three projects were sampled and visited for verification during the assessment. They included:

- Drilling of a Production Borehole at Luwunga Village, Luwunga Parish, Kituntu Sub County. Borehole is located at Coordinates: Latitude 0o5'10.525" North, Longitude 32o1'38.244" East, at Altitude 1193m. Ms. Nakandi Rose Mary - Wife to Mr. Kakooza Charles - Land Owner (Tel 0703280318), was met during the field work. At the time of verification, the production well was not yet installed.
- Drilling of a Hand Pumped Borehole at Buweja Munyonyo Village, Bunjako Parish, Buwama Sub County. Borehole is located at Coordinates: Latitude - 0o1'58.820" South, Longitude 32o7'59.333" East, at Altitude 1197m. Ms. Justine Babirye (Tel 0741055257) wife to Mr. Kavuma David community member, was met during the field work. At the time of verification, the borehole was functional.
- Drilling of a Production Borehole at Kibuye Village, Kyanja Parish, Kammengo Sub County. Borehole is located at Coordinates: Latitude 0o11'1.033" North, Longitude 32o15'37.199" East, at Altitude 1168m. At the time of verification, the production well was not yet installed.

5

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

*Maximum 7 points on this performance measure*

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

During the assessment, the four undermentioned quarterly reports were reviewed:

- First Quarter Report submitted under cover letter Ref – CR/210/12 dated October 19th, 2022 and received at the Ministry of Water and Environment on October 24th, 2022. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and

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Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi

- Second Quarter Report submitted under cover letter Ref - CR/210/12 dated January 13th, 2023 and received at the Ministry of Water and Environment on January 18th, 2023. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi;
- Third Quarter Report submitted under cover letter Ref - CR/210/12 dated April 13th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed for Chief Administrative Officer by: Ssempala Emmanuel Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi; and
- Fourth Quarter Report submitted under cover letter Ref - CR/210/12 dated July 17th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the

District Water Officer – Mpigi, and District Planner –Mpigi.

There was Evidence attached on the reports that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation situation, functionality of facilities and WSCs, safe water collection and storage and community that was attached to Quarter 1 Report. Other evidence was contained in documents submitted to the Ministry on August 16th, 2023.

5

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

*Maximum 7 points on this performance measure*

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

During the assessment, the four undermentioned quarterly reports were reviewed:

- First Quarter Report submitted under cover letter Ref – CR/210/12 dated October 19th, 2022 and received at the Ministry of Water and Environment on October 24th, 2022. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi

- Second Quarter Report submitted under cover letter Ref – CR/210/12 dated January 13th, 2023 and received at the Ministry of Water and Environment on January 18th, 2023. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner –Mpigi;

- Third Quarter Report submitted under cover letter Ref – CR/210/12 dated April 13th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed for Chief Administrative Officer by:

3

Ssempala Emmanuel Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi; and

- Fourth Quarter Report submitted under cover letter Ref - CR/210/12 dated July 17th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi.

The above mentioned reports were reviewed. There was evidence found in the respective quarterly reports to show 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.) Further, the DWO MIS was on the Laptop in the DWO - the same was last updated on September 30th, 2023.

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

*Maximum 7 points on this performance measure*

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

*Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.*

The average score of water and environment based LLG assessment results for the current FY according to the report dated September 20th, 2023 shared by the Deputy District Planner Mr. Nsoya Charles, the average LLG average score for water was 66.7%.

The score for Kiringente Sub County was 50%, for Buwama Sub County was 30%, for Kituntu Sub County was 80%, Nkozi Sub County was 80% and Kamemngo Sub County was 60% while that of Muduma Sub County was 100% which give an average score of 66.7%

The lowest performing sub counties are Kiringente and Buwama Sub county. The Performance Improvement Plan (PIP) for these two sub County was presented for review during the assessment. The PIP dated May 22nd, 2023 was prepared by Ssekalejje Joseph

## Human Resource Management and Development

6

Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff

*Maximum 4 points on this performance measure*

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

The department had 3 filled positions. The were budgeted for as per the costed staff structure, as follows;

1. Civil Engineer - water sh. 4,000,000, **2.** Assistant Engineering Officer, sh. 2,200,000 and 3. Borehole Technician sh. 377,781

2

6

Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff

*Maximum 4 points on this performance measure*

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

The Department had five critical staff. Two positions were vacant. The the three filled positions were budgeted for as per the LG staff structure wage provision (costed structure) with monthly wage.

**1.** District Natural Resources Officer - sh. 4,250 000 **2.** Senior Environment Officer - sh. 4,250,000, **3.** Senior Forest Officer sh. 4,000,000

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>The department had three members of staff. They were appraised by Ag. District Engineer Kyambadde Sam on the following dates;</p> <p><b>1.</b> Civil Engineer water (Sekalega Joseph) - 30th June 2023, <b>2.</b> Assistant Engineering Officer (Nsereko Fred Musisi) - 30th June 2023 and <b>3.</b> Borehole maintenance Technician (Kakande Ambrose) - 30th June 2023.</p>	3
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 District Water Officer identified capacity needs of staff arising from the performance appraisal process, for the 2022/2023 FY, as per the internal MEMO communication from the Civil Engineer - water thru the PHRO, to CAO, dated 4th July 2023; titled Report on Capacity Needs Assessment for Staff in the Water Sub Program. It outlined the capacity development needs for Individual officers within the sector.</p>	3

### Management, Monitoring and Supervision of Services.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</li> <li>• • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3</li> <li>• • If 80-99%: Score 2</li> <li>• • If 60-79: Score 1</li> <li>• • If below 60 %: Score 0</li> </ul>	<p>Mpigi District has six sub counties and three Town council namely Kiringente Sub county (with a coverage of 95%); Buwama Sub County (with a coverage of 62%); Kituntu Sub County (with a coverage of 95%); Nkozi Sub county (with a coverage of 71%); Kammengo Sub county (with a coverage of 95%); and Muduuma Sub county (with a coverage of 95%). The Town Councils include Mpigi Town Council, Buwama Town Council and Kayabwe Njeru Town Council (all under NWSC). Mpigi District has average water coverage of 78% which implies that two sub counties of Buwama Sub county (with a coverage of 62%); and Nkozi Sub County (with a coverage of 71%) have water coverage below the district average.</p> <p>Annual Work Plan 2023-2024 submitted under cover letter Ref – CR/210/12 dated July 17th, 2023 and received (and approved) at the Ministry of Water and Environment on July 31st, 2023. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner –Mpigi;</p>	0
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Accordinging the above named annual work plan, 2 Hardware projects planned in 2022/2023 are contained in the work plan and reflected in the Budget Annexed to the work plan at a cost of UGX 559,829,293/=.

The projects included:

- Phase I Construction of one Piped Water Scheme at Nakirebe RGC in Kiringente Sub County (#01) at a cost of UGX 500,038,093/=;
- Feasibility Study and Design of Kibuye RGC in Kammengo at a Cost of UGX, (#01) at a cost of UGX 47,870,000/=;

Of these projects, none were planned in locations with water coverage below the district average rural water coverage.

This means that of the total budget of UGX 559,829,293/=, UGX 0/= (0% of the total budget) was budgeted for activities in sub counties with water coverage below the district average coverage.

8

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

*Maximum 6 points on this performance measure*

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

There was evidence that the DWO conducted sub county advocacy meetings during which he publicized to the LLGs their respective allocations sources to be constructed in the current financial year 2023/2024. These minutes of these advocacy meetings are contained in the quarterly software activity reports that were appended on the respective quarterly activity reports. The allocation per sub county as shared were as outlined below:

- Phase I Construction of one Piped Water Scheme at Nakirebe RGC in Kiringente Sub County (#01) at a cost of UGX 500,038,093/=; and
- Feasibility Study and Design of Kibuye RGC in Kammengo Sub County at a Cost of UGX, (#01) at a cost of UGX 47,870,000/=.

Mpigi District had average water coverage of 78% which implies that two sub counties of Buwama Sub county (with a coverage of 62%); and Nkozi Sub County (with a coverage of 71%) had water coverage below the district average. However, none of the budgeted projects alluded to above were for the benefit of Nkozi Sub County and Buwama Su County.

3

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

*Maximum 8 points on this performance measure*

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

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

The monitoring of the old WSS facilities were evidenced by the Form 4 which were sub mitted to the Ministry of Water and Environment. The total water facilities were 849 water facilities that included 667 boreholes and 182 shallow wells

Additional evidence that the district Water Office monitored each of WSS facilities was presented in way of Monitoring reports. These reports included among others:

- Activity Monitoring Report for Extension of Kammengo Piped Water Scheme dated February 28th, 2023 – prepared and signed by Ssekalegga Joseph;
- Activity Monitoring Report for the Borehole Drilling dated March 31st, 2023 – prepared and signed by Ssekalegga Joseph;
- Joint Monitoring and Supervision Report for all Water and Supervision Capital Grant dated June 30th, 2023 – prepared and signed by Ssekalegga Joseph; and
- Post Implementation Monitoring and Supervision Report for all Water and Supervision Capital Grant dated July 28th, 2022 – prepared and signed by Ssekalegga Joseph.

The new facilities included five boreholes (3 production wells and 2 hand pumped) and 1 piped water schemes. There are 849 water facilities (667 boreholes and 182 shallow wells that represent 100% of the existing facilities in the district.

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

*Maximum 8 points on this performance measure*

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

There was adequate evidence that the DWO conducted quarterly DWSCC meetings, minutes of which were presented to the assessors for review. The evidence comprised of Minutes that was contained in the software reports attached to the respective Quarterly reports for Quarter 1, quarter 2, Quarter 3 and Quarter 4 outlined below:

- First Quarter Report submitted under cover letter Ref – CR/210/12 dated October 19th, 2022 and received at the Ministry of Water and Environment on October 24th, 2022. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer,

Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi

- Second Quarter Report submitted under cover letter Ref – CR/210/12 dated January 13th, 2023 and received at the Ministry of Water and Environment on January 18th, 2023. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi;
- Third Quarter Report submitted under cover letter Ref – CR/210/12 dated April 13th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed for Chief Administrative Officer by: Ssempala Emmanuel Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi; and
- Fourth Quarter Report submitted under cover letter Ref – CR/210/12 dated July 17th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed by Chief Administrative Officer : Kanyarutokye Moses with copies to Permanent Secretary/ Secretary to Treasurer, Ministry of Finance, Planning and Economic Development/ Kampala, The Permanent Secretary, Ministry of Local Government, the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works

- Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi.

According to the Minutes reviewed during the assessment, the respective dates of the DWSCC meetings were held on the dates below:

Quarter 1 - September 20th, 2022;

Quarter 2 - December 15th, 2022;

Quarter 3 - March 24th, 2023; and

Quarter 4 - July 4th, 2023.

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>There was evidence that the DWO publicized to the LLGs their respective allocations per source to be constructed in the current financial year 2023/2024. This was contained on the undated notice on the district notice board.</p>	2
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"><li>• If funds were allocated score 3</li><li>• If not score 0</li></ul>	<p>Annual Work Plan 2022-2023 submitted under cover letter Ref - CR/210/12 dated July 4th, 2022 and received at the Ministry of Water and Environment on July 15th, 2022. Letter was signed by Chief Administrative Officer Kanyarutokye Moses with copies to the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer - Mpigi, and District Planner -Mpigi</p> <p>According page 1 of budget attached to the work plan, the total NWR budget was UGX 66,502,248/= of which UGX 37,481,198/= (UGX 7,879,700 for activities 1.1-1.4 and UGX 29,601,498 for activities 6.1-6.19) was spent on software activities which represented 56% of NWR budget.</p>	3
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities: Score 3.</p>	<p>There was evidence that for the previous FY 2022/2023, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities. This evidence is contained in the Water User Committee Training Activity Report dated November 15th, 2022 that was prepared and signed by Mpigi Edrisi</p>	3

## Investment Management

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>There was evidence of existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG. The asset register was contained on Form 4 that was last updated on June 30th, 2023. The facilities totaled 849 which included 667 deep boreholes and 182 shallow wells.</p>	<b>4</b>
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>There was evidence that the DWO conducted a desk appraisal for all WSS projects in the budget for the current FY on 31st Mar. 2023 and the investments were derived from Pg. 218 of the LGDP:</p> <p>This current FY 2023/24, the district planned for only one project Phase-1 construction of Nakirebe Piped Water Scheme at UGX 503,846,000 whose desk appraisal was conducted during the TPC of 31st Mar. 2023 under Agenda No. 5, Minute No. 59/03/22-23</p>	<b>4</b>

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>Annual Work Plan 2023-2024 submitted under cover letter Ref – CR/210/12 dated July 17th, 2023 and received at the Ministry of Water and Environment on July 31st, 2023. Letter was signed by Chief Administrative Officer Kanyarutokye Moses with copies to the Director of Budget/ MOFPED Kampala; Resident District Commissioner - Mpigi, District Chairperson LCV- Mpigi District, The Secretary Technical Services and Works - Mpigi, District Engineer- Mpigi, the District Water Officer – Mpigi, and District Planner -Mpigi</p> <p>2 Hardware projects planned in 2022/2023 are contained in the work plan and reflected in the Budget Annexed to the work plan. They included:</p> <ul style="list-style-type: none"> <li>• Phase I Construction of Nakirebe Rural Growth Centre in Kiringente Sub County; and</li> <li>• Feasibility Study and Design of Kibuye RGC in Kamengo Sub County.</li> </ul> <p>Letters of request for both of these two projects planned for 2023/2024.in lieu of were application forms.</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>There was evidence that field-based appraisals were conducted for WSS project to determine whether it was technically feasible, environmentally, and socially acceptable and the designs have been customized in case of any technical issues.</p> <p>This current FY 2023/24, the district planned for only one project Phase-1 construction of Nakirebe Piped Water Scheme at UGX 503,846,000 whose field appraisal was conducted 14th Jun. 2023</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>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>The only Water project under the current FY was the Nakirebe Water Supply. Screening and costing were done by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer on 27th February 2023.</p> <p>Costed values included:</p> <p>UGX150,000 for the soil component,</p> <p>UGX1,000,000 for the Cultural Component;</p> <p>UGX300,000/- (per site) = UGX700,000/- overall for the Health and Safety component; and</p> <p>UGX2,000,000/- for the Air component.</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>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was no evidence that the water and sanitation infrastructure projects were incorporated in the procurement plan.</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>There was evidence of minute 29/06/22-22(h) of the contracts committee meeting which sat on June 15, 2022 that the water supply and public sanitation infrastructure projects for the previous FY. The sampled projects were: drilling of 3 no. deep water bore wells in Mpigi; and the drilling of 2 No. production wells in Katwe and Senyondo RGS.</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>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was evidence of a circular reference CR/203/4, dated August 16, 2023 from the CAO, appointing the CDO, District Planner, Labour officer, Planner economist, Project managers, Senior environment officer, and the assistant statistics officer to the Project implementation teams.</p>	2



12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>Designs for the different infrastructure that were provided during the assessment for review are outlined below:</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<ul style="list-style-type: none"> <li>• U2 Hand Pumped Borehole; and</li> <li>• Extension of Kamengo the Piped Water Scheme prepared March 2020; and</li> <li>• Feasibility and Design for Piped Water Scheme at Nakirebe prepared by Asense Services Dated May, 2022. This design was reviewed and approved by Ministry of Water and Environment – approval was communicated through communication Ref: DRC/Rep/128/22/1-3 dated July 11th, 2023 and signed for the Director by Eng. Gilbert Kimanzi.</li> </ul> <p>These designs were in conformity with the national building standards which are benchmarked against the international best practices.</p>	
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was no evidence that the District Engineer, DWO, Environment and Community Development Officer participated in supervising WSS projects</p>	0
	<p><i>Maximum 14 points on this performance measure</i></p>			
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p>	<p>There was evidence of payments vouchers for the Water and Sanitation infrastructure investments which determined that the payments were appropriately certified. The sampled payments were for: Payment for the Drilling 2 no. Deep production bore holes in Mpigil, where the requisition was made on June 21, 2023, the requisition was verified by the DWO on June 21, 2023, and payment was effected July 7, 2023 under voucher no. 6361333; and Payment for construction of 2 No. deep water hand pumps, where the requisition was made on June 21, 2023, the requisition was verified by the DWO on June 21, 2023, and payment was effected July 3, 2023 under voucher no. 6411126</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>o If 100 % contracts paid on time: Score 2</li> <li>o If not score 0</li> </ul>		

12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements	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:	There was evidence of complete procurement files with record for the water infrastructure investment as required. The sampled projects were: MPIGI-LG/WRKS/2022-23/ 00008 Drilling 2 no. Deep bore holes in Mpigi, whose requisition was made on November 14, 2022, advert was made on November 17, 2022, evaluation was completed on December 19, 2022 and contract signed on January 20, 2023 at an award price of Ug Shs 57,631,20; and MPIGI-LG/WRKS/2022-23/ 00004/ 00008 Drilling 2 no. Deep production bore holes in Mpigi, whose requisition was made on October 25, 2022, advert was made on November 17, 2022, evaluation was completed on January 20, 2023 and contract signed on February 8, 2023 at an award price of Ug Shs 121,292,306	2
	<i>Maximum 14 points on this performance measure</i>	Score 2, If not score 0		

**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	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:	It was mentioned that were issues that needed redress under Water and these were attended to. But there was nothing recorded to prove the allegation.	0
	<i>Maximum 3 points this performance measure</i>	Score 3, If not score 0		
14	Safeguards for service delivery	Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:	There was no evidence presented in this regard. Instead, Minutes of Extension Workers Meeting held on 17th Nov 2022 was presented, the officers claiming dissemination was done in that meeting. The assessor rejected the presented evidence, stating that dissemination requires that receiving parties acknowledge receipt of whatever will have been disseminated.	0
	<i>Maximum 3 points on this performance measure</i>	Score 3, If not score 0		
15	Safeguards in the Delivery of Investments	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented:	There was no evidence that water source protection plans and Natural resource management plans for WSS Facilities constructed in the previous FY were prepared and implemented. No such Plans were availed for any project implemented the previous FY.	0
	<i>Maximum 10 points on this performance measure</i>	Score 3, If not score 0		

15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	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:  Score 3, If not score 0	There was no evidence to show that 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. Of the five boreholes that were drilled in the year, only the borehole drilled in Bulereje Village, Bulereje Parish, Muduma Sub County had evidence in form of land agreements.	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  Score 2, If not score 0	There was evidence that E&S Certification forms were completed and signed by the Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  1. Certificate No.1 from Voucher No. 6411126 of UGX 46,805,360 for drilling two boreholes at Buleleje, Muduma S/C by East Africa Boreholes Ltd was signed by the Engineer on 21/06/23 and by Environmental Officer and CDO on 26/06/2023;  2. Certificate No.1 from Voucher No. 6418774 of UGX 108,389,679 for drilling three boreholes at Kamengo, Buwama & Kituntu S/Cs by PMP Holdings Ltd was signed by the Engineer on 21/06/23 and by Environmental Officer and CDO on 26/06/2023; and  3. Certificate No.1 from Voucher No. 6411624 of UGX 9,016,000 for supervision of two boreholes at Buleleje, Muduma S/Cs by LHM Ground Water Exploration & Geo Mapping Ltd was signed by the Engineer on 21/06/23 and by Environmental Officer and CDO on 23/06/2023.	2

Safeguards in the  
Delivery of Investments

*Maximum 10 points on  
this performance  
measure*

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

Score 2, If not score 0

There was evidence that the CDO and environment Officers undertook monitoring to ascertain compliance with ESMPs. Supervision reports written by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer were presented as follows:

- 1) Report for Senyondo, Luwunga and Kibuye-Kyagalanyi Production Wells' Siting and Drilling activities;
- 2) Report on expansion of Kamengo Town Water Supply Networks;
- 3) Siting and drilling activities for two deep boreholes at Buwejja and Bulerejje.

**Micro-scale  
Irrigation  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries - score 2 or else 0</p>	<p>There was evidence that the LG had up to-date data on irrigated land. There was evidence of 18 beneficiaries with 32.07 acres and 7 non beneficiaries with 33 acres in the financial year 2021/2022. There was evidence of 37 beneficiaries with 78 acres and 7 non beneficiaries with 33 acres in the financial year 2022/2023</p>	<b>2</b>
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> <li>• By more than 5% score 2</li> <li>• Between 1% and 4% score 1</li> <li>• If no increase score 0</li> </ul>	<p>There was evidence that the LG had increased acreage of newly irrigated land where in the financial year 2021/2022 the acreage was 65 acres which increased to 143.4 acres in the financial year 2022/2023 giving a percentage increase of 54.7%</p>	<b>2</b>
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• Above 70%, score 4</li> <li>• 60% - 70%, score 2</li> <li>• Below 60%, score 0</li> </ul>	<p>There was evidence that the average score in the micro-scale irrigation for LLG performance assessment was 86.67%:</p> <p>The scores were as follows:</p> <ol style="list-style-type: none"> <li>1. Kiringente S/C 80%</li> <li>2. Mpigi T/C 100%</li> <li>3. Buwama T/C 100%</li> <li>4. Buwama S/C 100%</li> <li>5. Kituntu S/C 60%</li> <li>6. Nkozi S/C 100%</li> <li>7. Kammengo S/C 40%</li> <li>8. Kayabwe T/C 100%</li> <li>9. Muduuma S/C 100%</li> </ol> <p>The average score was 86.67%</p>	<b>4</b>

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	<p>There was evidence that that the development component of micro-scale irrigation grant had been used on eligible activities where 25% was spent on complementary services such as;</p> <ol style="list-style-type: none"> <li>1. Awareness raising of leaders both at district and LG as detailed in report dated 10/03/2023 and 8/11/2022.</li> <li>2. Farm visits to farmers with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) dated 28/10/2022, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) dated 10/3/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) dated 16/03/2023 who had successful expressions of interests</li> <li>3. Awareness raising of farmers at LLG level dated 15/03/2023, 13/03/2023 and 10/3/2023</li> </ol> <p>There was also evidence that the grant was 956,159,978/= for the financial year 2022/2023</p>	2
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	<p>There was evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers:</p> <ol style="list-style-type: none"> <li>1. Voucher No. 6412167 of 29/06/2023 being payment of UGX 22,224,786 to Rima (EA) Ltd against Certificate No. 01 for supply and installation of micro-scale irrigation equipment for Segawa Christopher a coffee farmer from Muduma S/C had signed the Acceptance Form on 16/06/2023;</li> <li>2. Voucher No. 6411640 of 29/06/2023 being payment of UGX 33,035,064 to Baata Engineering Co. Ltd against Certificate No. 01 for supply and installation of micro-scale irrigation equipment for Kakooza Charles a coffee farmer from Muduma S/C had signed the Acceptance Form on 05/06/2023; and</li> <li>3. Voucher No. 4239449 of 10/03/2023 being payment of UGX 18,131,737 to Baata Engineering Co. Ltd against Certificate No. 01 for supply and installation of micro-scale irrigation equipment for Mugerwa David a coffee farmer from Mpigi T/C had signed Acceptance Form signed on 02/01/2023</li> </ol>	1

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	There was evidence that contract works were done by Baata Engineering Company Limited, Rima (EA) Limited and Akvo International Limited.	1
	Maximum score 6		<p>1. Baata Engineering Company limited had a contract sum of 306,324,900/= and the Agricultural Engineers estimate was 309,150,000/= creating a variation of 0.9% which falls within the -/+20% variation of Agricultural Engineers Estimate.</p> <p>2. Rima (EA) limited had a contract sum of 453,304,100/= and the Agricultural Engineers estimate was 441,300,000/= creating a variation of -2.7% which falls within the -/+20% variation of Agricultural Engineers Estimate.</p> <p>3. Akvo International limited had a contract sum of 97,560,000/= and the Agricultural Engineers estimate was 103,350,000/= creating a variation of 5.6% which falls within the -/+20% variation of Agricultural Engineers Estimate.</p>	
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY	There was evidence that 40 contracts were signed under procurement reference number in 5 batches namely; MPIGI-LG/SUPLS/2022-2023/00396 dated 18/3/2023, MPIGI-LG/SUPLS/2022-2023/00169 signed on 11/4/2022, MPIGI-LG/SUPLS/2022-2023/00429 signed on 18/5/2023, MPIGI-LG/SUPLS/2022-2023/00305 signed on 17/4/2023, MPIGI-LG/SUPLS/2022-2023/00430 signed on 18/5/2023, MPIGI-LG/SUPLS/2022-2023/00477 signed on 5/6/2023 but 37 sites were installed and completed in the financial year 2022/2023 which gave a 92.5% success and completion rate. Sampled farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) with completion date 5/6/2023, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) with completion date 14/6/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) with completion date 16/03/2023	1
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80% score 0</li> </ul>		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	a) Evidence that the LG has recruited LLG extension workers as per staffing structure	The Production Department had 22 approved positions. of extension workers. Fourteen(14) were filled and 8 vacant. the percentage of filled positions was therefore 65%	0
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• If 75 – 99% score 1</li> <li>• If below 75% score 0</li> </ul>		

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF  • If 100% score 2 or else score 0	There was evidence that irrigation demonstration site(s) in different LLGs met standards as defined by MAAIF for sampled farmers with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) in Kiringaente Sub county, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) in Buwama Sub county and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) in Mpigi Town Council	2
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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	There was evidence that the micro-scale irrigation systems installed during last FY are functional for sampled installed irrigation facilities with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) in Kiringaente Sub county, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) in Buwama Sub county and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) in Mpigi Town Council	2
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### Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information  Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	Three LLGs of Kituntu SC, Nkozi SC and Kayabwe TC were sampled to establish whether information on filled position of extension workers was accurate:  <b>1. Kituntu SC:</b> The staff list obtained from the <b>HR office</b> indicated that there were <b>2</b> filled positions and the list from the <b>sub county had 2</b>  <b>2. Nkozi SC:</b> The staff list obtained from the <b>HR office</b> indicated that there were <b>3</b> filled positions and the list from the <b>sub county had 3</b>  <b>3: Kayabwe TC:</b> The staff list obtained from the <b>HR office</b> indicated that there were <b>3</b> filled positions and the list from the <b>sub county had 3</b>  The information on filled position of extension workers <b>was accurate</b>	2
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5	Accuracy of reported information: The LG has reported accurate information  Maximum score 4	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	There was evidence that information on established irrigation demonstration site(s) installed and functioning was accurate for sampled facilities with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) in Kiringente Sub county, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) in Buwama Sub county and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) in Mpigi Town Council	2
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6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>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>	<p>There was evidence that information was collected quarterly on; newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer Expression of Interest (EOI) through quarterly reports dated 19/12/2022 for First quarter, 27/1/2023 for second quarter, 31/3/2023 for third quarter and 8/8/2023 for Fourth quarter. There was evidence of expression of interest for sampled farmers IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) dated 24/10/2022, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) dated 24/11/2022 and MPIGI/2021-08-25/Male/19766 (Mayanja Bbosa) dated 25/08/2021 who had successful expressions of interests</p>	2
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>There was evidence that the LG had entered up to-date LLG information into MIS with information from quarterly reports dated 19/12/2022 for First quarter, 27/1/2023 for second quarter, 31/3/2023 for third quarter and 8/8/2023 for Fourth quarter. There was evidence from MIS of 512 expressions of interest where 434 were successful having 82.9% male and 17.1 female with 78 unsuccessful EOIs. There was evidence of 162 farm visits prepared where 149 were successful farm visits, 0 unsuccessful and 13 ongoing</p>	1
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</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>There was evidence that the LG had prepared quarterly reports using information compiled from LLGs such as Muduuma SC, Kayabwe TC, Nkozi SC, Mpigi TC, Kamengo SC and Kituntu SC in the MIS as presented in quarterly reports dated 19/12/2022 for First quarter, 27/1/2023 for second quarter, 31/3/2023 for third quarter and 8/8/2023 for Fourth quarter</p>	1
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>d) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0</p>	<p>There was evidence that LG developed an approved Performance Improvement Plan signed between the LLG of Kayabwe Town Council and CAO as the lowest performing LLGs dated 9/11/2022 which was approved by the Chief Administrative Officer on 10/11/2022</p>	1

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	There was no evidence that the LG Implemented Performance Improvement Plan for lowest performing LLG	0
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### Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	a) Evidence that the LG has:  i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	There was evidence of UGX. 2,654,719,000/= budget for extension workers/services for the financial year 2023/2024. However the staffing norms provided for 60 extension workers but only 33 extension workers are filled up making a 55% fill up of extension workers	1
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	There was evidence of deployed extension workers as per guidelines. The extension workers on file records that were deployed had appointment letters with reference numbers as per the list below;  Sserwadda Patrick James-MPG/P/10249-DPO  Agricultural Officers  Ssajjabi Hakim-MPG/P/10576  Luwaga Esau Wilberforce-MPG/P/10383  Kagolo David-CRD 10133  Assistant Agricultural Officer  Namale Joanitah-MPG/P/10765  Senyange Simon-MPG/P/10782  Fisheries Officers  Kiggundu John -CRD11598  Kiyimba Ivan-MPG/P/10654  Gwokyalya Ruth-MPG/P/10781  Ahumuza Nelson-MPG/P/10656	1
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Veterinary Officers

Ssebwana James Ndugwa-MPG/P/10291

Kasibule Daniel-MPG/P/10653

Musenze Philip-MGP/P/10764

Semuyaba Ibrahim-MPG/P/10715

Mugabi David Allan-CRD42133

Assistant Veterinary Officer

Ddungu Robert-CRD12594

Ssentubwe Peter-CRD12596

Ssentubwe Peter-CRD 12596

Ssekivuvu Valentine-MPG/P/10501

Entomologist

Oluoch Onyango George-MPG/P/10194

Vermin Control Officer

Kalokola James-MPG/P/10655

Laboratory Technician

Namujju Maria Frances-MPG/P/10700

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines

Maximum score 6

b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0

Three LLGs of Kituntu SC, Nkozi SC and Kayabwe TC were sampled to establish whether extension workers working in LLGs where they are deployed. They were found to be working at the LLGs where they were deployed. They all presented for review their activity reports as follows:

**1. Kituntu SC** had three extension worker; each presented 4 activity reports for review **1. Veterinary Officer**, Semuyaba Ibrahim, presented 4 activity reports dated 30th September 2022, 3rd January 2023, 30th March 2023 and 19th June 2023, **2. Fisheries Officer**, Gwokyalya Ruth's reports dated 4th October 2022, 30th December 2022, 5th April 2023 and 30th June 2023, **3. Agriculture Officer**, Tabira Frank's reports dated 31st October 2022, 4th January 2023, 20th April 2023 and 25th July 2023.

**2. Nkozi SC** had 3 extension Workers; 1. **Agriculture Officer**, Senyange Simon's reports dated 30th September 2022, 30th February 2023, 31st March 2023 and 29th June 2023, 2. **Fisheries Officer**, Kiyimba Ivan's reports dated 30th September 2022, 30th December 2022, 3rd March 2023 and 30th June 2023, **3. Veterinary Officer**, Semuyaba Ibrahim's reports dated 12th September 2022, 11th October 2022, 5th January 2023 and 30th June 2023

**3. Kayabwe TC** had 3 extension workers; **Veterinary Officer**, Semuyaba Ibrahim's reports dated 30th September 2022, 3rd January 2023, 30th March 2023 and 30th June 2023, **Fisheries Officer**, Gwokyalya Ruth's reports dated 30th October 2022, 2nd January 2023, 5th April 2023 and 30th June 2023, **Agriculture Officer** Kagoro David's report dated 12th October 2022, 28th December 2022, 30th March 2023 and 30th June 2023

*(Fisheries Officer Gwokyalya Ruth and Veterinary Officer Semuyaba Ibrahim covered two SCs each, Kituntu SC and Kayabwe TC)*

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0	<p>Extension workers' deployment was publicized and disseminated to LLGs by displaying their names on the LLG's notice boards.</p> <p>1. <b>Kituntu SC</b> had three extension worker: 1. Veterinary Officer, Semuyaba Ibrahim, 2. Fisheries Officer, Gwokyalya Ruth. 3. Agriculture Officer, Tabira Frank.</p> <p>2. <b>Nkozi SC</b> had 3 extension Workers; 1. Agriculture Officer, Senyange Simon. 2. Fisheries Officer, Kiyimba Ivan. 3. Veterinary Officer, Semuyaba Ibrahim.</p> <p>3. <b>Kayabwe TC</b> had 3 extension workers; 1. Veterinary Officer, Semuyaba Ibrahim. 2. Fisheries Officer Gwokyalya Ruth 3. Agriculture Officer Kagoro David.</p>	2
Maximum score 6	Note: Fisheries Officer Gwokyalya Ruth and Veterinary Officer Semuyaba Ibrahim covered two SCs each, Kituntu SC and Kayabwe TC			
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<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 LG had 14 filled positions of extension workers, Ten appraisal reports were sampled to establish whether extension workers were appraised during the previous FY. The sampled reports indicated that all the extension workers were appraised by District Production Officer, Sserwadda James on the following dates:</p> <p><b>1.</b> Fisheries Officer, Kiyimba Ivan (Nkozi SC) - 19th June 2023, <b>2.</b> Assistant Veterinary Officer Ddungu Robert (Kiringente SC) - 19th June 2023, <b>3.</b> Veterinary Officer, Bekalaze Phillip (Muduuma SC) - 21st June 2023, <b>4.</b> Fisheries Officer Gwokyalya Ruth (Kayabwe TC) - 30th June 2023, <b>5.</b> Veterinary Officer, Mugabi David (Buwama TC) - 30th June 2023, <b>6.</b> Agriculture Officer, Sekivuvu Valentine (Muduuma SC) - 30th June 2023, <b>7.</b> Agriculture Officer, Kagoro David (Kayabwe TC) - 30th June 2023, <b>8.</b> Animal Husbandry Officer, Muyanja Moses (Kituntu SC) - 30th June 2023, <b>9.</b> Fisheries Officer, Ahumuza Nelson (Buwama SC) - 30th June 2023 and <b>10.</b> Fisheries officer Kiggundu John ( Buwama TC) - 30th June 2023</p>	1
Maximum score 4	<p>The District Production Coordinator took corrective action arising from the performance appraisal process, of the previous FY as per the internal MEMO to the CAO, dated 10th August 2023. It was titled "Submission of Production Department Performance Improvement Plan. The plan outlined capacity building activities under the veterinary sector; Sensitization of farmers on marketing strategies, the PDM program mentoring and sensitization on vaccination of domestics cats and dogs</p>			
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>The District Production Coordinator took corrective action arising from the performance appraisal process, of the previous FY as per the internal MEMO to the CAO, dated 10th August 2023. It was titled "Submission of Production Department Performance Improvement Plan. The plan outlined capacity building activities under the veterinary sector; Sensitization of farmers on marketing strategies, the PDM program mentoring and sensitization on vaccination of domestics cats and dogs</p>	1
Maximum score 4				

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	b) Evidence that:  i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Information on the conducting and documentation of training activities was not availed for review.	<b>0</b>
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8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	Information on training activities conducted and their documentation and generation the training database was not availed for review	<b>0</b>
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**Management, Monitoring and Supervision of Services.**

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.  Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0	There was 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):  Deriving from Pg.74 of the Approved Budget; the total budget for the year was UGX 1,024,476,000 out of which 75% (UGX 768,357,000) had appropriately been allocated to capital development and 35% (UGX 256,119,000) to complementary services	<b>2</b>
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>There was evidence that budget allocations had been made towards complementary services in line with the sector guidelines as follows: From Pg. 74 of the approved guidelines, the budget for complimentary services was UGX 256,119,000 which was duly allocated as follows</p> <ul style="list-style-type: none"> <li>i. UGX 38,417,850 representing 15% to awareness raising of local leaders;</li> <li>ii. UGX 25,611,900 representing 10% to procurement, Monitoring and Supervision); and</li> <li>iii. UGX 192,089,250 representing 75% to enhancing farmer capacity for uptake of micro scale irrigation</li> </ul>	2
	<p>Maximum score 10</p>			
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>There was evidence that the co-funding of UGX 64,900,000 was reflected on Pg. 74 of the LG Approved Budget and allocated as per guidelines.</p>	2
	<p>Maximum score 10</p>			
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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 has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant as the collection formed part of the budget resources applied during the year.</p> <p>On Pg.21 of the approved budget, out of micro scale irrigation program projection of UGX 1,024,476,000 a sum of UGX 64,900,000 was anticipated from co-funding.</p>	2
	<p>Maximum score 10</p>			

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>There was evidence that the LG had disseminated information on use of the farmer co-funding through distribution of brochures to farmers in sensitization meetings and minute report dated 10/03/2023 and 8/11/2022 where DPO and DTTC and LLGs were party to the meetings.</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"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> <li>Less than 70% score 0</li> </ul>	<p>There was evidence that the DPO had monitored on a monthly basis the installation of equipment for the irrigation demonstration sites (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.) through monitoring and supervision reports dated 29/5/2023, 28/4/2023 and 29/6/2023 and giving a 92.5% success rate of sites completion. Quarterly reports also form part of the supervision and monitoring reporting dated 19/12/2022 for First quarter, 27/1/2023 for second quarter, 31/3/2023 for third quarter and 8/8/2023 for Fourth quarter. Field visits indicated evidence of adequacy and efficiency of micro irrigation equipment in terms of water conservation for the sampled farmers IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) dated 28/10/2022, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) dated 10/3/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) dated 16/03/2023.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training &amp; support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was evidence of trainings of farmers about the servicing and maintenance of equipment at sites where installations were completed in the financial year 2022/2023 with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) with completion date 5/6/2023, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) with completion date 14/6/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) with completion date 16/03/2023</p>	2



10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	There was evidence of that the LG had provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines through reports detailing sensitization on micro scale irrigation programme sampled and dated 27/6/2023 by Agricultural Officer Ssekivulu Valentine (Muduuma SC), 31/03/2023 by Senyange Simon, Assistant Agricultural Officer (Nkozi SC), 7/3/2023 by Kagolo David, Agricultural Officer (Kayabwe Town Council),	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	There was evidence that the LG had established and run farmer field schools/irrigation demo sites as per the guidelines at Ssemwanga George William in Kituntu with report dated 29/4/2023	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	There was evidence that the LG had conducted activities to mobilize and sensitize farmers as per guidelines (i.e. farmer meetings, radio talk shows, farmer-to-farmer events, demonstrations by irrigation equipment suppliers) meetings and minute report dated 10/03/2023 and 8/11/2022 with 50 attendees who included farmers. There was evidence of radio talk show at Buwama FM with report dated 17/03/2023.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was evidence that the district had trained staff and sensitized political leaders at District and LLG levels (mobilizing farmers to participate on irrigation and irrigated agriculture) meetings and minute report dated 10/03/2023 and 8/11/2022. There was evidence of attendance list with 50 participants who included political leaders at the district.	2
<b>Investment Management</b>				
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	There was evidence that the LG had an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format of a register containing delivery notes of equipment such as solar modules, pipes and accessories, pumps and tanks with latest update dated 15/6/2023	2

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>There was evidence that the LG kept and up-to-date database of applications (EOIs) for the current and previous FY at the time of the assessment. This was justified by records of farm visits to farmers with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) dated 28/10/2022, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) dated 10/3/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) dated 16/03/2023 who had successful expressions of interests</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>There was evidence that the district had carried out farm visits to farmers that submitted complete Expressions of Interest (EOI) for sampled farmers with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) dated 28/10/2022, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) dated 10/3/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) dated 16/03/2023 who had successful expressions of interests</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects:</p> <p>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 Agricultural Engineer publicized the eligible farmers approved for the micro scale irrigation program, by posting their details on the District and LLG noticeboards. The beneficiary farmers include the following;</p> <p><b>1.</b> Senyonga Vincent of Bukemba A village, Bukemba Parish, <b>2.</b> Kanyike Fred of Ssndawajjinja village, Kasozi Parish <b>3. Kabanda Moses of Busgagzi village, Luwanga Parish, 4.</b> , Nakabale Kenneth Kigongo of Lukonge, <b>5.</b> Musisi Nooh of Nkozi B cell, Buseese ward, and <b>6.</b> Gyagenda Arthur of Nundu cell, Nakibanga ward, 7Lubega Simon of Masika Mbuule Migamba Parish</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>There was evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY. The sampled investment was the supply and installation of 42 solar powered irrigation systems in lower local Governments at Shs.1,092,000,000.</p>	1

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	There was evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF). There was evidence of request for quotation from BBATA Engineering Company Ltd and REAMA (EA) Limited and AKVO International for: Supply of Micro Irrigation system for Edgar Mwesigwa's farm in Muduuma Sub County, dated June 3, 2023; Supply of Micro Irrigation system for Muligi Ntambi's Emmanuel's farm in Buwama Sub county, dated April 20, 2023; and Supply of Micro Irrigation system for Nakaleme Muwanga Getrude Esther's Farm in Mpigi TC, dated February 27, 2023.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was evidence of minutes 5 of the contracts committee meeting which sat on May 29, 2023, which concluded the selection of the irrigation equipment suppliers.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	There was evidence of minute Min. 39/05/22-23 of contracts committee which sat on May 29, 2023 to ensure that all Micro irrigation system infrastructure projects and the respective bidding documents were approved before commencement of works.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	There was evidence of signed contracts witnessed with the lowest priced technically responsive bids and witnessed by the farmer before commencement of the works. The sampled contracts were: a contract signed on April 17, 2023 for Supply of Micro Irrigation system for Edgar Mwesigwa's farm in Muduuma Sub county; a contract signed on May 18, 2023 for Supply of Micro Irrigation system for Muligi Ntambi's Emmanuel's farm in Buwama Sub county; and a contract signed on May 18, 2023 for Supply of Micro Irrigation system for Nakalembe Muwanga Getrude Esther's Farm in Mpigi TC.	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	There was no evidence that the irrigation demonstration site(s) installed were in line with the design output sheet (generated by the MIS/IrriTrack App. Note that this sheet was not provided however the contracts were a design, supply and install	<b>0</b>
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	There was evidence that the LG had conducted regular technical supervision of the irrigation demonstration sites for sampled farmers with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki), MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) with reports by Senior Agricultural Engineer dated 31/8/2022 for quarter one, 31/01/2023 for quarter two, 29/3/2023 for quarter three and 18/08/2023 for quarter four.	<b>2</b>
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during:  i. Testing the functionality of the installed equipment: Score 1 or else 0	There was evidence that the LG had overseen the irrigation equipment supply, installation and testing for functionality with supervision reports dated 31/08/2022 for quarter one, 30/11/2022 for quarter two, 29/03/2023 for quarter three and 29/5/2023 for quarter four sampled that included sampled farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) with completion date 5/6/2023, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) with completion date 14/6/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) with completion date 16/03/2023	<b>1</b>
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	There was evidence that the LG had overseen the irrigation equipment hand-over to the Approved host/beneficiary Farmer with sampled signed acceptance form of irrigation system dated 16/06/2023 for Sitenda Magulu (MPIGI/2021-05028/MALE/18353)	<b>1</b>

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	<p>There was no evidence that the Local Government had made payments to the suppliers within specified timeframes as follows:</p> <ol style="list-style-type: none"> <li>1. Voucher No. 6412167 of 29/06/2023 being payment of UGX 22,224,786 to Rima (EA) Ltd against Certificate No. 01 for supply and installation of micro-scale irrigation equipment for Segawa Christopher a coffee farmer from Muduma S/C had signed the Acceptance Form on 16/06/2023 but payment was made on 29/06/2023 (beyond 10 working days);</li> <li>2. Voucher No. 6411640 of 29/06/2023 being payment of UGX 33,035,064 to Baata Engineering Co. Ltd against Certificate No. 01 for supply and installation of micro-scale irrigation equipment for Kakooza Charles a coffee farmer from Muduma S/C had signed the Acceptance Form on 05/06/2023 but payment was made on 29/06/2023 (beyond 10 working days); and</li> <li>3. Voucher No. 4239449 of 10/03/2023 being payment of UGX 18,131,737 to Baata Engineering Co. Ltd against Certificate No. 01 for supply and installation of micro-scale irrigation equipment for Mugerwa David a coffee farmer from Mpigi T/C had signed Acceptance Form signed on 02/01/2023 but payment was made on 29/06/2023 (beyond 10 working days)</li> </ol>	0
Maximum score 18				
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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>There was evidence of complete procurement files for the micro scale irrigation projects with record as required. The sampled projects were: MPIGI-LG/SUPLS/2022-23/ 000303 Supply of Micro Irrigation system for Edgar Mwesigwa's farm in Muduuma Sub county, whose requisition was made on February 23, 2023, advert was made on March 6, 2022, evaluation was completed on March 21, 2023 and contract signed on April 17, 2023 at an award price of Ug Shs 15,515,400; MPIGI-LG/SUPLS/2022-23/ 000304 supply of Micro Irrigation system for Muligi Ntambi's Emmanuel's farm in Buwama Sub county, whose requisition was made on February 23, 2023, advert was made on April 20, 2022, evaluation was completed on May 5, 2023 and contract signed on May 18, 2023 at an award price of Ug Shs 22,565,100; MPIGI-LG/SUPLS/2022-23/ 000272 Supply of Micro Irrigation system for Nakalembe Muwanga Getrude Esther's Farm in Mpigi TC, whose requisition was made on January 31, 2023, advert was made on February 27, 2022, evaluation was completed on March 15, 2023 and contract signed on April 17, 2023 at an award price of Ug Shs25,336,900.</p>	2
Maximum score 18				

## Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	There was no evidence that the Local Government had displayed details of the nature and avenues to address grievance in public areas	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  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 no Grievance Log nor any other form of information on grievances recorded under the Irrigation Department.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  ii. Investigated score 1 or else 0  iii. Responded to score 1 or else 0  iv. Reported on in line with LG grievance redress framework score 1 or else 0	There was no any form of investigation concerning grievances in Irrigation.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  iii. Responded to score 1 or else 0  iv. Reported on in line with LG grievance redress framework score 1 or else 0	There was no any form of response to grievances in the Irrigation Department since nothing had been recorded and/or investigated.	0

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	b) Micro-scale irrigation grievances have been:  iv. Reported on in line with LG grievance redress framework score 1 or else 0	There was nothing reported on in line with the Grievance Redress Framework under Irrigation at Mpigi DLG.	<b>0</b>
	Maximum score 6			

**Environment and Social Requirements**

15	Safeguards in the delivery of investments	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.	There was evidence that LGs had disseminated Micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agro-chemicals and safe disposal of chemical waste containers. Farm visits for sampled farmers with farmer IDs MPIGI/2022-10-24/Female/28332 (Kyamanywa Elizabeth Walabyeki) dated 28/10/2022, MPIGI/2021-11-09/Male/219339 (Ntanda Pascal Byron) dated 10/3/2023 and MPIGI/2021-08-25/male/19766 (Mayanja Bbosa) dated 16/03/2023. There was evidence of an MOU dated 6/4/2023 between the Local government and farmers.	<b>2</b>
	Maximum score 6	score 2 or else 0		

15	Safeguards in the delivery of investments	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.	No such costed ESMPs were availed, nor their inclusion in BOQs.	<b>0</b>
	Maximum score 6	i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0		

15	Safeguards in the delivery of investments	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	Monitoring was done on micro-scale irrigation scheme among farmers under the UGIFT project in Mpigi. A comprehensive ten-page report, dated 22nd June 2023, was prepared by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer. The report however, dwelt more on the environmental impacts rather than water quality and chemical use.	<b>1</b>
	Maximum score 6			

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	<p>There was evidence that E&amp;S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects. 34 Environment and Social Certification Forms were presented headed 'Supply and Installation of Horse Pipe Irrigation system at ..... in Parish, ... Sub County'. The Forms had columns for Description of mitigation measures, Total Amount, % of work done, and Remarks. The Forms were signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer.</p> <p>Those sampled out included:</p> <p>1) Payment Certificate No.1 dated 6th June 2023 for payment of UGX22,224,786/-;</p> <p>2) Payment Certificate No.1 dated 16th June 2023 for payment of UGX28,821,246/-; and</p> <p>3) Payment Certificate No.1 dated 15th June 2023 for payment of UGX24,438,026/-.</p>	<b>1</b>
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	<p>Certification Forms were presented for Supply and Installation of Horse Pipe Irrigation System. The Forms were prepared by Senior Agricultural Engineer, certified by the Principal Internal Auditor, DCDO, verified by the District Production Officer and Environment Officer and Approved by the CAO. Those sampled out were for the following farms:</p> <p>1) At Ntanda Pascal Baylon, on 16/06/2023;</p> <p>2) At Kato Chrisestom, on 16/06/2023;</p> <p>3) At Luwaga Derrick, on 16/06/2023;</p> <p>4) At Byamukama Samuels, on 16/06/2023; and</p> <p>5) At Ssebagala Joseph, on 16/06/2023.</p>	<b>1</b>



**Crosscutting  
Minimum Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	The Chief Finance Office, Ddungu Ssemuta was substantively appointed as per the appointment letter dated 2nd February 2018 under <b>DSC Minute number 1.1/10018</b>	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	The District Planner, Nsoya Charles, was substantively appointed as per the appointment letter, dated 25th February 2022, under <b>DSC Min. no. 24/2022</b>	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	The District Engineer was <b>NOT</b> substantively appointed, duties were performed by Kyambadde Sam, Senior Engineer, as per his appointment letter dated 25th February 2022, under <b>DSC Min. no. 21/2022</b>	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The District Natural Resources Officer, Mwindyeki Tony, was substantively appointed as per the appointment letter dated 24th June 2020, under <b>DSC Min. no. 14/2020</b>	<b>3</b>

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>e. District Production Officer/Senior Veterinary Officer, score 3 or else 0</p>	<p>The District Production Officer, Sserwada James, was substantively appointed as per the appointment letter dated 9th December 2014, under <b>DSC Min. no. 37/2014</b></p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>f. District Community Development Officer/Principal CDO, score 3 or else 0</p>	<p>The District Community Development Officer, Nabuuma Annet, was substantively appointed as per the appointment letter dated 3rd May 2023, under <b>DSC Min. no. 18/2023</b></p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0</p>	<p>The District Commercial Officer, Kazibwe Ronald, was substantively appointed as per the appointment letter dated 28th October 2021, under <b>DSC Min. no. 45/2021</b></p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.</p>	<p>The Senior Procurement Officer, Mutumba Eric, was substantively appointed as per the appointment letter dated 25th February 2022, under <b>DSC Min. no. 16/2022</b></p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0</p>	<p>The Procurement Officer, Nakiwala Josephine Kabaale, was substantively appointed as per the appointment letter dated 19th March 2020, <b>DSC Min. no. 4/2020</b></p>	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>i. Principal Human Resource Officer, score 2 or else 0</p>	<p>The Principal Human Resource Officer, Kaweesa Selestino, was substantively appointed as per the appointment letter dated 25th June 2009, under <b>DSC Min. no. 63/2009</b></p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>j. A Senior Environment Officer, score 2 or else 0</p>	<p>The Senior Environment Officer, Nampeera Easter, was substantively appointed as per the appointment letter dated 7th May 2019, under <b>DSC Min. no. 25/2019</b></p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>The Senior Land Management Officer, Ssekiwunga Muhammed was substantively appointed as per the appointment letter dated 7th June 2013 under, <b>DSC Min. no. 4/2013</b></p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p>The Senior Accountant, Kigambidwa Godfrey, was substantively appointed as per the appointment letter dated 19th March 2020, under <b>DSC Min. no. 1/2020</b></p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>The Principal Internal Auditor, Nakku Christine, was substantively appointed as per the appointment letter dated 26th June 2020, under <b>DSC Min. no. 37/2020</b></p>	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>The Principal Human Resource Officer (Secretary DSC), Nakamoga Sarah, was substantively appointed as per the appointment letter dated 2nd November 2009, under <b>DSC Min. no. 88/2009</b></p>	2
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG  Maximum score is 15</p>	<p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).</p>	<p>The LG had 9 LLGs, 3 Town Councils and 6 Sub Counties. The 3 Town Clerks and 6 Senior Assistant Secretaries, were all substantively appointed as per their appointment letter, as follows:</p> <p><b>Town Clerks</b></p> <p><b>1, Mpigi TC</b> Mutaawe Reymond, letter dated 16th September, 2021, DSC Min. no. 33/2021; <b>2. Buwama TC</b>, Nakawunde Gloria Lwanga, letter dated 27th July, 2022 DSC Min. no 67/2022 and <b>3. Kayabwe TC</b>, Lutalo Michaël Ssenyonjo, letter dated 27th July, 2022, DSC Min.no. 67/2022</p> <p><b>Senior Assistant Secretaries</b></p> <p><b>4. Kiringente SC.</b> Nalwanga Mary, letter dated 30th June, 2006 DSC Min.no. 21/2006; <b>5. Kituntu SC.</b> Mugaasi Muhammed, letter dated 15th June, 2023, DSC Min No. 26/2023, <b>6. Muduuma SC.</b> Kajubi Edwin, letter dated 30th June, 2006, DSC Min. no 21/2006, <b>7. Buwama SC.</b> Namutebi Safina, letter dated 11th June, 2020, DSC Min.no. 17/2020, <b>8. Nkozi SC.</b> Nakandi Sarah, letter dated 8th January, 2007, DSC Min.no, 69/2006 and <b>9. Kamengo SC.</b> Kityo Brian, letter dated 14th June 2014, DSC Min.no. 17/2016</p>	5

2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGS, score 5 or else 0.</p>	<p>The LG had 3 SCDOs and 6 CDOs. They were all substantively appointed as per their appointment letters, as follows:</p> <p><b>SCDOs</b></p> <p><b>1. Kayabwe TC.</b> 1. Nakalenge Florence, letter dated 9th November, 2016. DSC Min. no 45/2016; <b>2. Mpigi TC.</b> Nakayenga Juliet, letter dated 16th September, 2021. DSC Min, no, 23/2021 and <b>3. Buwama TC,</b> Kyobe Anne, letter dated 8th January, 2007, DSC Min.no. 61/2006</p> <p><b>CDOs</b></p> <p><b>4. Nkozi SC.</b> Mutabazi Joseph, letter dated 25th January 2022, DSC Min.no. 7/2022, <b>5. Muduuma SC.</b> Kibalama Bruhan, letter dated 16th June, 2016, DSC Min, no, 24/2016, <b>6. Kamengo SC.</b> Kigozi Edward, letter dated 25th January, 2019. DSC Min.no. 10/2019 <b>7. Buwama SC.</b> Nakawuki Rosemary, letter dated 25th January, 2022. DSC Min, no. 72/22022; <b>8. Kituntu SC.</b> Niwomulisa Anaclet, letter dated 11th May, 2016, DSC Min.no. 24/2016 and <b>9. Kiringente SC,</b> Naigaga Easter, letter dated 25th February, 2022, DSC Min no. 8/2022</p>	5
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2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.</p>	<p>Senior Accounts Assistants / Accounts Assistant. They were all substantively appointed as follows;</p> <p><b>1, Nkozi SC.</b> Semwogerere Jeremiah, letter dated 15th May, 2018 DSC Min, no, 28/2018; <b>2. Kiringente SC.</b> Namakula Damali, letter dated 25th February, 2019, DSC Min no. 9/2019, <b>3. Kayabwe TC.</b> Kakooza Patrick. letter dated 27th October, 2005, DSC Min.no. 114/ 2005; <b>4. Buwama SC.</b> Nakimbugwe Juliet, letter dated 25th February, 2019 DSC Min.no. 9/2019; <b>5. Mpigi TC.</b> Ssendagire Wycliff , letter dated 14th July, 2008, DSC Mi. no. 90/2008; <b>6. Buwama TC.</b> Lubobbo Patrick, letter dated 15th September, 2018 DSC Min, no. 29/2018, <b>7. Muduuma SC.</b> Nalwanga Mary Goretti, letter dated 27th October, 2020 DSC Min.no. 59/2020, <b>8. Kituntu SC.</b> Luyonga Vincent, letter dated 11th February, 2013, DSC Min. no. 16/2013 and <b>9. Kamengo SC.</b> Ashaba Mark, letter dated 16th October, 2021, DSC Min. no. 29/2021</p>	5
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### Environment and Social Requirements

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>a. Natural Resources department,</p> <p>score 2 or else 0</p>	<p>There was evidence that the LG released only 99% of the allocated funds to the Natural Resources Department in FY 2021/2022.</p> <p>Deriving from Pg.16 of the annual financial statement: "Statement of Appropriations" The budget for Natural Resources was UGX 224,216,945 and only UGX 221,053,378 was disbursed representing 99% performance</p>	0
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3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	The LG had released only 34% of funds allocated in the previous FY to Community Based Services Department	0
	Maximum score is 4	b. Community Based Services department. score 2 or else 0.	Deriving from Pg.16 of the annual financial statement: "Statement of Appropriations", the budget for Community Based Services was UGX 572,211,871 out of which UGX 192,433,943 (representing 34%) was released disbursement to the department.	
			Funds amounting to UGX 379,777,928 from YLP and Integrated Community Learning was not realized hence causing the shortfall.	
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0	There was evidence that Mpigi DLG carried out Environmental, Social and Climate Change screening.	4
	Maximum score is 12		From the Planner's list, the DLG implemented 21 DDEG projects during financial year 2022/2023. Of these, ten were procurement projects that did not require screening. Three had been screened the past financial year but not implemented until FY 2022/2023. Of the remaining projects, screening was done as follows for those sampled:	
			1) Proposed site for Renovation of The Trade Industries and Local Economic Development (TILED) Offices. Screening was done on 17th May 2023 and the screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer;	
			2) Proposed renovation of toilets at Mpigi District Administration Block. Screening was done on 19th May 2023 and the screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer; and	
			3) Site clearance and levelling for the construction of the new administration Block for Kiringente sub-county. Screening was done on 20th April 2023 and the screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer.	

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),	Screening Reports indicated no need for ESIAs.	4
	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);;	<p>There was evidence that Mpigi DLG costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG). ESMPs were attached to:</p> <ol style="list-style-type: none"> <li>1) Proposed site for Renovation of The Trade Industries and Local Economic Development (TILED) Offices. Costing was done at UGX100,000 for Air pollution (opening of sensitive areas and providing separate covered animal-proof bins), UGX200,000/- for Health and Safety among Humans and Animals (fencing-off all dangerous zones, placing warning signs and First Aid Box), and UGX2,000,000/- for Community participation (hiring people from local community to work with the project).</li> <li>2) Proposed renovation of toilets at Mpigi District Administration Block. Costing was done at UGX50,000/- for accumulation of wastes, UGX200,000/- for Health and safety issues and UGX2,000,000/- for Community participation; and</li> <li>3) Site clearance and levelling for the construction of the new administration Block for Kiringente sub-county. Costing was done at UGX50,000/- for Accumulation of wastes, UGX200,000/- for Health and safety issues, and UGX1,000,000/- for Community participation.</li> </ol>	4
	Maximum score is 12	score 4 or 0		

**Financial management and reporting**

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>From the list of Audit Opinions for FY 2022/2023, issued by the Auditor General on 17th Jan. 2024, Mpigi DLG (Vote No.897) received a clean (un-qualified) audit opinion for the year.</p>	10
6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>maximum score is 10</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> <p>score 10 or else 0.</p>	<p>There was evidence that the LG provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year -2021/2022 on 24th Nov. 2022 (within the deadline) before end of February 2023. CAO's letter Ref. MPG/P/521/1/2 of 23rd Nov. 2022 was verified.</p> <p>Some of the issues in the report include the following:</p> <ul style="list-style-type: none"> <li>-Local Revenue under performance of UGX 846,261,047</li> <li>-Failure to maintain Revenue Registers;</li> <li>-Non-functional building committees</li> </ul>	10
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>There was evidence that the LG had submitted an annual Performance Contract and Procurement Plan for 2023/2024 to PSST on 30th June 2023 through the OBT/PBS which was before 31st Aug. 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 submitted the Annual Performance Report for the year 2022/2023 to PSST through the PBS on 30th Aug. 2023 which was before 31st August.</p>	4



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

Maximum score is 4

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

score 4 or else 0.

There was evidence that the LG submitted all the Annual Performance Reports for the year 2022/2023 to PSST before August 31, 2023.

Quarter-1 was submitted through the PBS on 24th Nov. 2022;

Quarter-2 was submitted through the PBS on 31st Jan. 2023;

Quarter-3 was submitted through the PBS on 10th May 2023; and

Quarter-4 was submitted on 30th Aug. 2023, all of them submitted before the deadline of 31st Aug. 2022

**Education Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The District Education Officer, Sekyole Deogratus was substantively appointed as per the appointment letter dated 1st April 2014 under DSC Minute number 31/2015	<b>30</b>
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The LG had three filled positions of Inspectors of Schools. They were all substantively appointed as follows;  <b>1.</b> Senior Inspector of Schools, Katongole Gerald appointment letter dated 23rd August 2019 DSC Min. no 54/2019; <b>2.</b> Inspector of Schools, Nakimbugwe Deborah, appointment letter dated 25th April 2023, DSC Min. no. 28/2023 (2) and <b>3.</b> Kafuluma Geoffrey, appointment letter dated 25th April 2023, DSC Min. no 28/2023	<b>40</b>
<b>Environment and Social Requirements</b>				

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

The Maximum score is 30

If the LG carried out:

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

Mpigi DLG carried out Environmental, Social and Climate Change screening. From the Planner's list, the DLG implemented 15 projects during financial year 2022/2023. Of these, three were procurement projects that did not require screening. Of the remaining, screening was done as follows for those sampled:

1) Screening for:

2-classroom block at Kafumu primary school in Mpigi Town Council,

2-classroom block at Ggoli Boys PS in Kamengo sub county;

2-classroom block at Bikibira CU PS in Nkozi sub county; and

Construction of a staff house at Buwanda primary school in Buwama sub county.

All the above screening was done on 9th Feb 2023. The screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer.

2) Screening for proposed sites for construction of lined pit latrines within the District. A report dated 10th February 2023 was submitted for:

Buwanda primary school;

Ggolo progressive primary school;

St. Thereza Mitala Maria primary school in Buwama Town Council;

Musa Primary school in Kamengo sub county;

Senene primary school in Mpigi Ton Council; and

Wamatoovu primary school in Kiringente sub-county.

The screening report was signed by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer.

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.

Screening Reports indicated no need for ESIAs.

The Maximum score is 30

**Health Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.	The District Health Officer, Batte James was substantively appointed as per the appointment letter dated 25th April 2023, DSC Min. no. 31/2023	<b>10</b>
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The Assistant District Health Officer Maternal, Child Health and Nursing, Nanozi Margaret was substantively appointed as per the appointment letter dated 26th May 2017 under DSC Min. no. 26/2017	<b>10</b>
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The Assistant District Health Officer Environmental Health position <b>was vacant</b>	<b>0</b>
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	The Principal Health Inspector , Ssali Richard, was substantively appointed as per the appointment letter dated 18th July 2022 under DSC Min. no. 56/2022	<b>10</b>
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.	The Senior Health Educator position <b>was vacant</b>	<b>0</b>

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>The Biostatistician, Kikomeko Aloysius , was substantively appointed as per the appointment letter dated 20th April 2017, under DSC Min. no. 26/2017</p>	<b>10</b>
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>The District Cold Chain Technician, Sekulima Edirisa, was substantively appointed as per the appointment letter dated 19th May 2008, under DSC Min. no. 26/2018</p>	<b>10</b>
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>j. Health Educator, score 20 or else 0</p>		

**Environment and Social Requirements**

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 that Mpigi DLG LG carried out Environmental, Social and Climate Change screening for Health projects implemented. There were three projects implemented under Health. These were screened on 19th January 2023 by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer. The projects were:</p> <ol style="list-style-type: none"> <li>1) Construction of OPD Block at Kampiringisa Health Centre III;</li> <li>2) Renovation of an in-patient Ward at Mpigi Health centre IV; and</li> <li>3) 1st Phase construction of a 2-unit Staff House with bathroom &amp; Store at Kituntu Health Centre III</li> </ol>	<b>15</b>
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>Screening Reports indicated no need for ESIAs.</p>	<b>15</b>

**Micro-scale  
Irrigation  
Minimum  
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The Senior Agriculture Engineer, Segawa John Baptist, was substantively appointed as per the appointment letter dated 16th September 2021, under DSC Min. no. 25/2021</p>	<b>70</b>
<b>Environment and Social Requirements</b>				
2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p>	<p>There was evidence that Mpigi DLG carried out Environmental, Social and Climate Change screening for Micro-scale Irrigation projects. There were thirty-nine microscale irrigation projects screened by the DLG. They included the design, supply and installation of micro irrigation systems for small farmers in the District. They were screened by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer on 09 June 2023. They included the following:</p> <p>Mr. Mugerwa David Livingstone,</p> <p>Mr. Ssamula Vincent;</p> <p>Mr. Tucungwire Samuel;</p> <p>Ssegawa Baker;</p> <p>Kyamanywa Elizabeth</p> <p>etc.</p> <p>Screening Reports indicated no need for ESIA's.</p>	<b>30</b>



**Water & Environment  
Minimum Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Civil Engineer (Water), Sekalega Joseph was substantively appointed as per the appointment letter dated 19th April 2018 under DSC Min, no, 23/2018	<b>15</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Assistant Water Officer for mobilization, Nsereko Fred was substantively appointed as per the appointment letter dated 24th June 2020 under DSC Min. no. 15/2020	<b>10</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The Borehole Maintenance Technician, Katende Ambrose, was substantively appointed as per the appointment letter dated 12th October 2005 under DSC Min. no. 130/2005	<b>10</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The Natural Resources Officer position was not provided for in the staff structure	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The Environment Officer position was not provided for in the staff structure	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	The Forestry Officer, Ssengendo Michaël, was substantively appointed as per the appointment letter dated 9th April 2018 , under DSC Min. no. 16/2018	<b>10</b>

**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 that Mpigi DLG carried out Environmental, Social and Environment projects implemented. There were seven projects implemented under water and Environment. One of the projects - Feasibility studies and detailed engineering designs completed for Ssenyondo and Nabyewanga Rural Growth Centre, did not require a screening exercise. Of the remaining six, those sampled were screened by Nampeera Esther, Senior Environment Officer and Nabuuma Annet, District Community Development Officer as follows:</p> <p>1) On 24th February 2023, screening was done for Production Wells at Buwejja village, Bunjako Parish, Buwama sub county and Bulerejje village, Bulerejje Parish, Muduuma sub county;</p> <p>2) On 27th February 2023, screening was done for proposed construction of Phase I Water Supply at Nakirebe; and</p> <p>3) On 27th February 2023, screening was done for Implementation activities for expansion of Kamengo Town Water Supply Network.</p>	<b>10</b>
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>Screening Reports indicated no need for ESIAs.</p>	<b>10</b>

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

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

There was no evidence that Mpigi DLG ensured that contractors got abstraction permits issued by DWRM. There were three **Drilling Permits** dated:

Friday July 01 2011, signed by Eng. Sottle Byamukama. The permit was given to KLR UGANDA LTD;

Thursday October 11, 2012, signed by Eng. Richard Cong. The permit was given to KLR UGANDA LTD;

Thursday June 14 2016, signed by Eng. Aaron Kabirizi. The permit was given to EAST AFRICA BOREHOLES LTD; and

Monday 10 June 2019, signed by Eng. Kavutse Dominic. The permit was given to EAST AFRICA BOREHOLES LTD.

The only **Ground Water Abstraction Permit** was dated Thursday 30 January 2020, signed by Eng. Kavutse Dominic. The permit was given to OKRA BEVERAGES UGANDA LIMITED.

All those who signed on the permits had the designation of "Director of Water Development"