



LGMSD 2022/23

Ntungamo Municipal Council

(Vote Code: 775)

Assessment	Scores
Crosscutting Minimum Conditions	68%
Education Minimum Conditions	100%
Health Minimum Conditions	50%
Water & Environment Minimum Conditions	0%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	72%
Educational Performance Measures	63%
Health Performance Measures	58%
Water & Environment Performance Measures	0%
Micro-scale Irrigation Performance Measures	0%

**Crosscutting
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): • If so: Score 4 or else 0 	<p>Ntungamo MLG implemented two (02) infrastructure USMID funded project in FY2022/2023.</p> <ul style="list-style-type: none"> 🏗️ Tarmacking Kajinya-Tindibakira road (1.94kms) UGX2,502,151,365 🏗️ Renovation of Municipal HQ offices UGX19,000,000 <p>The project - Renovation of the Municipal HQ offices was completed and was already functional by the time of this assessment. However, the Tarmacking Kajinya-Tindibakira road (1.94kms) was still a work in progress and although about 47.7% of the budget had already been spent, the progress of the works was still at about 29.9% by the end of the financial year, bringing into question the functionality.</p> <p>The completion and functionality of the road construction project is still below the expected level.</p>	0
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> • By more than 5%, score 3 • 1 to 5% increase, score 2 • If no increase, score 0 <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment by 20%. The LLG average scores was 69% in the year 2022 and 89% for the year 2023. (Office of the prime minister LLG performance assessment results)</p>	3

N23_Service Delivery Performance

Maximum 6 points on this performance measure

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.

- If 100% the projects were completed : Score 3
- If 80-99%: Score 2
- If below 80%: 0

Ntungamo MLG implemented four (04) USMID funded capital investment projects in FY2022/2023.

🏗️ Tarmacking Kajinya-Tindibakira road (1.94kms) UGX2,502,151,365

🏗️ Renovation of Municipal HQ offices UGX19,000,000

🏗️ Land titling for NMLG land - Municipal HQ land, Nyakihanga land, transferring gabbage land, matooke market land, Ruhoko HCIII land, Kikoni land etc UGX32,500,000.

🏗️ Purchase of 4 garbage skips UGX61,936,899

Of the activities budgeted under USMID some were fully implemented while some, especially road construction didn't progress much. The renovation of the Municipal offices was accomplished as planned (100%). Land titling as planned was done (100%) - the MLG managed to acquire three land titles during the FY. The garbage skips were procured as planned (100%).

However, the road construction project, which makes the bulk of the USMID budget, didn't progress much. The approved budget of UGX3,055,965,000 was revised to UGX5,803,034,547 of which UGX2,764,800,547 (47.6%) was spent. In spite of almost 50% of the cost being spent, the works had progressed to about 29.9% by the close of the year.

For the two infrastructural projects of FY2022/2023 - Renovation of Municipal HQ offices and Tarmacking Kajinya-Tindibakira road, the average rate of completion was 64.9%, which approximates 65%, scoring in the range 'Below 80%'

In conclusion, even though the other two projects have progressed, the little progress of the road project has been a big drawback to the entire USMID project in the MLG.

3	Investment Performance	<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>Ntungamo MLG implemented four (04) USMID funded projects in FY2022/2023.</p> <ul style="list-style-type: none"> 🏗️ Tarmacking Kajinya-Tindibakira road (1.94kms) UGX2,502,151,365 🏗️ Renovation of Municipal HQ offices UGX19,000,000 🏗️ Land titling for NMLG land - Municipal HQ land, Nyakihanga land, transferring garbage land, matooke market land, Ruhoko HCIII land, Kikoni land etc. UGX32,500,000. 🏗️ Purchase of 4 garbage skips UGX61,936,899 <p>The projects were all eligible under USMID guidelines (USMID Program Operations Manual, Section 2.6 - Eligible Expenditures/Investment Menu, Table 2 - Activities which can be funded by the municipalities/districts under MDG and LDG, Pages 11-13)</p>	2
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3	Investment Performance	<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 is evidence the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineer's estimates. The Annual Work Plan and Budget for the FY 2022-23 indicated a number of projects funded under the DDEG and of those, the implemented infrastructure projects had contract amounts according to contract documents as follows:</p> <ol style="list-style-type: none"> 1. Supply and Installation of 10,000L water tank at Municipal block - NTUN728/WRKS/22-23/00005. The Engineer's Estimate (A) was UGX 20,000,000/=; the contract Sum/Price (B) was UGX 19,503,772/=. The Variation was at 2.48% $\{[(A - B)/A] * 100\}$. 2. Construction of an Entry Gate at Ruhoko HC-III- NTUN728/WRKS/22-23/00006. The Engineer's Estimate (A) was UGX 15,880,440/=; the contract Sum/Price (B) was UGX 15,736,480/=. The Variation was at 0.91% $\{[(A - B)/A] * 100\}$. 3. Completion of a 4 in 1 Staff House at Ruhoko Primary School- NTUN728/WRKS/22-23/00002. The Engineer's Estimate (A) was UGX 84,957,251/=; the contract Sum/Price (B) was UGX 84,957,251/=. The Variation was at 0% $\{[(A - B)/A] * 100\}$. 	2
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Performance Reporting and Performance Improvement

Accuracy of reported information

Maximum 4 points on this Performance Measure

a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,
score 2 or else score 0

The staffing was not in place as per minimum standards and staff list – obtained from HRM Division (attendance registers, appraisal reports, TPC minutes)

In Ntungamo Municipal Council, there was inadequate staffing in place as per minimum standards and staff list at LLGs as per the three sampled LLGs of Western Division, Central Division, and Eastern Division.

At Western Division with staff strength of **08** out of a staff establishment ceiling of **14**, the staff included:

1. Akandeeba Deborah, Principal Town Agent
2. Namanya Jovent, Stenographer Secretary
3. Ssemugabi Shem, Assistant Town Clerk
4. Natuhwera Wellyn, Senior Assistant Accountant
5. Tusingwire Hillary, Assistant Agricultural Officer
6. Bwengye Francis, Askari
7. Nankunda Jacob, Principal Town Agent
8. Tukahirwa Sophia, Assistant Community Development Officer

Some of the staff that were substantively deployed at Central Division, with a staff strength of **10** against a staff establishment ceiling of **14**, were:

1. Natukunda Winnie, Senior Assistant Accountant
2. Kamugisha Patrick, Town Agent
3. Byamugisha Robert, Assistant Enforcement Assistant
4. Ainomugisha Coleta, Senior Assistant Town Clerk
5. Akampurira Amos, Agricultural Officer
6. Kasikizi Moses, Askari
7. Katusiime Adrine, Office Attendant
8. Komugisha Julian, Town Agent
9. Turinawe Enock, Law Enforcement Officer
10. Twinomugisha Prisca, Office Typist

At Eastern Division, with a staff strength of **09** out of a staff establishment of **14**, some of the staff substantively deployed were:

1. Ensitekoma Francis, Assistant Accountant
2. Ninsiima Christine, Accountant
3. Tumutegyereize Polly, Town Agent
4. Akatukunda Grace, Pool Stenographer Secretary
5. Turihamwe Robert, Senior Assistant Town Clerk
6. Mbareeba Abel, Principal Town Agent
7. Nuwamanya Naboth, Assistant Community Development Officer
8. Arinaitwe Katorobo Gift, Veterinary Officer
9. Byaruhanga Nickness, Law Enforcement Officer

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>For the two (02) USMID infrastructure project of FY2022/2023:</p> <ul style="list-style-type: none"> 🏗️ Tarmacking Kajinya-Tindibakira road (1.94kms) UGX2,502,151,365 🏗️ Renovation of Municipal HQ offices UGX19,000,000 <p>Ntungamo MLG Fourth Quarter USMID report for FY2022/2023 was provided and it highlighted the levels of completion of the different projects versus the funds invested in each. According to this report, Tarmacking Kajinya-Tindibakira road was 29.9% complete while the planned phase of Admin building renovation was 100% complete.</p> <p>These reports were verified with the site visits to the project done during the assessment.</p> <p>The actual level of completion of each of the two USMID infrastructural projects was on the ground per the site visit as reported.</p>	2
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p> <p>NB: The Source is the OPAMS Data Generated by OPM.</p>	<p>There was evidence that the Ntungamo MLG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled two LLGs and found that the LG undertook credible assessment. All two sampled Local Level Governments (LLGs) exhibited a deviation within the recommended range of +/-10%, as outlined below.</p> <ol style="list-style-type: none"> 1. Central Division: The district internal assessment awarded a score of 92%, while the national assessment team awarded a slightly lower score of 87%. This indicates a deviation of only -5%. 2. Eastern Division: The district internal assessment awarded a perfect score of 84%, while the national assessment team awarded a slightly lower score of 82%. This indicates a deviation of only -2%. 	4
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 no evidence that the Municipality 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>	0

5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	There was no evidence that the Municipality had implemented the PIP for the 30 % lowest performing LLGs in the previous FY.	0
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Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED. Score 2 or else score 0	There was evidence that the LG had submitted staffing requirements for the coming FY to MoPS by September 30th of current FY The submission was made in a letter dated September 20, 2023 ref.: NMC/CR/156/1 titled "RE: Submission of Recruitment Plan FY 2024/2025 for Ntungamo Municipal Council Vote 728" addressed to the Permanent Secretary, Ministry of Public Service, copied to the Permanent Secretary, Ministry of Finance, Planning and Economic Development, the Permanent Secretary, Ministry of Local Government and acknowledged received by Poline on September 21, 2023 at Ministry of Public Service.	2
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7	Performance management Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): Score 2 or else score 0	There was evidence that the Municipality had conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI). The tracking was done by use of a Daily Attendance Register and then summarized in an excel schedule to get the percentage of attendance. The HRM then submitted a monthly report to the Town Clerk indicating percentage attendance with comments and recommendations e.g. In a report for the month of October 2023 ref.: NMC/CR/115/1 dated November 07, 2023 titled "Submission of Staff Attendance for the Month of October 2023" Walabyeki Andrew, Ag. Deputy Town Clerk attended for 0 days out of 22. Comment was that he doesn't sign the attendance book. Bwengye Annah, Personal Secretary attended 16 days out of 22. Gadala Rodgers, Accountant attended for 09 days out of 22. Commendation and warning letters were written accordingly.	2
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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>	<ul style="list-style-type: none"> • There was evidence that HODs had been appraised as per guidelines issued by MoPS during the previous FY. Some of the files reviewed included the following: <ol style="list-style-type: none"> 1. The Principal Finance Officer, Nuwamanya Bonnex Dan was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023. 2. The Senior Planner, Natukunda Juliet was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023. 3. The Principal Community Development Officer, Mpora Vincent was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023. 4. The Senior Procurement Officer, Sande Hamudani was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023. 5. The Senior Human Resource Officer (Administration), Nuwagira Fred was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023. 6. The Senior Physical Planner, Muhwezi Stephen was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023. 7. The Senior Accountant, Mujawimaana Luce was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023. 	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>There was evidence that the LG had implemented administrative rewards and sanctions on time as provided for in the guidelines. The Rewards and Sanctions Committee was constituted in a letter dated July 21, 2017 from the Town Clerk, Ahimbisibwe Christopher ref.: NMC/CR/157/1 titled "Constitution of Membership of the Rewards and Sanctions Committee" The members included:</p> <ol style="list-style-type: none"> 1. Semugabi Shem, Senior Law Enforcement Officer as Chairperson 2. Biryabarema Sebastian, Senior Finance Officer as Member 3. Nankunda Juliet, Ag. Senior Planner as Member 4. Natusiima Caleb, Senior Internal Auditor as Member 5. Asiimwe Raymond, Ag. Senior Human Resource Officer as Secretary 6. Muramuzi Stephen, Assistant Inventory Management Officer as Member <p>In the minutes of a meeting held on August 30, 2023 under Minute No.4/2022 the Committee considered cases of non attendance to duty of Akena Patrick Portico, Enforcement Officer Mukama Julius, an Askari and Tibagambirwa George, a Porter for two months and recommended that they be submitted to DSC for disciplinary action. Submission was made but action by DSC was yet to be taken.</p>	1

7

Performance management

Maximum 5 points on this Performance Measure

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

Score 1 or else 0

There was no evidence adduced to show that the LG had established a Consultative Committee (CC) for staff grievance redress which is functional.

0

Payroll management
Maximum 1 point on
this Performance
Measure or else score 0

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

Score 1.

There was evidence that 100% of the staff recruited during the previous FY had accessed the salary payroll not later than two months after appointment.

From a document titled "Staff Recruited in Financial Year 2022/2023 (1st July 2022 to 31st June 2023)" signed by the Senior Human Resources Officer and dated June 30, 2023, some of the files of staff recruited that were reviewed indicated the following:

1. Kushaba Johnson, Deputy Head Teacher assumed duty on August 30, 2022 and accessed the salary payroll on September 16, 2022, 16 days later.
2. Abesiga Nassan, Roads Inspector assumed duty on August 30, 2022 and accessed the salary payroll on September 16, 2022, 16 days later.
3. Ninsiima Naome, Deputy Head Teacher assumed duty on August 30, 2022 and accessed the salary payroll on September 16, 2022, 16 days later.
4. Bashaija Aaron, Deputy Head Teacher assumed duty on August 30, 2022 and accessed the salary payroll on September 16, 2022, 16 days later.
5. Amumpiire Abious, Assistant Inventory Management Officer assumed duty on August 30, 2022 and accessed the salary payroll on September 16, 2022, 16 days later.
6. Tumuhimbise Cliff, Senior Law Enforcement Officer assumed duty on August 30, 2022 and accessed the salary payroll on September 16, 2022, 16 days later.
7. Alima Diana, Education Assistant II assumed duty on February 06, 2023 and accessed the salary payroll on March 16, 2023, 40 days later.
8. Nabawanuka Annah, Pool Stenographer assumed duty on October 02, 2023 and accessed the salary payroll on October 28, 2023, 26 days later.
9. Karamuzi Faziru, Senior Assistant Accountant assumed duty on May 31, 2023 and accessed the salary payroll on June 16, 2023, 16 days later.
10. Turinawe Enock, Enforcement Officer assumed duty on May 31, 2023 and accessed the salary payroll on June 16, 2023, 16 days later.
11. Byaruhanga Nickness, Enforcement Officer assumed duty on August 16, 2023 and accessed the salary payroll on October 15, 2023, 59 days later.

Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

There was evidence that 100% of staff that retired during the previous FY had accessed the pension payroll not later than two months after retirement.

From a document titled "List of Pensioners for Financial Year 2022/2023" signed by the Senior Human Resources Officer and dated June 30, 2023, it was noted that Ntungamo Municipal LG retired 4 officers.

Their retirement and payroll access details were as follows:

1. Sausi Betty, Education Assistant II was retired on December 01, 2022 and accessed the pension payroll on January 17, 2023, 46 days later.
2. Baryahabwa Bernard, Education Assistant II was retired on March 13, 2023 and accessed the pension payroll on April 28, 2023, 45 days later.
3. Tibasasirwa Stephen, Education Officer was retired on March 21, 2023 and accessed the pension payroll on April 28, 2023, 37 days later.
4. Kyenserikora Betty, Education Assistant II was retired on March 15, 2023 and did not appear in the payrolls of April, May and June but the Senior HRO reported that the officer had been retired in error and presented a letter dated March 30, 2023 from the Town Clerk to the Permanent Secretary Ministry of Public Service requesting change of date of birth from March 15, 1963 to June 15, 1963.

Management, Monitoring and Supervision of Services.

10

N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

Annual FY2022/2023 Ntungamo Municipality DDEG budget for LLGs was UGX81,033,000. What was transferred to 3 Divisions (Western, Central and Eastern) during the FY according to the financial report was UGX81,032,755, which approximates to UGX81,033,000, composed as follows:

Quarter one 0

Quarter two UGX27,010,918

Quarter three UGX54,021,837

Total UGX81,032,755

This means all the funds (100%) were transferred to LLGs in accordance with the requirements of FY2022/2023 budget.

10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).</p> <p>Score: 2 or else score 0</p>	<p>For NMLG, the DDEG funds were warranted and transferred to LLGs during FY2022/2023 as follows:</p> <p>For Quarter 1, the MoFPED circular is dated 8th July 2022 and the TC warranted on 8th August 2022. However, no DDEG funds were transferred to LLGs during quarter one. They were all sent in quarter two and three (30 days).</p> <p>For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 19th October and the funds were sent on 20th October 2022 (19 days).</p> <p>For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 18th January 2022 and the disbursements made on 24th January 2023 (20 days)</p>	0
			<p>In all the three quarters, the warranting/verification of DDEG grants was effected beyond the 5 days' time limit. This was besides the first quarter disbursement not being sent in time.</p>	
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter.</p> <p>The DDEG was released in the second quarter and third quarter. The second quarter release was warranted on October 19, 2022 and disbursement communicated to Western Division on October 20, 2022, 2 days later.</p> <p>The third quarter release was warranted on January 18, 2023 and disbursement communicated to Western Division on January 24, 2023, 5 days later.</p> <p>Second quarter release warranted on October 19, 2022 and disbursement communicated to Eastern Division on October 20, 2022, 2 days later.</p> <p>Third quarter release was warranted on January 18, 2023 and disbursement communicated to Eastern Division on January 24, 2023, 5 days later.</p> <p>Second quarter release was warranted on October 19, 2022 and disbursement communicated to Central Division on October 20, 2022, 2 days later.</p> <p>Third quarter release was warranted on January 18, 2023 and disbursement communicated to Central Division on January 24, 2023, 5 days later.</p>	2

<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>Four reports were provided as evidence of supervision and mentoring activities in LLGs during FY2022/2023.</p> <p>For Quarter one: A report dated 14/09/2022 on subject "MONITORING AND EVALUATION OF GOVERNMENT PROJECTS FIRST QUARTER FY2022/2023". The monitoring activity which was conducted on 14/09/2022 focused on monitoring the progress of projects being implemented by the MLG. The projects monitored included gate construction and electricity installation at Ruhoko HCIII, staff house completion at Ruhoko P/S, renovation of H/Q offices, tarmacking Kajinya-Tindibakira road, and demonstration sites at Central division and tarmacking Kanuuma road. In the same quarter, a mentoring report dated 30/09/2022 focused on monitoring and supervision carried out from 27th to 29th September 2022. The activity involved the three divisions of the MLG with respect to the progress of projects.</p> <p>For Quarter two: A report dated 23/11/2022 on subject "MONITORING AND EVALUATION OF GOVERNMENT PROJECTS SECOND QUARTER FY2022/2023". A number of the above projects were monitored for progress. Some like renovation hadn't taken off and were advised to start as soon as possible. The works at Kijinya-Tindibakira road were progressing quite slowly. For the same quarter, a mentoring report dated 20/12/2022 focused on mentoring divisions in internal assessment, development planning, revenue mobilisation, performance management etc.</p> <p>For Quarter three: A report dated 22/02/2023 on subject "MONITORING AND EVALUATION OF GOVERNMENT PROJECTS THIRD QUARTER FY2022/2023". Issues discussed included: The renovation of MGL HQ offices mainly involved installation of the water tank and gutters on the building. By third quarter, most of the projects had taken off and were in progress. Tarmacking Kanuma road didn't take off during the FY because Road funds were cut. In the same quarter, a mentoring report dated 31/03/2023 was produced focusing on follow-up of supply of desks at Ruhooko and Rukindo P/Ss, repair of Ndayanyima Spring, Opening Garuga road, maintenance of taxi park and installation of terrazzo at Central Division offices.</p> <p>For Quarter four: A report dated 28/04/2023 on subject "MONITORING AND EVALUATION OF GOVERNMENT PROJECTS FOURTH QUARTER FY2022/2023". The last quarter monitoring activity focused on establishing the projects which managed to take off and those which didn't. The ones which didn't take off were the demo sites and Kanuma road. The renovation of the HQ offices was completed and the water tank and gutters were fully installed. The other projects that were completed included the staff house at Ruhooko P/S and installation of electricity at Ruhooko HCIII. For the same period, a mentoring report dated 05/05/2023 with the main aim being to help LLGs to plan</p>
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according to guidelines and to always incorporate crosscutting issues such as HIV/AIDS, environment, climate change, gender and social issues etc.

NMLG sufficiently carried out mentoring/monitoring/ supervision activities on the LLGs during FY2022/2023.

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:

Score 2 or else score 0

Four (04) sets of minutes were provided as evidence of presentation of monitoring /supervision reports for the four quarters to, and their discussion in TPC meetings. In addition, attendance registers of these meetings were provided and reviewed.

TPC minutes for a meeting on 28/09/2022 discussed quarter one mentoring and supervision report (Minute No. NMC/TPC/18/2022-2023 – DISCUSSION OF FIRST QUARTER MONITORING REPORT). Issues handled were congruent with the content of the monitoring report, showing consistency – Follow up on the progress of MLG projects for FY2022/2023.

TPC minutes for a meeting which sat on 19/12/2022 discussed quarter two monitoring and supervision report (Minute No. NMC/TPC/37/2022-2023 – PRESENTATION OF SECOND QUARTER MONITORING REPORT). Issues handled were congruent with the content of the monitoring report, showing consistency – Follow up on the progress of MLG projects for FY2022/2023. A number of projects had taken off and were in progress, except the road tarmacking which had not taken off due to budgetary funding deficits.

TPC minutes for a meeting on 18/05/2023 discussed quarter three supervision report (Minute No. NMC/TPC/51/2022-2023 – PRESENTATION OF THIRD QUARTER MONITORING REPORT). The Senior Planner made the presentation and issues handled included updates on the progress of projects - the staff house at Ruhoko P/S, the gate at Ruhoko HCIII, the HQ building, establishment of demo sites and the tarmacking of the roads in the MLG.

TPC minutes for a meeting on 12/06/2023 discussed quarter four supervision report (Minute No. NMC/TPC/70/2022-2023 – PRESENTATION OF FOURTH QUARTER MONITORING REPORT). The Senior Planner made the presentation and issues handled included updates on the progress of projects - By the end of the third quarter three projects were completed, two were ongoing and two were not implemented.

There was evidence that the TPC sat and handled monitoring and supervision reports of the MLG during FY2022/2023.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p>	<p>The LG had an excel based electronic assets register, formatted as required by the LG Accounting Manual. A manual copy of the register was also availed for this assessment.</p> <p>The LG's assets were engraved though a few especially recently acquired assets were not.</p> <p>Thirteen (13) assets were sampled during this assessment including Council land and buildings; computers, equipment, furniture, motor vehicles and road equipment and they were found adequately recorded in the register.</p> <p>The LG had an asset register, which was updated and its details and content did satisfy the requirements.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>NMLG Board of Survey report for the year 2021/2022 was availed and contained six (06) recommendations:</p> <ol style="list-style-type: none"> 1. Dispose off all obsolete assets 2. The cashbook for Ruhoko HCII and Ntungamo HCIV should be brought to the board for verification. 3. Protect all Council lands by acquiring land titles 4. Finance officers should ensure daily posting of books in order to achieve timely financial reporting 5. Ensure regular stock taking and regular update of inventory books 6. Impounded machinery should be serviced to ensure it is working well to provide services to the people in the municipality <p>As on the date of this assessment on 23/11/2023, Council assets recommended for disposal had not yet been boarded off yet. A minute dated 31/07/2023 requesting Council to allow the process of disposal to start looked a far too small effort for recommendations of FY2021/2022, most of which had come from earlier years. Internal Audit in its first quarter report of FY2022/2023 had a finding/recommendation on 'Failure to act on the recommendations of the Board of Survey'</p> <p>The LG did not comply with the requirement.</p>	0

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>Ntungamo MLG has a 9 member Physical Planning Committee. According to the documents provided/ seen, evidence of meetings was provided for this assessment as follows:</p> <p>Quarter 1 meeting – Meeting held on 07/09/2022 and minutes submitted to MoLHUD on 26/04/2023.</p> <p>Quarter 2 meeting – Meeting held on 01/11/2022 and minutes submitted to MoLHUD on 26/04/2023.</p> <p>Quarter 3 meeting – Meeting held on 15/03/2023 and minutes submitted to MoLHUD on 21/09/2023.</p> <p>Quarter 4 meeting - Meeting held on 29/06/2023 and minutes submitted to MoLHUD on 25/07/2023.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>Ntungamo MLG had two (02) USMID funded infrastructural project in its FY2022/2023 annual workplan and budget.</p> <ul style="list-style-type: none"> 🚧 Tarmacking Kajinya-Tindibakira road (1.94kms) UGX2,502,151,365 🚧 Renovation of Municipal HQ offices UGX19,000,000 <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Derived from the LG Development Plan -Consistent with sector guidelines & USMID objectives -Financially feasible -Having costed project profiles. <p>Evidence of desk appraisal for two (02) NMLG USMID project for FY2022/2023 was availed/ seen</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>Ntungamo MLG had two (02) USMID funded infrastructural projects in its FY2022/2023 budget.</p> <ul style="list-style-type: none"> 🚧 Tarmacking Kajinya-Tindibakira road (1.94kms) UGX2,502,151,365 🚧 Renovation of Municipal HQ offices UGX19,000,000 <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Technical feasibility -Environmental and social acceptability requirements. <p>Evidence was provided concerning field appraisal for the two (02) USMID infrastructural projects of FY2022/2023.</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>Ntungamo MLG 5 year Development Plan 2020/2021-2024/2025 contained project profiles for the projects of the MLG (ANNEX 1 – PROJECT PROFILES – Pages 103-158). The profiles cover different aspects of the MLG including health centre construction, Infrastructure in divisions, Construction of Primary schools, construction/ rehabilitation of roads and construction of office blocks, etc., for the 5 years.</p> <p>NMLG FY2023/2024 Project profiles (costed) were presented and discussed in the TPC meeting which sat on 16/11/2022, per Minute number MIN. NMC/TPC/30/2022-2023 – PRESENTATION OF CAPITAL PROJECTS AND PROJECT PROFILES FOR THE COMING FY2023/2024. The profiles were also presented for verification during this assessment.</p> <p>The Municipal Development Plan, DTPC minutes and their accompanying attendance registers and the separate costed profiles were availed for the assessment and seen/reviewed.</p> <p>Project profiles with costing for FY2023/2024 were developed and discussed by TPC for all investments in the AWP for FY2023/2024.</p>	1

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 the LG had screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists</p> <ol style="list-style-type: none"> 1. Screening for environmental and social risks for the construction of security house at Ruhoko HC III was carried out on 5/7/2023, stamped and signed by both the EO and PCDO, field appraisal was done and the forms were completed by the appraisal 2. Screening for environmental and social risks for the construction of VIP toilets at Maato P/s was carried out on 5/7/2023, stamped and signed by both the EO and PCDO, field appraisal was done and the forms were completed by the appraisal team of the following members; <table border="0"> <tr> <td>1. Turyajunwa Felex</td> <td>EO</td> </tr> <tr> <td>2. Tumushabe Jovet</td> <td>Physical Planner</td> </tr> <tr> <td>3. Ssozi Denis</td> <td>Planner</td> </tr> <tr> <td>4. Mpora Vincent</td> <td>PCDO</td> </tr> </table>	1. Turyajunwa Felex	EO	2. Tumushabe Jovet	Physical Planner	3. Ssozi Denis	Planner	4. Mpora Vincent	PCDO	2
1. Turyajunwa Felex	EO											
2. Tumushabe Jovet	Physical Planner											
3. Ssozi Denis	Planner											
4. Mpora Vincent	PCDO											
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>From the procurement plan for FY 2023/24, the following infrastructural projects to be funded by DDEG/USMID are incorporated in the LG approved procurement plan. These include:</p> <ol style="list-style-type: none"> 1. Renovations of headquarter offices at an estimated cost of 22,640,000/ as a USMID project. 	1								
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p>There was evidence that all infrastructure projects for the current FY(2023/24) to be implemented using the USMID were approved by the Contracts Committee before commencement.</p> <p>The sample projects are listed below:</p> <ol style="list-style-type: none"> 1. Supply and Installation of 100L water tank at Municipal block-NTUN728/WRKS/22-23/00006; approved by the Contracts Committee under Min. No. 04/04/CC/22/23 in a meeting held on 5/4/2023. 2. Construction of an Entry Gate at Ruhoko HC-III- NTUN728/WRKS/22-23/00005; approved by the Contracts Committee under Min. No. 05/03/CC/22/23 in a meeting held on 14/3/2023. 3. Completion of a 4 in 1 Staff House at Ruhoko Primary School-NTUN728/WRKS/22-23/0002; approved by the Contracts Committee under Min. No. 12/07/CC/22/23 in a meeting held on 18/07/2022 	1								

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	There was NO evidence that Ntungamo Municipal Council had established the Project Implementation team(s) as per guidelines as seen from the following Documents: There were four (4) appointment letters (REF: CR. 214/7) written by the Town Clerk Ntungamo Municipal Council to: Project Manager, Contracts Manager, Community Development Officer and Environment Officer. However, the PIT team was not sufficiently established as there was no appointment for the Clerk of works and Labour officer.	0
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	<ul style="list-style-type: none"> • There was evidence that all the infrastructure projects sampled followed the standard technical designs as follows; <ol style="list-style-type: none"> 1. Supply and Installation of 10,000L water tank at Municipal block - NTUN728/WRKS/22-23/00005. This was constructed as per the designs as seen at the site visit at the Municipal. The gutters, the 10,000 litres tanks were installed including the construction of the drainage for rain water. 2. Construction of an Entry Gate at Ruhoko HC-III- NTUN728/WRKS/22-23/00006. This was also constructed as per the designs. 3. Completion of a 4 in 1 Staff House at Ruhoko Primary School- NTUN728/WRKS/22-23/00002. This was constructed and completed as per the designs. 	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	<p>There was evidence that the LG provided supervision by the relevant technical officers for infrastructure projects prior to verification and certification of works in previous FY (2022/23).</p> <p>A Project Implementation Team was specifically set up for each project and it comprised of several technical officers that jointly inspected the infrastructure prior to its verification and certification. The technical team comprised of: Project Manager, Contract Manager, Environment Officer and a Community Development Officer.</p> <p>The following projects among others were sampled:</p> <ol style="list-style-type: none"> 1. Supply and Installation of 100L water tank at Municipal block 2. Construction of an Entry Gate at Ruhoko HC-III 3. Completion of a 4 in 1 Staff House at Ruhoko Primary School 	2

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 that Ntungamo MLG** verified works (certified) and initiated payments of contractors timely as required; the following was looked at;

1. Completion of a 4 in 1 Staff House at Ruhoko Primary School- Ntun728/Wrks/22-23/0002: The contractor Greemu Trading company Ltd made a claim on 19th March 2023, the Municipal engineer forwarded it on 21/03/23, the MEO forwarded it on 20/march 2023, the Town Clerk approved the contractor's claim on 24/03/23 and payment made on 17th April 23. This is in line with the timeline of two months.
2. Supply and Installation of 10,000L Water Tank at Municipal Office Block- Ntun728/Wrks/22-23/0006: The contractor Mutwi company Ltd made a claim on 16th May 2023, the Municipal engineer forwarded it on 18/05/23, the treasurer forwarded it on 18/may 2023, the Town Clerk approved the contractor's claim on 18/05/23 and payment madde on 7th june, 23. This is in line with the timeline of two months.
3. Construction of an Entry Gate at Ruhoko HC-III- Ntun728/Wrks/22-23/0005: The contractor DATEK contractors company Ltd made a claim on 14th june 2023, the Municipal engineer forwarded it on 15/06/23, the treasurer forwarded it on 16/05/2023, the Town Clerk approved the contractor's claim on 16/06/23 and payment madde on 28th june, 23. This is in line with the timeline of two months.

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 in place for the all projects/contracts; including the Contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals and/or minutes. These included:

1. **Supply and Installation of 100L water tank at Municipal block-Ntun728/Wrks/22-23/00006;** approved by the Contracts Committee under Min. No. 04/04/CC/22/23 in a meeting held on 5/4/2023, after evaluation as per report dated 3/4/2023. The contract document was signed on 3/5/2023.
2. **Construction of an Entry Gate at Ruhoko HC III-** Ntun728/Wrks/22-23/00005; approved by the Contracts Committee under Min. No. 05/03/CC/22/23 in a meeting held on 14/3/2023, after evaluation as per report dated 3/4/2023. The contract document was signed on 3/5/2023.
3. **Completion of a 4 in 1 Staff House at Ruhoko Primary School-** Ntun728/Wrks/22-23/0002; approved by the Contracts Committee under Min. No. 12/07/CC/22/23 in a meeting held on 18/07/2022, after evaluation as per report dated 5/9/2022. The contract document was signed on 2/11/2023.

Environment and Social Safeguards

14

Grievance redress mechanism operational.

Maximum 5 points on this performance measure

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

Score: 2 or else score 0

T h e r e 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

In a letter dated 12/7/2020 of Ref No NMC/CR/156/5, the Town Clerk appointed Mr. Walabyeki Andrew (SATC) as the focal person for grievance/complaints management committee, signed and stamped by Town Clerk Mr. Tandeka Festa copied to RDC, Mayor and all heads of departments. In other appointment letters of dates 12/5/2019 of Ref No NMC/R/156/5 the Town Clerk appointed the following members on the grievances handling committee

1. Ms. Turigye Gladys Ag. Municipal education officer Member
2. M. Bashemeire Florence Commercial officer Member
3. Mr. Semugabi Shem SATC Member
4. Mr. Nuwagira Fred SHRO Member
5. Mr. Basude Enock SATC Member
6. Mr. walabyeki Andrew SATC Member

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence that LG had specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>The log book was in place with columns detailing on how complaints are captured including the Ref No, date, mode of receipt, name of compliant, contact description of the complaint, status of investigation and action taken, complaints were recorded in the log book and a public display information was displayed on the LG notice board.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>There was no evidence Municipality had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress</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

Ntungamo MLG Development Plan III and Annual Workplan and budget 2023/2024 encompass aspects of environment, social and climate change interventions as most are cross cutting and embedded throughout the plans. Specific examples of the sections where environment, social and climate change interventions are highlighted include:

In the NMLG DDP, there are interventions incorporated on Pages 56-57: Adapted Programme 3 – Water, Climate Change and Environmental Management.

Social Interventions: Page 65-71: Adapted Program 2 – Community Mobilisation and Mindset Change – Table.

Approved budget FY2023/2024:

For FY2023/2024, there is an approved budget for Natural Resources, Environment, Climate Change, Land and Water of UGX117,645,000.

Program 06 – Natural resources, environment, climate change, land and water

Sub Programme 01 – Environment and natural resources management.

Community mobilisation and mindset change budget caters for social issues - FY2023/2024 budget UGX72,474,000.

Environment and social safeguards.

Environmental, social and climate change interventions were integrated into NMLG Development Plans, annual work plans and budgets.

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

Evidence was provided/seen concerning dissemination to LLGs of the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation, green infrastructures, waste management equipment and adaptation and social risk management).

The DDEG guidelines were distributed in an extended TPC meeting on 17/04/2023 and Senior Assistant Town Clerks signed for the guidelines as evidence. The meeting attendance was seen and verified in confirmation.

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0	There was evidence of incorporation of the costed ESMP for the "Supply and Installation of Water Tank at the Ntungamo Municipal H/Q" into the BoQs, Contract and/or bidding documents. Though the cost estimates in the ESMP for the safeguards provisions are not exactly reflected in the BoQ.	3
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	There was no evidence for examples of projects with costing of the additional impact from climate change i.e. in the supply and installation of water tank at municipal offices BoQs, and contract/bidding documents	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 1 or else score 0	There was evidence that all DDEG projects were implemented on land where the LG had proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances Report from dynamic land projects dated 3/6/2021, shows progress of attaining a land title for the district headquarters for the supply and installation of water tank at municipal offices.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There was evidence that environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports 1. Support supervision and monitoring supply and installation of water tank at municipal offices was carried out on 5/6/2023, signed and stamped by both EO and PCDO, monthly monitoring report was reviewed dated 5/6/2023, the project started on 8/5/23 and ended on 16/5/23	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	The E&S were signed on 5/6/2023, but the payments were made on 18/5/23 , which makes the forms irrelevant for the payment since the were supposed to be signed before payments were made.	0
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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	According to KMGL FY2022/2023 financial report, the LG runs the following bank accounts: <input checked="" type="checkbox"/> Treasury single account <input checked="" type="checkbox"/> General Fund account <input checked="" type="checkbox"/> YLP recovery account <input checked="" type="checkbox"/> UWEP recovery account <input checked="" type="checkbox"/> Ntungamo MC Imprest account The responsibility of reconciliation of the TSA is said to have been taken back to MoFPED. General Fund was closed on migration to IRAS, per instruction by the TC to the bank dated 01/02/2022. As on the date of this assessment on 23/11/2023, all the other bank accounts were reconciled to 31/10/2023. The MLG's bank accounts were reconciled as required under this manual.	2
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17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY. Score 2 or else score 0	The four quarterly reports of FY 2022/2023 were produced by the NMLG Internal Audit department. Quarter 1 report is dated 13/01/2022, Quarter 2 dated 30/05/2023, Quarter 3 dated 14/07/2023 and Quarter 4 dated 24/08/2023. There was evidence that the reports were submitted to the Speaker, TC, RDC, Mayor, LGPAC and Auditor General through dated acknowledgement signatures of the recipients on a copy of the reports and the audit submission memos.	2
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The four NMLG quarterly internal audit reports for FY2022/2023 did contain a section for follow-up on the status of implementation of prior audit findings/ recommendations.</p> <p>The accounting officer writes to staff and other individuals who are queried in internal audit reports in a way of taking action on report findings, and they respond. One such communication is dated 30/05/2023 to Ms. Kyarimpa Lydia, Senior Accounts Assistant, regarding missing payment files.</p> <p>The internal audit reports were submitted to the LGPAC and acknowledged through the Council Delivery book as follows: Quarter one report acknowledged on 13/01/2022, Quarter two acknowledged 30/05/2023, Quarter three acknowledged 14/07/2023 and Quarter four acknowledged on 24/08/2023. Internal audit prior period findings were followed up through the reports when they were presented in PAC.</p> <p>We conclude that the LG has made effort to have a documented mechanism for follow-up of previous internal audit findings.</p>	1
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>NMLG records show that the four quarterly internal audit reports of FY2022/2023 were received by TC, Council and DPAC through witness of the acknowledgement signatures of the recipients in the central registry report delivery book.</p> <p>According the meeting minutes, the DPAC which sat on 08/11/2023 discussed all the four quarterly internal audit FY2022/2023 reports of NMLG. The minutes indicate follow up done on each of the recommendations, some queries dropped after the respondents provided accountability or took other appropriate action and others maintained where such action was deemed insufficient.</p> <p>Internal audit reports of NMLG were presented to the LGPAC and PAC sufficiently discussed and took actions on them.</p>	1
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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>Ntungamo MLG OSR budget for FY 2022/2023 was UGX704,424,518. What was realised according to the financial report was UGX570,252,334.</p> <p>This was 80.9% of what was budgeted and falls outside the +/-10% range.</p>	0
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>According to the financial reports, Ntungamo MLG OSR performance for FY 2021/2022 was UGX473,920,811. Performance for FY 2022/2023 was UGX570,252,334. This was an increase in revenue, which was UGX96,331,523 i.e. 20.3%.</p> <p>There was an increase of 20.3% in OSR performance between FY2021/2022 and FY2022/2023.</p>	2
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>During the year ended 2022/2023, what was collected by NMLG as OSR was UGX570,252,334.</p> <p>What was remitted to the 3 divisions (Central, Western and Eastern) during the FY was UGX216,562,689 itemized as follows:</p> <p>On 05/10/2022 UGX55,257,460</p> <p>On 09/09/2022 UGX28,599,211</p> <p>On 31/03/2023 UGX15,390,679</p> <p>On 06/02/2023 UGX5,422,419</p> <p>On 31/03/2023 UGX30,863,916</p> <p>On 03/05/2023 UGX26,924,091</p> <p>On 07/06/2023 UGX21,894,319</p> <p>On 28/06/2023 UGX32,210,594</p> <p>TOTAL UGX216,562,689</p> <p>This made 37.9%. This was below the 50% threshold.</p> <p>The MLG did not comply with the 50% OSR remittance requirement to LLGs.</p>	0

Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence that the Procurement Plan and the awarded contracts were duly published/displayed on the Ntungamo Municipal Council Procurement Notice board for Public View.</p> <p>Below is the list of projects displayed:</p> <ol style="list-style-type: none"> 1. Proc. Ref. No- Ntun728/Wrks/22-23/00005: Mutwi Company Ltd; for the Supply and Installation of 100L water tank at Municipal block with an amount of UGX 19,503,772/=; Display date was 11/4/2023 and Removal date was 25/4/2023. 2. Proc. Ref. No- Ntun728/Wrks/22-23/00006: Datek Contractors Ltd; for the Construction of an Entry Gate at Ruhoko HC-III; with an amount of UGX 15,736,480/=; Display date was 11/4/2023 and Removal date was 25/4/2023. 3. Proc. Ref. No- Ntun728/Wrks/22-23/00002: Gremu Trading CompanyLtd; for the Completion of a 4 in 1 Staff House at Ruhoko Primary School; with an amount of UGX 84,957,251/=; Display date was 14/9/2022 and Removal date was 30/9/2022. <ul style="list-style-type: none"> • • 	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>The LG's performance assessment results for FY2021/2022 were disseminated by displaying them on the MLG noticeboard.</p> <p>During this assessment, the results were found on the MLG noticeboard which could be easily accessed by the staff and the general public.</p> <p>The results were also disseminated through an extended TPC which sat on 03/01/2023 attended by 23 members from the MLG and the Divisions, as per minute (NMC/TPC/43/2022-2023 - REACTIONS FROM 1 AND 2). In this meeting it was observed that the results were not good and a team was formed to work on addressing the weaknesses identified especially in Eastern Division in preparation for the next assessment.</p> <p>The requirement of publishing the performance assessment results of the previous year was satisfied.</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>A report dated 18/05/2023 was provided as evidence for the Baraza. The meeting took place at the Municipal Council hall and was attended by 62 people. The MLG side was represented by the TC, Environment, Principal Accountant, Internal Auditor, HR Officer and the Planner.</p> <p>The main focus of the discussion was presentation of the Council's projects of FY2022/2023, those which have been completed and those that were still work in progress. Key projects presented included - Renovation of HQ offices, staff house completion at Ruhooko, installation of electricity at Ruhooko HCIII, fencing of Ntungamo HCIV, office construction at Western Division, installation of street lights, tarmacking Kajinya - Tindibakira road and gate construction at Ruhoko HCIII.</p> <p>Key issues raised in reactions and complaints from the public included the ill state of taxi park toilets, the few classrooms at Maato P/S compared to the enrolment, some people not paying tax and no adequate follow-up done, illegal structures in town, wetland encroachment and some engineering concerns on the structures the MLG worked on in the year.</p>	1
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>Information on NMLG i) tax rates, ii) collection procedures, and iii) procedures for appeal was publicised by displaying it on the notice board.</p> <p>On the date of this assessment on 23/11/2023, the notice board was checked and displayed on it were schedules on NMLG approved revenue rates 2022/2023 for the different categories of activities, the procedures for collection and the procedures for appeal in case any individual is dissatisfied with the process.</p> <p>In addition, the Treasurer held a talk show on radio on 24/04/2023 where he highlighted issues of taxation.</p> <p>The LG did comply with the requirement on publicizing tax rates, collection procedures and procedures for appeal.</p>	1

Reporting to IGG

Maximum 1 point on
this Performance
Measure

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

The MLG (TC) did not prepare a report on actions taken on IGG recommendations of the previous financial year FY2022/2023.

The MLG did have an IGG file which contained a number of older corruption cases which were hopefully investigated and with some still having ongoing follow-ups.

The LG did not prepare a report on the implementation status of IGG issues in the LG and the report was discussed by Council.

**Educational
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>We obtained and reviewed the PLE results for 2020 and 2022 and calculated the percentage increase in performance as indicated below:</p> <p>☞ 505 out of 510 (99%) pupils who sat PLE in 2020 passed between grade 1 and 3 (Div1:214, Div2:266 & Div3:25=505). This excludes absentees (511-01=510).</p> <p>☞ 618 out 623 (99.2%) pupils who sat PLE in 2022 passed between grade 1 and 3 (Div1:309, Div2:286 & Div3:23=618. This excludes absentees (625-2=623)</p> <p>Thus, a percentage improvement between years of 0.2% (No improvement), the score is 0.</p>	0
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>We obtained and reviewed the UCE results for 2020 and 2022 for USE schools and calculated the percentage increase in performance as indicated below.</p> <p>☞ 168 out of 187 (89.8%) students who sat UCE in 2020 passed between grade 1 and 3 (Div1:41, Div2:70 & Div3:57=168. This excludes absentees (0)</p> <p>☞ 197 out 213 (92.5%) students who sat UCE in 2022 passed between grade 1 and 3 (Div1:48, Div2:84 & Div3:65=197. This excludes absentees (0)</p> <p>Thus, a performance improvement of 2.7%, between the years (improvement between 1& 5%). The score is 2.</p>	2

2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p>	<p>The average LLGs performance was 43% in the year 2022 and 100% in the year 2023, a percentage change of 57%. There was an improvement of 57% for Ntungamo Municipal Council in Education. (Office of the prime ministers LLG performance assessment results)</p>	2
	<p>Maximum 2 points</p>	<ul style="list-style-type: none"> • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 		
		<p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>		
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>There was evidence that the education development grant was used on eligible capital investment activities as per the planning, budgeting and implementation guidelines for LGs for the education sector FY 2023-2024, page (17).</p>	2
	<p>Maximum 8 points on this performance measure</p>		<p>The review of the Quarterly performance report Q4-2022-2023_Vote 728 -Ntungamo MC, indicated that Ugx.107,163,000 was budgeted, released and spent on staff house construction at Ruhoko PS. The expenditure was 100% and in line with sector guidelines. The score is 2.</p>	
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p>	<p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p>	<p>NMLG Education had one (01) certified project in FY2022/2023 and it was used to check certification and timeliness of effecting payments for infrastructural projects.</p>	0
	<p>Maximum 8 points on this performance measure</p>		<p>Payment Gremu Trading Company Ltd for completion of staff house at Ruhoko P/S (UGX59,609,760) – Requisition dated 20/03/2023, certified by the Municipal Engineer, Environment Officer, Treasurer and TC on 20/03/2023 and payment on 17/04/2023.</p>	
			<p>Certification for the Education infrastructural project was done but it did not involve the DEO and CDO.</p>	

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	There is evidence that the variations in the contract price are within +/-20% of the MoWT estimates.	2
	Maximum 8 points on this performance measure		From the DE and DEO's offices, the following Works contracts were sampled; and the Engineer's estimates (Budgets) Vs. the Contract Prices are as listed with the corresponding Variation percentages; [(A - B)/A] *100% :	
			<ol style="list-style-type: none"> 1. Completion of a 4 in 1 Staff House at Ruhoko P/S- NTUN728/WRKS/2022-23/0002. The Engineer's Estimates (A) was UGX 84,957,251/=; the Contract Sum/Price (B) was UGX 84,957,251/= . The Variation was at 0.00% 	
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	This indicator as per the LGMSD 2021 manual reviews calls for Ref. Seed Secondary School. However, there was no Seed Secondary School construction at Ntungamo Municipal Council.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 	Other sampled school infrastructure projects are listed below:	
			<ol style="list-style-type: none"> 1. Completion of a 4 in 1 Staff House at Ruhoko Primary School- According to the work schedule, works were completed to 100%. As per the project Completion report written on 4/6/2023 by the Municipal Engineer. The staff house was completed on 15/5/2023. 	
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines	<p>There was evidence that the LG had recruited primary school teachers as per the prescribed MoES staffing guidelines to fill 81.37% of the staffing structure. Ntungamo Municipal LG had a staff establishment ceiling for primary teachers of 102 and had 83 staff in post.</p>	2
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	<p>Using the formula:</p> <p>(Percentage of structure filled X = {staff in post S} divided by {staff establishment ceiling SEC}%)</p> <p>, this computes to</p> <p>X ({83}/{102}% = 81.37%).</p> <p>Therefore Percentage of structure filled = 81.37%</p>	

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

The education department had consolidated schools' asset registers for FY 2021/2022 and 2022/2023. The two (2) registers had both UPE schools (07) and USE school (1) respectively.

We obtained and reviewed the consolidated asset registers for FY 2021/2022 and 2022/23 and calculated the percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines as indicated below;

- Only (2) out of 7(28.5%) UPE schools met all the basic requirements and minimum standards set out in the DES guidelines; requirement for permanent accommodation for at least four (4) teachers, classroom: pupil ratio of 53, Latrine stance: pupil ratio of 1:40 and desk: pupil ratio of 1:3. The schools included Ruhoko PS and Rukindo PS.
- The only USE school (Kyamate SS) did not meet all the minimum service delivery standards. The school failed to meet the classroom: student ratio of 60, and Latrine stance: student ratio of 1:40.

In view of the above analysis;

(i) The percentage of UPE schools that met the basic requirements and minimum standards set out in the DES guidelines for schools to LGs was 28.5% for the two previous FYs

(ii) The percentage of USE schools that met the minimum service delivery standards was 0%.

The overall average percentage computed is below 50%. Thus, the score is 0.

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

The primary teacher deployment list 2023 obtained from MEO's office (not dated) had a total of (86) teachers in post covering all the (07) UPE schools in Ntungamo Municipal Council.

Verification was done in the three (3) sampled UPE schools and the following was established as per the deployment list from the MEO's office.

□ The number of teachers (15) on the MEO's deployment list was consistent with the number of teachers on the school staff list (15) in Ntungamo PS (Central division).

The names of teachers verified:

1. Nabasa Abias Rushegyera
2. Kobutungu Penlope

3. Akampumuza Penlope
4. Tudyamusiima Elly
5. Turyahebwa A. Plaxeda
6. Atukwatse Novence
7. Nuwagaba Calleb
8. Ainembabazi Zipporah
9. Arinaitwe Asph
10. Alima Dianah
11. Kamusiime Caroline
12. Byansi Fauzi
13. Muramira Christopher
14. Nyesiga Mackline
15. Rutwaza Derick Tugume

□ The number of teachers (10) on the MEO's deployment list was consistent with the number of teachers on the school staff list (10) in Nyakihanga primary school, Western Division.

The names of teachers verified:

1. Tumukugize Edidah
2. Bamwine Denis
3. Ashaba Emily
4. Atuhairi Monicah
5. Rukundo Caroline
6. Tumwine Enoch
7. Ekyasiima Rebecca
8. Natukunda Patience
9. Tusiime Penninah
10. Muhanguzi Vincent

□ The number of teachers (10) on the MEO's deployment list was consistent with the number of teachers on the school staff list (10) in Kyamate Primary school, Eastern Division

The names of teachers verified:

1. Ninsiima Naome
2. Twijukye John
3. Namulinda Sarah Monic
4. Ariho Juma

5. Asiimwe Ruth
6. Katureebe Andrew
7. Akweisenareba Ronald
8. Sabiiti Gordon Texas
9. Niwamanya Fortunate
10. Nuwariimpa Rakeli

It was verified that the total number of teachers as indicated on the MEO's teacher deployment list was matching with the number of teachers on the school staff lists in all the three (3) sampled UPE schools as indicated above. Therefore, the information on deployment list for teachers is 100% accurate. The score is 2.

5

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 no evidence that the information on the LG education departmental consolidated schools 'asset register for FY 2022/23 and school asset registers of the sampled 03 UPE schools was in place as per the consolidated asset register. Specific details as indicted below:

□ Ntungamo PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (10) classrooms, (12) latrine stances, (181) desks and teacher accommodation (00), while the school asset register had (12) classrooms, (12) latrine stances, (260) desks and teacher accommodation (01). Information was not consistent.

□ Nyakihanga PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (13) classrooms, (12) latrine stances, (110) desks and teacher accommodation (00), while the school asset register had (13) classrooms, (12) latrine stances, (110) desks and teacher accommodation (00). Information was consistent.

□ Kyamate PS: The education department consolidated schools' asset register for FY 2022/23 indicated that the school had (14) classrooms, (12) latrine stances, (188) desks and teacher accommodation (03), while the school asset register had (13) classrooms, (21) latrine stances, (188) desks and teacher accommodation (01). Information was not consistent.

Based on the above, verified information was not 100% accurate in (2) out of the (3) sampled UPE schools. The score is 0.

0

School compliance and performance improvement:

Maximum 12 points on this performance measure

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:

- If 100% school submission to LG, score: 4
- Between 80 - 99% score: 2
- Below 80% score 0

There was no evidence of compliance to MoES annual budgeting and reporting guidelines.

We obtained and reviewed copies of annual school reports and budgets, and established that only 2 out of the 7 (28.5%) UPE schools prepared and submitted annual school reports and budgets to MEO by 30 January 2023 as per the guidelines.

We also noted on file, school status reports for; Ruhoko PS dated 23 September 2022, Ruhindo parents' PS dated 23 September 2023 and Ntungamo end of year 2022 dated 24, November 2022

Verification done in the sampled 3 UPE schools established that;

□ Nyakihanga PS, had a duly signed annual school report and budget for calendar year 2022 as per the guidelines dated 2 January 2023

□ Kyamate Int.Model PS: had a duly signed annual school report and budget for calendar year 2022 as per the guidelines dated 29 January 2023

□ Ntungamo PS: had end of year 2022 report dated 24 November 2022 on file. The report was not in the required format.

As indicated above, the percentage of schools with annual school reports and budgets as per guidelines stood at 28.5%. This is not compliant with the requirement of the indicator in the LGMSD manual (September 2020)

School compliance and performance improvement:

Maximum 12 points on this performance measure

b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:

- If 50% score: 4
- Between 30- 49% score: 2
- Below 30% score 0

We obtained and reviewed the inspection reports and departmental minutes and found no evidence that schools were supported to develop school improvement plans (SIPs).

However, verification done in all the three (3) sampled UPE schools revealed that copies of SIPs were in place and displayed on the school notice boards as indicated below:

- Ntungamo PS had a SIP 2023 displayed on school notice board. The objective of the plan was to improve academic performance through timely scheming, daily lesson planning, internal workshop and timely syllabus coverage. We noted good PLE results for 2022 (Div1=30, Div2=60 & Div3=1).

- Nyakihanga PS: had a SIP for 2023 displayed on school notice board, and improvement in academic performance was prioritized. The planned activities included preparing schemes of work, daily lesson plans, remedial teaching, and giving home to pupils.

- Kyamate PS: There was evidence of a SIP 2023 displayed on school notice board. Preparation of scheme of work, lesson plans and instructional materials as well as syllabus coverage were among the planned activities.

Therefore, there was evidence that all the 3 sampled UPE schools developed school improvement plans, representing 100%. The score is 4 as per OPM revised checklist.

School compliance and performance improvement:

Maximum 12 points on this performance measure

c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:

- If 100% score: 4:
- Between 90 - 99% score 2
- Below 90% score 0

We obtained and reviewed the list of schools from LG performance contract and the EMIS data of schools from MoES. We established that the list of government aided primary schools (06) captured in 2022-2023 Approved Performance contract_728_Ntungamo MC was not consistent with the number of schools (07) in excel data sheet (EMIS) for FY 2022/23. We noted that Ntungamo PS was missing on the list.

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>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>Ntungamo MC budgeted for a head teacher and minimum of (10) teachers per school in all the (07) Government aided primary schools as per wage provision. The 2023-2024 Approved budget estimates Vote 728 Ntungamo MC had a total salary budget of UGX.710,536,000 for 86 primary teachers in all the (7) UPE schools. We noted that the municipality had 4 out of the 7 UPE schools with substantive head teachers. Rukindo PS had the lowest number of teachers (10) with total enrolment of (219) pupils. While Maato PS had the highest number of teachers (17) with total enrolment of 931pupils. The score is 4.</p>	4
	<p>Maximum 8 points on this performance measure</p>	<p>Score 4 or else, score: 0</p>		
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>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p>	<p>The primary school teachers' deployment list 2023 obtained from the MEO's office and reviewed, indicated that a total of (86) teachers were deployed in (07) UPE schools as per sector guidelines e.g. all the (7) UPE schools had a minimum of (10) teachers per school.</p>	3
	<p>Maximum 8 points on this performance measure</p>	<p>Score 3 else score: 0</p>	<p>Verification was done in 3 sampled UPE school and the following was established as per the teacher deployment list 2023 / school staff lists.</p>	
			<p>□ The number of teachers (15) on the MEO's deployment list was consistent with the number of teachers on the school staff list (15) in Ntungamo PS (Central division).</p>	
			<p>□ The number of teachers (10) on the MEO's deployment list was consistent with the number of teachers on the school staff list (10) in Nyakihanga primary school, Western Division.</p>	
			<p>□ The number of teachers (10) on the MEO's deployment list was consistent with the number of teachers on the school staff list (10) in Kyamate Primary school, Eastern Division</p>	
			<p>We established that the number of teachers on the MEO's deployment list was consistent with the number of teachers on school staff lists in all the (3) sampled UPE schools. This was further confirmed by checking the teachers' attendance books.</p>	
			<p>The score is 3.</p>	

7

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

Maximum 8 points on this performance measure

c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,

score: 1 else, score: 0

There was evidence that teacher deployment data had been displayed on school notice boards in all the 03 sampled UPE schools as indicated below:

☐ Ntungamo PS (Central Division) the deployment staff list displayed on the notice board had (15) teachers i.e. Male (7) and Female (8)

☐ Nyakihanga PS (Western Division) the deployment staff list displayed on the notice board had (10) teachers i.e. Male (3) and Female (7)

☐ Kyamate PS (Eastern Division) the deployment staff list displayed on the notice board had (10) teachers i.e. Male (5) and Female (5). The score is 1.

1

8

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.

Maximum 8 points on this performance measure

a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO

Score: 2 or else, score: 0

There was evidence that all primary school head teachers had been appraised with evidence of appraisal reports submitted to HRM with copy to MEO. some of the files reviewed included the following:

1. Mununuura Bernards K., the headteacher of Maato Primary School in Western Division was appraised by Semugabe Shem, Senior Assistant Town Clerk on December 31, 2022.
2. Kyarisiima Rebecca, the headteacher of Nyakihanga Primary School in Western Division was appraised by Semugabe Shem, Senior Assistant Town Clerk on December 30, 2022.
3. Nabasa Abias Rushejera, the headteacher of Ntungamo Primary School in Central Division was appraised by Ainomugisha Coleta, Senior Assistant Town Clerk on December 30, 2022.
4. Ntereire Geoffrey, the headteacher of Kikoni SDA Primary School in Central Division was appraised by Ainomugisha Coleta, Senior Assistant Town Clerk on December 30, 2022.
5. Komuhangi Allen, the headteacher of Ruhoko Primary School in Eastern Division was appraised by Turahamwe Robert, Senior Assistant Town Clerk on December 12, 2022.
6. Nsiima Naomi, the headteacher of Kyamate Primary School in Eastern Division was appraised by Turahamwe Robert, Senior Assistant Town Clerk on December 31, 2022.
7. Kushaba Johnson, the headteacher of Rukindo Parents Primary School in Eastern Division was appraised by Turahamwe Robert, Senior Assistant Town Clerk on December 30, 2022.

2

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>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p> <p>Score: 2 or else, score: 0</p>	<p>There was evidence that all secondary school head teachers had been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM.</p> <p>Arinaitwe Emmanuel, the headteacher of Kyamate Secondary School in Eastern Division was appraised by Rev. Joash Tushangomujuni, Chairperson Board of Governors on December 28, 2022.</p>	2
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>There was evidence that all management staff in the LG Education department had been appraised against their performance plans.</p> <ol style="list-style-type: none"> 1. The Principal Education Officer, Nabaasa Gordon Basheka was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023. 2. The Senior Inspector of Schools, Turigye Gladys was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023. 3. The Inspector of Schools, Orimwesiga Christopher Rubarunda was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023. 	2
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>There was evidence of a work plan for capacity building workshop for primary school and members of school management committees and PTA dated 13 July 2022</p> <p>🔑 Key training areas included but not limited to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Curriculum interpretation, planning and implementation as well as evaluation and assessment of learners <input type="checkbox"/> Training of head teachers, school management committee and PTA members on their roles and responsibilities 	2

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 revision and corrections of the school list and enrolment was submitted to Commissioner Education Planning MoES on 14th October 2022.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>There was evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>We obtained and reviewed the LG Approved Budget estimates 2022-2023: Vote 728-Ntungamo MC and established that under budget output: 000023 Inspection and monitoring; Ugx.17,655,000 was budgeted and approved for inspection and monitoring functions in line with MoES guidelines –page 17.</p> <p>The score is 2.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>Ntungamo MLG timeliness of warranting schools' capitation grants for the school (calendar) year in FY2022/2023 and FY2023/2024 was tested in the three terms as follows:</p> <p>Term1 (which was quarter 3 FY2022/2023) cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 18th January 2023 and the disbursements made on 24th January 2023 (20 days).</p> <p>For Term 2 (which was quarter 4 FY2022/2023), MoFPED circular is dated 6th April 2023 and the TC warranted on 15th May 2023 and the funds were transferred on 17th May 2023 (39 days).</p> <p>For Term 3 (which was quarter 1 FY2023/2024), the MoFPED circular is dated 6th July 2023, the TC warranted on 24th July 2023 and the funds were transferred on 30th July 2023 (18 days).</p> <p>In all the three cases, the 5 days' time limit for warranting was not met.</p>	0
9	<p>Planning, Budgeting,</p>	<p>d) Evidence that the LG</p>	<p>There was no evidence that MEO had</p>	0

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 8 points on this performance measure

has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.

If 100% compliance, score: 2 else, score: 0

communicated/ publicized capitation releases to schools within three working days of release from MoFPED as indicated below:

□ QTR3 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 29 December 2022. UPE capitation grants for Q3 FY 2022-23 were invoiced on 23 January 2023 and disbursements to schools made on 6 February 2023

The MEO publicized capitation releases for Term 1 2023 on LG notice board and dated 6 February 2023 (26 days)

This was not compliant to the three working days of release from MoFPED.

□ QTR4 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 6 April 2023. UPE capitation grants for Q3 FY 2022-23 were invoiced on 16 May 2023 and transferred to schools on 17 May 2023 (28 days).

The MEO publicized capitation releases for Term I1 2023 on LG notice board and dated 17 May 2023. This was not compliant to the three working days of release from MoFPED.

□ QTR 1 Expenditure limits FY 2023/24 were communicated through MoFPED release circular dated 6 July 2023. UPE capitation grants for Q1 FY 2023-2024 were invoiced on 4 September 2023 and transferred to schools on 12 September 2023.

The MEO publicized capitation releases for Term III 2023 on LG notice board and dated 12 September 2023 (47 days). This was compliant to the three working days of release from MoFPED.

Verification done in the sampled (3) UPE schools revealed that there was evidence of display of capitation releases on school notice boards in all the 3 sampled UPE schools as indicated below:

• Ntungamo PS: The display contained capitation releases for;

□ Q3 of FY 2022/23 (term1 2023), Ugx4,637,667 dated 7 February 2023

□ Q4 of FY 2022/3 (term II 2023), Ugx 4,623,333-not dated.

□ Q1 of FY 2023/24 (term1II 2023), Ugx.5,623,333- not dated.

• Nyakihanga PS: The display contained UPE capitation grant releases for;

□ Q3 of FY 2022/23 (term1 2023), Ugx1,800,000 dated 10February 2023

□ Q4 of FY 2022/3 (term II 2023), Ugx1,790,000 dated 31 May 2023

☐ Q1 of FY 2023/24 (term I 2023),
Ugx.2,180,000 dated 18 September 2023

• Kyamate PS: The display indicated UPE funds releases for;

☐ Q3 FY2022/3 (term I 2023),Ugx. 2,098,000 dated 18 February 2023

☐ Q4 FY 2022/3 (term II 2023),
Ugx.2,098,000 dated 7 June 2023

☐ Q1 FY 2023/4 (term III 2023),
Ugx.2,731,600 dated 15 September 2023

The MEO 's communication/publicization of capitation releases was not done within the three working days of release from MoFPED for all the three quarters as indicated above. The score is 0.

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	There was evidence that the education department prepared the inspection annual work plan for FY 2022/23 signed by Senior Inspector of schools (SIS) and dated 17 September 2022. Key activities included offering support supervision to head teachers and teachers, monitoring and supervision of quality use of resources and classroom environment as well as follow up on inspection activities. The score is 2	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	There was evidence of three (3) school inspection reports as indicated below: ☐ School Inspection Report Term III of 2022 dated 8 December 2022. The inspection was conducted from 18 September to 20 November 2022. The total of UPE schools inspected during this quarter was (7) representing 100%. ☐ School Inspection report for Term I of 2023, dated 5 May 2023. The inspection was conducted from 6 February to 5 May 2023 and covered all the (7) UPE schools representing 100%. ☐ The school inspection report for Term II of 2023 dated 14 August 2023. Conducted from 20 June to 14 August 2023. All the (7) UPE schools were inspected representing 100%. Based on the above, the percentage of UPE schools inspected stood at 100%, the score are 2.	2

Routine oversight and monitoring

Maximum 10 points on this performance measure

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 all the three inspection reports were presented and discussed during departmental staff meetings. Specific details below:

□ Minutes for Term III 2022 schools' inspection department meeting held on 17 September 2022 and attended by 3 departmental staff that included the Municipal education officer (MEO) senior inspector of schools (SIS) and Inspector of schools (IS). Issues discussed under Minute.EDM/008/3 included lack of enough funds for the sector, lack of official means of transport for inspection and monitoring activities, lack of staff houses, and congestion in classes especially at Maato PS. The meeting recommended construction of more classrooms and teacher houses, procurement of a vehicle for the department and training of teachers on a bridged curriculum.

□ Minutes for Term I 2023 schools' inspection department meeting held on 15 March 2023 and attended by the three departmental staff. The review revealed a duplication of issues discussed during term 3 2022 departmental meeting held on 17 September 2022.

Verification was done at school level through the review of inspection files in the (3) sampled UPE schools, and established that:

□ Nyakihanga PS in Western Division; had evidence of (3) visits by inspectors as per the visitor's book dated 28/2/23 by Inspector of schools (IS), 13/6/23 by Municipal education officer (MEO) and 4/7/23 by Senior inspector of schools (SIS). There was no evidence of feedback reports.

□ Kyamate PS in Eastern Division; had evidence of (2) feedback inspection reports on file dated 15/11/23 by Inspector of schools (IS) and 26/6/23 by Associate Assessor (AA).

□ Ntungamo PS in Central Division; had no evidence of feedback inspection reports on file. We noted (1) feedback report FY 2021/22 dated 7/6/22 by (IS).

As above, there was no evidence that all the 3 inspection reports for Term III 2022, Term 1 2023 and Term II 2023 were presented and discussed at departmental level as required. We noted duplication of the minutes of departmental staff meetings. The score is 0.

Routine oversight and monitoring

Maximum 10 points on this performance measure

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

There was evidence of submission of three (3) inspection reports to DES as indicated below:

- School inspection report for Term 3 of 2022 was submitted and received by DES secretary (Tooko Victoria) on 8 December 2022 (signed & stamped)
- School inspection report for Term 1 of 2023 was submitted and received by DES secretary (Tooko Victoria) on 9 May 2023 (signed & stamped)
- School inspection report for Term 2 of 2023 was submitted and received by DES secretary (Tooko Victoria) on 20 September 2023

Verification was done through the review of inspection files in the (3) sampled UPE schools and established that copies of the inspection reports from the previous three terms were not left behind as expected in all the (3) sampled schools as indicated below;

□ Nyakihanga PS in Western Division; had evidence of (3) visits by inspectors as per the visitor's book dated 28/2/23(IS), 13/6/23(MEO) and 4/7/23 by (SIS). There was no evidence of feedback reports.

□ Kyamate PS in Eastern Division; had evidence of (2) feedback inspection reports on file dated 15/11/23 (IS) and 26/6/23 by (AA).

□ Ntungamo PS in Central Division; had no evidence of feedback inspection reports on file. We noted (1) feedback report FY 2021/22 dated 7/6/22 by (IS).

As above, all the (3) inspection reports were submitted to DES, but copies of inspection feedback reports not left behind in all the (3) sampled UPE schools as expected. The score is 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>Education, Health, CBS and Works issues at NMLG are handled by the Executive Committee of Council. Here below are some examples of committee meetings where Education specific issues were presented and discussed in FY2022/2023.</p> <p>Minutes of the Executive Committee which sat on 16/08/2022 discussed Education issues as per minute MIN.68/2022/2023 – ACTION POINTS. Discussions focussed on the activity of tree planting at Kyamate S.S.</p> <p>Minutes of the Executive Committee this sat on 31/01/2023 per minute No. (MIN/EXT/68/2022/2023. Among the issues discussed included transfers of teachers including Mutebwa John from Ruhooko P/S to Kinoni P/S and Beguma Nicholas from Kinoni P/S to Ruhooko P/S and Atuhire Monica from Kinoni SDA P/S to Nyakihanga P/S. Others transferred included Muramira Christopher, Byansi Fauzi, Tumutegyereize Polly. Also discussed was PLE performance for YR2022 whereby 13 schools with 625 registered pupils had 309 pupils in Division 1, 266 in Division two and 23 in Division three.</p> <p>Minutes of the Executive Committee which sat on 14/03/2023 per minute number (MIN. EXT/70/2022/2023 – CRITICAL ISSUES FROM SECRETARIES - EDUCATION) Issues discussed mainly centred on planning for a party to motivate teachers and best performing learners, congestion of pupils at Maato P/S, challenge to always visit the schools to know the hardships they face.</p> <p>NMLG Education issues were during FY2022/2023 adequately handled by the Council through its Executive Standing Committee.</p>	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>There was no credible evidence at the time of the assessment that the MC Education department conducted activities to mobilize, attract and retain children at school during FY 2022/23. The score is 0.</p>	0

Investment Management

Planning and budgeting for investments

Maximum 4 points on this performance measure

a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, *score: 2, else score: 0*

The information on the LG education department consolidated asset register for FY 2022/23 and school asset registers of the sampled 3 UPE schools was verified.

We noted that the education department prepared and submitted an asset register in the prescribed format (Planning, Budgeting and Implementation Guidelines for the Education and Sports Sub-Program FY 2023-2024- page 57).

The verification process carried out in the three sampled UPE schools showed that the MC had no accurate up-to date consolidated schools' asset register as indicated below:

□ Ntungamo PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (10) classrooms, (12) latrine stances, (181) desks and teacher accommodation (00), while the school asset register had (12) classrooms, (12) latrine stances, (260) desks and teacher accommodation (01). Information was not consistent.

□ Nyakihanga PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (13) classrooms, (12) latrine stances, (110) desks and teacher accommodation (00), while the school asset register had (13) classrooms, (12) latrine stances, (110) desks and teacher accommodation (00). Information was consistent.

□ Kyamate PS: The education department consolidated schools' asset register for FY 2022/23 indicated that the school had (14) classrooms, (12) latrine stances, (188) desks and teacher accommodation (03), while the school asset register had (13) classrooms, (21) latrine stances, (188) desks and teacher accommodation (01). Information was not consistent.

Based on the above, the asset register was not up to date in (2) out of the 3 sampled UPE schools. The score is 0.

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>For FY 2022/2023, the NMLG Education department had one (01) infrastructural project:</p> <ul style="list-style-type: none"> ☑ Completion of 4 in 1 staff house at Ruhooko P/S UGX85,000,000 <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Derived from the LG Development Plan -Consistent with sector guidelines & USMID objectives -Financially feasible -Having costed project profiles. <p>Evidence of desk appraisal for the one (01) NMLG Education Department project for FY2022/2023 was availed/ seen.</p>	1
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, <i>score 1 else score: 0</i></p>	<p>For FY 2022/2023, the Education department had one infrastructural project:</p> <ul style="list-style-type: none"> ☑ Completion of 4 in 1 staff house at Ruhooko P/S UGX85,000,000 <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Technical feasibility -Environmental and social acceptability requirements. <p>Evidence of the field appraisal for the one (01) NMLG Education Department project for FY2020/21 was availed/ seen.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>There is evidence that Ntungamo Municipal Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan. However, there is NO Seed Secondary School budgeted for. As per the amended Approved Work Plan for FY 2023/24, the following project was incorporated;</p> <ol style="list-style-type: none"> 1. Construction of 01 Bio gas toilet at Maato P/S in Ntungamo Municipal Council, Western Division; estimated (Budget) at UGX 37,000,000/=. 	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>The School infrastructure Projects were approved by the Contracts Committee (C.C) before commencement of Works as listed below: this is evident with the single project done as follows</p> <ol style="list-style-type: none"> 1. Completion of a 4 in 1 Staff House at Ruhoko Primary School- Ntun728/Wrks/22-23/0002: approved by the Contracts Committee under Min. No. 04/09/CC/22/23 in a meeting held on 13/09/2022 to M/S GREMU trading company ltd at Ugx. 84957,251. 	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was NO evidence of proper establishment of the PIT for the school construction projects constructed within the last FY (2022/23) as per guidelines.</p> <p>There were 4 appointment letters (REF: CR. 214/7) written by the Town Clerk- Ntungamo Municipal Council to: Project Manager, Contracts Manager, Community Development Officer and Environmental Officer. However, the PIT team was not sufficiently established as there was no appointment for the Clerk of works and Labour officer. The following Project was considered.</p> <ol style="list-style-type: none"> 1. Completion of a 4 in 1 Staff House at Ruhoko Primary School 	0

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>	There was no Seed Secondary School construction at Ntungamo Municipal Council. However, there were other sampled school infrastructure projects as listed below;	1
			<p>4 in 1 staff house at Ruhoko P/S- This was implemented following Standard technical designs with 8 rooms, each measuring 3070x3040mm on the interior, with 230mm thick Masonry brick walls.</p> <ol style="list-style-type: none"> 1. The structure was roofed in Ordinary/Corrugated Maroon (brick red)-colored Iron Sheets on treated timber trusses with fascia boards. The external Doors (4No. each 850x2115mm) and glazed Windows 1500mmx1160mm, 4No. inner doors were timber doors of size: 805x2080mm, then the general finishing works in plastering, floor works in cement/sand screeding with dividing strips to mitigate cracking, the bathroom (1150mmx 1650mm) with a toilet, sink and other accessories; all done as per the BoQs. The lightening arrestor was installed as well. 2. There was an existing 10,000L plastic water tank full of water. However, the overflow pipe needed to be worked to avoid backflow. There was an existing septic tank 2000mm x 3000mm and a soakpit. 3. The floor was well done and still in good condition. Gutter Works were properly done fixed and without leakage/spillages. 	
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>	There was no seed secondary school construction at Ntungamo Municipal Council. However, there were Minutes of Site meeting dated 19/2/2023 for Completion of 4 in 1 staff house at Ruhoko Primary School.	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i></p>	<p>There was evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY (2022/23), at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted.</p> <p>The Participation of the environment officer, CDO and Municipal Engineer was evidenced in the Joint inspections/ supervision, and the sampled reports included dated 22/02/2023, 23/02/2023, 28/04/2023.</p>	1
			<p>The following project was sampled;</p> <ol style="list-style-type: none"> 1. Completion of a 4 in 1 Staff House at Ruhoko Primary School 	
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>NMLG Education had one (01) certified project in FY2022/2023 and it was used to check certification and timeliness of effecting payments for infrastructural projects.</p> <p>Payment Gremu Trading Company Ltd for completion of staff house at Ruhoko P/S (UGX59,609,760) – Requisition dated 20/03/2023, certified by the Municipal Engineer, Environment Officer, Treasurer and TC on 20/03/2023 and payment on 17/04/2023 (27 days)..</p>	0
			<p>In the one (01) certified project payment that NMLG Education had, payments were effected beyond the 14 days' time limit</p>	
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p>	<p>There was NO evidence that Ntungamo Municipal Council Education Department timely submitted a Procurement Plan for the FY 2022/23. The Plan was submitted on 26/06/2022 and received by the PDU on 29/06/2022 as per Memo endorsed by the Municipal Education Officer. The following projects were included among other Works/Supplies;</p> <ol style="list-style-type: none"> 1. Construction/ Completion of a 4 in 1 staff house at Ruhoko P/S. 	0

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law score 1 or else score 0	There is evidence that Ntungamo Municipal Council has a complete procurement file for each school infrastructure contract with all records as required by the PPDA. The MLG did not a seed secondary school. The assessment team however went on to sample an additional project to assess this indicator. The findings are detailed below; The files included: the Contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals. The project Files sampled are listed below; 1. Completion of a 4 in 1 Staff House at Ruhoko Primary School-Ntun728/Wrks/22-23/0002; approved by the Contracts Committee under Min. No.12/07/CC/22/23 in a meeting held on 18/07/2022, after evaluation as per report dated 5/9/2022. The contract document was signed on 2/11/2022.	1
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Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0	There was no evidence that grievances were recorded, investigated, responded to and recorded in line with the grievance redress framework	0
15	Safeguards for service delivery. <i>Maximum 3 points on this performance measure</i>	Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation <i>Score: 3, or else score: 0</i>	There was evidence of dissemination of guidelines on Environmental Awareness to all primary schools by the MC Environment officer on 10 January 2022. The guidelines highlighted general environment issues in Uganda, common environmental issues expected in schools and proposed mitigation measures. We noted copies of the school environment guidelines on file in all the 3 sampled UPE schools (Ntungamo PS, Nyakihanga PS and Kyamate PS). The score is 3.	3

16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	There was evidence LG had in place a costed ESMP and this is incorporated within the BoQs and contractual documents 1. A Costed ESMP for the completion of staff house at Ruhoko P/s was prepared on 12/7/2022 at cost of Ugx 12,500,000, This was incorporated within the BoQs and contractual documents in bill 3 under item 2 at tune of Ugx 1,367,440 for environment and social management alternatives.	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was proof of land ownership, access of school construction projects 1. Memorandum of understanding signed between Ntungamu Municipal Council and Sacred heart Ntungamu town catholic parish for Ruhoko P/s was signed on 10/7/2021 by Fr. John Baptist Tumusiime and Walabyeki Andrew the Town Clerk witnessed by Headteacher Komuhangi Allen	1
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There was evidence that the 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 1. Support supervision and monitoring for the completion of staff house at Ruhooko P/s was carried out on 14/12/22 signed and stamped by both PCDO and EO, monthly monitoring reports were reviewed dated 14/12/22, 11/1/23, 23/2/23 and 1/5/23, the project started on 15/11/22 and ended on 18/6/23	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>	There was evidence E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments 1. E&S certifications for completion of a staff house at Ruhooko P/s was approved stamped and signed by both environmental officer and PCDO on 2/3/23, payments were made on 13/6/23	1

**Health
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>There was no evidence to confirm whether Ntungamo MLG registered an increased utilization of healthcare services, with a specific focus on total deliveries. The computation of healthcare services utilization was guided by the instructions provided during the orientation of Health Specialists, which indicated that the computation should be based on all the HCIIIs and HCIVs.</p> <p>Ntungamo MLG had one HC IV (Ntungamo HC IV) and a recently upgraded HC III (Ruhoko HC III). The assessment team reviewed the annual reports (HMIS 107) for the available HC IV HC III for FY 2021/2022 and compared them with FY 2022/2023. The findings are as follows:</p> <p>The total number of deliveries for FY 2021/2022 was 1,135, and for FY 2022/2023, it was 1,166, representing an overall increase of 2.73%.</p> <p>As a result, Ntungamo MLG did not achieve the recommended 20% increase in the utilization of healthcare services, as required by the performance measure.</p>	0
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0 	<p>The average score for Ntungamo MC in the LLG performance was 83.5% The performance was as follows FY 2021/2022 score was 67% and 100% in 2022/2023 (Office of the prime minister LLG performance assessment results)</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> • 75% and above; score 2 • 65 - 74%; score 1 • Below 65; score 0 	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>There is evidence that the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates.</p> <p>From the DE and DHO, there was only one health infrastructure project therefore, one works contract was sampled as listed below; and the Engineer's estimate (Budgets) Vs. the Contract Price are as listed with the corresponding Variation percentages; [(A - B)/A]*100%:</p> <ol style="list-style-type: none"> Construction of an Entry Gate at Ruhoko HC-III- NTUN728/WRKS/2022-23/00006. The Engineer's Estimate (A) was UGX 15,880,440/=; the contract Sum/Price (B) was UGX 15,736,480/=. The Variation was at 0.91% 	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	<p>There was no HC II to HC III upgrade for Ntungamo Municipal Council.</p> <p>Other infrastructures were implemented include:</p> <ol style="list-style-type: none"> 1. Construction of an Entry Gate at Ruhoko HC-III- NTUN728/WRKS/2022-23/00006 	2
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>There was no evidence to confirm whether Ntungamo MLG recruited staff for Ntungamo HC IV and Ruhoko HC III, in accordance with the staffing structure. The staffing structure provided by the Principal Health Office (PHO) indicated that HC IVs were required to have 48 staff, while HC IIIs were required to have 19 health workers.</p> <p>According to the approved budget for FY 2023/2024, the allocated conditional sector conditional grant for wages was 961,093,000 UGX. This allocation covered the wages of 46 staff members out of the required 67, as per the staffing norms for the available HC IVs. This indicates that 68.7% of the health worker positions for the available HC IVs and HC IIIs were filled. The assessment team noted that the LG did not meet the recommended 20% increase as the requirement to score on the performance measure.</p>	0

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> • If 100 % score 2 or else score 0 	<p>There was no HC II to HC III upgrade for Ntungamo Municipal Council.</p> <p>Other infrastructures were implemented, but call to this indicator as per the LGMSD manual reviews call for Ref. HC II to HC III Upgrade.</p>	2
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Performance Reporting and Performance Improvement

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<ul style="list-style-type: none"> • There was evidence to confirm that information given by Ntungamo MLG on position of health workers filled accurate as evidenced by the findings from the only two available health facilities. The assessment team reviewed the staff list for FY 2023/2024 and compared it with the staff lists found at the sampled facilities. The details of the findings were as follows; • 1. Ntungamo HC IV: 35 health workers deployed as per staff list obtained from the PHO. There was no observed deviation between the staff list obtained from the PHO and the list found at the facility. 2. Ruhoko HC III: 11 health workers deployed as per staff list obtained from the PHO. There was no observed deviation between the staff list obtained from the PHO and the list found at the facility 	2
5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was evidence to confirm that information on health facilities constructed and functional was accurate. The list obtained from the PHO included the following items.</p> <ol style="list-style-type: none"> 1. Construction of a gate and electric installation at Ntungamo HC IV: budgeted at UGX 15,880,440 and; 2. Construction of a gate and electric installation at Ruhoko HC III: budgeted at UGX 5,633,038 <p>The assessment team reviewed the annual PBS report (Quarter 4) submitted by CAO (Tumwesigye Isiah, Accounting Officer) on 28-07-2023 and established that information on their status and functionality was accurate. The PBS report showed the status of these project was at 98%.</p>	2

6

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was no evidence to confirm whether the health facilities in Ntungamo MLG** prepared and submitted Annual Workplans & budgets to the PHO by March 31st of the FY 2022/2023 as per as per the LG Planning Guidelines for Health Sector.

The assessment team sampled Annual Workplans & budgets for three health facilities and established their submissions where as follows.

1. Ntungamo HCIV: Prepared and submitted Annual Workplans & budgets for the FY 2022/2023 to the PHO late on 25th July 2022.

2. Ruhoko HC III: Prepared and submitted Annual Workplan & budget to the PHO on 9th March 2022. The Annual Workplan & budget was prepared and endorsed by the facility in charge (Niwagaba Saidi) on the same day.

The review of the submitted Annual Workplan and budget for Ntungamo HC IV FY 2022/2023 was submitted late on 25th July 2022 which is beyond the recommended March 31st of the FY 2022/2023.

0

6

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was no evidence to confirm whether the health facilities of Ntungamo MLG** had prepared and submitted Annual Budget Performance Reports to the PHO for the FY 2022/2023 by the specified deadline of July 15th, as outlined in the Budget and Grant Guidelines. The assessment team observed that Ntungamo HC IV and Ruhoko HC III did not submit their annual budget performance reports for the FY 2022/2023. By the end of the second day of the assessment exercise in the MLG, the municipal health team had not provided any evidence to this regard.

0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no sufficient evidence to confirm whether health facilities in Ntungamo MLG had developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports. The monitoring and assessment report, dated January 19, 2023, highlighted the necessity for the facility to secure funds for constructing a gate and extending power. The health facilities improvement plan, submitted to the Ag.PHO on July 25, 2023, did not provide confirmation that this gap had been incorporated in the PIP. The assessment team also was unable to confirm whether Ntungamo HC IV had developed and reported on the implementation of a facility improvement plan that incorporates performance issues identified in monitoring and assessment reports.</p>	0	
<p>Maximum 14 points on this performance measure</p>	6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> • score 2 or else score 0 	<p>There was evidence to confirm that the health facilities in Ntungamo MLG submitted monthly and quarterly HMIS reports in a timely manner, meeting the requirement of submission within 7 days following the end of each month and quarter. The quarterly HMIS reports were timely submitted on October 6, 2022, January 5, 2023, April 5, 2023, and July 7, 2023. The assessment team additionally confirmed that all monthly HMIS reports for Ntungamo HC IV and Ruhoko HC III were submitted within the stipulated 7-day timeframe following the end of each month.</p>	2
<p>Maximum 14 points on this performance measure</p>	6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0
<p>Maximum 14 points on this performance measure</p>					

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>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>NMLG Planning Unit did have a system for capturing dates of submission of Health department reports for integration into the overall MLG quarterly report. The submission dates were as below:</p> <ol style="list-style-type: none"> 1. Quarter one report submitted on 20/12/2022 2. Quarter two report submitted on 1/02/2023 3. Quarter three report submitted on 16/05/2023 4. Quarter four report submitted on 7/07/2023. <p>Some of the quarterly report submissions were made after the deadline of one month after end of the quarter.</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has:</p> <ol style="list-style-type: none"> i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0 	<p>There was no evidence to confirm whether Ntungamo MLG had developed a Performance Improvement Plan (PIP) for the weakest performing health facilities. By the end of day two of the assessment exercise, no additional evidence had been shared with the assessment team to confirm whether Ntungamo MLG developed an approved Performance Improvement Plan for the weakest performing health facilities.</p>	0
<p>Maximum 14 points on this performance measure</p>				

6

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

Maximum 14 points on this performance measure

ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0

There **was no evidence confirming** whether the health department of Ntungamo MLG implemented a Performance Improvement Plan for the weakest-performing facility. The assessment team did not receive information to confirm the implementation of the Performance Improvement Plan for the weakest-performing facility in Ntungamo MLG by the end of the second day of the assessment exercise.

0

Human Resource Management and Development

7

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

Maximum 9 points on this performance measure

a) Evidence that the LG has:

i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0

There **was evidence to confirm that Ntungamo** MLG Health Department budgeted for healthcare workers in accordance with staffing norms and guidelines. The approved staff structure, obtained from the PHO's office, indicates an approved structure of 75 healthcare workers.

A review of the approved Budget Estimates for FY 2023/2024 revealed that the allocated conditional Sector Conditional Grant (Wage) for Ntungamo MLG was UGX 1,043,293,000 intended to cover the wage of 50 healthcare workers in post out of the required 75 according to the staffing norm (66.7%). The assessment team determined that there was no surplus in the conditional wage grant allocated for FY 2023/2024. The assessment team also found that the second budget call circular (2nd BCC) regarding the finalization of the budget Estimates for the financial year 2023/2024, as indicated in item 43 (Page 11 of 23), stated: "Therefore, no vote will be authorized to recruit new staff except on a replacement basis, with evidence that the position(s) to be recruited have provisions in the budget for FY 2023/2024.

2

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>There was no evidence to confirm whether the Ntungamo MLG Health Department deployed healthcare workers in accordance with staffing guidelines, which require that all health facilities have at least 75% of the staff required according to the staffing norms. The assessment team reviewed the deployment lists for FY 2023/2024 and observed that all the two health facilities met the requirement of having at least 75% of the required staff deployed in accordance with staffing norms. The details of staff deployment are provided below.</p> <ol style="list-style-type: none"> 1. Ntungamo HC IV: 35 out of the required 48 health workers deployed at the facility (72.9%) 2. Ruhoko III: 11 out of the required 19 health workers deployed at the facility (57.9%) 	0
Maximum 9 points on this performance measure				
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>	<p>The was evidence to confirm that health workers in Ntungamo MLG were working in health facilities where they are deployed. The assessment team conducted a review of the deployment list for FY 2023/2024 and compared it with the logs in the attendance books at randomly sampled health facilities. In this comparison, there was no observed variation as summarized below;</p> <ol style="list-style-type: none"> 1. Kamwezi HC IV: 35 health workers deployed as per the deployment obtained from the MHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the MHO. 2. Ruhoko HC III: 11 health workers deployed as per the deployment obtained from the MHO. Staff list found the health facility was Staff list was in agreement with the list obtained from the MHO. 	3
Maximum 9 points on this performance measure				
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>	<p>There was evidence to confirm that Ntungamo MLG publicized the deployment of health workers through various means, including posting on facility notice boards. The assessment team visited three sampled health facilities and observed that staff lists for FY 2023/2024 were available on the notice boards at Ntungamo HC IV and Ruhoko HC III.</p>	2
Maximum 9 points on this performance measure				

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

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

There was evidence that the Municipal Medical Officer of Health 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.

1. Kansiime Julius, Medical Officer In-Charge Ntungamo HC IV was on official study leave from August 2016 for 5 years granted under Min. No. /164/2016 of the District Service Commission and was then in Kagando Hospital in Kasese for Medical Internship from April 01, 2022 to March 31, 2023.
2. Nuwagaba Saidi, Medical Clinical Officer In-Charge Ruhoko HC III was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.

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

Maximum 6 points on this performance measure

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

There was evidence that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through MMOH to HRO during the previous FY.

Some of the files reviewed included the following:

1. Munyampuguki Teonest, Assistant Nursing Officer (Psychiatry) posted to Ntungamo HC IV was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.
2. Kyogabirwe Miriam, Medical Laboratory Assistant posted to Ntungamo HC IV was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.
3. Kyarisiima Juliet, Assistant Health Educator posted to Ntungamo HC IV was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.
4. Twongirwe Shakira, Dispenser posted to Ntungamo HC IV was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.
5. Aratwijuka Jacinta, Medical Clinical Officer posted to Ntungamo HC IV was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.
6. Muhereza Barham, Public Health Dental Officer posted to Ntungamo HC IV was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.
7. Asimire Evas, Enrolled Nurse Midwifery posted to Ruhoko HC III was appraised by Nuwagaba Saidi, Clinical Officer on June 30, 2023.
8. Tugumisirize Henry, Enrolled Nurse posted to Ruhoko HC III was appraised by Nuwagaba Saidi, Clinical Officer on June 30, 2023.
9. Kirabo Shine, Enrolled Midwife posted to Ruhoko HC III was appraised by Nuwagaba Saidi, Clinical Officer on June 30, 2023.
10. Ampire Justus, Health Information Assistant posted to Ruhoko HC III was appraised by Nuwagaba Saidi, Clinical Officer on June 30, 2023.
11. Kyarimpa Collins, Nursing Assistant posted to Ruhoko HC III was appraised by Nuwagaba Saidi, Clinical Officer on June 30, 2023.
12. Arinaitwe Ivan, Medical Laboratory Technician posted to Ntungamo HC IV was appraised by Dr. Ndyanabo James, Principal Medical Officer on June 30, 2023.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>There was no evidence that the Medical Officer of Health had taken corrective action based on the appraisals.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>There was no evidence to confirm that health workers received training through Continuous Professional Development in accordance with the training plans. The assessment team noted the absence of Continuous Medical Education (CME) sessions at Ruhoko HC III, whereas these sessions were conducted at Ntungamo HC IV. The MHT did not furnish evidence confirming whether the department conducted training for health workers (Continuous Professional Development) in alignment with the training plans at the MC level. As of the end of day two of the assessment exercise, no other forms of evidence were provided to the assessment team.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was no evidence to confirm whether Ntungamo Municipal local government documented training activities in the training or CPD database. The assessment team did not access the evidence inform of training database or CPD database to conform that CPD training activities were documented.</p>	0

Management, Monitoring and Supervision of Services.

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence to confirm that the Town Clerk of Ntungamo MLG (Tumwesigye Isiah) confirmed the list of health facilities (Government of Uganda and Private-Not-For-Profit) receiving Primary Health Care Non-Wage Recurrent (PHC NWR) grants and notified the Ministry of Health (MOH) in writing by September 30th if any health facility had been listed incorrectly or was omitted from the FY 2023/2024 list.</p> <p>A letter dated 28th September 2023, addressed to the MoH, was discovered in the files. The contents of the letter revealed that Ntungamo HC IV was situated in Central Division, not Eastern, and that Ruhoko HC III continued to receive Primary Health Care (PHC) designation for HC II.</p>	2
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9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>The MC made allocations to monitoring service delivery and management of health services of Ugx 8,902,000 out of the Ugx 50,352,000 (Page 22 of the LG approved budget) which was 18% of PHC NWR Grant for LLHF. This was higher than the required 15%.</p>	2
<p>Maximum 9 points on this performance measure</p>	<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 disbursements of all funds to government funded institutions and facilities follow the four quarterly routine. For NMLG, PHC NWR grants were transferred to facilities as follows:</p>	0
<p>Maximum 9 points on this performance measure</p>			<p>For Quarter 1, the MoFPED circular is dated 8th July 2022, the TC warranted on 8th August 2022 and the funds were transferred on 12th August 2022 (30 days).</p>	
			<p>For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 19th October and the funds were sent on 20th October 2022 (19 days).</p>	
			<p>For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 18th January 2022 and the disbursements made on 24th January 2023 (20 days).</p>	
			<p>For Quarter 4, MoFPED circular is dated 6th April 2022 and the TC warranted on 15th May 2023 and the funds were transferred on 17th May 2023 (39 days).</p>	
			<p>In all the four quarters, the warranting/verification of PHC NWR grants was effected beyond the 5 days' time limit.</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.

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 disbursements of funds to government funded institutions and facilities follow the four quarterly routine.

For Quarter 1, the MoFPED circular is dated 8th July 2022, the TC warranted on 8th August 2022 and the funds were transferred on 12th August 2022. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 12/08/2022 (4 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the TC warranted on 19th October and the funds were sent on 20th October 2022. The communication concerning the disbursement of PHC NWR grants for quarter 2 was dated 20/10/2022 (20 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The TC warranted 18th January 2022 and the disbursements made on 24th January 2023. The communication concerning the disbursement of PHC NWR grants for quarter 3 was dated 24/01/2023 (26 days).

For Quarter 4, MoFPED circular is dated 6th April 2022 and the TC warranted on 15th May 2023 and the funds were transferred on 17th May 2023. The communication concerning the disbursement of PHC NWR grants for quarter 4 was dated 17/05/2023 (41 days).

In three (03) of the four (04) quarters, the invoicing and communication of funds on the funds releases was done beyond the 5 working days' time limit.

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 to confirm that Ntungamo MLG LG had** 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. This is evidenced by the details below.

- **Quarter 1:** Display on the notice board was made on 30th July 2022; Th expenditure limits received from MoFPED 8th July 2022.
- **Quarter 2:** Display on the notice board was made on 30th October 2022; Th expenditure limits received from MoFPED on 30th September 2022.
- **Quarter 3:** Display on the notice board was made on 27th January 2022; Th expenditure limits received from MoFPED on 29th December 2022
- **Quarter 4:** Display on the notice board was made on 19th May 2023; Th expenditure limits received from MoFPED on 6th April 2023.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>There was evidence to confirm that the Ntungamo MLG Health Department implemented actions recommended by the MHT Quarterly Performance Review Meetings held during FY 2022/23 on the following days; 27th September 2022, 30th December 2022. 31st March 2023 and on 30th June 2023. For example, upon reviewing the minutes of the DHMT Quarterly Performance Review Meeting submitted to the MHO on June 30, 2023 (Minute 31/2022/2023-Way forward), it was noted that reflector jackets were intended to be distributed to cleaners and porters. The distribution list dated August 22, 2023, confirmed that approximately 15 cleaners and porters received reflector jackets during the sanitation week.</p> <p>Additionally, the same minutes highlighted that the Town Clerk was tasked with writing to the Ministry of Health regarding the provision of equipment for the theatre at Ntungamo HC IV, which was constructed in the fiscal year 2017/2018. A corresponding letter was located in the files, indicating that the Town Clerk had indeed written to the Ministry of Health on this matter, and the letter was received in the MoH registry on August 9, 2023.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>There was no evidence to confirm whether Ntungamo MLG Health Department's quarterly performance review meetings included all health facility in-charges and implementing partners, MHTs, and key LG departments. Review of the attendance list for the quarterly performance review meetings held on 13th September 2022, 15th December 2022. 7th March 2023 and on 30th May 2023. However, it was noted that key LG departments, including WASH, Community Development, and the Education department, were notably absent from the meeting.</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>There was evidence to confirm that Ntungamo MLG conducted supervision visits to 100% of the only available HC IV. (Ntungamo HC IV). The assessment team reviewed the support supervision reports submitted to the MHO on the following days; 7th October 2022, 19th January 2023, 12th April 2023, and 7th July 2023. The review of the above support supervision report noted that Ntungamo HC IV was supervised by in all the four Quarters for FY 2022/2023.</p>	1

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <ul style="list-style-type: none"> • If not applicable, provide the score 	<p>There was evidence to confirm that Ntungamo MLG ensured that Health Ntungamo MLG Health Sub-District (HSD) conducted support supervision of lower-level health facilities during FY 2022/2023. The assessment team observed that the Acting Municipal Health Officer (Ag. MHO) is deployed at Ntungamo HC IV as the medical officer, and consequently, the team responsible for MHT support supervision is the same for both the HSD and Ntungamo HC IV.</p> <p>The reports, indicating that Ruhoko HC III underwent supervision by the HSD team at Ntungamo HC IV, were submitted to the Municipal health office on October 7, 2022, January 19, 2023, April 12, 2023, and July 7, 2023.</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 evidence to confirm that Ntungamo MLG used results and reports from the discussions during support supervision and monitoring visits to make recommendations for specific corrective actions, and these recommendations were followed up during the FY 2022/2023. This is demonstrated by the following instances: The assessment team reviewed the support supervision book logs at sampled health facilities and identified the following:</p> <p>At Ntungamo HC IV, during the support supervision visits by the MHT on August 31, 2022, a recommendation was made to regularly use the attendance register. Subsequently, the assessment team reviewed the attendance book at the facility and found that the entries in the attendance books aligned with the duty roster for November 2023.</p> <p>At Ruhoko HC III, during the support supervision visits by the MHT on January 2, 2023, a recommendation was made for the in-charge to follow up with the Municipal engineer to assess the status of the placenta pit. The assessment team observed that the facility in-charge wrote to the Municipal engineer on February 23, 2023, indicating that the in-charge had previously contacted them to address this specific issue.</p>	1

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was no evidence to confirm whether Ntungamo MLG provided support to all health facilities in the management of medicines and health supplies during the FY 2022/2023. By the end of day two of the assessment exercise, no evidence had been shared with the assessment team inform of support supervision or feedback to health facility incharges on medicines management supervision recommendation.</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>Ntungamo MHO health office budget for FY 2022/2023 was UGX8,902,000. Out of this a total of UGX3,050,000 was allocated to health promotion and prevention activities.</p> <p>This was a proportion of 34.2%, which was above the 30% minimum.</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 to confirm that the Ntungamo MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the FY 2022/2023. For example, the assessment team examined the quarterly progress report dated September 29, 2022, and identified various health promotion and social mobilization activities carried out in the previous fiscal year. The health department conducted sanitation activities within Ntungamo municipality. Additionally, the quarterly progress report dated March 29, 2023, highlighted initiatives such as community sensitization on garbage management and maintaining cleanliness in public toilets, as well as activities like slashing overgrown areas and opening drainage systems.</p>	1
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>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 of follow-up actions taken by the MHT on health promotion and disease prevention issues in their minutes and reports. There was no evidence availed to the assessment team to confirm whether the health department followed-up actions taken by the MHT on health promotion and disease prevention issues in their minutes and reports.</p>	0

Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was no evidence to confirm Whether Ntungamo MLG health department had an updated Asset register which sets out health facilities and equipment relative to basic standards. By the end of day two of the assessment exercise, no evidence had been shared with the assessment team inform of an updated Asset register which sets out health facilities and equipment relative to basic standards.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)):</p> <p>score 1 or else score 0</p>	<p>Ntungamo MLG Health Department implemented two (02) infrastructural projects in FY2022/2023:</p> <p>Construction of gate at Ruhooko HCIII UGX19,000,000</p> <p>Installation of electricity at Ruhooko HCIII UGX5,773,000)</p> <p>Evidence of desk appraisals for the two (02) NMLG FY2022/2023 Health department projects was provided and reviewed during the assessment.</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>Ntungamo MLG Health Department implemented two (02) infrastructural projects in FY2022/2023:</p> <p>Construction of gate at Ruhooko HCIII UGX19,000,000</p> <p>Installation of electricity at Ruhooko HCIII UGX5,773,000</p> <p>Evidence of field appraisals for the two projects of FY2022/2023 was provided/seen.</p>	1

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence that the health facility investments were and mitigation measures put in place before being approved for construction using the checklist</p>	1
	<p>Maximum 4 points on this performance measure</p>		<ol style="list-style-type: none"> 1. Screening for environmental and social risks for the construction of a security gate house at Ruhoko HC III was carried out on 5/7/2023, signed and stamped by both EO and PCDO 2. Screening for environmental and social risks for the construction of a entry gate at Ruhoko HC III was carried out on 12/7/22, signed and stamped by both EO and PCDO, a costed ESMP was prepared on 12/7/22 at cost of Ugx 7,500,000, mitigation measures were proposed i.e. provision of protective equipments 	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>The Ntungamo Municipal Council, Health Department did not timely submitted a Procurement Plan for the FY 2023/24. The Plan was submitted on 02/05/2023 and received by the PDU on 25/05/2023 as per Memo endorsed by the Municipal Medical Officer indicating the following project;</p>	0
	<p>Maximum 10 points on this performance measure</p>		<ol style="list-style-type: none"> 1. Construction of a security house at Ruhoko HCIII an estimated cost of 10,000,000/- to be funded by the PHC. 	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>The LG Health department submitted Procurement Requisition Forms - LG PP Forms to the PDU by 1st Quarter of the current FY (2023/24), on 14/08/2023 and confirmation of funding by Town Clerk on 14/08/2023.</p>	1
	<p>Maximum 10 points on this performance measure</p>		<ol style="list-style-type: none"> 1. PP Form 1 for the Construction of Security House at Ruhoko HC III- Estimated at UGX 10,000,000/= by PHC. 2. Procurement of a delivery bed and delivery kit for Ruhoko HCIII, at an estimated cost of 3,546,498/- by PHC. 	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>Construction of an Entry Gate at Ruhoko HC III- Ntun728/Wrks/22-23/00005; approved by the Contracts Committee under Min. No.05/04/CC/22/23 in a meeting held on 5th/04/2023. Given to M/S DATEK contractors I.</p>	1
	<p>Maximum 10 points on this performance measure</p>			

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was NO evidence of proper establishment of the PITS for the Health construction projects within the last FY (2022/23) as per guidelines.</p> <p>There were four (4) appointment letters (REF: CR. 214/7) written by Town Clerk Ntungamo Municipal Council dated 3/5/2023 to: Project Manager, Contracts Manager, Community Development Officer and Environmental Officer. However, the PIT team was not sufficiently established as there was no Clerk of works and Labour officer were appointed.</p> <p>The sampled project is listed below:</p> <ol style="list-style-type: none"> 1. Construction of an Entry Gate at Ruhoko HC-III 	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>Ntungamo Municipal Council didn't not have HC II to HC III upgrades, however, the following health infrastructure was compliant as per approved MoH Facility Infrastructure Designs.</p> <ol style="list-style-type: none"> 1. Construction of an Entry Gate at Ruhoko HC III- A sliding gate size: 5200mm x 2420mm, with guide on the left hand side and rail and height (from the ground to gate canopy) 4100mm. There was an existing culvert and cement/sand pavers with the gate walls well plastered and painted. 	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was no HC II to HC III Upgrade, thus No daily/weekly records were maintained by the Clerk of Works.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was NO Monthly site meeting to hold for the health infrastructure projects implemented in the last FY with regards to upgrade of HCIIIs to HCIIIs.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>Ntungamo Municipal Council didn't not have HC II to HC III upgrades.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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>For Ntungamo MLG Health four (04) project payments in FY2022/2023 that were made were tested to check for certification and the timeliness of payments to vendors.</p> <p>Payment to Datek Contractors Ltd for Construction of gate at Ruhooko HCIII (UGX15,736,480) – Requisition dated 16/06/2023, certified by Municipal Engineer, Environment Officer and Town Clerk on 14/06/2023 and payment on 28/06/2023 (12 days).</p> <p>Payment to Huguuka Services and Supplies Ltd for installation of electricity at Ruhooko HCIII (UGX5,633,088) – Requisition dated 21/06/2023, certification not required and payment on 28/06/2023 (7 days).</p> <p>In the two (02) Health infrastructural projects payment was effected within the 14 days' time limit.</p>	1
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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 is Evidence that Ntungamo Municipal Council has a complete procurement file for each health infrastructure contract with all records as required by the PPDA. Complete Procurement files for the health infrastructure contracts with Evaluation Reports and Minutes of the Contract Committee and contract documents were present.</p> <p>The file for the following project was sampled accordingly;</p> <ol style="list-style-type: none"> 1. Construction of an Entry Gate at Ruhoko HC III- Ntun728/Wrks/22-23/00005: approved by the Contracts Committee under Min. No. 05/03/CC/22/23 in a meeting held on 14/03/2023, after evaluation as per report dated 3/4/2023. The contract document was signed on 3/05/2023. 	1
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Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was no evidence that the Local Government had recorded, investigated, responded and reported in line with the LG grievance redress framework</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 to confirm that Ntungamo MLG Health Department had disseminated guidelines on health care/medical waste management to health facilities. The assessment noted charts on medical waste segregation displayed in the maternity ward and laboratory at the Ntungamo HC IV and Ruhoko HC III.</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 to confirm that Ntungamo MLG had a functional system/central infrastructure in with equipment for medical waste management and had a dedicated/operational budget. The assessment team established that Green Label Company Ltd supported the local government in the management of medical waste.</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 no evidence to confirm whether Ntungamo MLG has conducted training and created awareness in healthcare waste management. By the end of day two of the assessment exercise, no evidence had been shared with the assessment team to confirm whether Ntungamo MLG had conducted training (s) and created awareness in healthcare waste management.</p>	0
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>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>A costed ESMP for the construction of an entry gate at Ruhoko HC III, was prepared on 12/7/2022, signed and stamped by both the EO and PCDO, however a costed ESMP was not incorporated into designs, BoQs, bidding and contractual documents</p>	0

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was evidence that all health sector projects were implemented on land where the LG had proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances</p> <p>Report from dynamic land projects dated 3/6/2021, shows progress on attaining a land title for Ruhoko health centre III</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports:</p> <ol style="list-style-type: none"> 1. Support supervision and monitoring for the construction of a gate at Ruhoko health center III was approved and completed on 30/6/2023, signed and stamped by EO and PCDO, the project started on 6/5/23 and ended on 14/6/23 	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There was evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports</p> <ol style="list-style-type: none"> 1. There was evidence of E&S Certification Forms for the "Construction of a Gate at Ruhoko HC-III" project, signed by the EO and PCDO on 30/06/2023 	2

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	Not Applicable	0
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	Not Applicable	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0 	Not Applicable	0
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> o If 100 % of water projects are implemented in the targeted S/Cs: Score 2 o If 80-99%: Score 1 o If below 80 %: Score 0 	Not Applicable	0

2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment Maximum 8 points on this performance measure	c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates o If within +/-20% score 2 o If not score 0	Not Applicable	0
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment Maximum 8 points on this performance measure	d. % of WSS infrastructure projects completed as per annual work plan by end of FY. o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0	Not Applicable	0
3	New_Achievement of Standards: The LG has met WSS infrastructure facility standards <i>Maximum 4 points on this performance measure</i>	a. If there is an increase in the % of water supply facilities that are functioning o If there is an increase: score 2 o If no increase: score 0.	Not Applicable	0
3	New_Achievement of Standards: The LG has met WSS infrastructure facility standards <i>Maximum 4 points on this performance measure</i>	b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs). o If increase is more than 1% score 2 o If increase is between 0-1%, score 1 o If there is no increase : score 0.	Not Applicable	0

Performance Reporting and Performance Improvement

4	Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance <i>Maximum 3 points on this performance measure</i>	The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3	Not Applicable	0
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5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance <i>Maximum 7 points on this performance measure</i>	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	Not Applicable	0
5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance <i>Maximum 7 points on this performance measure</i>	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	Not Applicable	0
5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance <i>Maximum 7 points on this performance measure</i>	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 <i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i>	Not Applicable	0

Human Resource Management and Development

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff <i>Maximum 4 points on this performance measure</i>	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	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff	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	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
	<i>Maximum 4 points on this performance measure</i>			
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.	a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
	<i>Maximum 6 points on this performance measure</i>			
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.	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	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
	<i>Maximum 6 points on this performance measure</i>			

Management, Monitoring and Supervision of Services.

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.	<ul style="list-style-type: none"> • a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district: • • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3 • If 80-99%: Score 2 • If 60-79: Score 1 • If below 60 %: Score 0 	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
	<i>Maximum 6 points on this performance measure</i>			

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>Not applicable. The Municipality is served by National Water and Sewerage Corporation.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>Not applicable. The Municipality is served by National Water and Sewerage Corporation.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>Not applicable. The Municipality is served by National Water and Sewerage Corporation.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>Not applicable. The Municipality is served by National Water and Sewerage Corporation.</p>	0
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>Not applicable. The Municipality is served by National Water and Sewerage Corporation.</p>	0

10	Mobilization for WSS is conducted <i>Maximum 6 points on this performance measure</i>	b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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Investment Management

11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG: Score 4 or else 0	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible: Score 4 or else score 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	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	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>Not applicable. The Municipality is served by National Water and Sewerage Corporation.</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>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>This indicator is Not Applicable to Ntungamo Municipal Council.</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>This indicator is Not Applicable to Ntungamo Municipal Council.</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>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>This indicator is Not Applicable to Ntungamo Municipal Council.</p>	0

12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i>	d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i>	e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2	This indicator is Not Applicable to Ntungamo Municipal Council.	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i>	f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts o If 100 % contracts paid on time: Score 2 o If not score 0	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i>	g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law: Score 2, If not score 0	This indicator is Not Applicable to Ntungamo Municipal Council.	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 <i>Maximum 3 points this performance measure</i>	Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework: Score 3, If not score 0	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
14	Safeguards for service delivery <i>Maximum 3 points on this performance measure</i>	Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs: Score 3, If not score 0	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	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	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	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	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 2, If not score 0	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0

**Micro-scale
Irrigation
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0 	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 	Not applicable because the municipality does not implement Microscale Irrigation program	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure <ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF <ul style="list-style-type: none"> • If 100% score 2 or else score 0 	Not applicable because the municipality does not implement Microscale Irrigation program	0

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional • If 100% are functional score 2 or else score 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
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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	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
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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	Not applicable because the municipality does not implement Microscale Irrigation program	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	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	Not applicable because the municipality does not implement Microscale Irrigation program	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	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	Not applicable because the municipality does not implement Microscale Irrigation program	0
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
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	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	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	a) Evidence that the District Production Coordinator has: i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0

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	Not applicable because the municipality does not implement Microscale Irrigation program	0
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	Not applicable because the municipality does not implement Microscale Irrigation program	0

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	Not applicable because the municipality does not implement Microscale Irrigation program	0
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
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	c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>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>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
Investment Management				
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program.	0

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>Not applicable because the municipality does not implement Microscale Irrigation program</p>	0
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>Not applicable because the municipality does not implement Microscale Irrigation program.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>This indicator is Not Applicable to Ntungamo Municipal Council.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>This indicator is Not Applicable to Ntungamo Municipal Council.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>This indicator is Not Applicable to Ntungamo Municipal Council.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	This indicator is Not Applicable to Ntungamo Municipal Council.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	This indicator is Not Applicable to Ntungamo Municipal Council.	0
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	Not applicable because the municipality does not implement Microscale Irrigation program	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
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	Not applicable because the municipality does not implement Microscale Irrigation program	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	This indicator is Not Applicable to Ntungamo Municipal Council.	0

Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	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	Not applicable because the municipality does not implement Microscale Irrigation program	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	Not applicable because the municipality does not implement Microscale Irrigation program	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	Not applicable because the municipality does not implement Microscale Irrigation program	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iv. Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc. score 2 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0

15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Not applicable because the municipality does not implement Microscale Irrigation program	0

Crosscutting Minimum Conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	There was evidence that the position of Principal Finance Officer was substantively filled by Nuwamanya Bonnex Dan appointed by the Town Clerk in a letter dated June 19, 2017 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 75/2017. Nuwamanya Bonnex Dan was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	There was evidence that the position of Senior Planner was substantively filled by Natukunda Juliet appointed by the Town Clerk in a letter dated May 20, 2019 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 74/2019. Natukunda Juliet was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	There was no evidence that the position of Principal Engineer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	There was no evidence that the position of Senior Environment Officer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	There was no evidence that the position of Senior Veterinary Officer was substantively filled and there was no secondment from the line ministry.	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	There was evidence that the position of Principal Community Development Officer was substantively filled by Mpora Vincent appointed by the Town Clerk in a letter dated September 22, 2020 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 474/2020. Mpora Vincent was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	There was no evidence that the position of Principal Commercial Officer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	There was evidence that the position of Senior Procurement Officer was substantively filled by Sande Hamudani appointed by the Town Clerk in a letter dated May 02, 2019 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 76/2019. Sande Hamudani was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	There was no evidence that the position of Assistant Procurement Officer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	There was evidence that the position of Senior Human Resource Officer (Administration) was substantively filled by Nuwagira Fred appointed by the Town Clerk in a letter dated May 31, 2023 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 1262/2023. Nuwagira Fred was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023.	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	There was no evidence that the position of Senior Environment Officer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	There was evidence that the position of Senior Physical Planner was substantively filled by Muhwezi Stephen appointed by the Town Clerk in a letter dated May 02, 2019 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 73/2019. Muhwezi Stephen was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	There was evidence that the position of Senior Accountant was substantively filled by Mujawimaana Luce appointed by the Town Clerk in a letter dated May 31, 2019 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 124/2019. Mujawimaana Luce was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	There was no evidence that the position of Senior Internal Auditor was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	There was evidence that the position of Principal Human Resource Officer (Secretary DSC) was substantively filled by Katusiime David appointed by the Chief Administrative Officer in a letter dated June 22, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 761/2021 (1). Katusiime David is appraised at the District LG but serves both the District and Municipal LGs.	2

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

Maximum score is 15

a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).

There was no evidence that Ntungamo Municipal LG had a substantively appointed Senior Assistant Town Clerk in all LLGs.

The LG had 3 Divisions, Eastern, Western and Central. The substantively appointed Senior Assistant Town Clerk were as follows:

1. Ainomugisha Coleta, Senior Assistant Town Clerk appointed by the Town Clerk in a letter dated April 27, 2021 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 640/2021 and posted to Central Division.
2. Turihamwe Robert, Senior Assistant Town Clerk appointed by the Town Clerk in a letter dated February 28, 2022 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 947/2021 and posted to Eastern Division.
3. There was no evidence adduced to show that Western Division had a substantively appointed Senior Assistant Town Clerk and there was no secondment.

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

Maximum score is 15

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

There was no evidence that Ntungamo Municipal LG had a substantively appointed Community Development Officer in all LLGs.

The LG had 3 Divisions, Eastern, Western and Central. The substantively appointed Community Development Officer were as follows:

1. Tukahirwa Sophia, Assistant Community Development Officer appointed by the Town Clerk in a letter dated June 24, 2019 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 128/2019 and posted to Eastern Division.
2. Nuwamanya Naboth, Assistant Community Development Officer appointed by the Town Clerk in a letter dated May 31, 2019 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 123/2019 and posted to Western Division.
3. There was no evidence adduced to show that Central Division had a substantively appointed Community Development Officer and there was no secondment.

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>5</p> <p>There was evidence that Ntungamo Municipal LG had a substantively appointed Accounts staff in all LLGs.</p> <p>The LG had 3 Divisions, Eastern, Western and Central. The substantively appointed Accounts staff were as follows:</p>
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1. Watala Geoffrey, Accountant appointed by the Town Clerk in a letter dated January 04, 2016 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 304(10)2015 and posted to Central Division.
2. Ninsiima Christine, Accountant appointed by the Town Clerk in a letter dated June 23, 2021 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 790/2021 and posted to Eastern Division.
3. Gadala Rodgers, Accountant appointed by the Town Clerk in a letter dated December 20, 2018 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 167/2018 and posted to Western Division.

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>0</p> <p>The year 2022/23 to Natural Resources Department of NMLG. The MLG received Ugx 109,845,000 and released Ugx 87,286,000 to Natural Resources Department (LG draft financial statements for the year 2022/23 page 30).The ratio of the expenditure to the budgeted funds was 79.5%, which was less than 100%.</p>
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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>b. Community Based Services department.</p> <p>score 2 or else 0.</p>	<p>0</p> <p>For NMLG Community Based Services what was budgeted for FY2022/2023 was UGX 53,474,000 . What was spent according to the report of the year ended 30 June 2023 was UGX45,563,000. The ratio of the expenditure to the budgeted funds was 85%, which was way less than 100%.</p>
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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 the LG carried out environmental, social and climate change screening for all projects implemented using the DDEG for the previous FY 1. Environmental, social and climate change screening for the supply and installation of water tank at Ntungamu Municipal offices was carried out on 12/7/22, signed and stamped by EO and PCDO	4
Maximum score is 12				
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0	The project implemented using the USIMID (i.e. supply and installation of water tank at Ntungamu Municipal offices was carried out on 12/7/22) implemented by the municipal in the previous FY, was screened by EO and DCDO, however after screening project didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.	4
Maximum score is 12				
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);; score 4 or 0	There was evidence LG had a Costed ESMPs for all projects implemented using the USIMID for the previous FY 1. A costed ESMP for the supply and installation of water tank at Ntungamu Municipal offices was prepared on 12/7/2022 at cost of Ugx 3,200,000 signed and stamped by both EO and PCDO	4
Maximum score is 12				

Financial management and reporting

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY. Maximum score is 10	If a LG has a clean audit opinion, score 10; If a LG has a qualified audit opinion, score 5 If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0	Ntungamo MLG had an unqualified audit opinion for its FY2022/2023 final accounts.	10
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6	Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).	If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),	As per the submissions at the IAG office and the records at Ntungamo MLG, two reports on the implementation status of IAG and OAG recommendations for FY2021/2022 were submitted to the office of the Internal Auditor General on 21/12/2022 and 23/02/2023, respectively. The report on IAG issues had actions taken on 7 recommendations and the one on OAG issues had actions taken on 12 recommendations.	10
	maximum score is 10	score 10 or else 0.	The submissions to the IAG were made before the previous FY February end deadline.	
7	Evidence that the LG has submitted an annual performance contract by August 31st of the current FY	If the LG has submitted an annual performance contract by August 31st of the current FY,	According to the MoFPED inventory of submissions and records at the MLG, Ntungamo MLG Performance Contract for FY 2023/2024, signed by the Accounting Officer (TC) was submitted on 17/07/2023.	4
	Maximum Score 4	score 4 or else 0.	The submission was made before the mandatory August 31st deadline.	
8	Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,	According to the MoFPED inventory of submissions and records at the MLG, Ntungamo MLG Annual Performance Report for FY 2022/2023, signed by the Accounting Officer (TC) was submitted on 28/07/2023.	4
	maximum score 4 or else 0	score 4 or else 0.	The submission was before the mandatory August 31st deadline.	

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.

According to the MoFPED inventory of submissions and records at the MLG, Ntungamo MLG Quarterly Performance Reports for FY 2022/2023, signed by the Accounting Officer (TC) were submitted as follows:

Quarter 1 report on 04/01/2023

Quarter 2 report on 01/02/2023

Quarter 3 report on 27/04/2023

Quarter 4 report on 28/07/2023

All the quarterly performance reports for FY2022/2023 were submitted before the mandatory August 31 deadline.

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	There was evidence that the position of Principal Education Officer was substantively filled by Nabaasa Gordon Basheka appointed by the Town Clerk in a letter dated January 08, 2021 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 544/2020. Nabaasa Gordon Basheka was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023.	30
<i>The Maximum Score of 70</i>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	<p>There was evidence that the LG had filled all positions of Inspector of Schools.</p> <p>The approved structure of Ntungamo Municipal LG provided for the positions of Senior Inspector of Schools and Inspector of Schools and both were substantively filled.</p> <ol style="list-style-type: none"> 1. There was evidence that the position of Senior Inspector of Schools was substantively filled by Turigye Gladys appointed by the Town Clerk in a letter dated January 08, 2020 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 545/2020. Turigye Gladys was appraised by Tumwesigye Isaiah, Town Clerk on June 30, 2023. 2. There was evidence that the position of Inspector of Schools was substantively filled by Orimwesiga Christopher Rubarunda appointed by the Town Clerk in a letter dated February 28, 2022 ref.: CR/156/5 as directed by the District Service Commission under Minute No. 999(1)/2022. Orimwesiga Christopher Rubarunda was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023. 	40
<i>The Maximum Score of 70</i>				

Environment and Social Requirements

2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)	If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	There was evidence that LG carried out Environmental, Social and Climate Change screening for all Education projects for the previous FY 1. Environmental, Social and Climate Change screening for completion of staff house at Ruhoko P/s was carried out on 12/7/2022, signed and stamped by both the EO and PCDO	15
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The Maximum score is 30

2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)	If the LG carried out: b. Social Impact Assessments (ESIAs) , score 15 or else 0.	Education project i.e. (completion of staff house at Ruhoko P/s was carried out on 12/7/2022,), that was implemented by the district in the previous FY, was screened by SEO and DCDO, however after screening the project didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.	15
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The Maximum score is 30

**Health Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.		

1	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>	f. Biostatistician, score 10 or 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	g. District Cold Chain Technician, score 10 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.	There was no evidence that the position of Medical Officer of Health Services was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	i. Principal Health Inspector, score 20 or else 0.	There was evidence that the position of Principal Health Inspector was substantively filled by Tumushabe Jovert appointed by the Town Clerk in a letter dated June 29, 2021 ref.: CR/ 156/5 as directed by the District Service Commission under Minute No. 826/2021. Tumushabe Jovert was appraised by Walabyeki Andrew, Principal Assistant Town Clerk on June 30, 2023.	20
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	j. Health Educator, score 20 or else 0	There was no evidence that the position of Health Educator was substantively filled and there was no secondment from the line ministry.	0

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 LG carried out Environmental, Social and Climate Change screening for all Health projects for the current FY</p> <p>1. The health infrastructural project “Gate Construction at Ruhoko HC-III” was screened for E&S and Climate Change risks/impacts for the previous FY. Screening Form was signed by the EO and PCDO on 12/07/2022.</p>	15
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>The health project stated by the assessor were screened for E&S risks/impacts in the CURRENT FY. The project “Gate Construction at Ruhoko HC-III, Kyamate Ward in Eastern Division” with a costed ESMP was assessed only as far as the screening stage because falls under schedule 4 of the NEA, 2019 and did not mandate a full ESIA</p>	15

**Micro-scale Irrigation Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer <i>score 70 or else 0.</i>	Not applicable because Municipality doesn't Implement Micro-Scale Irrigation program.	0
Environment and Social Requirements				
2	New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed. <i>Maximum score is 30</i>	If the LG: Carried out Environmental, Social and Climate Change screening score 30 or else 0.	Not Applicable for the MLG	0

**Water & Environment Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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Environment and Social Requirements

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	Not applicable. The Municipality is served by National Water and Sewerage Corporation.	0
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2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	Not Applicable	0
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