



LGMSD 2022/23

Ntungamo District

(Vote Code: 546)

Assessment	Scores
Crosscutting Minimum Conditions	69%
Education Minimum Conditions	70%
Health Minimum Conditions	70%
Water & Environment Minimum Conditions	65%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	67%
Educational Performance Measures	57%
Health Performance Measures	64%
Water & Environment Performance Measures	54%
Micro-scale Irrigation Performance Measures	82%

**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 DLG did have three (03) DDEG funded projects with one (01) of them infrastructural in its FY2022/2023 annual workplan and budget.</p> <p>🏗️ Renovation of DLG Admin block UGX89,866,000</p> <p>The project was site visited and the works carried out confirmed. The project – Renovation of the DLG admin block i.e. the DLG admin block was found in a functional state.</p>	4
2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> By more than 5%, score 3 1 to 5% increase, score 2 If no increase, score 0 <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>Overall, the performance of NDLG in its LLG assessment was 84% in FY2021/2022 and 76% in FY2022/2023, meaning a reduction of -8%.</p> <p>This was a decline in performance, definitely <0%.</p>	0

2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> • If 100% the projects were completed : Score 3 • If 80-99%: Score 2 • If below 80%: 0 	<p>Ntungamo DLG implemented three (03) DDEG investment projects in FY2022/2023.</p> <ul style="list-style-type: none"> 🏗️ Renovation of DLG Admin block UGX89,866,000 🏗️ Titling for DLG lands UGX20,000,000 🏗️ Capacity building support UGX33,618,000 <p>Documents and evidence availed for the assessment showed that the projects were implemented as planned. The works on the DLG admin building renovation were confirmed. Documents for the processes of land titling handled in FY2022/2023 were also availed. The same with capacity building support.</p> <p>The LG's 4th Quarter Performance Report for FY 2022/2023 shows that DDEG was spent 100% by the end of the year. The total amount budgeted was UGX 134,472,000 and what was spent as per the fourth quarter report was UGX142,298,000 which made 105%.</p>	3
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>Ntungamo DLG implemented three (03) DDEG funded projects in FY2022/2023.</p> <ul style="list-style-type: none"> 🏗️ Renovation of DLG Admin block UGX89,866,000 🏗️ Titling for DLG lands UGX20,000,000 🏗️ Capacity building support UGX33,618,000 <p>The projects were all eligible under DDEG guidelines (Table 7 – Positive List/Investment Menu, page 7 and 8).</p>	2

3	Investment Performance Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates, score 2 or else score 0	There is evidence that the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY (2022/23) are within +/-20% of the LG Engineer's estimates. The Annual Work Plan and Budget for the FY 2022/23 indicated one project funded under the DDEG and the implemented infrastructure project had a contract amount according to contract documents as follows: 1. Renovation of District Administration Block Phase II- NTUN546/WRKS/2022-2023/00048. The Engineer's Estimate (A) was UGX 89,866,000/=; the contract Sum/Price (B) was UGX 89,479,400/=. The Variation was at 0.43% $\{[(A - B)/A] * 100\}$. NB: Only DDEG projects at the District level were sampled. Other projects at Sub County and Town Council level were not considered.	2
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Performance Reporting and Performance Improvement

4	Accuracy of reported information Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate, score 2 or else score 0	There was no evidence that the information on the positions filled in LLGs as per minimum staffing standards was accurate. The LG did not avail the team with staff lists for the lower local governments at the time of assessment to establish the staff deployment and ascertain if the information on positions filled was accurate.	0
4	Accuracy of reported information Maximum 4 points on this Performance Measure	b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG: • If 100 % in place: Score 2, else score 0. Note: if there are no reports produced to review: Score 0	Ntungamo DLG did have three (03) DDEG funded projects with one (01) of them infrastructural in its FY2022/2023 annual workplan and budget. 🏗️ Renovation of DLG Admin block UGX89,866,000 According to the verification done on the site visit, the actual level of completion as verified during site visit was found to be consistent with what was in the report (FY2022/2023 Quarter 4 report).	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 DLG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled four LLGs and found that the LG undertook credible assessment. All four 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. Rwamabondo TC: The district internal assessment awarded a perfect score of 80%, while the national assessment team awarded a slightly lower score of 81%. This indicates a deviation of +1%. 2. Kayonza SC: The district internal assessment awarded a perfect score of 88%, while the national assessment team awarded a slightly lower score of 92%. This indicates a deviation of +4%. 3. Ngoma SC: The district internal assessment awarded a perfect score of 87%, while the national assessment team awarded a slightly lower score of 83%. This indicates a deviation of -4%. 4. Ntungamo SC: The district internal assessment awarded a perfect score of 71%, while the national assessment team awarded a slightly lower score of 71%. No variation. 	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 evidence that the District had developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>A document titled "Performance Improvement Plan for LLGs" dated July 15, 2023 signed by Byaruhanga David, District Planner; Ayebazibwe Nabboth, Human Resource Officer; and Ndifuna Mathias, Chief Administrative Officer included interventions for all LLGs. The Performance Improvement Plans showed the Performance Measure; Performance Gap; Action to be Taken; Time Frame and Action Taken.</p>	2
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the District had developed and planned implementation of the PIP for the 30 % lowest performing LLGs in the previous FY.</p>	2

Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the LG had consolidated and submitted staffing requirements for the coming FY.</p> <p>The letter presented during assessment dated September 12, 2023 ref.: CR/161/1 titled "Request to Recruit to Fill Critical Staffing Gaps" from the Chief Administrative Officer, Ndifuna Mathias to the Permanent Secretary, Ministry of Public Service submitted positions that required to be filled in FY 2023/2024.</p>	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the District had conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI).</p> <p>Attendance was tracked using a Daily Attendance Register, and analysis was done using excel sheet. Summary reports were then submitted to the Chief Administrative Officer for action. Attendance below 15 days without reasonable cause were presented to the Rewards and Sanctions Committee for disciplinary action. The report for month of May 2023 compiled by Kobutungu Deborah, Stenographer/Secretary and confirmed by Kiiza Fedelis, Deputy Chief Administrative Officer showed that Mugabe Albert, District Production Officer attended for 10 days out of 22; Kariyo Apollo, Senior Assistant Engineering Officer attended for 12 days out of 22. These cases had explanations relating to field assignments to cater for the other days where they did not sign in the attendance register.</p>	2

Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

There was no evidence that HoDs had been appraised as per guidelines issued by MoPS during the previous FY as some of the appraisals were conducted **outside the stipulated timelines** and other HoDs **were not appraised**.

Some of the files reviewed included:

1. The Chief Finance Officer, Bitwiremunda Lawrence was not due for appraisal, having been appointed to this position on July 31, 2023.
2. The District Planner, Byaruhanga Baryaraha David was **not appraised**.
3. The District Natural Resources Officer, Tumwebaze Dinah was appraised by Ndifuna Mathias, Chief Administrative Officer on June 02, 2023.
4. The District Production Officer, Mugabe Albert was appraised by Ndifuna Mathias, Chief Administrative Officer on **July 01, 2023**.
5. The District Community Development Officer, Tusiime Ambrose was appraised by Ndifuna Mathias, Chief Administrative Officer on **July 10, 2023**.
6. The District Commercial Officer, Nyakatukura Geoffrey was **not appraised**.
7. The Senior Procurement Officer, Makafu Moses was **not appraised**.
8. The Procurement Officer, Ahabwe Armyline was **not appraised**.
9. The Principal Human Resource Officer (Administration), Muheirwe Jennifer was appraised by Ndifuna Mathias, Chief Administrative Officer on June 30, 2023.
10. The Senior Land Management Officer, Muhereza Wyckliffe was **not appraised**.
11. The Principal Internal Auditor, Natusiima B. Caleb was appraised by Ndifuna Mathias, Chief Administrative Officer on **July 17, 2023**.
12. The Principal Human Resource Officer (Secretary DSC), Katusiime David was **not appraised**.
13. The Senior Agriculture Engineer, Bwino Daniel Amanywa was appraised by Kiiza Fedelis, Principal Assistant Secretary on **August 16, 2023**.

Performance management

Maximum 5 points on this Performance Measure

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

Score 1 or else 0

There was evidence that the LG implemented administrative rewards and sanctions on time as provided for in the guidelines.

The Rewards and Sanctions Committee was constituted in a letter dated April 24, 2023 ref.: CR/156/1 titled "Appointment to Rewards and Sanctions Committee" by the Chief Administrative Officer, Ndifuna Mathias.

The membership of the Committee comprised of the following:

1. Kiiza Fedelis, Deputy Chief Administrative Officer as Chairperson
2. Muheirwe Jennifer, Principal Human Resource Officer as Secretary
3. Chemisto Beatrice, Assistant District Health Officer, as Member
4. Tusingwire Charles, Senior Assistant Secretary as Member
5. Byamukama Emmanuel, Senior Assistant Town Clerk as Member
6. Orikiriza Mercy, Inspector of Schools as Member
7. Mugabe Albert, District Production Officer as Member
8. Tusiime Ambrose, District Community Development Officer as Member
9. Kazoora Vanensius, Senior Treasurer as Member

In the minutes of a meeting held on May 25, 2023, the Committee under Min. No. R&S 1/26/5/2023 considered cases of abscondment, declined transfer and failure to adhere to Parish Development Model guidelines and resolved that the cases be submitted to the District Service Commission for disciplinary action.

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 evidence that the LG had constituted a Consultative Committee for staff grievance handling.

A letter dated July 28, 2023 from the Principal Human Resources Officer to the Chief Administrative Officer titled "Proposed Members for Appointment as Members of the Negotiating, Consultative and Dispute Settlement Machinery" indicated the following as constituting membership of the Consultative Committee.

1. Kiiza Fedelis, Deputy Chief Administrative Officer as Chairperson
2. Twesigye Didas, Human Resource Officer as Secretary
3. Tukundane Mary, Senior Human Resource Officer as Member
4. Makafu Moses, Senior Procurement Officer as Member
5. Byamukama Emmanuel, Senior Assistant Town Clerk as Member
6. Orikiriza Mercy, Inspector of Schools as Member
7. Tukamuheebwa Nelson, Education Assistant II as UNATU Representative
8. Turyomuriwe Loyce, Education Assistant II as UNATU Representative
9. Gulu Ronald, Education Officer as UPSTU Representative
10. Atwine Annah, Enrolled Nurse as UNAMU Representative
11. Tukamuheebwa Rachael, Assistant Nursing Officer - Nursing as UNAMU Representative

As guided by OPM in the checklist, if the Consultative Committee was formally constituted but had not considered any case, we were to score the LG.

8

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

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

Score 1.

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.

A document dated November 23, 2023 ref.: CR/156/1 titled "Employees who were Recruited in 2022/2023" from the Principal Human Resource Officer indicated that three staff were recruited in the FY 2022/2023. Their payroll access details showed the following:

1. Muheirwe Jennifer, Principal Human Resource Officer Administration assumed duty on August 22, 2022 and accessed the salary payroll on September 15, 2022, 23 days later.
2. Kusemererwa Charles, Senior Engineer assumed duty on September 05, 2022 and accessed the salary payroll on September 15, 2022, 10 days later.
3. Nyakatukura Geoffrey, District Commercial Officer assumed duty on August 24, 2022 and accessed the salary payroll on September 15, 2022, 21 days later.

1

9

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

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

Score 1.

There was no evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement.

From a list of pensioners titled "Retirees" obtained from HRM, 211 officers were retired in 2022 an 2023.

Some of the records reviewed showed that:

1. Abigael Nimusiima IPPS No. 295531 was retired on September 01, 2022 and accessed the pension payroll on September 15, 2022, 14 days later.
2. Dinah Kyamagoba IPPS No. 291748 was retired on July 07, 2022 and **was not on the September 2022 pension payroll.**
3. Enid Kyokunda IPPS No. 290977 was retired on September 01, 2022 and accessed the pension payroll on 44819, 14 days later.
4. Jovanice A Tumwebaze IPPS No. 291433 was retired on July 20, 2022 **and was not on the September 2022 pension payroll.**

0

Management, Monitoring and Supervision of Services.

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:	Ntungamo District FY2022/2023 DDEG annual budget for LLGs was UGX340,949,000. What was transferred to 19 sub counties and 12 town councils during the FY according to the financial report was UGX340,948,959, composed as follows:	2
	Maximum 6 points on this Performance Measure	Score 2 or else score 0	<p>Quarter one UGX113,649,653</p> <p>Quarter two UGX113,649,653</p> <p>Quarter three UGX113,649,653</p> <p>Total UGX340,948,959</p> <p>This was 100% and means all the funds were transferred in accordance with the budget.</p>	
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).	<p>For NDLG, the DDEG funds were warranted and transferred during FY2022/2023 to LLGs as follows:</p> <p>For Quarter 1, the MoFPED circular is dated 8th July 2022, the CAO warranted on 8th August 2022 and the funds were transferred on 17th August 2022 (30 days).</p> <p>For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 20th October and the funds were sent on 25th October 2022 (20 days).</p> <p>For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 7th February 2023 and the disbursements made on 22nd February 2023 (9 days).</p> <p>In all the three quarters, the warranting/verification of DDEG grants was effected beyond the 5 days' time limit.</p>	0
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0		

N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

There was no 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.

The DDEG was released as follows. The first quarter release was warranted on August 08, 2022 and disbursement communicated to Kagarama Sub County on August 17, 2022, 8 days later.

The second quarter release was warranted on October 20, 2022 and disbursement communicated to Kagarama Sub County on October 25, 2022, 4 days later.

The third quarter release was warranted on February 07, 2023 and disbursement communicated to Kagarama Sub County on February 22, 2023, 12 days later.

The first quarter release was warranted on August 08, 2022 and disbursement communicated to Ngoma Sub County on August 17, 2022, 8 days later.

Second quarter release warranted on October 20, 2022 and disbursement communicated to Ngoma Sub County on October 25, 2022, 4 days later.

Third quarter release was warranted on February 07, 2023 and disbursement communicated to Ngoma Sub County on February 22, 2023, 12 days later.

The first quarter release was warranted on August 08, 2022 and disbursement communicated to Rubaare Town Council on August 17, 2022, 8 days later.

Second quarter release was warranted on October 20, 2022 and disbursement communicated to Rubaare Town Council on October 25, 2022, 4 days later.

Third quarter release was warranted on February 07, 2023 and disbursement communicated to Rubaare Town Council on February 22, 2023, 12 days later.

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:

Score 2 or else score 0

Four (04) reports were provided as evidence of NDLG supervision and mentoring activities in LLGs during FY2022/2023.

Monitoring report dated 06/10/2022 – the activity was carried out by TPC members and members of DEC. The activity involved the 2 stance line latrine at Kanyampumo in Nyabihoko RGC and Rukoni in Kitwe T/C. It also involved monitoring the drilling production well at Kizinga in Ngoma S/C and Kanyamuhanya in Rubaare S/C. Monitored also were 12 medium protected springs in various locations in the DLG. Also involved was Kitwe mixed P/S, Kagamba P/S and Rubaare Moslem P/S – demonstration gardens.

Monitoring report dated 20/12/2022 – the activity was focused on construction of maternity unit at Buhinama HCII, Completion of staff house at Rwanda HCII and Kishani HCII, Supply and installation of medical equipment at Rwanda HCII, Kishani HCII and Kafunjo HCII.

Monitoring report dated 24/03/2023 – the activity involved identifying the projects progress, their location, the contracts and progress towards the end date. Projects monitored included the 2 in 1 staff house at Ihunga HCIII in Kagarama T/C, the 2 in 1 staff house at Nyanga HCIII in Rubaare S/C, construction of drainable pit latrine at Rwanda HCIII in Bwongyera S/C, Construction of drainable pit latrine pit latrine at Rwashamaire HCIV.

Monitoring report dated 26/06/2023 – the activity focused on the progress of projects as the year came to close. Monitored were: 2 in 1 staff house at Karuruma HCIII, Upgrading of Kafunjo and Kaina HCII to HCIIIs, chain link fencing of DLG medical stores, construction of medical and placenta pits at Kyamwasha HCIII and Construction of 2 classroom block at Mushasha P/S.

There was sufficient evidence that NDLG supervised or mentored LLGs in the District at least once per quarter in FY2022/2023 as required.

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

TPC minutes for a meeting which sat on 12/10/2022 discussed quarter one monitoring and supervision report (Minute No. 58/22/10/2022 – PRESENTATION OF FIRST QUARTER MONITORING REPORT). The main issues discussed were the equitable distribution of DLG projects in the different constituencies. The complaint was that the projects were not equitably distributed across the different LLGs.

TPC minutes for a meeting which sat on 22/12/2022 discussed quarter two monitoring report (Min. 44/12/03/2022 – PRESENTATION OF SECOND QUARTER MONITORING REPORT). Discussed included – Project implementation committee members found to be less effective, environmental and social safeguards lacking in some projects, finance department delaying payments even when completion certificates were in place, Senior procurement officer to have a procurement plan and share with all offices.

TPC minutes of meeting 24/03/2023 discussed quarter three monitoring report (Min. 11/16/03/2023 – PRESENTATION OF QUARTER THREE MONITORING REPORT). Key issues discussed included: Failure to share project information that is implemented in LLGs, ineffective project implementation committees, delay in starting project implementation, failure to popularise BoQs to different stakeholders.

TPC minutes for the TPC meeting on 28/06/2023 discussed quarter four monitoring and supervision report (Minute No. 55/06/07/2023 – PRESENTATION OF Q4 FIELD MONITORING REPORT). Discussed included failure by some contractors to adhere to quality standards, failure to properly cater for environmental and social safeguards in project designs, irregular meetings of project management committees, and inadequate sharing of findings in project progress, among others.

There was evidence that the TPC meetings sat and handled mentoring and supervision activities of the DLG during FY2022/2023.

Investment Management

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:

Score 2 or else score 0

Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0

The LG was said to have an IFMIS based electronic assets register. The LG also had a manual register and this assessment was based on the manual, because the IFMIS based register wasn't made available.

A number of assets were sampled during this assessment including land and buildings, computers, furniture, motor vehicles and road equipment to check for the completeness and up datedness of the register. Thirteen (17) assets were sampled and most of them could not be directly identified in the register. Even those found in the register, including high value assets such as motor vehicles and DLG lands, were documented more in form of a list of assets than an actual assets register. This was besides the fact that a large proportion of the LG's assets was not engraved and therefore faces a big risk of loss without trace.

The LG's records of assets fall way below standard and do not satisfy the requirements.

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

Score 1 or else 0

NDLG Board of Survey report for the year 2021/2022 was availed and had the 22 recommendations, summarised below:

1. Engrave all DLG assets
2. Compel all NDLG entities to keep assets registers
3. Board off all assets and items that are non-functional or grounded including the vehicles parked in the yard, motorcycles, mattresses and pillows, bed sheets and blankets, computers
4. Board off iron sheets
5. Board off all doors gotten from the admin block during renovation
6. Secure permission to destroy tones of application forms and bid documents in the DSC and PDU
7. Board off the old milling machine container No. 2210
8. Board off dump truck No. LG0019-39
9. CEO put arrangement to retrieve all non-functional items and assets from Health centres including Kitwe HCIV, Maruti vehicle at Nyakyera T/C, Maruti at Ngoma HCII, tricycle at Ngoma HCII etc
10. Dispose off old theatre machines and generators at Itojo hospital
11. Allocate more funds for board of survey exercise due to its magnitude and urgency.

As on the date of this assessment on 20/11/2023, no step was identified as having been taken in addressing any of the above recommendations.

There was no evidence of effort to address the recommendations of the Board of Survey report and the LG did not comply with the requirement.

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 DLG has a 25 member Physical Planning Committee. According to the minutes seen, during the year ended 2022/2023 the Physical Planning Committee met on the following dates:</p> <p>Quarter 1 meeting on 29/09/2022 and minutes submitted to MoLHUD on 09/022023.</p> <p>Quarter 2 meeting on 29/12/2022 and minutes submitted to MoLHUD on 12/06/2023.</p> <p>Quarter 3 meeting on 31/03/2023 and minutes submitted to MoLHUD on 14/07/2023.</p> <p>Quarter 3 meeting on 30/06/2023 and minutes submitted to MoLHUD on 06/10/2023.</p> <p>The requirement of quarterly physical planning committee meetings and submission of four (04) sets of minutes of the year to MoLHUD was satisfied.</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 DLG did have three (03) DDEG funded projects with one (01) of them infrastructural in its FY2022/2023 annual workplan and budget.</p> <p>🏠 Renovation of DLG Admin block UGX89,866,000</p> <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 & DDEG objectives -Financially feasible -Having costed project profiles. <p>No evidence of desk appraisal for the one (01) NDLG DDEG infrastructural project for FY2022/2023 was availed/ seen.</p>	0

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</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 DLG did have three (03) DDEG funded projects with one (01) of them infrastructural in its FY2022/2023 annual workplan and budget.</p> <p>🏗️ Renovation of DLG Admin block UGX89,866,000</p> <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>No evidence of field appraisal for the one (01) NDLG DDEG funded infrastructural project for FY2022/2023 was availed/ seen.</p>	0
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>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 DLG 5 year Development Plan 2020/2021-2024/2025 contains project profiles for the projects of the DLG. The Profiles are in a separate annex containing project profiles for all DDPIII projects, titled THIRD DISTRICT DEVELOPMENT PLAN 2020/2021-2024/2025 (DDPIII ANNEXES). The profiles cover different aspects of the DLG including Production, Health, Water, Works, Irrigation, Education and Administration for the 5 years.</p> <p>However, no evidence of Project profiles for current FY2023/2024 was availed/seen during the assessment. Neither a separate record of Project profiles for F2023/2024 nor any evidence of their presentation and discussion in the TPC was availed/seen.</p> <p>There was no evidence that Project Profiles with costing for the current FY2023/2024 were developed and/or discussed by TPC for all investments in the current FY AWP.</p>	0
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that 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/impact for construction of 2 classroom block at Igorora II P/s was carried out on 14/9/2023, signed and stamped by both EO and DCDO, desk and field-based appraisals were prepared and signed by the appraisal team on 3/4/2023 2. Screening for environmental and social risks/impact for construction of proposed 2 in 2 classroom block, office and 5 stance latrine at Rwamakukuru P/s was carried out on 14/9/2023, signed and stamped by both EO and DCDO, desk and field-based appraisals were prepared and signed by the appraisal team on 3/4/2023 3. Screening for environmental and social risks/impact for construction of 5 stance VIP latrine at Rwashamaire RGC was carried out on 8/8/2023, signed and stamped by both EO and DCDO, desk and field-based appraisals were prepared and signed by the appraisal team on 3/4/2023 	2								
			<p>The appraisal committee comprised of the following members</p> <table border="0"> <tr> <td>1. Tusiime Ambrose</td> <td>DCDO</td> </tr> <tr> <td>2. Kusemererwa Charles</td> <td>District Engineer</td> </tr> <tr> <td>3. Byaruhanga David</td> <td>District planner</td> </tr> <tr> <td>4. Atuhaire Abraham</td> <td>EO</td> </tr> </table>	1. Tusiime Ambrose	DCDO	2. Kusemererwa Charles	District Engineer	3. Byaruhanga David	District planner	4. Atuhaire Abraham	EO	
1. Tusiime Ambrose	DCDO											
2. Kusemererwa Charles	District Engineer											
3. Byaruhanga David	District planner											
4. Atuhaire Abraham	EO											
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>There was evidence that all infrastructure projects for the current FY (2023/24) to be implemented using the DDEG were incorporated in the LG approved procurement plan. One project was included as listed below:</p> <ol style="list-style-type: none"> 1. Item No. 56- Rehabilitation of the District Headquarter, Estimated (Budget) at UGX 103,816,382/= 	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 NO evidence that all infrastructure projects to be implemented in the current FY(2023/24) using DDEG were approved by the Contracts Committee before commencement of construction by the time of assessment. The DDEG infrastructure projects procurement files were not present during the time of assessment thus no Contracts Committee Minutes of Meeting for the DDEG funded projects were recorded.</p>	0								

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	<p>There was evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines.</p> <p>A copy of joint appointment by the CAO of the members of the PIT (i.e. Project Manager, Contract Manager, Clerk of Works, DCDO, Environment Officer and Labour Officer) for all infrastructure projects (i.e. Health, Water and Education) dated 13/12/2022 was present; The following Projects were considered.</p> <ol style="list-style-type: none"> 1. Construction of a 2-Classroom Block with Office and Store at Kahoko P/S. 2. Construction of 3 Ferro Cement Water tanks at Butuntu Catholic Church, Bakiharire COU and Kitwe Seed School. 3. Construction of a 2 in 1 Staff House at Nyanga HC III. 	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	<p>There is evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer. Infrastructure projects under DDEG Funding were found to be compliant with the standard designs and specifications as provided by the LG Engineer.</p> <p>One DDEG project is listed below:</p> <ol style="list-style-type: none"> 1. Rehabilitation of District Administration Block Phase II- with general renovation works that comprised of: internal and external floor work repairs (removal of existing floor screed and replacing with terrazo finish), door and window repairs, wall finishes (i.e. plastering and painting), ceiling construction, toilet repairs at Health Department. All Works were satisfactory, and Structure was in good condition at the time of Assessment. <p>It should be noted that DDEG projects at Sub County and Town Council levels were not considered. Only projects at District level were considered.</p>	1

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0

There was evidence that Ntungamo DLG provided supervision by the relevant technical officers for infrastructure projects prior to verification and certification of works in previous FY (2022/23).

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 following projects among others were sampled:

1. **Construction of 3 Ferrocement Tanks in Kitwe T/C and Rukoni East Sub County-** NTUN546/WRKS/2022-2023/00048; The contractor's claim dated 10/2/2023 was certified for payment by the CAO. An inspection was done by the Ag. DWO on 17/2/2023 and a supervision report prepared. A certificate of practical completion was prepared and signed on 17/2/2023 by the DWO. The 1st payment certificate was prepared on 17/2/2023 and signed on 22/2/2023 by the DWO, CAO, DCDO, DHO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 22/2/2022 after site inspection.
2. **Protection of 4 Medium Springs in Ihunga, Rubaare, Kyonza and Bwongyera Sub Counties-** The contractor's claim dated 12/12/2022 was certified for payment by the CAO and DWO. An inspection was done by the Ag. DWO on 12/12/2022 and a supervision report prepared. A final payment certificate was prepared on 12/12/2022 and signed by 21/12/2022 by the DWO, DCDO, CAO and Environment Officer. A certificate of practical completion was prepared and signed on 12/12/2022 by the DWO. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 12/12/2022 after site inspection.
3. **Rehabilitation of District Administration Block Phase II-** The contractor's claim dated 19/4/2023 was certified for payment by the CAO and DE. An inspection was done by the Project Manager/Supervisor on 26/4/2023 and a supervision report prepared. A certificate of practical completion was prepared and signed on 26/4/2023 by the DE. The 1st payment certificate was prepared and signed on 26/4/2023 by the District Engineer, DCDO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 26/4/2023 after site inspection.

<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):</p> <p>Score 1 or else score 0</p>	<p>There was evidence that Ntungamo DLG verified works (certified) and initiated payments of contractors timely for example;</p> <p>Payments for Works- Phased construction of Kisoro District Administration Block Headquarters- KISO866/WRKS2022-23/00041. The project had a procurement file and was included in the 3rd Quarterly work plan for the FY 2022/23. The CAO and DE approved the contractor's claim dated 17/05/2023 after verification of the works and the superintendent of works prepared a final report dated 26/5/2023 after inspection of the completed works. A practical completion certificate of payment was then initiated on 26/5/2023 by the superintendent of works and verified by the Head of the Works Department. An environment and social certificate was also attached to the payment certificate and signed by the District Environment Officer and CDO on 26/05/2023.</p> <ol style="list-style-type: none"> 1. Protection of 4 Medium Springs in Ihunga, Rubaare, Kyonza and Bwongyera Sub Counties- NTUN546/WRKS/2022-2023/00078. The contractor's claim dated 12/12/2022 was certified for payment by the CAO and DWO. An inspection was done by the Ag. DWO on 12/12/2022 and a supervision report prepared. A final payment certificate was prepared on 12/12/2022 and signed by 21/12/2022 by the DWO, DCDO, CAO and Environment Officer. A certificate of practical completion was prepared and signed on 12/12/2022 by the DWO. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 12/12/2022 after site inspection. 2. Rehabilitation of District Administration Block Phase II- NTUN546/WRKS/2022-2023/00048; The contractor's claim dated 19/4/2023 was certified for payment by the CAO and DE. An inspection was done by the Project Manager/Supervisor on 26/4/2023 and a supervision report prepared. A certificate of practical completion was prepared and signed on 26/4/2023 by the DE. The 1st payment certificate was prepared and signed on 26/4/2023 by the District Engineer, DCDO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 26/4/2023 after site inspection. 3. Construction of 3 Ferrocement Tanks in Kitwe T/C and Rukoni East Sub County- NTUN546/WRKS/2022-2023/00048; The contractor's claim dated 10/2/2023 was certified for payment by the CAO. An inspection was done by the Ag. DWO on 17/2/2023 and a supervision report prepared. A certificate of practical completion was prepared and signed on 17/2/2023 by the DWO. The 1st payment
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certificate was prepared on 17/2/2023 and signed on 22/2/2023 by the DWO, CAO, DCDO, DHO and Environment Officer. An Environment and Social compliance certificate was also signed by the District Environment Officer and DCDO on 22/2/2022 after site inspection.

13

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else 0

There was evidence of Complete procurement files 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. **Construction of a 2 in 1 Staff House at Ihunga HC III-** NTUN546/WRKS/2022-23/00047; approved by the Contracts Committee under Min. No. CC0024/OCTOBER/2022 in a meeting held on 11/10/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 4/11/2022.
2. **Construction of a New Facility in Rukoni West-Ruhama County-** MoH-UgIFT/WRKS/22-23/00001-Lot 21; approved by the Contracts Committee under Min. No. CC0031/OCTOBER/2022 in a meeting held on 24/10/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 6/12/2022.
3. **Construction of Nyabihoko Seed Secondary School-** MoES/UGIFT/WRKS/2021-22/0002; approved by the Contracts Committee under Min. No. CC065/APRIL/2022 in a meeting held on 20/4/2022 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 6/10/2022.

1

Environment and Social Safeguards

14

Grievance redress mechanism operational.

Maximum 5 points on this performance measure

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

Score: 2 or else score 0

- There **was evidence** that the District/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 4/8/2021 of Ref No: CR/153/1, the CAO Mr. Kiiza Fedelis appointed DCDO Mr. Tusiime Ambrose as the chairperson of the district grievance redress committee, stamped and signed by the CAO, copied to RDC and District Chairperson. In another letter dated 15/6/2022 of Ref No CR/153/1, the CAO appointed members for the a centralized Grievance Redress Committee (GRC) stamped and signed by the CAO, copied to RDC and District Chairperson of the following members

1. Mr. Tusiime Ambrose DCDO Chairperson
2. Mr. Ayebazibwe Noaboth HRO Secretary
3. Mr. Kiiza Fedelis PAS Member
4. Mr. Arinaitwe Robert Enrolled nurse Member
5. Dr Twesime Innocent PMO Member
6. Mr. Kabangizi Edward Head Teacher Member
7. Mr. Tusigwire Charles SAS Member
8. Mrs. Tumwebaze Dinah DNRO Member
9. Mr. Mugume Benon SPWO Member
10. Mrs. Chemisto Beatrice AG. DHO Member
11. Tindimwebwa Seth Advocate Member

2

14

Grievance redress mechanism operational.

Maximum 5 points on this performance measure

b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.

If so: Score 2 or else 0

- 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 office

- 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 feedback to the complaint, complaints were recorded in the log book and a public display information was displayed on the LG notice board.

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 that the district had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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</p>	<p>Ntungamo DLG 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:</p> <p>In the NDLG DDP, there are interventions incorporated on Page 45-48: Section 2.6 – Environment and Natural Resources. Table 41, Page 46 – Table on Natural Resources, Environment, Climate Change and Land Management. Section 2.6.1 – Forests. Section 2.6.2 – Wetlands. Section 2.6.3 – Waste Management. Section 2.6.4 – Water Resources. Section 2.6.5 – Air and Section 2.6.6 – Lands.</p> <p>Pages 100-104: Section 3.4.8 – Programme: Natural Resources, Environment, Climate Change, Land and Water Management</p> <p>Approved budget FY2023/2024</p> <p>Water approved budget (Page 45-46)</p> <p>Natural Resources and environment approved budget – sub budget (page 48-49)</p> <p>Program 06 – Natural resources, environment, climate change, land and water</p> <p>Natural resources, environment, climate change budget for FY2023/2024(page 48)</p> <p>Environment and social safeguards.</p> <p>There was evidence that environmental, social and climate change interventions were integrated into NDLG Development Plans, annual work plans and budgets.</p>	1

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management score 1 or else 0	No evidence was provided/seen as to NDLG disseminating 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	0
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 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 For the renovation of Ntungamu district headquarters block a costed ESMP was prepared on 8/8/2023, signed and stamped by both EO and DCDO at cost of Ugx 2,000,000, a costed Environment and Social Management Plan (ESMP) was incorporated into designs, BoQs, bidding and contractual documents under element No 2 for environmental and social safe guards at tune of Ugx 320,000	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 evidence for examples of projects with costing of the additional impact from climate change For the renovation of Ntungamu district headquarters block, there is extra costing for planting grass at a tune of Ugx 120,000 under element 7 of the BoQ	3
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 1 or else score 0	There was evidence that all 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 1. Certificate of title for Ntungamu district headquarters, plot 262 Ruhaama, block 35, at Muko ward, dated 26/4/2012, signed and stamped by registrar of titles on 28/5/2012	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 for renovation of the Ntungamo district headquarters block was carried out on 28/12/2022 stamped and signed both EO and DCDO, monitoring reports were reviewed dated 28/12/2022, 25/1/2023, 21/2/2023 and 24/3/2023. The project started on 9/11/22 and ended on 9/2/23	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	There was evidence that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects 1. E&S compliance certification forms were approved and completed for the rehabilitation of district administration block phase II on 26/4/2023, signed and stamped by both EO and DCDO, payments were made on 2/5/2023	1

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 NDLG FY2022/2023 financial report, the LG runs the following bank accounts: Treasury single account General Fund account Ntungamo school nutrition account Ntungamo UNICEF account Green climate account YLP recovery account UWEP recovery account ACDP account District youth project account Administration CAIP III account The responsibility of reconciliation of the TSA is said to have been taken back to MoFPED. As on date of the assessment 20/11/2023, all the other bank accounts were reconciled to 30/06/2023, the date of the previous FY close, and not up to date. The LG does not carry out monthly bank reconciliations. The DLG's bank accounts were not reconciled up to date as required under the manual.	0
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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 NDLG Internal Audit department.

Quarter 1 report is dated 22/12/2022, Quarter 2 dated 15/01/2023, Quarter 3 dated 18/04/2023 and Quarter 4 dated 28/07/2023.

There was evidence that the reports were submitted to the Speaker, CAO, LGPAC, Internal Auditor General and the LCV Chair through dated acknowledgement signatures of the recipients in the audit delivery book.

The LG did produce the four internal audit reports for the four quarters of FY2022/2023.

LG executes the Internal Audit function in accordance with the LGA Section 90

Maximum 4 points on this performance measure

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.

Score 1 or else score 0

The first NDLG quarterly internal audit reports for FY2022/2023 did contain a detailed section for follow-up on the status of implementation of prior audit findings/ recommendations.

Quarter 1 report was submitted on 12/01/2023, quarter II on 03/03/2023, Quarter III on 21/05/2023 and Quarter IV on 31/07/2023.

According to NDLG PAC reports, internal audit reports which contained follow-up on previous recommendations were discussed as follows:

PAC report dated 26/09/2022 discussed NDLG 1st quarter internal audit report.

PAC reports discussed NDLG 2nd quarter internal audit reports dated 15/11/2022 – Works department, 15/02/2023 – Operations of Bwongyera S/C and 15/02/2023 – Operations of Rugama HCIII, Rukoni HCIII, Ngoma HCIII and Rubaare HCIV.

PAC reports discussed NDLG 3rd quarter internal audit reports – Report dated 11/05/2023 – Operations of Rwoho S/S, report dated 11/05/2023 – Operations of Rwashamaire T/C, report dated 11/05/2023 – Operations of Ruhaama HCIII, report dated 11/05/2023 – Operations of Rweikiniro HCIII.

PAC minutes discussed NDLG 4th quarter internal audit reports – The meeting was held on 16/08/2023 (Min. NDLG/DPAC/13/08/2023 – Handling Internal Audit report for Q4 FY2022/2023 on Operations of Rubaare SS, ACDP Projects under Production department, Education department accountabilities, projects execution, failure to pay contractors, unwarranted mischarges, primary schools with issues – Kahengyere P/S and Buhiga P/S.

The LG did provide information to the Council/Chairperson and the LGPAC did follow-up on the previous internal audit findings as required.

17

LG executes the Internal Audit function in accordance with the LGA Section 90

Maximum 4 points on this performance measure

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:

Score 1 or else score 0

NDLG records show that the four quarterly internal audit reports were received by CAO, Council and DPAC through witness of the acknowledgement signatures of the recipients on the audit delivery book.

NDLG Quarters I, II, III and IV internal audit reports of FY2022/2023 were discussed in the DPAC meetings as per PAC reports and PAC minutes of FY2022/2023.

PAC report dated 26/09/2022 discussed NDLG 1st quarter internal audit report.

PAC reports discussed NDLG 2nd quarter internal audit reports dated 15/11/2022 – Works department, 15/02/2023 – Operations of Bwongyira S/C and 15/02/2023 – Operations of Rugama HCIII, Rukoni HCIII, Ngoma HCIII and Rubaare HCIV.

PAC reports discussed NDLG 3rd quarter internal audit reports – Report dated 11/05/2023 – Operations of Rwoho S/S, report dated 11/05/2023 – Operations of Rwashamaire T/C, report dated 11/05/2023 – Operations of Ruhaama HCIII, report dated 11/05/2023 – Operations of Rweikiniro HCIII.

PAC minutes discussed NDLG 4th quarter internal audit reports – The meeting was held on 16/08/2023 (Min. NDLG/DPAC/13/08/2023 – Handling Internal Audit report for Q4 FY2022/2023 on Operations of Rubaare SS, ACDP Projects under Production department, Education department accountabilities, projects execution, failure to pay contractors, unwarranted mischarges, primary schools with issues – Kahengyere P/S and Buhiga P/S.

The LGPAC report had several recommendations and there was evidence CAO was taking action in follow-up the recommendations including writing to affected persons demanding for action.

Internal audit reports of NDLG were presented to the LGPAC and PAC sufficiently discussed and took actions on them.

Local Revenues

18

LG has collected local revenues as per budget (collection ratio)

Maximum 2 points on this performance measure

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.

Ntungamo DLG OSR budget for FY 2022/2023 was UGX1,747,514,385. What was realised according to the financial report was UGX705,768,144.

This was 40.3% of what was budgeted and falls outside the +/-10% range.

0

19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>According to the financial reports, Ntungamo DLG OSR performance for FY 2021/2022 was UGX716,121,496. Performance for FY 2022/2023 was UGX705,768,144.</p> <p>This was a reduction in revenue, which was UGX10,353,352 i.e. -1.4%.</p> <p>This was a reduction, obviously <5%.</p>	0
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>During the year ended 2022/2023, what was collected as by NDLG OSR was UGX705,768,144.</p> <p>What was remitted to the 19 sub counties and 12 town councils during the FY was UGX113,157,150, which made 16%</p> <p>28/09/2022 UGX113,157,150</p> <p>TOTAL UGX113,157,150</p> <p>This was 16%, which was definitely below the 65% threshold.</p> <p>The DLG did not comply with the 65% 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 DLG Procurement Notice board for Public View.</p> <p>The sampled projects are listed below:</p> <ol style="list-style-type: none"> 1. Proc. Ref. No- NTUN546/WRKS/2022-23/00047: M/S Gremu Trading Company Limited; for the Construction of a 2 in 1 Staff House at Ihunga HC III with an amount of - UGX 192,776,883/=; under open bidding; Display date was 14/10/2022 and Removal date was 28/10/2022. 2. Proc. Ref. No- MOH-UGIFT/WRKS/2022/2023/00001 LOT 21: M/S Geses Uganda Limited; for the Upgrade of HCIIIs to HC IIIs of Rutoma HC II in Kabale Municipality, Nyabikungu HC II in Rwampara and Construction Of Rukoni West HC III in Ntungamo DLG; with an amount of - UGX 2,738,244,777/=; under open bidding; Display date was 24/10/2022 and Removal date was 4/11/2022. 3. Proc. Ref. No- NTUN546/WRKS/2022-23/00038: M/S Studione Design Group Limited; for the Construction of a 3 Classroom Block, a 5 Stance Latrine and Supply of Furniture at Nyakisa Primary School in Nyabushenyi S/C with an amount of - UGX 199,949,105/=; under open bidding; Display date was 14/10/2022 and Removal date was 28/10/2022. 	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 DLG noticeboard. During this assessment, the results were found on the DLG noticeboard which could be easily accessed by the staff and the general public.</p> <p>The LG met the requirement on publication of assessment results.</p>	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>The DLG held a baraza at Rubaare Town Council HQs on 22/02/2023 The baraza was held in form of a public rally and involved the RDC, the District leadership and had the Minister of State for Luwero Triangle in the OPM Hon. Alice Kaboyo as Guest of Honour. The DLG team included the CAO, RDC, LC5 chairperson, District Planner, Environment Officer, Physical Planner, Finance staff, Commercial Officer and DHO and DEO.</p> <p>Key issues discussed during the baraza included 1) Delay of PDM funds, 2) Bad attitude and absenteeism of Rubaare HCIV health workers, 3) Lack of school for disabled persons for Rubaare T/C, 4) pupils being asked to bring firewood and hoes to schools affecting their attendance, 5) Rubaare HCIV lacking mortuary, 6) Minister asked to handle the issues of mafias in who interfere with RDC on security issues in the DLG, 7) delay of supplies from the National Medical Stores and 8) failure to fence Rubaare HCIV land.</p> <p>Heads of departments from the DLG responded to questions raised pertaining to their thematic areas - education, health, engineering, water and sanitation, production and marketing, natural resources, trade on PDM and community based services, as appropriate.</p> <p>There was evidence that the LG did during FY2022/2023 conduct a baraza in which it interacted with the public to provide feed-back on status of activity implementation.</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>No evidence was availed/seen as to the LG making publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal during previous FY2022/2023.</p> <p>The LG did not comply with the requirement.</p>	0

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 DLG (CAO) did prepare a report on the implementation status of IGG FY2022/2023 recommendations dated 05/11/2022. The report prepared by the Principal Assistant Secretary on behalf of the CAO, addressed to the Finance Committee of Council. The report contained three issues which were pending at the time

🔗 Embezzlement of Q4 DDEG funds by Rubaare T/C officials

🔗 Embezzlement of road maintenance, DDEG, Councillor's allowances, Ex-gratia and remittances to LLGs by Ntungamo S/C officials

🔗 Embezzlement of funds by Murambi 1 P/S Headteacher

The report was discussed in the Finance Committee on 05/11/2022 and discussed in Council on 22/12/2022 according to the Ntungamo LG Council minutes of the meeting on 22/12/2022.

The LG did prepare a report on the implementation status of IGG issues in the LG and the report was presented to, and 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>☞ 8,788 out of 10,475 (83.8%) pupils who sat PLE in 2020 passed between grade 1 and 3 (Div1:1,402, Div2:5,458 & Div3:1,928=8,788). This excludes absentees (10,640-165=10,475).</p> <p>☞ 9,424 out 11,076 (85%) pupils who sat PLE in 2022 passed between grade 1 and 3 (Div1:1,964, Div2:5,549 & Div3:1,911=9,424. This excludes absentees (11,274-198=11,076)</p> <p>Thus, a percentage increase between years of 1.2% (improvement between 1&5%), the score is 2.</p>	2
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>☞ We only obtained and reviewed the UCE results for 2022 for USE schools.</p> <p>☞ The UCE results for USE schools for 2020 were not availed at the time of the assessment hence we could not calculate the percentage improvement in performance between years.</p> <p>☞ 1,136 out 1,805 (62.9%) students who sat UCE in 2022 passed between grade 1 and 3 (Div1:166, Div2:483 & Div3:487=1,136. This excludes absentees (0)</p> <p>Therefore, the score is 0.</p>	0

2	<p>N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p>	<p>The performance of NDLG in its LLG Education assessment was 80% in FY2021/2022 and 69% in FY2022/2023, meaning a decline of -11%. This was a decline in performance, definitely <0%.</p>	0
	<p>Maximum 2 points</p>	<ul style="list-style-type: none"> • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 		
		<p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>		
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>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 2022-2023_ Work plan for Education Department: Vote_911_Ntungamo district, indicated that Ugx3,623,694,413 was budgeted for capital investments. The total expenditure was Ugx.3,844,005,006.</p>	
			<p>Specific details below;</p> <ul style="list-style-type: none"> • Construction of a 5 stance latrines at Mahwa, Kiknyu, Rukanda, Rwakibira, and Rwamwire primary schools at a total cost of Ugx.138,980,559 • Construction of classroom blocks at Mushasha, Kyamuteera, Kahoko, Nyakitabire, Kibatsi, Kabira, and Kiyooro Demonstration primary schools at a total cost of Ugx.758,432,716 • Construction of Nyabihoko Seed Secondary school at Ugx.2,936,791,731 • Supply of twin desks at Mujwa and Kitembe II primary schools at Ugx.9,800,000 	
			<p>Based on the above, Ugx.3,844,005,006 of 3,623,694,473 was spent on capital investments representing 106% which is above the minimum requirement of 95% as per 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</p>	<p>Nine (09) NDLG Education infrastructural projects of FY2022/2023 were sampled to check certification before payment. Payment to Alikazi Enterprises Co. Ltd for</p>	2

Maximum 8 points on this performance measure

implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0

fencing of Kibatsi High School in Rwamabondo T/C (UGX81,905,125) – Requisition dated 28/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 28/02/2023 and payment on 05/04/2023.

Payment to Datek Contractors Co. Ltd for construction of 2 classroom block with office at Mushasha P/S (UGX24,789,741) – Requisition dated 21/03/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 20/03/2023 and payment on 05/04/2023.

Payment to Nuatu Consult Ltd for construction 2 classroom block at Kiyooro P/S (UGX75,152,320) – Requisition dated 15/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 15/02/2023 and payment on 30/02/2023.

Payment to Jomu Enterprises Co. Ltd for construction of 5 stance VIP latrine at Rwamwire P/S in Ruhaama S/C (UGX5,067,078) – Requisition dated 22/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 27/02/2023 and payment on 16/03/2023.

Payment to Datek Contractors Ltd for construction of 2 classroom block at Mushasha P/S (UGX42,427,709) – Requisition dated 13/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 19/01/2023 and payment on 06/02/2023.

Payment to Zeph Construction Co. Ltd for construction of 2 classroom block at Kahoko P/S (UGX50,842,062) – Requisition dated 13/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 05/01/2023 and payment on 22/02/2023.

Payment to Studione Design Group Ltd for construction of 3 classroom block, 5 stance latrine and supply of furniture at Nyakisa P/S (UGX66,483,078) – Requisition dated 20/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 09/01/2023 and payment on 14/03/2023.

Payment to Mugumya Engineering Services Ltd for construction of 2 classroom block at Kabiira P/S (UGX30,709,593) – Requisition dated 08/06/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 21/12/2022 and payment on 05/04/2023.

Payment to Bamidi Technical Services Ltd for construction of 2 classroom block with office at Nyakitebire P/S (UGX42,442,343) – Requisition dated 10/01/2023, certified by the District Engineer, District Education Officer, CDO and

Environment Officer on 13/01/2023 and payment on 20/02/2023.

In all the nine (09) sampled projects, certification for Education infrastructural projects was done before payments were effected in accordance with the requirements.

3 Investment Performance: The LG has managed education projects as per guidelines Maximum 8 points on this performance measure	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. 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% :	2
		<ol style="list-style-type: none">1. Construction of a 3-Classroom Block, 5-stance Lined VIP Latrine with a Urinal, Installation of a Water Tank and Supply of Furniture at Nyakisa P/S - NTUN/546/WRKS/2022-2023/00038. The Engineer's Estimate (A) was UGX 200,099,798/=; the Contract Sum/Price (B) was UGX 199,949,105/=. The Variation was at 0.075%.2. Construction of a 2-Classroom Block at Kahoko P/S - NTUN/546/WRKS/2022-2023/00040. The Engineer's Estimate (A) was UGX 128,977,422/=; the Contract Sum/Price (B) was UGX 127,423,716/=. The Variation was at 1.20%. <p style="text-align: center;">•</p>	
3 Investment Performance: The LG has managed education projects as per guidelines Maximum 8 points on this performance measure	d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0	There is NO evidence that the education project (seed secondary school) was completed as per the work plan in the previous FY 2022/23. There was no work schedule present during the time of assessment.	0

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	<p>There was evidence that the LG had recruited primary school teachers as per the prescribed MoES staffing guidelines to fill 71.98% of the structure.</p> <p>The staffing structure from HRM indicated an establishment ceiling for primary school teachers of 2691 and filled positions were at 1937 indicating a 71.98% capacity filled.</p>	1
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>The education department had consolidated schools' asset registers for FY 2022/2023 containing only 242 UPE schools (USE schools were excluded). The asset register was compiled by the Acting District Inspector of Schools (stamped but not dated).</p> <p>The review of the consolidated schools' asset registers for FY 2022-2023 for Ntungamo district education department indicated that all the 242 UPE schools did not meet the basic requirements and minimum standards set out in the DES guidelines e.g. all the (242) UPE schools did not meet the requirement for permanent accommodation for at least four (4) teachers.</p> <p>We could not calculate the percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines since the consolidated schools 'asset register for FY 2021-2022 for both UPE and USE schools was not availed to the assessor at the time of the assessment. The score is 0.</p>	0

Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>Ntungamo DLG Staff list for Primary schools-2023 obtained from DEO's office had a total of (1,937) teachers in post covering all the (242) UPE schools.</p> <p>Verification was done in the three (3) sampled UPE schools and the following was established as per the deployment list from the DEO's office.</p> <p>□ The number of teachers (07) on the DEO's deployment list was consistent with the number of teachers on the school staff list (07) in Kabuhoma primary school, Nyarutuntu S/C). We noted that Nelson Turyahwerwa (teacher) has been on sick leave for over a year).</p> <p>The names of teachers verified:</p> <ol style="list-style-type: none"> 1. Byaruhanga Barnerd 	2
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2. Maguru Frederick
3. Kyoheirwe Molly
4. Tushabire Rosemary
5. Bimanywa Pereth
6. Mwebaze David
7. Rwakiseta Christopher

□ The number of teachers (08) on the DEO's deployment list was consistent with the number of teachers on the school staff list (08) in Mujwa primary school, Ntungamo S/C.

The names of teachers verified:

1. Nziiza Norah
2. Tugume Jonah
3. Mugumya Naboth
4. Kamurare Estone
5. Twinamatsiko Kenneth
6. Nagaba Doreen
7. Niwagaba Jackline
8. Tusiimirwe Jonah

□ The number of teachers (08) on the DEO's deployment list was consistent with the number of teachers on the school staff list (08) in Iterero Primary school, Nyamunuka TC

The names of teachers verified:

1. Nuwamanya Marshal
2. Tumuranye Rose
3. Muhebwa Gordon
4. Gumisiriza Deus
5. Atwongiire Lydia
6. Akanwasa Jackline
7. Kihembo Jane
8. Asii mire Immaculate

It was verified that the total number of teachers as indicated on the DEO'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.

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

Maximum 4 points on this performance measure

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

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

There was evidence that the 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:

□ Kabuhome PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (07) classrooms, (05) latrine stances, (117) desks and teacher accommodation (00), while the school asset register had (07) classrooms, (05) latrine stances, (117) desks and teacher accommodation (00). Information was consistent.

Mujwa PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (09) classrooms, (11) latrine stances, (126) desks and teacher accommodation (00), while the school asset register had (09) classrooms, (11) latrine stances, (126) desks and teacher accommodation (00). Information was consistent.

□ Iterero PS: The education department consolidated schools' asset registers for FY 2022/23 indicated that the school had (10) classrooms, (15) latrine stances, (135) desks and teacher accommodation (00), while the school asset register had (10) classrooms, (15) latrine stances, (135) desks and teacher accommodation (00). Information was consistent.

Based on the above, verified information was 100% accurate. The score is 2.

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.

None of the 242 UPE schools had submitted annual school reports and budgets to DEO by 30 January 2023 as per the budgeting and implementation guidelines for primary and secondary schools, pages 21-25 at the time of the assessment.

We noted that, schools do not prepare and submit annual school reports to DEO's office, and copies of the sector guidelines were not found in 2 out of the 3 sampled UPE schools.

In view of the above, the reporting function is still weak at school level.

Verification done in the three (3) sampled UPE schools established that;

□ Kabuhome PS, had no evidence of a duly compiled annual school report and budget for calendar year 2022

□ Mujwa PS: There was no evidence of annual school report and budget for calendar year 2022 on file.

□ Iterero PS: There was no evidence of annual school report and budget for calendar year 2022 on file.

As indicated above, all the three sampled 3 UPE schools were not compliant with the requirement of the indicator in the LGMSD manual (September 2020)

The score is 0.

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

There was evidence that education department supported all the 242 (100%) UPE schools to prepare and implement the school improvement plans (SIPs) in line with inspection recommendations.

The review of school files in DEO's office revealed that all the (242) UPE schools submitted their school improvement plans-2023. A sample of schools included Kahungye PS, Kyamugashe PS, Nyakahita PS, Bubare PS, Nyakasa PS, Rwenanuka PS, Karambo PS, Kihanga Public PS, Kanonko PS, Kashanda PS, Karuruma PS, Kihumuro PS, Karama PS, Kitojo PS, Kakiika PS, Kyamugashe PS, Rushooka PS and Kabasheshe Moslem PS among others.

The preparatory meeting for training of head teachers on school improvement plan held on 15 August 2022 and attended by (7) inspectors of schools. The training content indicated the school improvement plan program and template. We noted that the training of head teachers on SIP was scheduled on 17 August 2022, but the training report was not availed to the Assessor at the time of the assessment.

We also noted that during the district head teachers' meeting held 12 June 2023: Min.4/12th June 2023, the DEO requested all primary head teachers to submit their school improvement plans as soon as possible.

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

- Kabuhome PS had a SIP 2023 displayed on school notice board. The plan highlighted issues to be addressed; improve academic performance by conducting remedial teaching, and preparing schemes of work among others
- Mujwa PS: had a SIP for 2023 displayed on school notice board. Identified issues to be addressed included absenteeism of learners, and poor reading skills. Close monitoring, support supervision and forming reading clubs were recommended.
- Iterero PS: There was evidence of a SIP 2023 displayed on school notice board though not in the required format. Improving frequency of lesson observation, and introduction of consistent topical assessments were among the planned activities

Based on the above, there was evidence that UPE schools were supported to develop school improvement plans. The score is 4.

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 - 99% score 2 • Below 90% score 0 	<p>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 (242) captured in 2022-2023 Approved Performance contract_911_Ntungamo District was consistent with the number of schools (242) in excel data sheet (EMIS) for FY 2022/23.</p>	4
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Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>Ntungamo district budgeted for a head teacher and minimum of (7) teachers per school or a teacher per class in all the (242) Government aided primary schools as per wage provision. The 2023-2024_Aproved budget estimates: Vote 911 _Ntungamo District had a total salary budget of UGX18,840,044 for 1,937 out of 2,691 (staff ceiling) primary teachers in all the 242 UPE schools. We noted that 133 out of 242 UPE schools have substantive head teachers.</p> <p>We also noted that, Rwera II PS had the lowest number of teachers (7). While St.Francis Kasana PS had the highest number of teachers (18). The score is 4.</p>	4
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7

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

Maximum 8 points on this performance measure

b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,

Score 3 else score: 0

Ntungamo DLG Staff list for primary-2023 obtained from the DEO's office and reviewed, indicated that a total of (1,937) teachers were deployed in (242) UPE schools as per sector guidelines e.g. all the (242) UPE schools had a minimum of (7) teachers per school or a minimum of one (1) teacher per class for schools with less than P.7.

Verification was done in 3 sampled UPE school and the following was established as per the teacher deployment list 2023 / school staff lists.

□ The number of teachers (07) on the DEO's deployment list was consistent with the number of teachers on the school staff list (07) in Kabuhome primary school, Nyarutuntu S/C). We noted that Nelson Turyahwerwa (teacher) has been on sick leave for over a year).

□ The number of teachers (08) on the DEO's deployment list was consistent with the number of teachers on the school staff list (08) in Mujwa primary school, Ntungamo S/C.

□ The number of teachers (08) on the DEO's deployment list was consistent with the number of teachers on the school staff list (08) in Iterero Primary school, Nyamuunuka TC

We established that the number of teachers on the DEO'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. The score is 3.

1

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:

□ Kabuhome PS (NyarutuntuS/C) the deployment staff list displayed on the notice board had (07) teachers i.e. Male (4) and Female (3)

□ Mujwa PS (Ntungamo S/C) the deployment staff list displayed on the notice board had (8) teachers i.e. Male (4) and Female (4)

□ Iterero PS (Nyamuunuka TC) the deployment staff list displayed on the notice board had (8) teachers i.e. Male (3) and Female (5). The score is 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 no evidence that all primary school head teachers had been appraised with evidence of appraisal reports submitted to HRM with copy to DEO.

A few files reviewed showed the following:

1. Bamutungire Joram, the headteacher of Kyentaama Primary School in Rukoni Sub County **was not appraised.**
2. Bakuru Prossy, the headteacher of Kinyamagyera Primary School in Ntungamo Sub County was appraised by Atamba Peace, Senior Education Officer on June 30, 2023.
3. Arinaitwe Didas, the headteacher of Kahenda Primary School in Nyakyeru Sub County was appraised by Atamba Peace, Senior Education Officer on June 30, 2023.

0

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

b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM

Score: 2 or else, score: 0

There was no evidence that all secondary school head teachers had been appraised with evidence of appraisal reports submitted to HRM.

A few files reviewed showed the following:

1. Ruhesi Eudi the headteacher of Kitwe Secondary School in Kitwe Sub County was appraised by Atwine Tumushabe Mathew, Deputy Chief Administrative Officer on **April 12, 2023.**
2. Murindwa Morrison Patrick the headteacher of Ruhaama Secondary School in Ruhaama Sub County **was not appraised.**
3. Katushabe Grace the headteacher of Bwongyera Girls Secondary School in Bwongyera **was not appraised.**

0

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

c) If all staff in the LG Education department have been appraised against their performance plans

score: 2. Else, score: 0

There was no evidence that all staff in the LG Education department had been appraised against their performance plans as per guidelines, as some were **not appraised** and others were **appraised outside the stipulated timelines**.

Some files reviewed showed:

1. The Inspector of Schools, Tuzarirwe Robert was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on **July 15, 2023**.
2. The Inspector of Schools, Banyenzaki Julius was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on **July 15, 2023**.
3. The Inspector of Schools, Muhumuza Elie was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on **July 15, 2023**.
4. The Inspector of Schools, Nuwabine Dinah was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on **July 15, 2023**.
5. The Inspector of Schools, Orikiriza Mercy was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on **July 15, 2023**.
6. The Inspector of Schools, Gumisiriza Francis was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on **July 15, 2023**.
7. The Senior Inspector of Schools, Bahati Fred was appraised by Ndifuna Mathias, Chief Administrative Officer on **July 01, 2023**.

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

d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,

score: 2 Else, score: 0

There was evidence of a Training plan for the education department for FY 2022/23. The plan was compiled by the Acting District Education Officer (Signed with a stamped but not dated).

🔑 Key training areas included among others:

- Post graduate Diploma in Education and Administration planning and management for (8) department staff.
- Financial management for head/ deputy teachers
- Record keeping for head/deputy teachers.
- Training of SNE teachers and ordinary teachers on identification and assessment of children with Special Needs Education (SNE)
- Training of head teachers on appraisal form filling

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p>	<p>We noted from the DEO, that the education department was compliant and had no errors for correction regarding the submitted school lists and enrolment data in PBS for 2022_2023_Approved Performance Contrat_911_Ntungamo District which was submitted to MoFPED.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 or else, score: 0</p>	<p>Therefore, there was no need of communicating corrections/ revisions of school lists and enrolment data submitted in PBS as well as adjusting the IPFs for Ntungamo District.</p>	
			<p>The score is 2</p>	
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p>	<p>There was evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 else, score: 0</p>	<p>According to the approved work plan for education department Ntungamo DLG FY 2022-2023, Ugx.93,040,000 was budgeted for Inspection and monitoring functions in line with MoES sector guidelines -page 17.</p>	
			<p>The score is 2.</p>	
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p>	<p>Ntungamo DLG 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>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>Term1 (which was quarter 3 FY2022/2023) cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 7th February 2023 and the disbursements made on 22nd February 2023 (9 days).</p>	
			<p>For Term 2 (which was quarter 4 FY2022/2023), MoFPED circular is dated 6th April 2023 and the CAO warranted on 24th April 2023 and the funds were transferred on 3rd May 2023 (18 days).</p>	
			<p>For Term 3 (which was quarter 1 FY2023/2024), the MoFPED circular is dated 6th July 2023, the CAO warranted on 20th July 2023 and the funds were transferred on 28th July 2023 (14 days).</p>	
			<p>In all the three cases, the 5 days' time limit for warranting was not met.</p>	

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>There was no evidence that DEO had communicated/ publicized capitation releases to schools within three working days of release from MoFPED as indicated below:</p> <p>☐ 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 13 February 2023.</p> <p>The DEO publicized capitation releases for Term I 2023 on LG notice board on 13 February 2023 (31 days).</p> <p>This was not compliant to the three working days of release from MoFPED.</p> <p>☐ 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 21 May 2023 and processed on 23 May 2023.</p> <p>The DEO publicized capitation releases for Term I1 2023 on LG notice board on 23 May 2023 (32 days). This was not compliant to the three working days of release from MoFPED.</p> <p>☐ QTR 1 Expenditure limits FY 2023/24 were communicated through MoFPED release circular dated 6 July 2023. UPE capitation grants for Q1 FY 2023-24 were invoiced on 3 August 2023.</p> <p>The DEO publicized capitation releases for Term III 2023 on LG notice board on 3 August 2023 (19 days). This was not compliant to the three working days of release from MoFPED.</p> <p>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:</p> <ul style="list-style-type: none"> • Kabuhome PS: The display contained capitation releases for; <ul style="list-style-type: none"> ☐ Q3 of FY 2022/23 (term1 2023), Ugx.3,470,00 dated 23 February 2023 ☐ Q4 of FY 2022/3 (term II 2023), Ugx.3,440,000 dated 26 June 2023 ☐ Q1 of FY 2023/24 (term1II 2023), Ugx.4,300,000 dated 25 September 2023 • Mujwa PS: The display contained UPE capitation grant releases for; <ul style="list-style-type: none"> ☐ Q3 of FY 2022/23 (term1 2023), Ugx.2,450,000 not dated. ☐ Q4 of FY 2022/3 (term II 2023), Ugx.2,450,000 not dated. ☐ Q1 of FY 2023/24 (term1II 2023), Ugx.3,070,000 not dated. • Iterero PS: The display indicated UPE funds
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releases for;

Q3 FY2022/3 (term I 2023),Ugx.2,480,000 not dated.

Q4 FY 2022/3 (term II 2023), Ugx.2,480,000 not dated.

Q1 FY 2023/4 (term III 2023), Ugx.3,080,000 not dated.

The DEO '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

Maximum 10 points on this performance measure

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. The work plan was signed by Acting district inspector of schools (Ag.DIS) on 10 February 2023.

The highlighted key activities included monitoring numeracy and literacy proficiency, drop out rate and retention, supervision of teaching and learning, conducting headcount of teachers and learners, monitoring use of instructional materials, monitoring of appraisal form filling and community participation among others.

Minutes of preparatory inspection and monitoring meetings conducted;

Inspection program for Term I of 2023 dated 3 February 2023

Meeting held on 19 May 2023 under Min.3: Inspection program for Term II of 2023

Meeting held on 3 September 2022 under Min.3: inspection program for Term III of 2022

The score is 2.

2

Routine oversight and monitoring

Maximum 10 points on this performance measure

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 two out the three (3) school inspection reports as indicated below:

□ School Inspection report for Term III 2022. The report about headcount exercise that was conducted in September 2022 at 15 coordinating centres in Ntungamo district dated 2 October 2022. All education institutions were covered including all the 242 UPE schools

□ School Inspection Report for Term II 2023: The report about the headcount held in Ntungamo district government institution from 30 May 2023-16 June 2023. Covered all education institutions including 242 UPE schools

The school inspection report for Term I 2023 was not availed to the Assessor at the time of the assessment. There is relatively low capacity in executing inspection and monitoring functions.

Based on the above, school inspection was not conducted as expected i.e. at least once per term. The score is 0.

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 the all the inspection reports were presented and discussed during departmental staff meetings.

□ The Assessor was availed with one set of minutes of the inspectors' meeting to discuss inspection findings held on 5 May 2023 and attended by Ag.DEO, Ag.DIS, SEO and Inspectors of schools (5). The meeting discussed the findings of the inspection report for term 1 2023 under Min.3/2023. The meeting highlighted weaknesses including school dropout especially at Rukukuru PS, Rwamwire PS and Omungyenyei PS where children dropout for tin mining, onion planting and banana selling; lack of mid-day meals for learners; inadequate teachers at ECD centres; absenteeism of learners and teachers; alcoholism; and failure to make schemes of work and lesson plans among others. Sensitization of parents was highly recommended to curb down school dropout.

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

□ Kabuhome PS in Nyarutuntu S/C; had evidence of feedback inspection report on file dated 5 June 2023 by Ag.DIS.

□ Mujwa PS in Ntungamo S/C; had evidence of feedback inspection report on file by Associate Assessor (AA) -not dated.

□ Iterero PS in Nyamunuka TC; had evidence of feedback inspection reports (2) on file dated 20 June 2023 and 15 March 2023 by Inspector of schools (IS) and Associate Assessor (AA)

As above, there was no evidence that school inspection was done as expected, and reports presented and discussed at departmental level. 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 (2) out of the (3) inspection reports to DES as indicated below:

□ School Inspection report for Term III 2022 was submitted and received by DES secretary (Tooko Victoria). The DES acknowledgement note was signed, stamped and dated 26 July 2023.

□ School Inspection Report for Term II 2023 was submitted and received by DES secretary (Tooko Victoria). The DES acknowledgement note was signed, stamped and dated 26 July 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;

□ Kabuhome PS in Nyarutuntu S/C; had evidence of a feedback inspection report on file dated 5 June 2023 by Ag.DIS.

□ Mujwa PS in Ntungamo S/C; had evidence of a feedback inspection report on file by Associate Assessor (AA) -not dated.

□ Iterero PS in Nyamunuka TC; had evidence of feedback inspection reports (2) on file dated 20 June 2023 and 15 March 2023 by Inspector of schools (IS) and Associate Assessor (AA) respectively.

As above, only (2) out of the (3) inspection reports were submitted to DES, and copies of inspection feedback reports not left behind in all the (3) sampled UPE schools as expected. The score is 0.

Routine oversight and monitoring

Maximum 10 points on this performance measure

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

Education and Health issues at NDLG are handled by the Health and Education Committee of Council. Here below are some examples of committee meetings where Education specific issues were presented and discussed in FY2022/2023.

Minutes of the Health and Education Committee which sat on 01/11/2022 discussed Education issues as per minute (NDLG/HEC/07/11/2022 – PRESENTATION AND DISCUSSION OF REPORTS FROM DEPARTMENTS). Discussions focussed on multiple Education issues including concern on Kakwanzi P/S which never had P7 registrations, delay in commissioning of completed structures e.g. Kyora Demo P/S and Rwengoma P/S, challenges with the just completed project at Kahijja P/C which has cracked floors.

Minutes of the Health and Education Committee which sat on 17/05/2023 per minute number (NDLG/HEC/04/05/2023 – Discussion of Education Monitoring Reports). Among the issues discussed included an issue of a contractor for Nkongoro Seed School who wasn't paid, concerns on supervision of education projects management, concerns that the contractor for Kihanga Seed School had many contracts of seed schools in other LGs which were all incomplete.

Minutes of the Health and Education Committee which sat on 14/02/2023 per minute number (ED/MIN/6/2/2023 – PRESENTATION AND DISCUSSION OF REPORTS FROM DEPARTMENTS). Among the issues discussed included Inquiry on the availability of the registration of students, issues of teachers whose salaries had been missing and the HR been working on, involvement of area councillors in the commissioning of projects in their areas of jurisdiction, concern over the increase in the school dropout rate.

Minutes of the Health and Education Committee which sat on 19/04/2023 per minute number (NDLG/HEC/05/05/2023 – MATTERS ARISING FROM ABOVE). Among the issues discussed included members inquiring about the functionality of the Education department vehicle, misunderstanding about the Obuyoora project in Rubaare T/C and complaints on incomplete work by the contractor Mugumya Co. Ltd in Kabira P/S.

The Health and Education Committee of NDLG during during the previous FY2022/2023 met and discussed pertinent Education issues including inspection and monitoring findings, performance assessment results.

11	Mobilization of parents to attract learners <i>Maximum 2 points on this performance measure</i>	Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, <i>score: 2 or else score: 0</i>	There was evidence that the LG Education department conducted activities to mobilize, attract and retain children at school. The education department in partnership with UNICEF facilitated public campaigns and/or community engagements to encourage “out of school adolescents” especially adolescent girls, to address negative social norms that cause gender-based violence in and around schools and to return to schools. The project was implemented in 40 schools under the basic education and adolescent development (BEAD). The score is 2.
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Investment Management

12

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 schools' 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 LG had accurate up-to date asset register as indicated below:

□ Kabuhome PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (07) classrooms, (05) latrine stances, (117) desks and teacher accommodation (00), while the school asset register had (07) classrooms, (05) latrine stances, (117) desks and teacher accommodation (00). Information was consistent

Mujwa PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (09) classrooms, (11) latrine stances, (126) desks and teacher accommodation (00), while the school asset register had (09) classrooms, (11) latrine stances, (126) desks and teacher accommodation (00). Information was consistent

□ Iterero PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (10) classrooms, (15) latrine stances, (135) desks and teacher accommodation (00), while the school asset register had (10) classrooms, (15) latrine stances, (135) desks and teacher accommodation (00). Information was consistent.

Based on the above, the asset register was up to date in all the 3 sampled UPE schools. The score is 2.

12

Planning and budgeting for investments

Maximum 4 points on this performance measure

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

For FY 2022/2023, the NDLG Education department had the following infrastructural projects:

🏗️ Construction of fence at Kibatsi High School in Rwamabondo T/C UGX95,795,468

🏗️ Construction of 5 stance VIP latrine at Mahwa P/S in Nyamunuuka T/C UGX29,368,636

🏗️ Construction of 2 classroom block at Nyakitabire P/S UGX127,646,146

grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, *score: 1 or else, score: 0*

🏗️ Construction of 5 stance VIP latrine at Kikunyu P/S in Itojo T/C UGX29,368,636

🏗️ Construction of 2 classroom block at Mushasha P/S in Ruhaama UGX127,602,132

🏗️ Construction of Kagyezi P/S UGX127,628,918

🏗️ Construction of 5 stance VIP latrine at Rwamwire P/S in Ruhaama UGX23,190,286

🏗️ Construction of 5 stance VIP latrine at Rukanda P/S in Ngoma S/C UGX28,526,500

🏗️ Construction of 5 stance VIP latrine at Rwakibira P/S in Rubaare T/C UGX28,526,500

🏗️ Partial construction of 3 stance latrine at Kabira P/S in Ntungamo S/C UGX79,881,044.

🏗️ Construction of 5 stance VIP latrine at Bugoona P/S in Ngoma S/C UGX24,088,520.

🏗️ Construction of 2 classroom block at Kiyooro P/S in Nyakyeera S/C UGX189,884,210.

🏗️ Construction of Nyabihoko Seed School in Nyabihoko UGX905,709,661.

🏗️ Construction of 3 classroom block and 5 stance VIP latrine at Nyakisa P/S in Nyabushenyi UGX200,000,000

🏗️ Construction of 2 classroom block and office at Kahoko P/S UGX127,423,716.

🏗️ Construction of 2 classroom block at Kyamutera in Rugarama North UGX125,888,890.

A Desk Appraisal aims to ensure that a project meets the following requirements.

-Derived from the LG Development Plan

-Consistent with sector guidelines & DDEG objectives

-Financially feasible

-Having costed project profiles.

Evidence of four (04) out of the sixteen (16) desk appraisals for NDLG Education Department projects for FY2022/2023 was availed/ seen.

Planning and budgeting for investments

Maximum 4 points on this performance measure

c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0

For FY 2022/2023, the Education department had the following infrastructural projects:

🏗️ Construction of fence at Kibatsi High School in Rwamabondo T/C UGX95,795,468

🏗️ Construction of 5 stance VIP latrine at Mahwa P/S in Nyamunuuka T/C UGX29,368,636

🏗️ Construction of 2 classroom block at Nyakitabire P/S UGX127,646,146

🏗️ Construction of 5 stance VIP latrine at Kikunyu P/S in Itojo T/C UGX29,368,636

🏗️ Construction of 2 classroom block at Mushasha P/S in Ruhaama UGX127,602,132

🏗️ Construction of Kagyezi P/S UGX127,628,918

🏗️ Construction of 5 stance VIP latrine at Rwamwire P/S in Ruhaama UGX23,190,286

🏗️ Construction of 5 stance VIP latrine at Rukanda P/S in Ngoma S/C UGX28,526,500

🏗️ Construction of 5 stance VIP latrine at Rwakibira P/S in Rubaare T/C UGX28,526,500

🏗️ Partial construction of 3 stance latrine at Kabira P/S in Ntungamo S/C UGX79,881,044.

🏗️ Construction of 5 stance VIP latrine at Bugoona P/S in Ngoma S/C UGX24,088,520.

🏗️ Construction of 2 classroom block at Kiyooro P/S in Nyakyeera S/C UGX189,884,210.

🏗️ Construction of Nyabihoko Seed School in Nyabihoko UGX905,709,661.

🏗️ Construction of 3 classroom block and 5 stance VIP latrine at Nyakisa P/S in Nyabushenyi UGX200,000,000

🏗️ Construction of 2 classroom block and office at Kahoko P/S UGX127,423,716.

🏗️ Construction of 2 classroom block at Kyamutera in Rugarama North UGX125,888,890.

A Field Appraisal aims to ensure that a project meets the following requirements.

-Technical feasibility

-Environmental and social acceptability requirements.

Evidence of four (04) out of the sixteen (16) field appraisals for NDLG Education Department projects for FY2022/2023 was availed/ seen.

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 DLG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan. As per the approved Annual Work Plan for FY (2023/24), the following projects were incorporated.</p> <ol style="list-style-type: none"> 1. Construction of Kagarama Seed Secondary School; Budgeted at UGX 3,000,000,000/=. 2. Construction of 3 classrooms at Kiyooro Primary School; Budgeted at UGX 200,000,000/=. 3. Construction of 4 classroom block at Rwamakukuru Primary School; Budgeted at UGX 300,000,000/=. 	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>There is 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.</p> <ol style="list-style-type: none"> 1. Construction of Nyabihoko Seed Secondary School- MoES/UGIFT/WRKS/2021-2022/0002; Cleared by the Solicitor General through letter dated 3/10/2022. The project was approved under Min. No. CC065/APRIL/2022 of the Contracts Committee meeting held on 20/4/2022. 2. Construction of a 3 Classroom Block, a 5 Stance Latrine and Supply of Furniture at Nyakisa P/S, Nyabushenyi S/C- NTUN546/WRKS/2022-23/00038; The project was approved under Min. No. CC0024/OCTOBER/2022 of the Contracts Committee meeting held on 11/10/2022. 3. Construction of a 2 Classroom Block at Kahoko P/S, Rukoni East S/C- NTUN546/WRKS/2022-23/00040; The project was approved under Min. No. CC0024/OCTOBER/2022 of the Contracts Committee meeting held on 11/10/2022. 	1

Procurement, contract management/execution

Maximum 9 points on this performance measure

c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. *score: 1, else score: 0*

There was evidence of proper establishment of the PIT for the school construction projects constructed within the last FY (2022/23) as per guidelines

A copy of joint appointment by the CAO of the members of the PIT (i.e. Project Manager, Contract Manager, Clerk of Works, DCDO, Environment Officer and Labour Officer) for infrastructure under Education Department dated 13/12/2022 was present;

1. Construction of Nyabihoko Seed Secondary School.
2. Construction of a 3 classroom Block, a 5-stance Latrine and Supply of Furniture at Nyakisa P/S, Nyabushenyi S/C.
3. Construction of a 2 classroom block at Kahoko P/S

Procurement, contract management/execution

Maximum 9 points on this performance measure

d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES

Score: 1, else, score: 0

There was evidence that the Seed School Infrastructure followed the standard technical designs provided by the MoES

The sampled project was: Construction of Nyabihoko Seed Secondary School. It comprised of the following components: 3 2-CR blocks, 3 2-unit staff houses, 1 administration block, 1 unit science laboratory block, 3 units teacher's kitchen, 2-5 stance VIP latrines, 3 2-stance VIP latrines, 1 ICT library and 1 main purpose hall;

1. **3 2-Classroom Blocks-** were implemented following Standard technical designs with each classroom measuring 8800x6970mm on the interior constructed in 230mm thick concrete block work. Superstructure was complete for all structures and awaiting roofing; 1 out of 3 structures was plastered with cement/sand mortar;
2. **1 unit science laboratory block-** comprised of 2 science rooms and 2 preparation rooms. Each science room internal measurement was 8810x8770mm; Each preparation room internal measurement was 3270x3000mm constructed in 230mm thick concrete block work. The superstructure is complete and awaiting roofing. The structure was plastered with cement/sand mortar;
3. **1 administration block-** overall size; 33630x11230mm; constructed in 230mm thick concrete block work. The superstructure is complete and awaiting roofing. The structure was plastered with cement/sand mortar;
4. **3 2-unit staff house-** overall size; 13800x7000mm; constructed in 230mm thick concrete block work. The superstructure is complete and awaiting roofing. The floor slabs were not yet cast.
5. **3 2-unit staff kitchen-** overall size; 5660x3550mm; constructed in 230mm thick concrete block work; The superstructure is incomplete and awaiting roofing.
6. **2 5-stance VIP latrines-** overall size; 6650x3020mm; constructed in 230mm thick concrete block work. The superstructure is complete and awaiting roofing. The structures were plastered with cement/sand mortar;
7. **3 2-stance VIP latrines-** overall size; 6650x3020mm; constructed in 230mm thick concrete block work. The superstructure was complete and awaiting roofing.

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>There was NO evidence that monthly Site Meetings were conducted for School infrastructure projects during the previous FY (2022/2023)</p> <p>The following monthly reports were present: 30/4/2023; 31/5/2023; 30/6/2023; 31/7/2023; 30/8/2023;30/9/2023; However, monthly reports for: November to December 2022; January to March 2023; October to November 2023 were missing.</p> <p>Only the following Minutes of meetings were present: 10/10/2022; 4/12/2022;</p>	0
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 is NO 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.</p> <p>There were no joint inspection reports present for during the time of assessment.</p> <p>The sampled projects are listed below:</p> <ol style="list-style-type: none"> 1. Construction of a 2 in 1 Staff House at Nyanga HC III 2. Construction of a 3 Classroom Block at Nyakisa P/S 3. Construction of a 2 Classroom Block at Kahoko P/S 	0
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>Nine (09) NDLG Education projects of FY2022/2023 were sampled to check certification and timeliness of effecting payments to infrastructural projects.</p> <p>Payment to Alikazi Enterprises Co. Ltd for fencing of Kibatsi High School in Rwamabondo T/C (UGX81,905,125) – Requisition dated 28/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 28/02/2023 and payment on 05/04/2023 (38 days).</p> <p>Payment to Datek Contractors Co. Ltd for construction of 2 classroom block with office at Mushasha P/S (UGX24,789,741) – Requisition dated 21/03/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 20/03/2023 and payment on 05/04/2023 (15 days).</p> <p>Payment to Nuatu Consult Ltd for construction 2 classroom block at Kiyooro P/S (UGX75,152,320) – Requisition dated 15/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 15/02/2023 and payment on 28/02/2023 (13 days).</p>	0

Payment to Jomu Enterprises Co. Ltd for construction of 5 stance VIP latrine at Rwamwire P/S in Ruhaama S/C (UGX5,067,078) – Requisition dated 22/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 27/02/2023 and payment on 16/03/2023 (22 days).

Payment to Datek Contractors Ltd for construction of 2 classroom block at Mushasha P/S (UGX42,427,709) – Requisition dated 13/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 19/01/2023 and payment on 06/02/2023 (43 days).

Payment to Zeph Construction Co. Ltd for construction of 2 classroom block at Kahoko P/S (UGX50,842,062) – Requisition dated 13/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 05/01/2023 and payment on 22/02/2023 (38 days).

Payment to Studione Design Group Ltd for construction of 3 classroom block, 5 stance latrine and supply of furniture at Nyakisa P/S (UGX66,483,078) – Requisition dated 20/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 09/01/2023 and payment on 14/03/2023 (54 days).

Payment to Mugumya Engineering Services Ltd for construction of 2 classroom block at Kabiira P/S (UGX30,709,593) – Requisition dated 08/03/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 21/12/2022 and payment on 05/04/2023 (27 days).

Payment to Bamidi Technical Services Ltd for construction of 2 classroom block with office at Nyakitebire P/S (UGX42,442,343) – Requisition dated 10/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 13/01/2023 and payment on 20/02/2023 (40 days).

In eight (08) out of the nine (09) sampled projects, payments were effected beyond the 14 days' time limit.

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	There is evidence that Ntungamo DLG Education Department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit on 5/4/2022. . The following projects were included among other Works/Supplies; <ol style="list-style-type: none"> 1. Construction of 2 Classrooms at Kahoko P/S. 2. Construction of a 3 Classroom Block with a 5-Stance Latrine at Nyakisa P/S. 3. Construction of Nyabihoko Seed Secondary School. 	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i>	There is evidence that Ntungamo DLG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA. 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; <ol style="list-style-type: none"> 1. Construction of Nyabihoko Seed Secondary School- MoES/UGIFT/WRKS/2021-2022/0002; The project was approved under Min. No. CC065/APRIL/2022 of the Contracts Committee meeting held on 20/4/2022. The Contract Document was signed on 6/10/2022. 2. Construction of a 3 Classroom Block, a 5 Stance Latrine and Supply of Furniture at Nyakisa P/S, Nyabushenyi S/C- NTUN546/WRKS/2022-23/00038; The project was approved under Min. No. CC0024/OCTOBER/2022 of the Contracts Committee meeting held on 11/10/2022. The Contract Document was signed on 10/11/2022. 3. Construction of a 2 Classroom Block at Kahoko P/S, Rukoni East S/C- NTUN546/WRKS/2022-23/00040; The project was approved under Min. No. CC0024/OCTOBER/2022 of the Contracts Committee meeting held on 11/10/2022. The Contract Document was signed on 11/11/2022. 	1

Environment and Social Safeguards

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>There was no evidence that grievances had been recorded, investigated, responded to and recorded in line with the grievance redress framework</p>	0
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was evidence of dissemination of guidelines on environmental management in schools about green schools, energy and water conservation as per the letter addressed to all head teachers through the district education officer by Chief Administrative Officer (CAO)- Ntungamo District dated 9 March 2023.</p> <p>The dissemination of environment guidelines to all school head teachers by CAO was intended to make head teachers appreciate the importance of natural resources management into the learning environment by putting emphasis on the following environment friendly practices in schools</p> <ul style="list-style-type: none"> <input type="checkbox"/> Orchard, woodlot, vegetable garden, experimental garden and herbal garden <input type="checkbox"/> Hand washing facilities, water harvesting to reduce on incidences of soil erosion and ensure proper drainage in schools <input type="checkbox"/> Tree planting in school compounds <input type="checkbox"/> Construction of energy stoves in schools to reduce on the high rate of deforestation <input type="checkbox"/> Environmental education through talking compounds <input type="checkbox"/> Formation f environment clubs should be a prerequisite <p>We noted copies of the school environment guidelines on file in all the 3 sampled UPE schools (Mujwa PS, Iterero PS and Kabuhome PS). The score is 3.</p>	3

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p>	<p>There was evidence that the LG had in place a costed ESMP and this was incorporated within the BoQs and contractual documents</p> <ol style="list-style-type: none"> 1. Construction of a 3 classroom block, a 5 stance latrine and supply of furniture at Nyakisa P/s, Proc No NTUN546/WRKS/2022-23/00038, a costed ESMP was incorporated in element 12, environmental health & social safe guards, under item A TO K at a cost of Ugx 8,783,000 2. Construction of a seed secondary school at Nyabihoko, Proc No CRDB/NTUMO/TF/22.01/12/2021, a costed ESMP was incorporated in BILL No 11, land scaping under item and B at tune of Ugx 1,587,50 3. Construction of a 2 classroom block at Kahoko P/s, a costed ESMP was incorporated under item s planting of grass at a cost of 200,000 	2
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p>	<p>There was no evidence for proof of land ownership, access of school construction projects ie for Construction of a 3 classroom block, a 5 stance latrine and supply of furniture at Nyakisa P/s, Construction of a seed secondary school at Nyabihoko, Construction of a 2 classroom block at Kahoko P/s.</p>	0
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i></p>	<p>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</p> <ol style="list-style-type: none"> 1. Conducted support supervision and monitoring for the construction of Nyabihoko seed S.S on 13/12/2022 stamped and signed by both the EO and DCDO, monthly monitoring reports were reviewed dated 13/12/2022, 10/1/2023 and 18/5/2023 project started on 6/10/22 and still on going 2. Conducted support supervision and monitoring for the construction of 3-classroom block, water tank and 5-stance latrine on 15/12/22 signed and stamped by both EO and DCDO, monthly monitoring reports were reviewed dated 15/12/22 and 18/1/23 project started on 10/11/22 and and ended on 4/1/23 3. Conducted support supervision and monitoring for the construction of 2-classroom block at Kiyooro demo P/s on 6/1/23 signed and stamped by both EO and DCDO, monthly monitoring reports were reviewed dated 6/1/23 and 8/2/23 project started on 6/1/23 and and ended on 15/2/23 	2

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments

Score: 1, else score:0

- There **was evidence** that 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 the construction of 2 classroom block and supply of furniture at Kiyooro demo P/s was approved and completed on 15/2/23, stamped and signed by both the EO and DCDO, payments were made on 30/3/23
 2. E&S certifications for the construction of 3 classroom block and supply of furniture at Nyakisa P/s was approved and completed on 4/4/23, stamped and signed by both the EO and DCDO, payments were made on 3/5/23
 3. E&S certifications for the construction of 2 classroom block with office and store at Mushasha P/s was approved and completed on 20/3/23, stamped and signed by both the EO and DCDO, payments were made on 5/4/23

**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 DLG 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 DLG had twelve (12) HC IIIs and three (3) HC IVs conducting deliveries (Including PNFPs). The assessment team reviewed the annual reports (HMIS 107) for all HC IIIs and HC IVs 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 12,521, and for FY 2022/2023, it was 13155, representing an overall increase of 5.1%.</p> <p><i>As a result, NtungamoDLG did not achieve the recommended 20% increase in the utilization of healthcare services, as required by the performance measure.</i></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 performance of NDLG in its LLG FY2022/2023 Health assessment was 94%, making the score fall in the range '70% and above'</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

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

Maximum 8 points on this performance measure

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

Ntungamo DLG Annual Performance Report for FY 2022/2023 shows that UGX1,563,238,000 was budgeted for the health development grant. The total amount spent was UGX450,830,000 (NDLG Annual Performance Report, Page 44).

🏗️ Construction of 2 in 1 staff house and 2 stance drainable pit latrine at Ihunga HCIII Kagarama T/C UGX192,979,254.

🏗️ Construction of 2 in 1 staff house and 2 stance drainable pit latrine at Nyanga HCIII Rubaare S/C UGX192,776,883.

🏗️ Construction of maternity and general ward, 1 twin staff house, medical waste pit and drainable latrine at Rukoni West HCIII UGX900,848,579

🏗️ Construction of drainable pit latrine for in-patient ward at Rwashamaire HCIV UGX22,176,330

🏗️ Construction of drainable pit latrine for staff at Rwanda HCIII UGX14,055,570

🏗️ Construction of drainable pit latrine for staff at Rukoni HCIII UGX11,071,792.

These activities were eligible under the Health Development Grant guidelines. They didn't involve purchase of land, procurement of vehicles etc. (Sector Grant and Budget Guidelines to Local Governments, 2020/21)

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

Maximum 8 points on this performance measure

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

For Ntungamo DLG Health six (06) infrastructural project payments in FY2022/2023 were sampled to test for certification before payments.

Payment to Alikazi Enterprises Ltd for construction of 2 in 1 staff house and drainable latrine at Karumuna HCIII (UGX43,293,577) - Requisition dated 02/04/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 15/05/2023 and payment on 28/06/2023.

Payment to Gremu Trading Co. Ltd for construction of 2 in 1 staff house and drainable latrine at Ihunga HCIII (UGX57,139,580) - Requisition dated 13/06/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 13/06/2023 and payment on 28/06/2023.

Payment to Jesus Mighty Engineering and Property Consultants Co. Ltd for construction of 5 stance latrine at Rukoni HCIII (UGX11,778,500) - Requisition dated 22/01/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 22/01/2023 and payment on 28/06/2023.

Payment to Baganzi Associate Lender Ltd for construction of 3 stance drainable latrine at Rwashamaire HCIV (UGX22,172,200) - Requisition dated 22/03/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 22/03/2023 and payment on 15/06/2023.

Payment to Amatucar Enterprises Co. Ltd for construction of 2 stance VIP latrine at Rwanda HCIII in Bwongyera S/C (UGX11,866,500) - Requisition dated 29/01/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 29/03/2023 and payment on 18/04/2023.

Payment to Mutwi Co. Ltd for construction of 2 in 1 staff house and 2 stance drainable latrine at Nyanga HCIII (UGX97,793,018) - Requisition dated 07/03/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 07/03/2023 and payment on 30/30/2023.

In all the six (06) projects, certification for Health infrastructural projects was effected before payments in accordance with the requirements.

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, 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%:</p>	2
			<ol style="list-style-type: none"> 1. Construction of a 2 Unit Staff House at Ihunga HC III- NTUN/546/WRKS/2022-23/00047. The Engineer's Estimate (A) was UGX 191,879,676/=; the contract Sum/Price (B) was UGX 192,776,883/= . The Variation was at 2.17%. 2. Construction of Rukoni West HC III, Ruhama County- MoH-UgIFT/WRKS/22-23/00001-LOT 21. The Engineer's Estimate (A) was UGX 900,000,000/=; the contract Sum/Price (B) was UGX 900,848,579/= . The Variation was at -0.094%. 3. Construction of a 2 in 1 Staff House at Nyanga HC III- NTUN/546/WRKS/2022-23/00047. The Engineer's Estimate (A) was UGX 193,829,390/=; the contract Sum/Price (B) was UGX 192,776,883/= . The Variation was at 0.543%. 	
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 is NO evidence that the health sector investment projects implemented in the previous FY (2022/23) were completed as per work plan by end of the FY.</p> <p>The sample project is listed below:</p> <ol style="list-style-type: none"> 1. Construction of a New Facility in Rukoni West-Ruhama County- MoH-UgIFT/WRKS/22-23/00001-Lot 21. The contract was signed on 6/12/2022. However, the date of completion was not provided by the Works Department and Procurement Unit. 	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>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>There was evidence to confirm that Ntunogamo DLG recruited staffs for all fourteen (14) HC IIIs and three (3) HC IVs, in accordance with the staffing structure. The staffing structure provided by the District Health Office (DHO) 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 11,093,924,000 UGX. This allocation covered the wages of 321 staff members out of the required 413, as per the staffing norms for the</p>	1

available HC IVs and HC IIIs. This indicates that only 77.7% of the health worker positions for the available HC IVs and HC IIIs were filled. The breakdown of the percentage of health worker positions filled for these facilities is provided below.

1. **Rubaare HC IV:** 42 staff were deployed out of 48 required staffing norms. This represents 86% of filled positions.
2. **Kitwe HC IV:** 40 staff were deployed out of 48 required staffing norms. This represents 82% of filled positions.
3. **Rwashamire HC IV:** 37 staff were deployed out of 48 required staffing norms. This represents 75.5% of filled positions.
4. **Nyakyera III:** 15 staff were deployed out of 19 required staffing norms. This represents 78.9% of filled positions.
5. **Karuruma III:** 13 staff were deployed out of 19 required staffing norms. This represents 68.4% of filled positions.
6. **Kayonza III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
7. **Rwekiniro III:** 15 staff were deployed out of 19 required staffing norms. This represents 78.9% of filled positions.
8. **Ngoma III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
9. **Ruhama HC III:** 16 staff were deployed out of 19 required staffing norms. This represents 84.2% of filled positions.
10. **Butare HC III:** 16 staff were deployed out of 19 required staffing norms. This represents 84.2% of filled positions.
11. **Kitondo III:** 15 staff were deployed out of 19 required staffing norms. This represents 78.9% of filled positions.
12. **Rukoni III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
13. **Rwanda HC III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
14. **Bwongyero HC III:** 11 staff were deployed out of 19 required staffing norms. This represents 57.9% of filled positions.
15. **Rugarama HC III:** 14 staff were deployed out of 19 required staffing norms. This represents 73.7% of filled positions.
16. **Kishami HC III:** 12 staff were deployed out of 19 required staffing norms. This represents 63.2% of filled positions.
17. **Kyamwasha HC III:** 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.

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 is evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <p>The inventory comprised of 41 health facilities. All the listed Health Centre upgrades conformed to the approved designs. The designs comprised of: A General/Maternity ward, 2 in 1 staff house, 4-stance lined VIP latrine and a medical waste pit. The following listed facilities were sampled for Health Centre upgrades:</p> <ol style="list-style-type: none"> 1. Construction of a New Facility in Rukoni West, Ruhama County 2. Upgrade of Kafunjo and Kaina Health Centre IIs to Health Centre III 3. Construction of a 2 in 1 staff house for the Upgraded Ihunga HC II to HC III 	2
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Performance Reporting and Performance Improvement

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence to confirm that information given by Ntungamo DLG on position of health workers filled accurate as evidenced by the findings from three (3) sampled 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.</p> <ol style="list-style-type: none"> 1. Rwashamire HC IV: 37 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility. 2. Kitondo HC III: 15 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility. 3. Karuruma HC III: 13 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility. 	2
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5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was evidence to confirm that information on health facilities constructed and functional was accurate. The list obtained from the DHO included the following items.</p> <ol style="list-style-type: none"> 1. Construction of 2 in 1 staff house and 2 stance drainable latrine at Ihunga HC III at UGX 192,979,254 2. Construction of 2 in 1 staff house and a 2- stance drainable latrine Nyanga HC III at UGX 192,776,883 3. Construction of Rukoni West HC III maternity and general ward,1 twin staff house, medical waste pit and drainable pit latrine-MoH-UGFIT/WRK/2022/00001-LOT 1 UGX 900,848,579 4. Construction of drainable pit latrine for in patient ward at Rwashamire HC IV at 22,176,330 5. Construction of a drainable pit latrine for the staff at Rwanda HC III at UGX 14,055,570 6. Construction of a drainable pit latrine for the staff at Rukoni HC III at UGX 11,071,792 	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no evidence to confirm whether health facilities in Ntungamo DLG prepared and submitted Annual Workplans & budgets to the DHO by March 31st of the FY 2022/2023 as per as per the LG Planning Guidelines for Health Sector.</p> <p>The assessment team sampled three health facilities which included Rwashamire HC IV, Kyamwasha HC III and Rweikiro HC III: The assessment team noted that only Rwashamire HC IV submitted it's Annual Workplan & budget to the DHO on 29th July 2023. There was no evidence to confirm whether Kyamwasha HC III and Rweikiro HC III had submitted their annual Workplans & budgets to the DHO by March 31st of the FY 2022/2023. By the end of day two of the assessment exercise, no other form of evidence had been shared with the assessment to validate this performance measure.</p>	0

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

Maximum 14 points on this performance measure

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 evidence to confirm** that health facilities of Ntungamo DLG prepared and submitted to the DHO Annual Budget Performance Reports for the FY 2022/2023 by July 15th of the as per the Budget and Grant Guidelines. The assessment team randomly sampled three health (Kyamwasha HC III, Rwekiniro HC III and Rwekiniro HC IV) and established that submission was made as follows:

1. **Kyamwasha HC III:** Submitted its Annual Budget Performance Report on 10th July 2023. The report was endorsed by the in-charge (Muhereza Christom) and HUMC Chairperson on the same day.
2. **Rwekiniro HC III:** Submitted its Annual Budget Performance Report on 13th July 2023. The report was endorsed by the facility in charge (Twesiga Gerald), Chairperson HUMC on the same day.
3. **Rwashamire HC IV:** Submitted its Annual Budget Performance Report on 13th July 2023. The report was endorsed by the in-charge and HUMC Chairperson (Aloysious Ndamwesiga.) on the same day.

The assessment team observed that the Annual Budget Performance Reports submitted above adhere to the prescribed format in the guidelines. The reports include a reconciled cash flow statement, an annual expenditure and budget report, an asset register, and have been endorsed by both the chairperson of HUMC and the facility in charge.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was no evidence to confirm whether** health facilities in Ntungamo DLG had developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports. The assessment team randomly sampled three (3) health facilities (**Kyamwasha HC III, Rwekiniro HC III and Rwashamire HC IV**) and established that Ntungamo DLG did not report on implement the facility improvement plans that incorporate performance issues identified in monitoring and assessment report.

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

Maximum 14 points on this performance measure

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

• score 2 or else score 0

There **was evidence to confirm that** the health facilities in Ntungamo DLG 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. All three sampled health facilities ie. Kyamwasha HC III, Rwekiniro HC III and Rwashamire HC IV, submitted both monthly and quarterly HMIS reports within the stipulated 7-day timeframe. For instance, the quarterly HMIS reports for the sampled health facilities were submitted on the following dates.

1. **Rwashamire HC IV:** Submitted its quarterly HMIS reports on 7th October 2023, 7th January 2023, 3rd April 2023, and 5th July 2023.
2. **Rwekiniro HC III:** Submitted its quarterly HMIS reports on 6th October 2023, 7th January 2023, 7th April 2023, and 6th July 2023.
3. **Kyamwasha HC III:** Submitted its quarterly HMIS reports on 7th October 2022, and 5th January 2023, 4th April 2023, and 6th July 2023.

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

Maximum 14 points on this performance measure

e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0

Note: Municipalities submit to districts

This indicator is not applicable in this round of assessment due to changes in the management of the RBF program by the MoH.

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>NDLG Planning Unit did have a system for capturing dates of submission of Health department reports for integration into the overall quarterly DLG report. The submission dates were as below:</p> <p>Quarter one report submitted on 21/10/2022</p> <p>Quarter two report submitted on 23/01/2023</p> <p>Quarter three report submitted on 24/04/2022</p> <p>Quarter four report submitted on 20/07/2022</p> <p>All the four quarterly report submissions were made before the deadline of one month after end of the quarter.</p>	1
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The assessment team established that the Ntungamo DLG DHMT had developed a Performance Improvement Plan (PIP) for the weakest performing health facilities prepared on 20th March 2022. This PIP received endorsement from both the Chief Administrative Officer (CAO), Fedelis Kiiza, and the acting District Health Officer (DHO), Chemisto Beatrice Mamasebu on 23rd March 2023.</p>	1
	<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 Performance Improvement support.

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

There **was evidence to confirm that** the health department of Ntungamo DLG Implemented Performance Improvement Plan for weakest performing facilities. The Review if the Performance Improvement Plan indicated that the department had among other things priotised improving the quality of and quantity of the support supervision through proper schedule. The assessment team noted that the department had undertaken facility support supervision as demonstrated by the report dated; 16th January 2023, 10th July 2023,17th August 2022, and 29th October 2023.

1

Maximum 14 points on this performance measure

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).

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 DLG** Health Department budgeted for healthcare workers in accordance with staffing norms and guidelines. The approved staff structure, obtained from the DHO's office, indicates an approved structure of 860 healthcare workers.

A review of the approved Budget Estimates for FY 2023/2024 revealed that the allocated conditional Sector Conditional Grant (Wage) for Ntungamo DLG was UGX 11,093,924,000 intended to cover the wage of 619 healthcare workers in post out of the required 860 according to the staffing norm (71.9%). 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

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).

Maximum 9 points on this performance measure

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

There **was no evidence to confirm whether** the Ntungamo DLG 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 some health facilities did not meet the requirement of having at least 75% of the required staff deployed in accordance with staffing norms. Several health facilities, including Ngoma HC III, Rukoni HC III, and Rwanda HC III, had only deployed 14 staff out of the required 19 staffing norms, representing a staffing level of 73.7%. Similarly, at Kishami HC III, only had 12 staff deployed out of the required 19 staffing norms, representing a staffing rate of 63.2%.

0

7

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

Maximum 9 points on this performance measure

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

The **was evidence to confirm that health workers** in Ntungamo DLG were working in health facilities where they are deployed. The assessment team reviewed the deployment list for FY 2023/2024 and compared them with the logs in the attendance book at the randomly sampled health facilities and established that the two were in agreement. The assessment team sampled three health facilities (Kitondo HC III, Rwashamire HC IV and Karuruma HC III) and established that was no variance between the deployment list obtained from DHO's and logs in the staff attendance books found at the health facilities as summarized below.

3

1. **Kitondo HC III:** 15health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.
2. **Rwashamire HC IV:** 37 health workers deployed as per the deployment obtained from the DHO. Staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.
3. **Karuruma HC III:** 13 health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>c) Evidence that the LG has publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY score 2 or else score 0</p>	<p>The assessment team established that the health facilities in Ntungamo DLG maintained a record book in which they documented details of their training activities, including lists of all the healthcare workers that participated in the Continuous Medical Education (CME) sessions. The assessment team sampled three health facilities (Rwashamire HC IV, Karuruma HC III, and Kitondo HC III) and confirmed that schedules of Continuous Medical Education (CMEs) were maintained.</p>	2
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the DHO/MMOHs has:</p> <p>i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0</p>	<p>There was no evidence that the District Health Officer had 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.</p> <p>Some of the files reviewed included:</p> <ol style="list-style-type: none"> 1. Penena, Enrolled Nurse In-Charge Nyongozi HC II in Nyamukana Town Council was not appraised. 2. Orikiriza Patience, Clinical Officer In-Charge Karuruma HC III in Nyabihoko Sub County was not appraised. 3. Ainomugisha Susan, Enrolled Nurse In-Charge Nyarubaare HC II in Ntungamo Sub County was appraised by Kiiza Fedelis, Principal Assistant Secretary on June 30, 2023. 	0

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 no evidence that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO to HRO during the previous FY.

Some of the files reviewed indicated:

1. Aggrey, Senior Clinical Officer posted to Kitondo HC III was not appraised.
2. Tumuheirwe Vastina, Enrolled Nurse posted to Kitondo HC III was not appraised.
3. Owobusingye Richard, Health Information Assistant posted to Kitondo HC III was not appraised.
4. Nankwasa Shallon, Enrolled Midwife posted to Rwashamaire HC IV was not appraised.
5. Muhigirwa Adam, Clinical Officer posted to Kitwe HC III was not appraised.
6. Mzorewa Lauben, Askari posted to Karuruma HC III was appraised by Behana Godfrey, Senior Clinical Officer on June 30, 2023.
7. Muheki Smith, Askari posted to Kyamwasha HCIII was appraised by Muhereza Chrisestom, Senior Clinical Officer on June 30, 2023.
8. Turyasiima Shallot, Enrolled Nurse posted to Nyongozi HC II was appraised by Akatwijuka Moses, Senior Clinical Officer on June 30, 2023.
9. Nuwamanya Francis, Askari posted to Ruhaama Health Sub District was appraised by Labourday Evas, Enrolled Nurse on June 30, 2023.
10. Sunday Enid, Porter posted to Nyongozi HC II was appraised by Musiimenta Penenah, Enrolled Nurse on June 30, 2023.
11. Musiimenta Penenah, Enrolled Nurse posted to Nyongozi HC II was appraised by Akatwijuka Moses, Senior Clinical Officer on June 30, 2023.
12. Murekye Charity, Porter posted to Nyongozi HC II was appraised by Musiimenta Penenah, Enrolled Nurse on June 30, 2023.
13. Tugume Fred, Askari posted to Nyongozi HC II was appraised by Musiimenta Penenah, Enrolled Nurse on June 30, 2023.

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

Maximum 6 points on this performance measure

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

There was no evidence that the DHO had taken corrective action based on appraisals.

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 evidence to confirm that health workers received training through Continuous Professional Development in accordance with the training plans. The assessment team noted that CPD sessions, specifically CMES, were conducted across all sampled health facilities. For example, at Kitondo HC III, the latest Continuous Medical Education (CME) session occurred on October 31, 2023, focusing on infection prevention strategies. At Rwashamire HC IV, two CME sessions were held, addressing Malaria management and IPC guidelines on November 6, 2023, and November 11, 2023, respectively.</p> <p>The assessment team also found that Continuous Professional Development, in the form of CMEs, occurred every Wednesday at Karuruma HC III. Furthermore, the team confirmed that these CMEs adhered to the plans and schedules displayed on the facility notice boards.</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>The assessment team sampled three health facilities and established that these health facilities maintained a record books in which they documented details of their training activities, including lists of all the healthcare workers that participated in the Continuous Medical Education (CME) sessions. The sampled health facilities included Rwashamire HC IV, Karuruma HC III and Kitondo HC III.</p>	1

Management, Monitoring and Supervision of Services.

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence to confirm that the Chief Administrative Officer (CAO) of Ntungamo DLG 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>The assessment team established that this letter was received by the MoH registry on September 29, 2023. The review of this letter revealed that it was authored by Deputy CAO, Mbabazi Lawrence. The contents of the letter outlined that Ihunga HCII had been upgraded to HC III in the FY 2021/2022, Kishami HC II was upgraded to HC III in the FY 2019/2020, and Rwanda HC II was upgraded to HC III in FY 2019/2020, among other aspects.</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>Ntungamo DLG FY2022/2023 budget - PHC NWR grant for Lower Level Health Facilities was UGX521,174,000.</p> <p>Total allocation in the DHO's budget for management and monitoring activities in the same year was UGX58,202,000 which 11.1% of the total.</p> <p>This was below the 15% minimum.</p>	0
9	<p>Maximum 9 points on this performance measure</p>			
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p>	<p>The disbursements of all funds to government funded institutions and facilities follow the four quarterly routine. For NDLG FY2022/2023, PHC NWR grants were warranted/verified as follows:</p> <p>For Quarter 1, the MoFPED circular is dated 8th July 2022, the CAO warranted on 8th August 2022 and the funds were transferred on 17th August 2022 (30 days).</p> <p>For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 20th October and the funds were sent on 25th October 2022 (20 days).</p> <p>For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 7th February 2023 and the disbursements made on 22nd February 2023 (39 days).</p> <p>For Quarter 4, MoFPED circular is dated 6th April 2023 and the CAO warranted on 24th April 2023 and the funds were transferred on 3rd May 2023 (18 days).</p> <p>In all the four quarters, the warranting/verification of PHC NWR grants during FY2022/2023 was effected beyond the 5 days deadline.</p>	0
	<p>Maximum 9 points on this performance measure</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 all funds to government funded institutions and facilities follow the four quarterly routine.

For Quarter 1, the MoFPED circular is dated 8th July 2022, the CAO warranted on 8th August 2022 and the funds were transferred on 17th August 2022. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 17/08/2022 (39 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 20th October and the funds were sent on 25th October 2022. The communication concerning the disbursement of PHC NWR grants for quarter 2 was dated 25/10/2022 (25 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 7th February 2023 and the disbursements made on 22nd February 2023. The communication concerning the disbursement of PHC NWR grants for quarter 3 was dated 17/01/2023 (19 days).

For Quarter 4, MoFPED circular is dated 6th April 2023 and the CAO warranted on 24th April 2023 and the funds were transferred on 3rd May 2023. The communication concerning the disbursement of PHC NWR grants for quarter 4 was dated 03/05/2023 (27 days).

In all the four 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 evidence to confirm that** Ntungamo DLG 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.

1. **Quarter 1:** Display on the notice board was made on 10th July 2022; Th expenditure limits received from MoFPED 8th July 2022. This implies that publication of quarterly financial releases to all health facilities was made within two days from the date of receipt of the expenditure limits from MoFPED.
2. **Quarter 2:** Display on the notice board was made on 4th October 2022; Th expenditure limits received from MoFPED on 30th September 2022. This implies that publication of quarterly financial releases to all health facilities was made within five days from the date of receipt of the expenditure limits from MoFPED
3. **Quarter 3:** Display on the notice board was made on 30th December 2022; Th expenditure limits received from MoFPED on 29th December 2022. This implies that publication of quarterly financial releases to all health facilities was made within one day from the date of receipt of the expenditure limits from MoFPED
4. **Quarter 4:** Display on the notice board was made on 9th April 2023; Th expenditure limits received from MoFPED on 6th April 2023. This implies that publication of quarterly financial releases to all health facilities was made within three days from the date of receipt of the expenditure limits from MoFPED.

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

Maximum 7 points on this performance measure

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

There **was evidence to confirm that** the Ntungamo DLG Health Department implemented actions recommended by the DHMT Quarterly Performance Review Meetings held during FY 2022/23 on the following days; Between 14th-15th July 2022, 29th November 2022 on 1st and 2nd March 2023, and 14th July 2023. The assessment team noted, during the review of the DHMT Quarterly Performance Review meetings held on November 29, 2022, noted that facility in-charges were instructed to write to the DHO regarding drugs nearing expiration. This would facilitate internal redistribution among other health facilities experiencing shortages. Specifically, the team observed that Brian Agaba, the in-charge of Rubaare HC IV, had written to the Acting DHO to arrange the collection of expired drugs from the facility.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>There was evidence to confirm that the Ntungamo DLG Health Department's quarterly performance review meetings included all health facility in-charges and implementing partners, DHMTs, and key LG departments.</p> <p>The assessment team reviewed the attendance lists for the DHMT performance review meetings held on various dates: 14th-15th July 2022, 29th November 2022, 1st and 2nd March 2023, and 14th July 2023. It was observed that these meetings had representation from all health facility in-charges, implementing partners, DHMTs, key LG departments, and partners. Notably, key attendees included Gloria Namboozo, M&E Officer from Baylor Uganda. The attendance lists further indicated that these meetings were represented by four key LG departments, including WASH, Community Development, and Education.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>There was evidence to confirm that Ntungamo DLG conducted supervision visits to 100% of the following healthcare facilities: These included the three (3) HC IVs and Itojo hospital hospitals.</p> <p>The assessment team examined the support supervision reports submitted to the DHO on October 14, 2022, September 6, 2022, January 16, 2023, and July 10, 2023. The evidence presented in these reports indicates that Rubaare HC IV, Kitwe HC IV, Rwashamire HC IV, and Itojo District Hospital were all subjected to supervision in each of the respective quarters.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>There was evidence to confirm that the Ntungamo DLG District Health Team (DHT) ensured that Health Ntungamo DLG Health Sub-District (HSD) conducted support supervision of lower-level health facilities during FY 2022/2023. The assessment team randomly selected three health facilities, namely Kitondo HC III, Rugarama HC III, and Bwogera HC III. The team reviewed the HSD support supervision reports submitted to the DHO on September 30, 2022, January 20, 2023, and July 6, 2023. It was observed that the sampled health facilities had undergone supervision during these periods.</p>	1

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

Maximum 7 points on this performance measure

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

There **was evidence to confirm that** Ntungamo DLG 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:

1. **At Rwashamire HC III:** The support supervision book logs for the DHT support supervision visit dated 22nd July 2022, recommended that the incharge was make big noticeable facility mission and vision statement that are visible and displayed on the notice board. The assessment team noted that these were found displayed on the notice board. DHT also recommended that members of the HUMC should be made part of the quarterly review meeting. The review of the facility quarterly meeting minutes and attendance list, dated May 4, 2023, indicates that the Health Unit Management Committee (HUMC) chairperson (Major General Byarugaba) was present.
2. **At Kitondo HC III,** a review of support supervision logs indicated that on August 15th, 2022, the facility was scheduled to acquire an additional notice board. The assessment team observed that the additional notice board had been installed near the office of the in-charge, located at the Outpatient Department (OPD).
3. **At Karuruma HC III,** during the support supervision visit dated August 29,2022 the DHT recommended that the staff should register attendance regularly. In response, the assessment noted that on the day of assessment, all the 11 staff on duty had registered in the attendance book.

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

Maximum 7 points on this performance measure

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

There **was no evidence to confirm** whether Ntungamo District Local Government (DLG) provided support to all health facilities in the management of medicines and health supplies during the FY 2022/2023. There was no additional information for the assessment to confirm where Ntungamo District Local Government (DLG) provided support to all health facilities in the management of medicines and health supplies, during the FY 2022/2023.

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	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	Ntungamo total DHO health office budget for FY 2022/2023 was UGX58,202,000. Out of this a total of UGX2,239,949 was allocated to health promotion and prevention activities.	0
	Maximum 4 points on this performance measure		This was a proportion of 3.8%, which was way below the 30% minimum requirement.	
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	There was evidence to confirm that the Ntungamo District Local Government (DLG) DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the FY 2022/2023. The assessment team reviewed the quarterly progress report dated 30th September 2022, and 28th December 2022. The reports indicate that the District Local Government (DLG) has undertaken various activities, including organizing a radio talk show to mobilize the community for the measles-rubella campaign and Polio Round 2 campaign. According to the quarterly progress report submitted on March 29, 2023, the department conducted a Village Health Team (VHT) engagement meeting to provide information and skills to VHTs regarding COVID-19 risk communication. The assessment noted that these reports were compiled by Nesterio Twesigye, a Senior Health Educator.	1
	Maximum 4 points on this performance measure			
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	Evidence of follow-up actions taken by the Ntungamo DLG District Health Team (DHT) regarding health promotion and disease prevention issues is documented in their minutes and reports. For example, the assessment team reviewed the minutes of the VHT meeting held on July 28, 2023, and observed that the District Local Government (DLG) was planning to request support from UNICEF. The request includes assistance in procuring 468 phones and supporting the training of Village Health Teams (VHTs) on eCHIS. Additionally, USAID TASO LPHS is aiding the People Living with HIV (PLHIV) network members in implementing Directly Observed Therapy (DOTs) for suppressed clients, including children.	1
	Maximum 4 points on this performance measure			

Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was evidence to confirm that Ntungamo DLG health department had an updated Asset register which sets out health facilities and equipment relative to basic standards. A compressive assets register was found on file in the DHO's office. The assets register was last updated on 30th June 2023. The assets register detailed among others, Asset number, Initial cost, Description of the assets, Date of purchase, location, and current condition.</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>For previous year FY 2022/2023, the prioritised investments under NDLG Health department was only one project:</p> <ul style="list-style-type: none"> ❑ Construction of 2 in 1 staff house and 2 stance drainable pit latrine at Ihunga HCIII Kagarama T/C UGX192,979,254. ❑ Construction of 2 in 1 staff house and 2 stance drainable pit latrine at Nyanga HCIII Rubaare S/C UGX192,776,883. ❑ Construction of maternity and general ward, 1 twin staff house, medical waste pit and drainable latrine at Rukoni West HCIII UGX900,848,579 ❑ Construction of drainable pit latrine for in-patient ward at Rwashamaire HCIV UGX22,176,330 ❑ Construction of drainable pit latrine for staff at Rwanda HCIII UGX14,055,570 ❑ Construction of drainable pit latrine for staff at Rukoni HCIII UGX11,071,792. <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 & DDEG objectives -Financially feasible -Having costed project profiles <p>Evidence of desk appraisals for NDLG FY2022/2023 Health department projects was availed/seen and reviewed during the assessment.</p>	1

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

Maximum 4 points on this performance measure

c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0

For previous year FY 2022/2023, the prioritised investments under NDLG Health department were the following:

❑ Construction of 2 in 1 staff house and 2 stance drainable pit latrine at Ihunga HCIII Kagarama T/C UGX192,979,254.

❑ Construction of 2 in 1 staff house and 2 stance drainable pit latrine at Nyanga HCIII Rubaare S/C UGX192,776,883.

❑ Construction of maternity and general ward, 1 twin staff house, medical waste pit and drainable latrine at Rukoni West HCIII UGX900,848,579

❑ Construction of drainable pit latrine for in-patient ward at Rwashamaire HCIV UGX22,176,330

❑ Construction of drainable pit latrine for staff at Rwanda HCIII UGX14,055,570

❑ Construction of drainable pit latrine for staff at Rukoni HCIII UGX11,071,792.

A Field Appraisal aims to ensure that a project meets the following requirements.

-Technical feasibility

-Environmental and social acceptability requirements

Evidence of field appraisals for NDLG FY2022/2023 Health projects was availed/seen and reviewed during the assessment.

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 screened for environmental and social risks 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 2 in 1 staff house at Nyakyera HC III, was carried out on 14/8/2023 stamped and signed by both EO and DCDO, after screening the project didn't qualify for detailed study according to NEA 2019, therefore a costed ESMP was prepared on 14/8/23 at cost of Ugx 15,55,000 2. Screening for environmental and social risks for the proposed construction of 2 in 1 staff house at Ihunga HC III, was carried out on 26/7/2022 stamped and signed by both EO and DCDO, after screening the project didn't qualify for detailed study according to NEA 2019, therefore a costed ESMP was prepared on 26/7/22vat cost of Ugx 6,400,000, mitigation measures were proposed i.e. use of personal protective equipment 3. Screening for environmental and social risks for the proposed construction of 3 stance at Rwanda HC III, was carried out on 26/7/2022 stamped and signed by both EO and DCDO, after screening the project didn't qualify for detailed study according to NEA 2019, therefore a costed ESMP was prepared on 26/7/22 at cost of Ugx 550,000, mitigation measures were proposed i.e. use of personal protective equipment 	
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>There is NO evidence that the LG health department timely submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans. No Health Departmental Plan was present at the time of assessment.</p>	0
	<p>Maximum 10 points on this performance measure</p>			
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There is NO evidence that the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY (2023/24). There was no procurement request form (Form PP1) present during the time of assessment.</p>	0
	<p>Maximum 10 points on this performance measure</p>			

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	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	There is evidence that the Health infrastructure Projects for the previous FY (2022/2023) were approved by the Contracts Committee before commencement of Works. Furthermore, one of the projects was cleared by the Solicitor General as listed below:	1
	Maximum 10 points on this performance measure		<ol style="list-style-type: none"> 1. Construction of a New Health Facility in Rukoni West-Ruhama County- MoH-UgIFT/WRKS/22-23/00001-LOT 21; Cleared by the Solicitor General with reference to memo dated 29/11/2022. Under Min. No. CC0031/OCTOBER/2022, the project was approved by the Contracts Committee in a meeting held on 24/10/2023. 2. Construction of a 2 in 1 Staff House at Nyanga HC III- NTUN546/WRKS/2022-23/00047; Under Min. No. CC0024/OCTOBER/2022, the project was approved by the Contracts Committee in a meeting held on 11/10/2023. 3. Construction of a 2 in 1 Staff House at Ihunga HC III- NTUN546/WRKS/2022-23/00047; Under Min. No. CC0024/OCTOBER/2022, the project was approved by the Contracts Committee in a meeting held on 11/10/2023. 	
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0	There was NO evidence of proper establishment of the PITS for the Health construction projects within the last FY (2022/23) as per guidelines.	0
	Maximum 10 points on this performance measure	If there is no project, provide the score	Through the memo dated 14/12/2022, the CAO appointed a PIT that comprised of: a DCDO, Senior Environmental Officer, DCDO, Environment Officer and Senior Environmental Health Officer. Furthermore, through the memo dated 29/7/2022, the CAO appointed a Clerk of Works. However, there was no Contract Manager and Project Manager appointed.	
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0	There is evidence that the health infrastructure followed the standard technical designs provided by the MoH.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	The sampled project is listed below and was compliant as per approved MoH Facility Infrastructure Designs:	
			<ol style="list-style-type: none"> 1. Construction of a New Health Facility in Rukoni West-Ruhama County- was up to standard as technically guided by the Designs and BoQs. According to the technical specifications of the HC III, the facility comprised of: a General/Maternity Ward, 2 in 1 staff house, 4-stance lined VIP latrine and a medical waste pit. 	

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 is NO 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.</p> <p>The following reports were listed during the assessment: 25/4/2023, 26/7/2023, 28/8/2023, 29/9/2023, 24/10/2023. However, the listed reports were not daily nor weekly reports. A number of reports were missing.</p> <p>The sample project is listed below:</p> <ol style="list-style-type: none"> 1. Construction of a New Facility in Rukoni West-Ruhama County 	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>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 is NO evidence that Ntungamo DLG 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.</p> <p>There were no Minutes of Meetings present during the assessment. The sample project is listed below:</p> <ol style="list-style-type: none"> 1. Construction of a New Facility in Rukoni West-Ruhama County 	0

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

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

If there is no project, provide the score

There is NO 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

There were no joint technical supervision reports present for the construction of health infrastructure projects (by the Engineer's team - including the Environment Officer and DCDO among other officers) during the time of assessment. A site instruction book was found only at Rukoni West HC III. there was no evidence of the use of site instruction books at the other two health facilities.

The following projects were sampled;

1. Construction of a New Facility in Rukoni West-Ruhama County.
2. Construction of a Staff House at Ihunga HC III
3. Construction of a Staff House at Nyanga HC III

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

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

For Ntungamo DLG Health six (06) infrastructural project payments in FY2022/2023 were sampled to test for certification and timeliness of payments for works executed.

Payment to Alikazi Enterprises Ltd for construction of 2 in 1 staff house and drainable latrine at Karumuna HCIII (UGX43,293,577) - Requisition dated 02/04/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 15/05/2023 and payment on 28/06/2023 (86 days).

Payment to Gremu Trading Co. Ltd for construction of 2 in 1 staff house and drainable latrine at Ihunga HCIII (UGX57,139,580) - Requisition dated 13/06/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 13/06/2023 and payment on 28/06/2023 (15 days).

Payment to Jesus Mighty Engineering and Property Consultants Co. Ltd for construction of 5 stance latrine at Rukoni HCIII (UGX11,778,500) - Requisition dated 22/01/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 22/01/2023 and payment on 28/06/2023 156 days).

Payment to Baganzi Associate Lender Ltd for construction of 3 stance drainable latrine at Rwashamaire HCIV (UGX22,172,200) - Requisition dated 22/03/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 22/03/2023 and payment on 15/06/2023 (83 days).

Payment to Amatucar Enterprises Co. Ltd for construction of 2 stance VIP latrine at Rwanda HCIII in Bwongyera S/C (UGX11,866,500) - Requisition dated 29/01/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 29/03/2023 and payment on 18/04/2023 (65 days).

Payment to Mutwi Co. Ltd for construction of 2 in 1 staff house and 2 stance drainable latrine at Nyanga HCIII (UGX97,793,018) - Requisition dated 07/03/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 07/03/2023 and payment on 30/30/2023 (23 days).

In all the six (06) sampled NDLG Health infrastructural projects, payments were effected beyond the 14 days' time limit.

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 DLG 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, Contract agreements and Minutes of the Contract Committee.</p> <p>Files for the following projects were sampled accordingly;</p> <ol style="list-style-type: none"> 1. Construction of a New Health Facility in Rukoni West-Ruhama County- MoH-UgIFT/WRKS/22-23/00001-LOT 21; Under Min. No. CC0031/OCTOBER/2022, the evaluation report was approved by the Contracts Committee in a meeting held on 24/10/2023. The contract was awarded on 6/12/2022. 2. Construction of a 2 in 1 Staff House at Nyanga HC III- NTUN546/WRKS/2022-23/00047; Under Min. No. CC0024/OCTOBER/2022, the evaluation report was approved by the Contracts Committee in a meeting held on 11/10/2023. The contract was awarded on 4/11/2022. 3. Construction of a 2 in 1 Staff House at Ihunga HC III- NTUN546/WRKS/2022-23/00047; Under Min. No. CC0024/OCTOBER/2022, the evaluation report was approved by the Contracts Committee in a meeting held on 11/10/2023. The contract was awarded on 4/11/2022. 	1
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Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was evidence that the Local Government had recorded, investigated, responded and reported in line with the LG grievance redress framework</p> <p>On 16/12/2022, complaint on the location of Rukoni west HC III was recorded, meeting was held to resolve the issue, minutes were reviewed signed by member of parliament Ruhama East (Mr. Kamukama Benjamin)</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence to confirm that Ntungamo DLG Health Department had disseminated guidelines on health care/medical waste management to health facilities. The assessment team noted charts on medical waste segregation displayed in the maternity ward and laboratory at the three sampled health facilities of Kitondo HC III, Rwashamire HC IV and Karuruma HC III.</p>	2

15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider); score 2 or else score 0	There was evidence to confirm that Ntungamo DLG had a functional system/central infrastructure 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. The assessment team established that the DLG is supported by Green Label Services Ltd (GLSL) to collect and medical waste in all HC IIIs and HC IVs.	2
	Maximum 5 points on this performance measure			
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	There was no evidence to confirm whether Ntungamo DLG 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 DLG had conducted training (s) and created awareness in healthcare waste management.	1
	Maximum 5 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	There was evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY <ol style="list-style-type: none"> 1. Construction of a 2 in 1 staff house at Ihunga HC III, Proc ref no NTUN546/WRKS/2022-23/00047, a costed ESMP was incorporated in element 11 for environment, health and social safe guards under item A to M at tune of Ugx 8,002,000 2. Construction of a 2 in 1 staff house at Nyanga HC III, Proc ref no NTUN546/WRKS/2022-23/00047, a costed ESMP was incorporated in element 11 for environment, health and social safe guards under item A to M at tune of Ugx 8,002,000 3. Up grade of health centre HC III at Rukoni west, Proc ref no MOH/UGIFT/WRKS/2020/23/00001 LOT 1, a costed ESMP was incorporated in bill 2 ESMP implementation under item E for compliance with NEMA regulations and EIA report recommendations 	2
	Maximum 8 points on this performance measure			

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was evidence 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> <ol style="list-style-type: none"> 1. Certificate of title for Kaina health centre II, plot 281, block 25 at Kashenyi dated 12/5/2022, was signed and stamped by the register titles on 13/5/2022 2. Certificate of title for Kafunjo centre II, plot 1011, block 56 at Rwembogo dated 12/5/2022, was signed and stamped by the register titles on 13/5/2022 3. Certificate of title for Kitwe town council health centre IV, plot 404, block 53 at Rwenyangi dated 5/7/2022, was signed and stamped by the register titles on 6/7/2023 	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. Conducted support supervision and monitoring for the construction of staff house and lined latrine at Ihunga HC III on 14/2/23, signed and stamped by both the EO and DCDO, monthly reports were reviewed dated 14/2/23 and 24/6/23, the project started on 4/11/23 and ended 14/2/23 2. Conducted support supervision and monitoring for the construction of 2 in 1 staff house at Nyanga HC III on 28/12/22, signed and stamped by both the EO and DCDO, monthly reports were reviewed dated 28/12/22 and 1/3/23, the project started on 4/11/23 and ended 14/2/23 3. Conducted support supervision and monitoring for the upgrade of health centre at Rukoni west HC III on 28/12/22, signed and stamped by both the EO and DCDO, monthly reports were reviewed dated 28/12/22 and 26/7/23, the project started on 6/12/22 and project is still on going 	2

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

Maximum 8 points on this performance measure

d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0

There was 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

1. Environment and Social Certification forms for the construction of 1 in 1 staff house and latrine at Nyanga HC III was approved an completed on 1/3/2023 signed and stamped by both the EO and DCDO, payments were made on 14/6/23
2. Environment and Social Certification forms for the construction of staff house lhunga HC III was approved an completed on 6/6/2023 signed and stamped by both the EO and DCDO, payments were made on 13/6/23

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>As per the MWE-MIS for the FY 2022/2023, the rural water functionality for Ntugamo DLG was 75% which falls below 80% and thereby justifying a score zero (0)</p>	0
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>From the MWE-MIS for the FY 2022/2023, the percentage of WSS facilities with functional WSCs in Ntugamo DLG, as seen under the Management Column was 81% that falls between 80% to 89%, thereby justifying a score one (1).</p>	1
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0 	<p>The performance of NDLG in its FY2022/2023 LLG Water and Environment assessment was 79%, making it fall in the range '60% - 80%'.</p> <p>From the LLGs performance assessment for the FY 2023/2024, the Ntugamo DLG average score in the water and environment sector as seen under the Water & Environment Services Management Column (J) was 79% that falls between 60% and 80%, thereby justifying a score one (1).</p>	1
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>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 	<ul style="list-style-type: none"> • According to the 4th Quarter report titled "Ntugamo District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR/213/1)" submitted by CAO on 4th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023; the Safe Water Coverage (SWC) for Ntugamo DLG was 80.1%. The Sub-Counties (S/Cs) with SWC below the 	0

o If below 80 %: Score 0

district average: **Rukoni East S/C** with SWC of 52.0%, **Nyakyera S/C** with SWC of 65.0%, **Rweikiniro S/C** with SWC of 67.0%, **Rubaare S/C** with SWC of 69.0%. and **Rugarama S/C** with SWC of 61.0%.

• As per the document titled “Ntugamo District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (REF: CR/213/1)” submitted by CAO on 5th/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 12th/07/2022 and in reference to my analysis of the annual progress reports for FY 2022/2023, Ntugamo district water department implemented the following budgeted water projects in the targeted sub counties.

i. Project 1: (No Project reference): Construction of 2 Ferro Cement Water tanks at Kyamate SS and Kamunyiga P/S in Ntugamo S/C and Ihunga S/C at a cost of UGX 34,506,370; which is a target of **0 out of 2, equivalent to 0%**;

ii. Project 2: (No Project reference): Construction of 2 Ferro Cement Water tanks at Kitunga Boarding P/S and Kemishego Boarding P/S in Nyabikoko S/C and Bwongyera S/C at a cost of UGX 33,738,191; which is a target of **0 out of 2, equivalent to 0%**;

iii. Project 3: (No Project reference): Construction of 3 Ferro Cement Water tanks at Mutojo P/S, Rugarama CoU and Kabasheshe P/S in Rubaare S/C , Rugarama S/C and Kayonza S/C at a cost of UGX 51,926,490; which is a target of **2 out of 3, equivalent to 66.7%**;

iv. Project 4: NTUN 546/Srccs/22-23: Sitting and Supervision of Two Production wells in Rubaare S/C and Ngoma S/C at a cost of UGX 23,750,000; which is a target of **1 out of 2, equivalent to 50%**;

v. Project 5: (No Project reference); Rehabilitation and Extension of Bwongyera GFS in Bwongyera S/C at a cost of UGX 37,793,812; which is a target of **0 out of 1, equivalent to 0%**;

vi. Project 6: (No Project reference); Protection of 4 medium springs at Kiyooro, Nyakanego, Kyarubaare in Nyakyera S/C and Kyabakazi in Ruhaama S/C at a cost of UGX 29,443,299; which is a target of **3 out of 4, equivalent to 75%**;

vii. Project 7: (No Project reference): Construction of a 5 Stance VIP Latrine at Runoni-Kitwe RGC in Kito Town Council and Kanyampumo RGC in Nyabihoko S/C

at a cost of UGX 59,830,071; which is a target of **0 out of 2, equivalent to 0%**;

viii. Project 8: (No Project reference): Construction of 3 Ferro Cement Water tanks at Bituntu Catholic Church, Bakiharire CoU and Kitwe Seed School in Rukoni East S/C and Kitwe T/C ; at a cost of UGX 51,720,140; which is a target of **1 out of 3, equivalent to 33.3%**;

ix. Project 9: (No Project reference); Protection of 4 medium springs at Kikongoro, Namirembe, Kirera and Akatojo in Ntugamo S/C, Bwongyera S/C, Ihunga S/C, Rukoni East S/C, at a cost of UGX 29,990,628; which is a target of **1 out of 4, equivalent to 25%**;

x. Project 10: (No Project reference); Rehabilitation of 17 boreholes in Rugarama (2), Ngoma (4), kibatsi, Ihunga, Rukoni (3), Bwongyera (2), Rubaare (2), Kayonza, Ruhaama S/Counties at a cost of UGX 51,000,000; which is a target of **7 out of 17, equivalent to 41.2%**;

xi. Project 11: (No Project reference): Construction of 3 Ferro Cement Water tanks at Kitwe Seed School in Kitwe T/C, Igabiro Catholic Church in Rukoni East S/C and Bakiharire CoU in Kitwe T/C at a cost of UGX 60,000,000; which is a target of **1 out of 2, equivalent to 50%**;

xii. Project 12: (No Project reference): Construction of 2 Ferro Cement Water tanks at Ruhaama Secondary School in Ruhaama S/C and Karukwanzi Catholic Church in Rweikiniro S/C at a cost of UGX 40,000,000; which is a target of **1 out of 2, equivalent to 0%**;

xiii. Project 13: (No Project reference); Protection of 4 medium springs at Nyabubaare and Rukanga in Nyabihoko S/C and Rukarango in Kibatsi S/C and Kyenjubu in Rugarama S/C at a cost of UGX 32,000,000; which is a target of **1 out of 4, equivalent to 25%**;

• Therefore, the number of projects implemented in target S/Cs is **19 (UGX 172,312,837) out of 48 (UGX 535,699,001)** budgeted projects in the Previous FY 2022/2023, equivalent to **39.6% approximated to 40%, which is below 80% thereby justifying a score of zero (0)**.

assessment o If within +/-20% score 2

Maximum 8 points on this performance measure o If not score 0

received by MWE Central Registry and approved by MWE RWSSD on 12th/07/2022 and in reference to my analysis of the annual progress reports for FY 2022/2023, and basing on sample of three (3) WSS contracts that were implemented in Ntugamo DLG, the following percentage variation of the engineering estimates were revealed:

i. Project 1: (No Project reference): Construction of a 5 Stance VIP Latrine at Runoni-Kitwe RGC in Kito Town Council and Kanyampumo RGC in Nyabihoko S/C;

- Contractor: Marvpa Enterprises Limited Ltd ;

- Engineer's estimated cost of UGX 70,000,000 (A);

- Contracted Sum of UGX 59,830,071 (B);

- Percentage variation= $[(A-B)/A]*100 = [(70,000,000-59,830,071)/70,000,000]*100 = 14.5\%$

ii. Project 2: (No Project reference); Protection of 4 medium springs at Kiyooro, Nyakanego, Kyarubaare in Nyakyera S/C and Kyabakazi in Ruhaama S/C;

- Contractor: His Mercy Consult Ltd ;

- Engineer's estimated cost of UGX 36,000,000 (A);

- Contracted Sum of UGX 29,443,299 (B);

- Percentage variation= $[(A-B)/A]*100 = [(36,000,000 -29,443,299)/36,000,000]*100 = 18.2\%$

iii. Project 3: (No Project reference): Construction of 3 Ferro Cement Water tanks at Mutojo P/S, Rugarama CoU and Kabasheshe P/S in Rubaare S/C , Rugarama S/C and Kayonza S/C;

- Contractor: Alice General Tradings Ltd;

- Engineer's estimated cost of UGX 60,000,000 (A);

- Contracted Sum of UGX 51,926,490 (B);

- Percentage variation= $[(A-B)/A]*100 = [(60,000,000 -51,926,490)/60,000,000]*100 = 13.5\%$

- Hence the variations in the contract price and engineer's estimates of the three (3) sampled WSS infrastructure investment contracts for FY 2022/2023 **are all within +/-20%, thereby justifying a score of two (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

• As per the document titled “Ntugamo District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (REF: CR/213/1)” submitted by CAO on 5th/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 12th/07/2022 and 4th Quarter report titled “Ntugamo District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR/213/1)” submitted by CAO on 4th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023; all the planned projects were completed by the end of the FY 2022/2023. The following were the planned WSS infrastructure projects and level of achievement by the end of the FY 2022/2023:

i. Project 1: (No Project reference): Construction of 2 Ferro Cement Water tanks at Kyamate SS and Kamuyiga P/S in Ntugamo S/C and Ihunga S/C at a cost of UGX 34,506,370; **Achieved 100%**;

ii. Project 2: (No Project reference): Construction of 2 Ferro Cement Water tanks at Kitunga Boarding P/S and Kemishego Boarding P/S in Nyabikoko S/C and Bwongyera S/C at a cost of UGX 33,738,191; **Achieved 100%**;

iii. Project 3: (No Project reference): Construction of 3 Ferro Cement Water tanks at Mutojo P/S, Rugarama CoU and Kabasheshe P/S in Rubaare S/C , Rugarama S/C and Kayonza S/C at a cost of UGX 51,926,490; **Achieved 100%**;

iv. Project 4: NTUN 546/Srccs/22-23: Sitting and Supervision of Two Production wells in Rubaare S/C and Ngoma S/C at a cost of UGX 23,750,000; **Achieved 100%**;

v. Project 5: (No Project reference); Rehabilitation and Extension of Bwongyera GFS in Bwongyera S/C at a cost of UGX 37,793,812; **Achieved 100%**;

vi. Project 6: (No Project reference); Protection of 4 medium springs at Kiyooro, Nyakanego, Kyarubaare in Nyakyera S/C and Kyabakazi in Ruhaama S/C at a cost of UGX 29,443,299; **Achieved 100%**;

vii. Project 7: (No Project reference): Construction of a 5 Stance VIP Latrine at Runoni-Kitwe RGC in Kito Town Council and Kanyampumo RGC in Nyabihoko S/C at a cost of UGX 59,830,071; **Achieved**

100%;

viii. Project 8: (No Project reference):
Construction of 3 Ferro Cement Water tanks at Bituntu Catholic Church, Bakiharire CoU and Kitwe Seed School in Rukoni East S/C and Kitwe T/C ; at a cost of UGX 51,720,140; **Achieved 100%;**

ix. Project 9: (No Project reference);
Protection of 4 medium springs at Kikongoro, Namirembe, Kirera and Akatojo in Ntugamo S/C, Bwongyera S/C, Ihunga S/C, Rukoni East S/C, at a cost of UGX 29,990,628; **Achieved 100%;**

x. Project 10: (No Project reference);
Rehabilitation of 17 boreholes in Rugarama (2), Ngoma (4), kibatsi, Ihunga, Rukoni (3), Bwongyera (2), Rubaare (2), Kayonza, Ruhaama S/Counties at a cost of UGX 51,000,000; **Achieved 100%;**

xi. Project 11: (No Project reference):
Construction of 3 Ferro Cement Water tanks at Kitwe Seed School in Kitwe T/C, Igabiro Catholic Church in Rukoni East S/C and Bakiharire CoU in Kitwe T/C at a cost of UGX 60,000,000; **Achieved 100%;**

xii. Project 12: (No Project reference):
Construction of 2 Ferro Cement Water tanks at Ruhaama Secondary School in Ruhaama S/C and Karukwanzi Catholic Church in Rweikiniro S/C at a cost of UGX 40,000,000; **Achieved 100%;**

xiii. Project 13: (No Project reference);
Protection of 4 medium springs at Nyabubaare and Rukanga in Nyabihoko S/C and Rukarango in Kibatsi S/C and Kyenjubu in Rugarama S/C at a cost of UGX 32,000,000; **Achieved 100%;**

• Therefore, 100% WSS infrastructure projects were completed thereby justifying a score of two (2)

3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<ul style="list-style-type: none"> • From Ministry of Water and Environment Management Information System (MWE-MIS) assessment report for the FY 2022/2023, Ntugamo DLG had 75% of water supply facilities that were functioning • Also, from MWE-MIS assessment report for the FY 2021/2022, Ntugamo DLG had 83% of water supply facilities that were functioning • The variation in Ntugamo DLG rural water functionality from 83% to 75% represents a decrease of 8% in the water supply facilities that are functional. • There is a decrease and therefore, justifying a score of zero (0). 	0
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3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<ul style="list-style-type: none"> • From Ministry of Water and Environment Management Information System (MWE-MIS) District Software Report (rural water Management) for FY/2022/2023, Ntugamo DLG had • 559 functional WSCs out of the 690 established WSCs equivalent to Management of $[559/690]*100 = 81.0\%$. • Also, MWE-MIS District Software Report (rural water Management) for FY 2021/2022, Ntugamo DLG had • 626 functional WSCs out of the 810 established WSCs equivalent to Management of $[626/810]*100 = 77.3\%$. • The variation in Ntugamo DLG rural water functionality from 77.3% to 81.0% represents an increase of 3.7% in the water supply facilities with functional water and sanitation committees. • There was an increase of more than 1%, justifying a score of two (2). 	2
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Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<ul style="list-style-type: none"> • According to the 4th Quarter report titled “Ntugamo District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR/213/1)” submitted by CAO on 4th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023; Ntugamo DLG water department implemented (constructed/rehabilitated) 13 WSS projects in FY 2022/2023. I sampled and visited seven (6) WSS facilities in three (3) S/Countries and I observed/noted the following: (i) Construction of a Ferro Cement 	3
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Water tank at Kamunyiga P/S in Kamunyiga village, Rutunguru Parish, Ihunga S/C;

- There was an existing 24,000 litres rooftop rain water harvesting tank
- The ferro cement tank had an engraving plate
- There was overflow pipe and a wash-out pipe
- There was no first flush diverter system and water filters.
- There was two clean gutters, tank cover and breathers
- The access hatch for the tank was not well secured at time of field visit.
- Water collection platform was 800mmX1250mm
- The height of the water delivery pipe from the ground was 470mm and the tank veranda was 200-280mm.
- The distance of the water harvesting shed from the tank was 2200 mm and the tank height was 2200 mm
- The surrounding environment was clean with an existing but blocked drainage channel/ soak pit.
- The access steps had a rise of 250 mm and a tread of 300 mm that was in the range of technical specifications
- 356 pupils and 13 teachers are served by water facility
- At the time of field visit, the tank was $\frac{3}{4}$ full of clean water
- I found Headteacher (Tumugumye Geoffrey)
- Teachers were training on maintaining cleanliness of the facility
- **Overall, the rooftop rain water harvesting tank/ system was functioning well as reported by Ntugamo DWO**

(ii) Construction of a Ferro Cement Water tank at Kemishego Day and Boarding P/S in Bwongyera S/C

- There was an existing 24,000 litres rooftop rain water harvesting tank
- The ferro cement tank had an engraving plate
- There was overflow pipe and a wash-out pipe
- There was no first flush diverter

system and water filters.

- There was two clean gutters (endcap of one gutter missing), tank cover and breathers
- The access hatch for the tank was not well secured at time of field visit.
- Water collection platform was 700mmx1300mm
- The height of the water delivery pipe from the ground was 470mm and the tank veranda was 210mm.
- The distance of the water harvesting shed from the tank was 2770 mm and the tank height was 2150 mm
- The surrounding environment was clean with an existing but blocked drainage channel/ soak pit.
- The access steps had a rise of 210 mm and a tread of 270 mm that was in the range of technical specifications
- 800 pupils and 13 teachers are served by water facility
- At the time of field visit, the tank was 1/4 full of dirty water
- I found Director of Studies (Mr. Kakande Gaddafi)
- Teachers were training on maintaining cleanliness of the facility

Overall, the rooftop rain water harvesting tank/ system was functioning well as reported by Ntugamo DWO

(iii) Rehabilitation and Extension of Bwongyera GFS in Katunguru I village, Katoni Parish, Bwongyera S/C

- The new source that was identified to boost the existing source was well-protected but there was need to slash around the facility
- The fence was made up of chain-link, 1600mm high
- The 800mm wide x 1800mm long was locked
- The fencing pole-pole distance ranged from 1400mm-1600mm
- At the time of field visit, I found 2 members (Byamuhangi Lauben-C/Person and Mugisha Longino-Caretaker) out of 5 WSC members (including 2 women)
- There was no payment for water
- The WSC had been trained on

operation and maintenance of the GFS and PSPs ;

Challenge: Community have a poor mindset towards operation and maintenance of WSS facilities. They prefer mobilizing funds in case of minor break-downs instead of paying water user fees (yet in case of break-down, majority rely on alternative unsafe sources). This was witnessed with two neighboring PSPs missing taps

- I visited two (2) single-spout PSPs and measured the flow rate for all.

a) PSP 1 (single spout) at Rutunguru I village

- Upon testing the minimum PSP yield, on average a 20-litre jerrycan was filled in $(184+146)/2=165$ seconds approximated to $[(20/165)*3600] = 436$ litres per hour lower than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus poor yield.

- The surrounding environment bushy without a soak pit.

- There was no drainage channel

- There was no water collection platform/ chamber was

- The height of the water delivery pipe from the ground was 600mm.

- The PSP had a missing tap, no engraving plate, paspalum or trees and the environment was too bushy

- There was no caretaker found at time of visit

b) PSP 2 (single spout) in Iwibare village

- Upon testing the minimum PSP yield, on average a 20-litre jerrycan was filled in $(180+181)/2=180.5$ seconds approximated to $[(20/180.5)*3600] = 399$ litres per hour lower than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus poor yield.

- The surrounding environment clean with an open soak pit.

- The drainage channel was (155x190x155)mm.

- The water collection platform was 900mm x 600mm x 155mm

- The height of the water delivery pipe from the ground was 670mm.

- The PSP had no engraving plate,

paspalum or trees

- The water facility was not fenced.
- There was one caretaker/ WSC member found at time of visit that confirmed that they were trained on operation and maintaining the facility clean
- the PSP served 11 household.
- There was need to replace the tap
- **Overall, the rehabilitated/ extended WSS was functioning well as reported by Ntugamo DWO.**

(iv) Protection of medium spring at Kiyaga village, Nyarubaare parish in Nyabihoko S/C completed on 15th/12/2022

- I found the protected spring with one (1) spout installed functioning well
- The protected spring was well engraved but not numbered.
- The catchment was live-fenced and environment was clean. However, there was need to slash along the drainage/ spill way
- There was pathway for easy access with paspalum planted with no planted trees.
- Water collection platform was 800mm X1250mm
- Retaining wall was constructed using masonry stones/ boulders and varied between 230 mm and was up to 2650mm (in length) from the spout
- Upon testing the minimum water yield on average a 20-litre jerrycan was filled in $(67+68)/2 = 67.5$ seconds approximated to $(20/67.5) = 0.296$ litres per second less than 1.2 litres per second reported in the standard design (technical specifications and terms of reference) and thus low flow.
- Steps had a rise of 150-170mm and a tread of 350-400 mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- Height of delivery pipe (spout) from the ground was 450mm within the indicated values in the construction drawings
- There was a drainage channel constructed to divert storm water from flowing into or flooding over the spring
- During the field visit, I found three (3) WSC members including C/Person (Mr.

Bagujja Fred)

- According to C/Person, there was a functional WSC and was trained only once in November 2021 on slashing around the spring well; using water sparingly and cleaning drainage channel
- The facility serves 90 households each comprising on average 6 people
- There was no collection of water user fees and thus no balance in treasury as the community members prefer collecting money when there is need to do minor repairs.
- Challenge: One of the eyes of the protected spring was not protected thus causing flooding of the catchment especially during the rainy season. Also, during school holidays, there are always very long water queues and thus waiting time.
- **Overall, the medium protected spring (constructed with one spout) was functioning well as reported by Ntugamo DWO.**

(v) Construction of a 4-Stance VIP Latrine at Rural Growth Centre, eKibaale village, Kanyamunyu parish in Nyabihoko S/C;

- The latrine was generally constructed according to the technical design drawings with five (5) stances and a urinal.
- The facility had a ramp on only one side for people living with disabilities (PWDs), 1850 mm wide and 2650mm long
- The door width was 750 and corridor way was 1150mm.
- Screen/ brick wall 190mm thick
- VIP had a screen wall (1700mm high) constructed for privacy protection of users and the urinal drains with a soak pit.
- Veranda was 290mm wide
- Corridor was 1150mm wide
- Steps had a rise of 170mm and a tread of 450 mm and length of 1880mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- The VIP was live-fenced, with planted paspalum but the environment needed slashing
- The latrine was open at the time of visit and thus I verified the stance

internal dimensions (980mmx1450mm)

- There was no female/ male labels
- There was no engraving plate
- Challenge: the VIP facility had several major cracks at several spots, at the time of field visit. There was need to have reinforced the foundation of the facility with masonry stones since the site was located in a low land. Also, there was no hand-washing facility. There was also need to train children on the use of the facility since it was left open.
- There was a caretaker (Niwamanya) and 3 community members found at the time of visiting who confirmed that they were trained on fencing and maintaining cleanliness.

• Overall, the facility was completed and was functional as reported by the Ntugamo DWO.

(vi) Protection of Kabobo spring in Ihunga S/C

- I found the protected spring with one (1) spout installed functioning well
- The protected spring was well engraved but not numbered.
- The catchment was live-fenced and environment was clean. However, there was need to slash along the entire catchment
- There was pathway for easy access with paspalum planted with no planted trees.
- Water collection platform was 800mm X 1250mm
- Retaining wall was constructed using masonry stones/ boulders 185mm thick and was up to 2100mm (in length) from the spout
- Upon testing the minimum water yield on average a 20-litre jerrycan was filled in $(126+114)/2 = 120$ seconds approximated to $(20/120) = 0.167$ litres per second less than 1.2 litres per second reported in the standard design (technical specifications and terms of reference) and thus low yield.
- Steps had a rise of 150mm and a tread of 400 mm and 1200mm length that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- Height of delivery pipe (spout) from the ground was 490mm within the indicated values in the construction drawings

- There was a drainage channel constructed to divert storm water from flowing into or flooding over the spring.
- The VIP was live-fenced, with planted paspalum
- During the field visit, I found three (3) WSC members including Member (Ms. Nayebare Olivia)
- According to one of the WSC member, there was a functional WSC and was trained only once in November 2022 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) though the facility was dirty
- The facility serves 10 households each comprising on average 6 people
- There was no collection of water user fees and thus no balance in treasury as the community members prefer collecting money when there is need to do minor repairs.

• Overall, the medium protected spring (constructed with one spout) was functioning well as reported by Ntugamo DWO.

• Therefore, on average all the seven (7) WSS facilities I visited/ observed were constructed/ rehabilitated were generally functioning well, and the DWO fairly reported on them in the Annual Performance and Progress Reports of 4th Quarter in the FY 2022/2023 and therefore, justifying a score of three (3)

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

Maximum 7 points on this performance measure

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

- As per quarterly WSS reports, Ntugamo district 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.
- There was evidence that Ntugamo district LG Water Office collects and compiles information on sub-county water supply and sanitation reported in the minutes of the coordination committee meetings held each quarter incorporated in the following Quarterly reports:

i. 1st Quarter Report for FY 2022/2023 (REF: CR/213/1) submitted by Ntugamo DLG CAO on 5th/10/2022 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 21st/10/2022.

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ii. 2nd Quarter Report for FY 2022/2023 (REF: CR/213/1) submitted by Ntugamo DLG CAO on 4th/01/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 11th/01/2023

iii. 3rd Quarter Report for FY 2022/2023 (REF: CR/213/1) submitted by Ntugamo DLG CAO on 4th/04/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 14th/04/2023

iv. 4th Quarter Report for FY 2022/2023 (REF: CR/213/1) submitted by Ntugamo DLG CAO on 4th/07/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 17th/07/2023

- The other information details on functionality of facilities and WSCs, safe water coverage, and community involvement especially in management through WSCs were also reported in the summary list attached to especially the 4th Quarter report and Form 1 for data collection for new point water sources/facilities.

• Examples of information in 4th Quarter included the following newly constructed water points in FY 2022/2023 as presented in Water Source database update forms:

i. Buzooba spring in Buzooba village Kagugu Parish, Rubaare S/C constructed in Jan/2023 serving 70 students and 11 households each comprising 5 people.

ii. Nyabubaare in Nyabubaare village, Nyabushenyi Parish, Nyabihoko S/C constructed in 2023 serving 200 students and 18 households each comprising 5 people.

iii. Kitunga P/S in Kitunga village, Kitunga Parish, Nyabihoko S/C constructed in 2023 serving 1000 students.

iv. Kagarama spring in Rwahi village, Kayobwe Parish, Kayonza S/C constructed in 2023 serving 90 students and 12 households each comprising 5 people.

v. Kabasheshe P/S RWT in Kabasheshe village, Kabasheshe Parish, Kayonza S/C constructed in 2023 serving 500 students.

vi. Kyenjubu spring in Kyenjubu village, Kakanena Parish, Rugarama S/C constructed in 2023 serving 20 households each comprising 5 people.

vii. Rwenkuba spring in Rwenkuba village, Kitojo Parish, Bwongyera S/C constructed in 2023 serving 12 households each comprising 5 people.

viii. Kemishego P/S RWT in Kemishego village, Kyaruhuga Parish, Bwongyera S/C constructed in 2023 serving 450 students.

ix. Kabobo spring in Kitondo village, Kitondo Parish, Ihunga S/C constructed in 2023 serving 20 households each comprising 5 people.

x. Namirembe spring in Namirembe village, Rutunguru Parish, Ihunga S/C constructed in 2023 serving 20 households each comprising 5 people.

• and therefore, justifying a score of two (2).

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

Maximum 7 points on this performance measure

b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0

• There was some evidence that Ntugamo DLG Water Office updates the MIS (WSS data) as evidenced in only 4th Quarter Report, the newly constructed facilities are reported and their details are filled in Form 1 as a data collection form for point water sources for new facilities, detailing location of the new facilities, population served, functionality of WSCs and WSS facilities, etc... These are compiled together sent to MWE for updating and the DWO downloads this information as Form 4 compilations of the updated MWE database forming the DWO MIS.

i. There was also Submission of the **4th Quarter data (Form-4) report for FY 2022/2023** by Ntugamo DLG CAO on 26th/06/2023 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 17th/07/2023

• There was a compilation for form 1s and form 4s at the LG Water Office for only the 4th Quarter and these were used by the DWO for planning purposes (plan for villages/ S/Counties based on their access/ functionality of water sources).

• Therefore, Ntugamo DLG Water Office updated the MIS (WSS data) with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) **for only one (1) out of the four (4) quarters for the FY 2022/2023**

• **and therefore, justifying a score of zero (0)**

5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<ul style="list-style-type: none"> • According to the Ntugamo Lower Local Government Assessment Results for 2021/2022 FY; the 25% lowest performing LLGs and PIPs were therefore to be developed and implemented for them included: Bwongyera S/C at 47% , Ihunga S/C at 47%, Nyakyera S/C at 47%, Kibatsi S/C at 52%, Ruhaama East S/C at 53%, Nyarututu S/C at 54% and Nyabushenyi S/C at 54% • However, there was no performance improvement plans developed and implemented for all S/Counties • Therefore, there was no evidence that the DWO supported the 25% lowest performing LLGs in the Previous FY 2022/2023, and thereby justifying a score of zero (0). 	0
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Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>There was no evidence adduced at the time of assessment that the DWO had budgeted for the critical Water & Sanitation staff. The LG Performance Contract was not availed and HRM did not present the budget for wage for the Water and Sanitation Sector to show how much had been budgeted for wages.</p>	0
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>There was no evidence adduced at the time of assessment that the Environment and Natural Resources Officer had budgeted for the critical Environment & Natural Resources staff. The LG Performance Contract was not availed and HRM did not present the budget for wage for the Environment & Natural Resources Sector to show how much had been budgeted for wages.</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>There was no evidence adduced at the time of assessment that the DWO had appraised District Water Office staff against the agreed performance plans during the previous FY. Completed appraisal forms were not availed to enable the assessment team to determine whether the appraisals had taken place and in accordance with guidelines.</p>	0

Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.

Maximum 6 points on this performance measure

b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3

• The DWO for Ntugamo DLG **did not provide the Capacity Needs Assessment Reports; Training plans and Reports**

• Therefore, the DWO **did not submit staff capacity needs to the PHRO** for consolidation into the District Training database and none of the staff was trained.

• **and therefore, justifying a score of zero (0)**

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:

• If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3

• If 80-99%: Score 2

• If 60-79: Score 1

• If below 60 %: Score 0

• According to the 4th Quarter report titled "Ntugamo District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR/213/1)" submitted by CAO on 4th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023; **the Safe Water Coverage (SWC) for Ntugamo DLG was 72.9%.**

• The Sub-Counties (S/Cs) with SWC below the district average: **Bwongyera S/C** with SWC of 30.0%, **Ruhaama East S/C** with SWC of 40.0%, **Nyarutuntu S/C** with SWC of 52%, **Kayonza S/C** with SWC of 56.0%, **Ngoma S/C** with SWC of 58.0%, **Rweikiniro S/C** with SWC of 64.0%, **Rugarama North S/C** with SWC of 67.0%, **Rubaare S/C** with SWC of 68.0%, **Rugarama S/C** with SWC of 68.0% and **Rukoni West S/C** with SWC of 72.0%

• These were all to be the target S/Cs for budget allocations in the FY 2023/24.

• As per the document titled "Ntugamo District Water and Sanitation Development Conditional Grant Annual work plan for FY 2023/2024 (REF:CR/213/1) submitted by CAO on 4th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023, the following were the budget allocations:

i. Protection of one (1) Spring at a cost of UGX 8,000,000 and one (1) 5-stance VIP Latrine at UGX 30,000,000 in Nyabihoko S/C; which is **0 out of 2 projects planned to be implemented in target S/Counties equivalent to 0%.**

ii. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 at Ihunga Polytechnic Kagarama, protection of two (2) Springs at UGX 16,000,000 in Rutunguru Kitondo & Rutunguru, rehabilitation of one (1) Borehole

3,000,000 in in Ihunga S/C; which is **0 out of 4 projects planned to be implemented in target S/Counties equivalent to 0%.**

iii. Protection of one (1) Spring at UGX 8,000,000 in Nyaburiza, Nyaburiza, Nyarutuntu S/C; which is **1 out of 1 project planned to be implemented in target S/Counties equivalent to 100%.**

iv. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kibatsi H/S, protection of one (1) Spring at UGX 8,000,000 in Ibaare Ibaare; one (1) Borehole Rehabilitation at UGX 3,000,000 in Kihumuro, Ibaare, Kibatsi S/C; which is **0 out of 3 projects planned to be implemented in target S/Counties equivalent to 0%.**

v. Construction of one (1) Tank (24000) at UGX 20,000,000 in Kitembe P/S, protection of two (2) Springs at UGX 16,000,000 in Kikongoro & Kyorazare, Butare & Nyarubare, Ntungamo S/C; which is **0 out of 3 projects planned to be implemented in target S/Counties equivalent to 0%.**

vi. Construction of one (1) Tank (24000 ltrs) 20,000,000 Ruhara P/S Ruhara, one (1) Production Well Drilling at UGX 45,000,000 in Kizinga, Kizinga parish, one (1) Borehole Rehabilitation at UGX 3,000,000 Mpangaibiri Kashenyi, Ngoma S/C; which is **3 out of 3 projects planned to be implemented in target S/Counties equivalent to 100%.**

vii. Protection of one (1) Spring at UGX 8,000,000, Kabasheshe, Sanitation Home Improvement Campaign at UGX 14,000,000 in Ten Villages, Ruhaga Parish, Kayonza S/C; which is **2 out of 2 projects planned to be implemented in target S/Counties equivalent to 100%.**

viii. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kibingo II P/S, Kibingo, Nyakyera S/C; which is **0 out of 1 project planned to be implemented in target S/Counties equivalent to 0%.**

ix. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kyentaama C.O.U Rukoni, one (1) Borehole Rehabilitation at UGX 3,000,000 at Rukoni S.S.S Rukoni, Rukoni West S/C; which is **2 out of 2 projects planned to be implemented in target S/Counties equivalent to 100%.**

x. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kitojo P/S Kitojo, protection of one (1) Spring

8,000,000 at UGX in Nyamabunu Katomi, one (1) Borehole Rehabilitation at UGX 3,000,000 in Nyakabingo, Kyaruhuga, Bwongyera S/C; which is **3 out of 3 projects planned to be implemented in target S/Counties equivalent to 100%.**

xi. Construction of two (2) Tanks (24000 ltrs) at UGX 40,000,000 in Kacerere P/S & Nyanga H/C III Nyarwanya, Nyanga, one (1) Production Well Drilling at UGX 45,000,000 at Kyamuhanya P/S, Nyarwanya, Rubaare S/C; which is **3 out of 3 projects planned to be implemented in target S/Counties equivalent to 100%.**

xii. Protection of one (1) Spring at UGX 8,000,000 in Kibingo, Ruhanga, one (1) Rehabilitation of Ngorogoro GFS at UGX 45,000,000 in Ngorogoro, Itojo S/C; which is **0 out of 2 projects planned to be implemented in target S/Counties equivalent to 100%.**

xiii. Protection of one (1) Spring at UGX 8,000,000 in Nyaruhanga, Ruhaama S/C; which is **0 out of 1 project planned to be implemented in target S/Counties equivalent to 0%.**

xiv. Protection of two (2) Springs at UGX 16,000,000 in Rushebeya & Kabutondo Kyamwasha B. & Kihanga, Rukoni East S/C; which is **2 out of 2 projects planned to be implemented in target S/Counties equivalent to 100%.**

xv. Protection of one (1) Spring at UGX 8,000,000 in Nombe, Nyabushenyi S/C; which is **0 out of 1 project planned to be implemented in target S/Counties equivalent to 0%.**

xvi. Construction of one (1) 5-stance VIP Latrine 30,000,000 in Kyafora, Rugarama North S/C; which is 1 out of 1 project planned to be implemented in target S/Counties equivalent to 100%.

- The Budget for FY 2023/24, therefore reflects a total of **UGX 516,000,000 (A)** allocated to WSS developmental projects out of which **UGX 283,000,000 (B)** is allocated to target S/Cs.

- Therefore % of the budget allocation for FY 2023/2024 that was allocated to S/Cs below the district average coverage was $(B/A)*100 = UGX 283,000,000 / 516,000,000 * 100 = 54.8%$ **equivalent to 55%**

- **This was below 60% and therefore, justifying a score of zero (0)**

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<ul style="list-style-type: none"> • There was evidence that Ntugamo DWO communicated to the LLGs their respective allocations per source to be constructed in the FY 2023/2024 as seen from the following: <ul style="list-style-type: none"> • According to the 4th Quarter report titled “Ntugamo District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR/213/1)” submitted by CAO on 4th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023; • There were letters to the Senior Assistant Secretaries on the subject of “District Water Projects allocated to the Sub-counties for FY 2023/2024” written by Ntugamo DLG CAO on 29th/08/2023 and besides a list of WSS projects was displayed on Ntugamo DLG notice board and on 3 out of 3 noticeboards of the sampled S/Counties for field visits. • and therefore, justifying a score of three (3) 	3	
<p><i>Maximum 6 points on this performance measure</i></p>	9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <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 	<ul style="list-style-type: none"> • There was evidence that Ntugamo District Water Office monitored some WSS facilities at least quarterly. • There were the following quarterly monitoring reports for FY 2022/2023 that were provided by Ntugamo DWO. <ul style="list-style-type: none"> • Quarterly Monitoring and Supervision Report for the 1st Quarter FY 2022/2023 written by Ntugamo DWO 11th/10/2022 • Quarterly Monitoring and Supervision Report for the 2nd Quarter FY 2022/2023 written by Ntugamo DWO on 17th/01/2023 • Quarterly Monitoring and Supervision Report for the 3rd Quarter FY 2022/2023 written by Ntugamo DWO and received by Ntugamo DLG on 10th/04/2023 • Quarterly Monitoring and Supervision Report for the 4th Quarter FY 2022/2023 written by Ntugamo DWO and received by Ntugamo DLG on 13th/07/2023. • The List of sources for Rural Water Supply and sanitation facilities for Ntugamo district constructed in FY 2022/2023 included the following: <ul style="list-style-type: none"> i. Project 1: (No Project reference): Construction of 2 Ferro Cement Water tanks at Kyamate SS and Kamuyiga P/S 	0
<p><i>Maximum 8 points on this performance measure</i></p>					

in Ntugamo S/C and Ihunga S/C at a cost of UGX 34,506,370; **RWH tanks was monitored, 100%**;

ii. Project 2: (No Project reference): Construction of 2 Ferro Cement Water tanks at Kitunga Boarding P/S and Kemishego Boarding P/S in Nyabikoko S/C and Bwongyera S/C at a cost of UGX 33,738,191; **RWH tanks were monitored, 100%**;

iii. Project 3: (No Project reference): Construction of 3 Ferro Cement Water tanks at Mutojo P/S, Rugarama CoU and Kabasheshe P/S in Rubaare S/C , Rugarama S/C and Kayonza S/C at a cost of UGX 51,926,490; **RWH tanks were monitored, 100%**;

iv. Project 4: NTUN 546/Srccs/22-23: Sitting and Supervision of Two Production wells in Rubaare S/C and Ngoma S/C at a cost of UGX 23,750,000; **Borehole was monitored, 100%**;

v. Project 5: (No Project reference); Rehabilitation and Extension of Bwongyera GFS in Bwongyera S/C at a cost of UGX 37,793,812; which is a target of 0 out of 1, equivalent to 0%; **GFS was monitored, 100%**;

vi. Project 6: (No Project reference); Protection of 4 medium springs at Kiyooro, Nyakanego, Kyarubaare in Nyakyera S/C and Kyabakazi in Ruhaama S/C at a cost of UGX 29,443,299; **Medium springs were monitored, 100%**;

vii. Project 7: (No Project reference): Construction of a 5 Stance VIP Latrine at Runoni-Kitwe RGC in Kito Town Council and Kanyampumo RGC in Nyabihoko S/C at a cost of UGX 59,830,071; **VIP was monitored, 100%**;

viii. Project 8: (No Project reference): Construction of 3 Ferro Cement Water tanks at Bituntu Catholic Church, Bakiharire CoU and Kitwe Seed School in Rukoni East S/C and Kitwe T/C ; at a cost of UGX 51,720,140; **RWH tanks were monitored, 100%**;

ix. Project 9: (No Project reference); Protection of 4 medium springs at Kikongoro, Namirembe, Kirera and Akatojo in Ntugamo S/C, Bwongyera S/C, Ihunga S/C, Rukoni East S/C, at a cost of UGX 29,990,628; **springs were monitored, 100%**;

x. Project 10: (No Project reference); Rehabilitation of 17 boreholes in Rugarama (2), Ngoma (4), kibatsi, Ihunga, Rukoni (3), Bwongyera (2), Rubaare (2), Kayonza, Ruhaama S/Counties at a cost of UGX 51,000,000;

Boreholes were monitored, 100%;

xi. Project 11: (No Project reference): Construction of 3 Ferro Cement Water tanks at Kitwe Seed School in Kitwe T/C, Igabiro Catholic Church in Rukoni East S/C and Bakiharire CoU in Kitwe T/C at a cost of UGX 60,000,000; **RWH tanks were monitored, 100%;**

xii. Project 12: (No Project reference): Construction of 2 Ferro Cement Water tanks at Ruhaama Secondary School in Ruhaama S/C and Karukwanzi Catholic Church in Rweikiniro S/C at a cost of UGX 40,000,000; **RWH tanks were monitored, 100%;**

xiii. Project 13: (No Project reference); Protection of 4 medium springs at Nyabubaare and Rukanga in Nyabihoko S/C and Rukarango in Kibatsi S/C and Kyenjubu in Rugarama S/C at a cost of UGX 32,000,000; **Springs were monitored, 100%;**

• A total of **936 WSS facilities were thus planned for monitoring in all the four (4) quarters.**

• This implies out of the 2048 water facilities (A) in Ntugamo DLG by June 2023, Ntugamo District Water monitored 936 water facilities (B) at least quarterly.

• Overall, from my analysis of all the project implementation monitoring reports for FY 2022/2023, I conclude that the estimated percentage of water facilities monitored at least quarterly was **$(B/A)*100=(936 /2048)*100 = 45.7\%$ equivalent to 46% that was below 80%**

• thereby, justifying a score zero (0).

9

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

Maximum 8 points on this performance measure

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

2

There was evidence that Ntugamo DWO planned and conducted all the four (4) quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities were discussed:

(i) Minutes of the Ntugamo DLG 1st Quarter District Water and Sanitation Coordination Committee Meeting held on 20th/12/2022 held at the District Library, attended by 16 participants: Especially under agenda item 5-“Presentation by DWO” and 7-“ Reactions to 5, 6, and way Forward.

(ii) Minutes of the Ntugamo DLG 2nd Quarter District Water and Sanitation Coordination Committee Meeting held on 24th/03/2023 in the District Boardroom, attended by 17 participants

: agenda item 5-“Presentation by DWO” and 7-“ Reactions to 5, 6, and way Forward.

(iii) Minutes of the Ntugamo DLG 3rd Quarter District Water and Sanitation Coordination Committee Meeting held on 6th/04/2023 in the District Boardroom, attended by 19 participants : agenda item 5-“Presentation by DWO” and 7-“ Reactions to 5, 6, and way Forward.

(iv) Minutes of the Ntugamo DLG 4th Quarter District Water and Sanitation Coordination Committee Meeting held on 30th/05/2023 in the District Library, attended by 16 participants : agenda item 5-“Presentation by DWO” and 7-“ Reactions to 5, 6, and way Forward.

• Key Issue identified and discussed included but not limited to the following:

(i) ...Lack of transport means for the sector to aid effective supervision of projects....and understaffing whereby even the contract of ADWO in charge of Mobilisation that expired in Jan 2022 had not been renewed **(Min. 5/10/2022).**

(ii) ...low levels of functionality of water user committees and maintenance of water facilities **(Min. 05 Report by the DWO)**

(iii) ...on iron concentration in water points; the DWO plan to construct more iron removal chambers especially for Ruhaama where iron is too much **(Min. 09 Reactions to 5, 6 and 7)**

(iv)Pump mechanics association to be strengthened and be put to use by consulting the ministry and other districts on how they operate **(Min. 09 Reactions to 5, 6 and 7)**

(v)on disfunctioning Kishami scheme irrespective of too much money on their water account/ user fees, a stakeholders meeting to be convened before another decision is reached for instance handing it over to NWSC **(Min. 09 Reactions to 5, 6 and 7)**

(vi) ...report regarding sanitation and hygiene not comprehensive enough renewed **(Min. 7/dwsc/30/05/2022).**

• **therefore, justifying a score of two (2)**

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<ul style="list-style-type: none"> • There was evidence that Ntugamo district water office publicizes budget allocations for the current FY 2023/24. The list of planned projects for FY 2023/2024 titled “District Water Projects allocated to the Sub-counties for FY 2023/2024” was displayed on Ntugamo DLG notice board by the DWO and on 3 out 3 notice boards of sampled benefiting S/Counties • and therefore, justifying a score of two (2) 	2
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>☞ The Total Non-Wage Recurrent budget for the previous FY 2022/2023 was UGX 96,680,316 (A) while the amount spend on Mobilization (Software) was UGX 38,943,407 (B).</p> <p>☞ Percentage of NWR rural water and sanitation budget allocated to mobilization = (B/A)*100 = (38,943,407 /96,680,316)*100= 40.3%</p> <p>☞ This percentage is greater than the minimum of 40% as per sector guidelines and therefore, justifying a score of three (3).</p>	3
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.</p>	<p>☞ According to the four (4) quarterly Ntugamo District software reports, the DWO in liaison with the CDO established and trained all WSCs for the new facilities constructed in FY 2022/2023 on their roles and responsibilities on O&M for the facilities, and on hygiene indicated in the Quarterly Software Reports.</p> <p>☞ According to the document titled “Report on Formation and Training of Sanitation Management Committees for the New Constructed public latrines” prepared by Health Inspector-Sanitation and Hygiene Water Sub-Sector, Ntugamo DLG on 26th/03/2023, there was evidence that 2 newly constructed public latrines in Nyabihoko S/C and Kitwe T/C each comprising of nine (9) members water User Committees were trained in 4 sub-counties.</p> <p>☞ There was some photos of Training water user committees in in different S/Counties.</p> <p>☞ For the four WSS facilities sampled in three (3) S/Counties namely:</p> <p>(i) Construction of a Ferro Cement Water tank at Kamunyiga P/S in Kamunyiga village, Rutunguru</p>	3

Parish, Ihunga S/C;

- I found Headteacher (Tumugumye Geoffrey)

- **Teachers were trained on maintaining cleanliness of the facility**

(ii) Construction of a Ferro Cement Water tank at Kemishego Day and Boarding P/S in Bwongyera S/C

- I found Director of Studies (Mr. Kakande Gaddafi)

- Teachers were trained on maintaining cleanliness of the facility

(iii) Rehabilitation and Extension of Bwongyera GFS in Katunguru I village, Katoni Parish, Bwongyera S/C

- At the time of field visit, I found 2 members (Byamuhangi Lauben-C/Person and Mugisha Longino-Caretaker) out of 5 WSC members (including 2 women)

- There was no payment for water

- The WSC had been trained on operation and maintenance of the GFS and PSps;

a) PSP 1 (single spout) at Rutunguru I village

- There was no caretaker found at time of visit

b) PSP 2 (single spout) in Iwibare village

- There was one caretaker/ WSC member found at time of visit that confirmed that they were trained on operation and maintaining the facility clean

- the PSP served 11 household.

(iv) Protection of medium spring at Kiyaga village, Nyarubaare parish in Nyabihoko S/C completed on 15th/12/2022

- During the field visit, I found three (3) WSC members including C/Person (Mr. Bagujja Fred)

- According to C/Person, there was a functional WSC and was trained only once in November 2021 on slashing around the spring well; using water sparingly and cleaning drainage channel

- The facility serves 90 households each comprising on average 6 people

- There was no collection of water user fees and thus no balance in treasury as

the community members prefer collecting money when there is need to do minor repairs.

(v) Construction of a 4-Stance VIP Latrine at Rural Growth Centre, eKibaale village, Kanyamunyu parish in Nyabihoko S/C;

- There was a caretaker (Niwamanya) and 3 community members found at the time of visiting who confirmed that they were trained on fencing and maintaining cleanliness.

(vi) Protection of Kabobo spring in Ihunga S/C

- During the field visit, I found three (3) WSC members including Member (Ms. Nayebare Olivia)

- According to one of the WSC member, there was a functional WSC and was trained only once in November 2022 on cleanliness, non-wastage of water (using water sparingly and cleaning drainage channel) though the facility was dirty

- The facility serves 10 households each comprising on average 6 people

- There was no collection of water user fees and thus no balance in treasury as the community members prefer collecting money when there is need to do minor repairs.

Therefore, on average all the seven (7) WSS facilities I visited/ observed had functional WSCs and these were trained on their roles on O&M of WSS facilities

- therefore, justifying a score of three (3)

Investment Management

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:

Score 4 or else 0

- There was an assets register titled “ Updated Asset Register for Water and Sanitation Facilities as of 30th/6/2023” for WSS facilities for Ntugamo district Water Department signed and stamped by the Ntugamo DLG District Water Officer on 31st/10/2023

- This was listed by S/N, Subcounty, Parish, Village, Name of Source, Type, Year of Construction, Source Funder, Management and Functionality.

- This was updated with the most recently entered facility constructed in 2022.

- Examples of functional and communally managed WSS facilities constructed in FY 2022/2023 and were updated in the WSS asset register included:

i. Buzooba spring in Buzooba village Kagugu Parish, Rubaare S/C

ii. Nyabubaare in Nyabubaare village, Nyabushenyi Parish, Nyabihoko S/C

iii. Kitunga P/S in Kitunga village, Kitunga Parish, Nyabihoko S/C

iv. Kagarama spring in Rwahi village, Kayobwe Parish, Kayonza S/C

v. Kabasheshe P/S RWT in Kabasheshe village, Kabasheshe Parish, Kayonza S/C

vi. Kyenjubu spring in Kyenjubu village, Kakanena Parish, Rugarama S/C

vii. Rwenkuba spring in Rwenkuba village, Kitojo Parish, Bwongyera S/C

viii. Kemishego P/S RWT in Kemishego village, Kyaruhuga Parish, Bwongyera S/C

ix. Kabobo spring in Kitondo village, Kitondo Parish, Ihunga S/C

x. Namirembe spring in Namirembe village, Rutunguru Parish, Ihunga S/C

- Therefore, basing on the summarized (sampled) WSS facilities and their functionality, I **established that most of the WSS facilities implemented (constructed/ rehabilitated/ designed) in FY 2022/2023 were updated.**

- **There was an up-to-date WSS asset register available at Ntugamo DLG Water Department and therefore, justifying a score of four (4).**

<p>11 Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p>	<p>For FY 2023/2024, NDLG Water and Environment Department has the following projects:</p> <ul style="list-style-type: none"> ☑ Protection of a spring at Rukanga East, Rukanga Parish UGX8,000,000 ☑ Construction of five stance VIP latrine at Rwashamaire T/C UGX30,000,000 ☑ Construction of one 24,000 litre water tank at Ihunga Polytechnic in Kagarama UGX20,000,000 ☑ Protection of 2 springs at Rutunguru and Kitondo UGX8,000,000 ☑ Protection of spring at Nyaburiza, Nyarutuntu S/C UGX8,000,000 ☑ Construction of one 24,000 litre water tank at Kibatshi High School in Kibatshi S/C UGX20,000,000 ☑ Spring protection at Ibaare and borehole rehabilitation at Kihumuro in Kibatsi S/C UGX11,000,000. ☑ Construction of one 24,000 litre water tank at Kitembe primary school in Ngoma S/C UGX20,000,000 ☑ Rehabilitation of borehole at Mpangaibiri, Ngoma S/C UGX3,000,000. ☑ Spring protection at Kabasheshe, Kayonza S/C UGX8,000,000. ☑ Construction of one 24,000 litre water tank at Kibingo II P/S in Nyakyera S/C UGX20,000,000 ☑ Construction of one 24,000 litre water tank at Kyentaama COU in Rukoni West S/C UGX20,000,000 ☑ Borehole rehabilitation at Rukoni S.S.S in Rukoni West S/C UGX3,000,000. ☑ Construction of one 24,000 litre water tank at Kitojo P/S in Bwongyera S/C UGX20,000,000 ☑ Spring protection at Nyamabunu and borehole rehabilitation at Nyakabingo in Bwongyera S/C UGX11,000,000. ☑ Construction of 24,000 litre water tanks at Kacerere P/S in Rubaare S/C UGX20,000,000 ☑ Drilling production well at Kyamuhanya P/S in Rubaare S/C UGX45,000,000 ☑ Spring protection at Kibingo, Itojo S/C UGX8,000,000. ☑ Rehabilitation of Ngorogoro GFS in Itojo S/C UGX45,000,000 ☑ Spring protection at Nyaruhanga,
	<p>Score 4 or else score 0.</p>	

Ruhaama S/C UGX8,000,000

☑ Protection of two springs at Rushebeya and Kabutondo in Rukoni East UGX16,000,000

☑ Spring protection at Nombe, Nyabushenyi S/C UGX8,000,000

☑ Construction of 5 stance VIP latrine at Kyafora in Rugarama North S/C UGX30,000,000.

A Desk Appraisal aims to ensure that a project meets the following requirements.

-Derived from the LG Development Plan

-Consistent with sector guidelines & DDEG objectives

-Financially feasible

-Having costed project profiles.

Evidence of twelve (12) out of the twenty two (22) desk appraisals for NDLG Water and Environment projects for FY2023/2024 was availed/ seen.

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

c. All budgeted investments for current FY have completed applications from beneficiary communities:
Score 2

• As per the document titled “Ntugamo District Water and Sanitation Development Conditional Grant Annual work plan for FY 2023/2024 (REF:CR/213/1) submitted by CAO on 4th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023, the following were the budget allocations:

i. Protection of one (1) Spring at a cost of UGX 8,000,000 and one (1) 5-stance VIP Latrine at UGX 30,000,000 in Nyabihoko S/C;

ii. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 at Ihunga Polytechnic Kagarama, protection of two (2) Springs at UGX 16,000,000 in Rutunguru Kitondo & Rutunguru, rehabilitation of one (1) Borehole 3,000,000 in in Ihunga S/C;

iii. Protection of one (1) Spring at UGX 8,000,000 in Nyaburiza, Nyaburiza, Nyarutuntu S/C;

iv. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kibatsi H/S, protection of one (1) Spring at UGX 8,000,000 in Ibaare Ibaare; one (1) Borehole Rehabilitation at UGX 3,000,000 in Kihumuro, Ibaare, Kibatsi S/C;

2

v. Construction of one (1) Tank (24000) at UGX 20,000,000 in Kitembe P/S, protection of two (2) Springs at UGX 16,000,000 in Kikongoro & Kyorazare, Butare & Nyarubare, Ntungamo S/C;

vi. Construction of one (1) Tank (24000 ltrs) 20,000,000 Ruhara P/S Ruhara, one (1) Production Well Drilling at UGX 45,000,000 in Kizinga, Kizinga parish, one (1) Borehole Rehabilitation at UGX 3,000,000 Mpangaibiri Kashenyi, Ngoma S/C;

vii. Protection of one (1) Spring at UGX 8,000,000, Kabasheshe, Sanitation Home Improvement Campaign at UGX 14,000,000 in Ten Villages, Ruhega Parish, Kayonza S/C;

viii. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kibingo II P/S, Kibingo, Nyakyera S/C;

ix. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kyentaama C.O.U Rukoni, one (1) Borehole Rehabilitation at UGX 3,000,000 at Rukoni S.S.S Rukoni, Rukoni West S/C;

x. Construction of one (1) Tank (24000 ltrs) at UGX 20,000,000 in Kitojo P/S Kitojo, protection of one (1) Spring 8,000,000 at UGX in Nyamabunu Katomi, one (1) Borehole Rehabilitation at UGX 3,000,000 in Nyakabingo, Kyaruhuga, Bwongyera S/C;

xi. Construction of two (2) Tanks (24000 ltrs) at UGX 40,000,000 in Kacerere P/S & Nyanga H/C III Nyarwanya, Nyanga, one (1) Production Well Drilling at UGX 45,000,000 at Kyamuhanya P/S, Nyarwanya, Rubaare S/C;

xii. Protection of one (1) Spring at UGX 8,000,000 in Kibingo, Ruhanga, one (1) Rehabilitation of Ngorogoro GFS at UGX 45,000,000 in Ngorogoro, Itojo S/C;

xiii. Protection of one (1) Spring at UGX 8,000,000 in Nyaruhanga, Ruhaama S/C;

xiv. Protection of two (2) Springs at UGX 16,000,000 in Rushebeya & Kabutondo Kyamwasha B. & Kihanga, Rukoni East S/C;

xv. Protection of one (1) Spring at UGX 8,000,000 in Nombe, Nyabushenyi S/C;

xvi. Construction of one (1) 5-stance VIP Latrine 30,000,000 in Kyafora, Rugarama North S/C;

• There was evidence that the beneficiary communities applied for WSS investments for the current FY 2023/2024.

(i) Application for the construction of one (1) Ferro Cement water tank from the district water office by the by the Head Teacher, Kibingo II Primary School in Nyakyera Town Council, signed, stamped and dated by Head Teacher on 3rd/02/2022;

(ii) Application for the construction of one (1) Ferro Cement water tank from the district water office by the by the Head Teacher, Kitojo Model Primary School in Rwashamire S/C, signed, stamped and dated by Head Teacher on 27th/03/2023; and by LC-III C/Person Bwongyera S/C on 30th/03/2023

(iii) Application for the construction of one (1) Ferro Cement water tank from the district water office by the by the Head Teacher, Ruhara Primary School in Ngoma S/C, through the S/C Chief and Health Inspector, Ngoma S/C signed, stamped and dated by Head Teacher on 17th/01/2022; by LC-I C/Person Kifunjo village on 8th/02/2022 and by LC-III C/Person Ngoma S/C on 8th/02/2022

(iv) Application for the construction of one (1) Ferro Cement water tank from the district water office by the LAY Leader, St John's CoU Kyentaama, Rukoni Parish, through the Arch Deacon/ Pastor, South Ankole Diocese signed, stamped and dated by Lay Leader and Arch Deacon on 10th/10/2022;

(v) Application for the construction of one (1) Ferro Cement water tank from the district water office by the Head Teacher, Kitembe II Primary School in Butare S/C, signed, stamped and dated by Head Teacher on 1st /04/2020;

(vi) Application for the construction of one (1) Ferro Cement water tank from the district water office by the Principal, Ihunga Polytechnic Institute in Ihunga S/C, signed, stamped and dated by Principal on 4th/04/2023;

(vii) Request for a water source from the district water office by the LC-I C/Person Rukanga East village, Nyabihoko S/County, signed, stamped and dated by LC-I C/Person Rukanga East village on 11th/07/2021;

(viii) Application for the construction of one (1) Ferro Cement water tank from the district water office by the Head Teacher, Kacerere Primary School in Rubaare S/C, through District Councilors, signed, stamped and dated by Head Teacher on 1st /06/2021;

(ix) Request for a spring water protection from the district water office by the LC-II Parish Chief Ihema Parish, Nyabushenyi S/County, signed, stamped

and dated by LC-II Parish Chief, Ihema Parish on 30th/10/2023;

(x) Application for the construction of one (1) VIP latrine at Rwashamire Town from the district water office by the by the Health Inspector, Rwashamire Town Council, stamped and dated by by LC-III C/Person Rwashamire Town Council on 16th/11/2021.

(xi) Request for a water source at from the district water office by the LC-I C/Person Ruyonza I village, Rushenyi S/County, signed by 13 members, stamped and dated by LC-I C/Person Ruyonza I village on 13th/07/2021;

(xii) Application for the construction of one (1) VIP latrine at Kyafoora Hot Spring from the district water office by the by the Environmental Officer, Ntugamo DLG, stamped and dated by CAO, Ntugamo DLG on 23rd/11/2022.

• Therefore, atleast twelve (12) sampled beneficiary communities applied for the budgeted WSS investments for current FY 2023/2024 and therefore, justifying a score of two (2).

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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

For FY 2023/2024, NDLG Water and Environment Department has the following projects:

☑ Protection of a spring at Rukanga East, Rukanga Parish UGX8,000,000

☑ Construction of five stance VIP latrine at Rwashamaire T/C UGX30,000,000

☑ Construction of one 24,000 litre water tank at Ihunga Polytechnic in Kagarama UGX20,000,000

☑ Protection of 2 springs at Rutunguru and Kitondo UGX8,000,000

☑ Protection of spring at Nyaburiza, Nyarutuntu S/C UGX8,000,000

☑ Construction of one 24,000 litre water tank at Kibatshi High School in Kibatshi S/C UGX20,000,000

☑ Spring protection at Ibaare and borehole rehabilitation at Kihumuro in Kibatsi S/C UGX11,000,000.

☑ Construction of one 24,000 litre water tank at Kitembe primary school in Ngoma S/C UGX20,000,000

☑ Rehabilitation of borehole at Mpangaibiri, Ngoma S/C UGX3,000,000.

☑ Spring protection at Kabasheshe, Kayonza S/C UGX8,000,000.

0

🏗️ Construction of one 24,000 litre water tank at Kibingo II P/S in Nyakyera S/C UGX20,000,000

🏗️ Construction of one 24,000 litre water tank at Kyentaama COU in Rukoni West S/C UGX20,000,000

🏗️ Borehole rehabilitation at Rukoni S.S.S in Rukoni West S/C UGX3,000,000.

🏗️ Construction of one 24,000 litre water tank at Kitojo P/S in Bwongyera S/C UGX20,000,000

🏗️ Spring protection at Nyamabunu and borehole rehabilitation at Nyakabingo in Bwongyera S/C UGX11,000,000.

🏗️ Construction of 24,000 litre water tanks at Kacerere P/S in Rubaare S/C UGX20,000,000

🏗️ Drilling production well at Kyamuhanya P/S in Rubaare S/C UGX45,000,000

🏗️ Spring protection at Kibingo, Itojo S/C UGX8,000,000.

🏗️ Rehabilitation of Ngorogoro GFS in Itojo S/C UGX45,000,000

🏗️ Spring protection at Nyaruhanga, Ruhaama S/C UGX8,000,000

🏗️ Protection of two springs at Rushebeya and Kabutondo in Rukoni East UGX16,000,000

🏗️ Spring protection at Nombe, Nyabushenyi S/C UGX8,000,000

🏗️ Construction of 5 stance VIP latrine at Kyafora in Rugarama North S/C UGX30,000,000.

A Field Appraisal aims to ensure that a project meets the following requirements.

-Technical feasibility

-Environmental and social acceptability requirements

Evidence of twelve (12) out of the twenty two (22) field appraisals for NDLG Water and Environment projects for FY2023/2024 was availed/seen.

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>There was evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents</p> <ol style="list-style-type: none"> 1. Screening for environmental and social risks/impact for construction of 5 stance VIP latrine at Rwashamaire RGC was carried out on 8/8/2023, signed and stamped by both EO and DCDO. 2. Screening for environmental and social risks/impact for rehabilitation of water GFS at Ngorogoro village was carried out 8/8/2023, signed and stamped by both EO and DCDO. 	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There is evidence that the water infrastructure investments were incorporated in the LG approved Procurement Plan for the previous FY (2022-23) dated 12/7/2023. The following water infrastructure investment projects among others were incorporated in the Procurement Plan:</p> <ol style="list-style-type: none"> 1. Protection of 4 Medium Springs at Nyabubaare, Rukanga, Rukarango and Kyenjubu-Lot 3-NTU546/WRKS/2022-23/00079; Contract Price is UGX 28,978,228/=. 2. Protection of 4 Medium Springs at Kikorongo, Namirembe, Kirera and Akatojo-NTU546/WRKS/2022-23/00077; Contract Price is UGX 29,990,628/=. 3. Protection of 4 Medium Springs at Nyabubaare, Rukanga, Rukarango and Kyenjubu-Lot 3-NTU546/WRKS/2022-23/00079; Contract Price is UGX 28,978,228/=. 	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>There is Evidence that the water supply and public sanitation infrastructure for the previous FY (2022/23) was approved by the Contracts Committee before commencement</p>	2
			<p>These Included among others;</p> <ol style="list-style-type: none"> 1. Protection of 4 Medium Springs at Nyabubaare, Rukanga, Rukarango and Kyenjebu-Lot 3-NTU546/WRKS/2022-23/00079; approved by the Contracts Committee under Min. No. CC0024/OCTOBER/2022 in a meeting held on 11/10/2022. 2. Protection of 4 Medium Springs at Kikorongo, Namirembe, Kirera and Akatojo-NTU546/WRKS/2022-23/00077; approved by the Contracts Committee under Min. No. CC0024/OCTOBER/2022 in a meeting held on 11/10/2022. 3. Construction of 3 Ferro Cement Water Tanks at Bituntu Catholic Church, Bakiharire CoU and Kitwe Seed School-NTU546/WRKS/2022-23/00054; approved by the Contracts Committee under Min. No. CC0024/OCTOBER/2022 in a meeting held on 11/10/2022. 	
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There is NO evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines.</p> <p>An appointment letter dated 18/8/2022 addressed to the DCDO as a member of the PIT by the CAO was present during the time of assessment. Another copy of joint appointment by the CAO of the members of the PIT (i.e. Project Manager, Contract Manager, Clerk of Works, DCDO, Environment Officer and Labour Officer) for infrastructure under the Water Department dated 13/12/2022 was present;</p>	2
			<p>The following Projects were sampled:</p> <ol style="list-style-type: none"> 1. Protection of 4 medium springs at Nyabubaare, Rukanga, Rukarango and Kyenjebu-Lot 3. 2. Protection of 4 medium springs at Kikorongo, Namirembe, Kirera and Akatojo. 3. Construction of 3 Ferro Cement Water Tanks at Butuntu Catholic Church, Bakiharire COU and Kitwe Seed School. 	

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

Maximum 14 points on this performance measure

d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2

There was some evidence that the seven (7) water facilities I sampled and visited in three (3) S/Countries and presented below were constructed as per the standard Technical Designs provided by the DWO in the BOQs and Technical drawings:

(i) Construction of a Ferro Cement Water tank at Kamunyiga P/S in Kamunyiga village, Rutunguru Parish, Ihunga S/C;

- The ferro cement tank had an engraving plate
- There was overflow pipe and a wash-out pipe
- There was no first flush diverter system and water filters.
- There was two clean gutters, tank cover and breathers
- Water collection platform was 800mmX1250mm
- The height of the water delivery pipe from the ground was 470mm and the tank veranda was 200-280mm.
- The distance of the water harvesting shed from the tank was 2200 mm and the tank height was 2200 mm
- The access steps had a rise of 250 mm and a tread of 300 mm that was in the range of technical specifications

(ii) Construction of a Ferro Cement Water tank at Kemishego Day and Boarding P/S in Bwongyera S/C

- The ferro cement tank had an engraving plate
- There was overflow pipe and a wash-out pipe
- There was no first flush diverter system and water filters.
- There was two clean gutters (endcap of one gutter missing), tank cover and breathers
- Water collection platform was 700mmx1300mm
- The height of the water delivery pipe from the ground was 470mm and the tank veranda was 210mm.
- The distance of the water harvesting shed from the tank was 2770 mm and the tank height was 2150 mm
- The access steps had a rise of 210 mm and a tread of 270 mm that was in the range of technical specifications

(iii) Rehabilitation and Extension of Bwongyera GFS in Katunguru I village, Katoni Parish, Bwongyera S/C

- The fence was made up of chain-link, 1600mm high
- The 800mm wide x 1800mm long was locked
- The fencing pole-pole distance ranged from 1400mm-1600mm
- I visited two (2) single-spout PSPs and measured the flow rate for all.

a) PSP 1 (single spout) at Rutunguru I village

- The surrounding environment bushy without a soak pit.
- There was no drainage channel
- There was no water collection platform/ chamber
- The height of the water delivery pipe from the ground was 600mm.

b) PSP 2 (single spout) in Iwibare village

- The drainage channel was (155x190x155)mm.
- The water collection platform was 900mm x 600mm x 155mm
- The height of the water delivery pipe from the ground was 670mm.
- The PSP had no engraving plate, paspalum or trees

(iv) Protection of medium spring at Kiyaga village, Nyarubaare parish in Nyabihoko S/C completed on 15th/12/2022

- Water collection platform was 800mm X1250mm
- Retaining wall was constructed using masonry stones/ boulders and varied between 230 mm and was up to 2650mm (in length) from the spout
- Steps had a rise of 150-170mm and a tread of 350-400 mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- Height of delivery pipe (spout) from the ground was 450mm within the indicated values in the construction drawings
- There was a drainage channel constructed to divert storm water from flowing into or flooding over the spring

(v) Construction of a 4-Stance VIP Latrine at Rural Growth Centre, eKibaale village, Kanyamunyu parish in Nyabihoko S/C;

- The latrine was generally constructed according to the technical design drawings with five (5) stances and a urinal.
- The facility had a ramp on only one side for people living with disabilities (PWDs), 1850 mm wide and 2650mm long
- The door width was 750 and corridor way was 1150mm.
- Screen/ brick wall 190mm thick
- VIP had a screen wall (1700mm high) constructed for privacy protection of users and the urinal drains with a soak pit.
- Veranda was 290mm wide
- Corridor was 1150mm wide
- Steps had a rise of 170mm and a tread of 450 mm and length of 1880mm that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- The latrine was open at the time of visit and thus I verified the stance internal dimensions (980mmx1450mm)

(vi) Protection of Kabobo spring in Ihunga S/C

- There was pathway for easy access with paspalum planted with no planted trees.
- Water collection platform was 800mm X 1250mm
- Retaining wall was constructed using masonry stones/ boulders 185mm thick and was up to 2100mm (in length) from the spout
- Steps had a rise of 150mm and a tread of 400 mm and 1200mm length that was in the range of technical specifications (a rise of 200mm and a tread of 300mm)
- Height of delivery pipe (spout) from the ground was 490mm within the indicated values in the construction drawings.
- **Overall, all the seven (7) water and sanitation facilities sampled were constructed as per the standard technical designs provided by the DWO, and therefore, justifying a score of two (2).**

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was NO evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects.</p> <p>Only one report per project was present during the time of assessment of which they were not joint inspection reports. Furthermore, there were no Minutes of Meetings present for review. The sampled projects are listed below:</p>	0
			<ol style="list-style-type: none"> 1. Protection of 4 Medium Springs at Nyabubaare, Rukanga, Rukarango and Kyenjubu-Lot 3. 2. Protection of 4 Medium Springs at Kikorongo, Namirembe, Kirera and Akatojo. 3. Construction of 3 Ferro Cement Water Tanks at Butuntu Catholic Church, Bakiharire COU and Kitwe Seed School. 	
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <ul style="list-style-type: none"> o If 100 % contracts paid on time: Score 2 o If not score 0 	<p>Seven (07) payments of NDLG FY2022/2023 Water and Environment infrastructure projects were sampled to test for certification and the timeliness of payment for works executed.</p> <p>Payment to Datek Contractors Ltd for construction of 2 ferro water tanks at Kitunga Boarding P/S and Kemishengo P/S (UGX33,378,191) – Requisition dated 02/05/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 02/05/2023 and payment effected on 17/05/2023 (15 days).</p> <p>Payment to Marvpa Enterprises Ltd for construction of 2 blocks of 5 stance latrines at Rukoni Kitwe RGC (UGX58,634,570) – Requisition dated 12/01/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 16/01/2023 and payment effected on 14/03/2023 (92 days).</p> <p>Payment to Marvpa Enterprises Ltd for spring protection at Namirembe in Rutunguru Ihunga S/C, Buzoba in Rubaare S/C and Butare in Kayonza S/C (UGX28,412,866) – Requisition dated 12/12/2022, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 21/12/2022 and payment effected on 10/01/2023 (28 days)</p> <p>Payment to Zeph Construction Ltd for rehabilitation of Bwongyera GFS in Bwongyera S/C (UGX35,910,399) – Requisition dated 11/05/2023, certified</p>	0

by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 20/04/2023 and payment effected on 17/05/2023 (6 days)

Payment to Nautu Consult Co. Ltd for construction of 2 ferro cement tanks at Kyamate SS and Kamuyinga P/S in Ihunga S/C (UGX32,962,301) - Requisition dated 20/03/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 20/03/2023 and payment effected on 05/04/2023 (14 days)

Payment to Edge Contractors and Civil Works Ltd for construction of 3 ferro tanks at Butuntu Catholic church, Bakihairi C.O.U and Kitwe Seed School (UGX46,220,009) - Requisition dated 17/02/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 22/02/2023 and payment effected on 16/03/2023 (29 days)

Payment to Mercy Consult Ltd for protection of 4 medium springs in Nyakyera, Ruhama S/C (UGX27,952,546) - Requisition dated 12/12/2022, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 12/12/2022 and payment effected on 10/01/2023 (28 days)

Though in all the sampled projects certification before payment was duly effected, in five (05) of the seven (07) cases payments were effected beyond the 14 days' time limit.

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

Maximum 14 points on this performance measure

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

Score 2, If not score 0

There was evidence that Ntungamo DLG has a complete procurement file for all water infrastructure investments with all records; including: the evaluation report approved by the Contracts Committee; Works Contract; and Minutes of Contracts Committee decisions. The Projects files among others included;

1. **Protection of 4 Medium Springs at Nyabubaare, Rukanga, Rukarango and Kyenjubu-Lot 3-NTU546/WRKS/2022-23/00079;** approved by the Contracts Committee under Min. No. CC0024/OCTOBER/2022 in a meeting held on 11/10/2022. The contract was awarded on 4/11/2022. The Contracts Committee approved the evaluation report on 11/10/2022.
2. **Protection of 4 Medium Springs at Kikorongo, Namirembe, Kirera and Akatojo-NTU546/WRKS/2022-23/00077;** approved by the Contracts Committee under Min. No. CC0024/OCTOBER/2022 in a meeting held on 11/10/2022. The contract was awarded on 4/11/2022. The Contracts Committee approved the evaluation report on 11/10/2022.
3. **Construction of 3 Ferro Cement Water Tanks at Bituntu Catholic Church, Bakiharire CoU and Kitwe Seed School-NTU546/WRKS/2022-23/00054;** approved by the Contracts Committee under Min. No. CC0024/OCTOBER/2022 in a meeting held on 11/10/2022. The contract was awarded on 9/11/2022. The Contracts Committee approved the evaluation report on 11/10/2022.

Environment and Social Requirements

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

Maximum 3 points this performance measure

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

Score 3, If not score 0

There was **no 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

14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that the DWO and the Environment Officer disseminated guidelines on water source & catchment protection and natural resource management to CDOs</p> <p>in a letter dated 27/2/23, the CAO wrote a letter to the all CDOs through the DCDO instructing them to adhere to guidelines and ensure community water user committees are trained on the water source protection. In the acknowledgement list the CDOs acknowledged receipt of the guidelines</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented</p> <p>In a letter dated 15/4/2023, addressed to the CAO through the water office the EO and DCDO informed the CAO about water source protection plans & natural resource management plans for WSS facilities constructed. the plans were reviewed during assessment, stamped and signed by both the EO and DCDO.</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<ul style="list-style-type: none"> • There was NO evidence that WSS projects were implemented on land where the LG has proof of consent as seen from the following listed requests and the accompanying land consent statements: • Ntugamo DLG Water department had proof of consent for only 1 out of 48 facilities constructed in FY 2022/2023: <ul style="list-style-type: none"> (i) Consent agreement for construction of water point between the landowner (Bariisi Frank and Ayebare Olivia-Wife) and community of Kitondo village, Ihunga S/C in presence of twenty (20) witnesses signed and stamped by CAO on 6th /12/2022 • There was NO evidence that all WSS facilities budgeted for FY 2022/2023 were implemented on land where Ntugamo DLG had proof of consent , and therefore, justifying a score of zero (0). 	0

Safeguards in the Delivery of Investments

Maximum 10 points on this performance measure

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

A sample of eleven (11) NDLG FY2022/2023 investment projects was tested to check for E&S certification of projects before payment:

Construction of 2 classroom block at Nyakisa P/S - E&S certificate dated 04/04/2023.

Construction of 2 classroom block at Kahoko P/S - E&S certificate dated 30/03/2023.

Construction of 2 classroom block with office and store at Mushasha P/S - E&S certificate dated 20/03/2023.

Completion of 2 classroom block with office and store at Nyakitabire P/S - E&S certificate dated 10/05/2023.

Rehabilitation of DLG Admin block phase I - E&S certificate dated 25/04/2023.

Protection of 4 medium springs in Nyakyera and Ruhama S/Cs - E&S certificate dated 12/12/2022.

Protection of 4 medium springs in Ihunga, Rubaare, Kayonza and Bwongyera S/Cs - E&S certificate dated 12/12/2022

Construction of 2 ferro cement tanks at Kitunga Boarding and Kemishengo P/Ss - E&S certificate dated 02/05/2023.

Construction of 3 stance latrine at Rwashamaire HCIV - E&S certificate dated 10/03/2023.

Construction of 2 in 1 staff house at Nyanga HCIII - E&S certificate dated 02/03/2023

Construction of 2 in 1 staff house at Karuruma HCIII - E&S certificate dated 16/06/2023.

For all the 11 cases sampled, E&S certification was effected in accordance with the requirements.

Safeguards in the Delivery of Investments

Maximum 10 points on this performance measure

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

Score 2, If not score 0

There **was evidence** that the CDO and environment Officers undertook monitoring to ascertain compliance with ESMPs; and provide monthly reports

1. Monitoring for the construction of 5 stance drainable at Kyanyampumo and Kitwe RGC was carried out on 28/12/2023, **monitoring reports were available for review, dated 28/12/2023 and 13/2/2023** the project started on 4/11/22 and ended 4/2/23.
2. Monitoring for the construction of protection of 2 medium springs in Ruhaama subcounty was carried out on 14/11/2022, **monitoring reports were available for review, dated 14/11/2022** the project started on 8/11/22 and ended 12/2/23.
3. Monitoring for the construction of protection of 2 medium springs in Nyakyera subcounty was carried out on 14/11/2022, **monitoring reports were available for review, dated 14/11/2022** the project started on 8/11/22 and ended 12/2/23.

**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>The Senior Agricultural Engineer (SAE), Mr. Bwino Daniel availed a document titled “Data on irrigated land for the last two FYs of 2021/2022 and 2022/2023”, dated 22nd September, 2023.</p> <p>The data was disaggregated between beneficiaries and non-beneficiaries of micro-scale Irrigation grant. Some of the grant beneficiaries are Abaho Pidson of Nyamukana Town Council (2.5 acres), Tumwesigire Caleb of Rwashamaire T/C(2.5acre) and Kwesigwa Eliya of Rubaare Town council(2.5acres). On the other hand, non-beneficiaries include Kyamate Archdioceses (20 acres) and Kiyooro High School in Nyakyera S/C (10 acres). Overall, the district has 70.5 acres under irrigation belonging to non-beneficiaries of Microscale irrigation grand and 118.8 acres belonging to microscale irrigation grant beneficiaries</p>	2
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>From the documents “Data on irrigated land for the last two FYs of 2021/2022 and 2022/2023” availed for review, it was noted that the DLG increased the acreage under irrigation as follows;</p> <p>FY 2022/23 =148acres</p> <p>FY2021/2022=111.3acres</p> <p>This gives a percentage increase of $[(148-111.3)/111.3]*100=33\%$ which is afr greater than 5%.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0 	<p>The performance of NDLG in its LLG FY2022/2023 Micro-scale Irrigation (which falls under production services) assessment was 90% for FY2021/2022 and 97% for FY2022/2023, implying an increase of 7%.</p> <p>The score for FY2022/2023 falls in the range ‘Above 70%’</p>	4

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

Maximum score 6

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

The Ntungamo district Micro scale
Irrigation Program budget performance
report for FY 2022/2023, dated
15/08/2023 prepared by the SAE, Mr.
Bwino Daniel, had capital development
component amounting to
UGX627,802,324, all of which spent on
procurement of Irrigation equipment for
31 beneficiary farmers. On **Page 73** of
the technical guideline version November
2020 are the eligible items as Pumping
equipment, Suction and delivery, water
application, Management and
maintenance accessories, which together
form the irrigation equipment.

Therefore, Ntungamo DLG spent the
development component of the grant on
eligible activities by Purchasing irrigation
equipment for beneficiary farmers.

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

For F2022/2023, Ntungamo DLG micro-irrigation program had 51 approved farmers. NDLG made the GoU funding payments for equipment on 28/06/2023.

Evidence concerning approved farmer signing Acceptance Forms confirming that equipment was working well, before the LG made payments to the suppliers was seen and verified.

A sample of 10 approved farmers was tested:

☑ Nuwagira John signed Acceptance Form on 19/04/2023 payment on 28/06/2023.

☑ Friday John signed Acceptance Form on 19/04/2023 payment on 28/06/2023.

☑ Namirimu Olivia signed Acceptance Form on 02/05 payment on 28/06/2023.

☑ Kashereka George signed Acceptance Form on 11/05/2022 payment on 28/06/2023.

☑ Mateeka Stella signed Acceptance Form on 19/04/2023 payment on 28/06/2023.

☑ Namuyiga Doreen signed Acceptance Form on 20/04/2023 payment on 24/06/2022.

☑ Namanya Oliva signed Acceptance Form on 20/04/2023 payment on 28/06/2023.

☑ Ndibarema Bitwababo signed Acceptance Form on 24/04/2023 payment on 28/06/2023.

☑ Nuwagaba Annet signed Acceptance Form on 24/04/2023 payment on 28/06/2023.

☑ Mwebesa Christopher signed Acceptance Form on 11/05/2023 payment on 28/06/2023.

NDLG approved farmers signed an Acceptance Form confirming that equipment was working well, before the LG made payments to the suppliers.

1

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

contracts were signed for 29 Beneficiary farmers and two demos were, five were sampled for analysis of variation as follows;

1. Ruyonza seed secondary school in Ruyonza I, Nyanga, Rubaare S/C: NTUN546/WRKS/2022-2023/00095 for design, supply and installation of

1

- solar powered irrigation system- Drag hose and sprinkler Plus training the users and commissioning, dated 18/04/2023 with sum of **UGX24,969,000** against the agricultural engineer's estimate of **UGX24,955,000** contractor ASPHOEBE enterprises U ltd, giving a variation of $[(24,969,000 - 24,955,000) / 24,955,000] = 0.06\%$.
2. Contract NTUN546/WRKS/2022-2023/00070 between Associated Design and build engineers ltd and Ntungamo DLG for design, supply, installation and commissioning of a solar irrigation system for Tremwa James of Kabungoll, Kabungo, Rwekiniro S/C at **UGX 17,293,700** against the agricultural engineer's estimate of **UGX18,500,000** as per the procurement request form 53 dated 02/02/2023 prepared by SAE, this gives a percentage variation of $[(17,293,700 - 18,500,000) / 18,500,000] = -6.5\%$.
 3. Contract NTUN546/WRKS/2022-2023/00070 between associated design and build engineers ltd and Ntungamo DLG for design, supply, installation and commissioning of a solar irrigation system for Muhwezi Joel of Kyabukuju I, Kyabukuju ward, Rubaare T/C dated 22/05/2023 at **UGX 18,671,000**, against the Agricultural engineer's estimate of **UGX18,500,000** as per the procurement request form 53 dated 02/02/2023 prepared by SAE, giving a variation of $[(18,671,000 - 18,500,000) / 18,500,000] = 0.92\%$.
 4. Contract NTUN546/WRKS/2022-2023/00070 between associated design and build engineers ltd and Ntungamo DLG for design, supply, installation and commissioning of a solar irrigation system for Nakayi Alimah Kashenyi II, Ngomba Rugarama S/C dated 20/04/2023 at **UGX 23,800,000**, against agricultural engineer's estimate is **UGX23,800,000** as per the procurement request form 53 dated 19/01/2023 prepared by the SAE, giving a percentage variation of $[(UGX23,800,000 - UGX23,800,000) / UGX23,800,000] = 0\%$
 5. Contract NTUN546/WRKS/2022-2023/00070 between associated design and build engineers ltd and Ntungamo DLG for design, supply, installation and commissioning of a solar irrigation system for Muhwezi Joel of Kyabukuju I, Kyabukuju ward, Rubaare T/C dated 25/04/2023 at **UGX 23,420,000** against the agricultural engineer's estimate is **UGX23,422,000** as per the procurement request form 53 dated

18/01/2023 prepared by SAE giving a variation of [(23,420,000-23,422,000)/ 23,422,000]=0%

Therefore, from this sample, it can be concluded that the variations in the contract price for establishment of irrigation demonstration sites are within +/-20% of the Agriculture Engineers estimates.

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

- If 100% score 2
- Between 80 - 99% score 1
- Below 80% score 0

The contract signing dates of all the 31 contracts signed in the previous FY were compared against their completion dates as per their contracts and completion certificates and the following was observed;

1. Nuwagira John contract signed on 20/04/2023 completion certificate dated 16/06/2023
2. Ahabwe Elly contract signed on 20/04/2023 completion certificate dated 8/6/2023
3. Friday John contract signed on 20/04/2023 completion certificate dated 9/6/2023
4. Kasereka George contract signed on 20/04/2023 completion certificate dated 19/June 2023
5. Komanda Saudik contract signed on 20/4/2023 completion certificate dated 8/6/2023
6. Mateeka Stella contract signed on 20/04/2023 completion certificate dated 5/6/2023
7. NamuyigaDoreen contract signed on 20/04/2023 completion certificate dated 14/06/2023
8. Bishop Nathan Ahimbisibwe contract signed on 20/04/2023 and completion certificate dated 12/06/2023
9. Nakayi Alimah contract signed on 20/04/2023 and completion certificate dated 10/06/2023
10. Kwesiga Eriya contract signed on 20th April/ 2023 and completion certificate dated 18/06/2023
11. Namaya Oliver contract signed on 20/04/2023 and completion certificate dated 11/06/2023
12. Bakanya Janet contract signed on 20/04/2023 and completion certificate dated 10/6/2023
13. Ndibarema Wabwitababo contract signed on 20/04/2024 and completion certificate dated 14/6/2023
14. Nuwagaba Annet contract signed 20/04/2023 and completion certificate dated 12/06/2023
15. Taremwa James contract signed on 3/05/2023 and completion certificate dated 13/06/2023
16. Assimwe Jolly contract signed on 3/5/2023 and completion certificate

2

- dated 10/06/2023
17. Mwesigye Harry contract signed on 3/5/2023 and completion certificate dated 8/6/2023
 18. Karugaba Julius contract signed on 8/5/2023 and completion certificate dated 11/6/2023
 19. Mwebesa Christopher 3/5/2023 and completion certificate dated 7/6/2023
 20. Nduhura Collins contract signed on 3/5/2023 and completion certificate dated 9/6/2023
 21. Rubagumya David 3/5/2023 and completion certificate dated 12 June 2023
 22. Karuhnaga Justus contract signed on 9/5/2023 and completion certificate dated 11 June 2023
 23. Matteka John contract signed on 20/04/2023 and completion certificate dated 13/June 2023
 24. Ndyamoba Amon contract signed on 20/04/2023 and completion certificate dated 6/6/2023
 25. Muhwezijoel contract signed on 22/05/2023 and completion certificate dated 8/06/2023
 26. Tumwiine Kenneth contract signed on 3/5/2023 and completion certificate dated 12/06/2023
 27. Tumwebalize Joab contract signed on 22/5/2023 and completion certificate dated 14/6/2023
 28. Solomon Mateeka contract signed on 20/04/2023 and completion certificate dated 1/6/2023
 29. Namurimu Olivier contract signed on 20/04/2023 and completion certificate dated 18/6/2023
 30. Rwoho seed SS contract signed on 20/04/2023 and completion certificate dated 5/6/2023.
 31. Ruyonza seed SS contract signed 20/04/2023 SS completion certificate dated 5/6/2023.

Its therefore evident that 100% of micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY.

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	a) Evidence that the LG has recruited LLG extension workers as per staffing structure	There was no evidence that the LG has recruited LLG extension workers as per staffing structure.	0
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 	Ntungamo District Local Government had 19 Sub Counties and 12 Town Councils	
			The approved structure provided for six extension workers in each sub county (Veterinary Officer, Agricultural Officer, Fisheries Officer, Assistant Animal Husbandry Officer, Assistant Agricultural Officer, and Assistant Fisheries Development Officer), and three in each town council (Veterinary Officer, Assistant Agricultural Officer, and Assistant Veterinary Officer). The staff list for extension workers showed that the District had recruited only 38 staff out of the expected 150 computing to a percentage of 25.3%.	
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF	A list containing 31 installations including 2 demos was availed and the following were sampled; Ndyamuba Amon's installation at Rwentobo Rwahi T/C, Taremwa James at Rweikiniro S/C and Kwesiga Eriya at Rubaare S/C. These were visited and upon inspection, they were found to be complete with all the essential components as entailed in the Micro scale irrigation guidelines version 1 Nov.2020 (page 87-88 of 199).	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 or else score 0 		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the installed micro-scale irrigation systems during last FY are functional	A list of installations containing 31 installations including 2 demos was availed and the following were sampled; Ndyamuba Amon's installation at Rwentobo Rwahi T/C, Taremwa James at Rweikiniro T/C and Kwesiga Eriya at Rubaare S/C. These were visited and upon testing, they were all (100%) found to be up and running, hence functional. However, it should be noted that at the time of assessment, it was a rainy season and the farmers were no applying irrigation to their crops.	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 		

Performance Reporting and Performance Improvement

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

There was evidence that information on position of extension workers filled was accurate.

In Ntungamo District, Ngoma Sub County, Rugarama Sub County, and Rwamabondo Town Council were sampled for assessment.

In Ngoma Sub County the information on the position of extension workers filled was accurate. The following extension workers were on the staff list of Ngoma Sub County, consistent with information from HRM:

1. Atwijukire Dancan, Assistant Veterinary Officer
2. Mugyenyi Wilberforce, Agricultural Officer

In Rugarama Sub County the information on the position of extension workers filled was accurate. The following extension workers were on the staff list of Rugarama Sub County:

1. Ngabirano Erias, Agricultural Officer
2. Tuhirirwe Kefas, Assistant Veterinary Officer

In Rwamabondo Town Council the information on the position of extension workers filled was accurate. There was no extension staff at the Town Council and on the staff list of Rwamabondo Town Council, consistent with the deployment information from HRM.

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

A list of 31 installations including 2 demos was availed, stating that all were functional, and the following were sampled; Ndyamuba Amon's installation at Rwentobo Rwahi T/C, Taremwa James at Rweikiniro S/C and Kwesiga Eriya at Rubaare S/C. These were visited and upon testing, they were found to be up and running, hence functional.

Therefore, information that established irrigation site(s) were installed and are functioning is accurate.

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

There was evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest. the following quarterly reports prepared by SAE were availed;

1. Quarter one report dated 11th October 2022 according to which 736 Expressions of Interest (EOIs) were recorded (page 5 of 10), 7 farm visits were prepared (page 6), four farm visits were conducted (page 8)
2. Quarter two report dated 12 January, 2023 Monitoring of installed irrigation equipment to assess the performance was conducted by the district technical staff (page 2-4). 6 installations were monitored including Nzahirahi Geofrey, Bahikire Jerry mark, Tamwesigere Caleb among others, user training was conducted and attended by 10 participants (page 5), 52 EOIs were recorded (page 7), 36 farm visits conducted (page 12).
3. Quarter three report dated 5th April, 2023 farmer field school (FFS) was conducted (page 6), 7 farmer schools organized (2 in Ngoma, 2 in Itojo, 1 in Nyakera and 2 in Rwashamaire T/C
4. Quarter four report Awareness creation conducted through radio talk shows, Irrigation demo, 51 awareness activities were conducted attracting 1,386 attendees and EOI stood at 117, with 326 farm visits.

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

The SAE granted the assessor access to his MIS report and the following were the findings;

1026 EOIs submitted against a target of 260, of which successful ones were 884, 482 Preparations of farm visit, 362 farm visits, and the installation 37(2023/2024). Last EOI was entered on 16th November 2023 (Magezi John), farm visit 12th November, 2023 (Katusiime Julius, Itojo S/C), installation 29 installations excluding the two demos.

Therefore, there was evidence that the LG has entered up to date LLG information into MIS and has reached and surpassed their target EOI

Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans

Maximum score 6

c.Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0

Quarterly reports were prepared by SAE , having the following details;

1. Quarter one report dated 11th October 2022 according to which 736 Expressions of Interest (EOIs) were recorded (page 5 of 10), 7 farm visits were prepared (page 6), four farm visits were conducted (page 8)
2. Quarter two report dated 12 January, 2023 Monitoring of installed irrigation equipment to assess the performance was conducted by the district technical staff (page 2-4). 6 installations were monitored including Nzahirahi Geoffrey, Bahikire Jerry mark, Tamwesigere Caleb among others, user training was conducted and attended by 10 participants (page 5), 52 EOIs were recorded (page 7), 36 farm visits conducted (page 12).
3. Quarter three report dated 5th April, 2023 farmer field school (FFS) was conducted (page 6), 7 farmer schools organized (2 in Ngoma, 2 in Itojo, 1 in Nyakera and 2 in Rwashamaire T/C
4. Quarter four report Awareness creation conducted through radio talk shows, Irrigation demo, 51 awareness activities were conducted attracting 1,386 attendees and EOI stood at 117, with 326 farm visits.

Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans

Maximum score 6

d) Evidence that the LG has: Approved PIPs were availed as follows;

i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0

1. Rwashamaire T/C LLG performance improvement plan 2022/2023 dated 30th March, 2023 signed by the T/C Kyomugisha Sisterus, Nahabwe Gregory, the town mayor and the DPO Ntungamo district. The performance gap was that there were no activity reports on file in SAS's office and action was that monthly monitoring reports by extension staff staffed and filed and supervision report by SAS to be in place by April 2023.
2. Rukonzi west town S/C LLG performance improvement plan 2022/2023 signed by Owatuhair Ham the SAS, Mwine Frank Chairperson LCIII and DPO on 12/09/2023. The performance gap here was lack of monthly reports and action taken was to compile monthly reports by extension staff, supervision report by SAS by April 2023
3. Rubaare T/C LLG performance improvement plan 2022/2023, dated 11th August 2023, signed by Byamukama Emmanuel, the T/C, Kansiime Benson the Mayor and DPO Ntungamo. The performance gap here was lack of reports because there was no substantive agricultural officer and its w recommended that a substantive staff be sent there by the end of first quarter.

therefore, the DLG Developed an approved Performance Improvement Plan for the lowest performing LLGs.

Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans

Maximum score 6

ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0

The DPO availed PIP implementation report dated 17/11/2023, prepared by Mr. Bwino Daniel, indicating that in Rwashamaire T/C PIP was implemented in August 2023, in Rukoni west S/C, it was implemented in June 2023, and in Rubaare T/C it was implemented from April to Nove, 2023. Actions taken included compilation and filing of reports.

Therefore, Ntungamo DLG implemented Performance Improvement Plan for lowest performing LLGs.

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	Staff list was availed showing 46 extension staff district and LLG levels. However, the performance contract for the current FY was not availed, so it was difficult to judge whether or not the budget is in line with the staffing norm.	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	ii Deployed extension workers as per guidelines score 1 or else 0	Staff list was availed showing 46 extension staff district and LLG levels. However, the approved staffing structure was not availed making it impossible to judge whether or not the deployment is in conformity to the guidelines.	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	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	<p>There was evidence that extension workers are working in LLGs where they are deployed.</p> <p>Review of the staff list, attendance registers and monitoring reports at Ngoma Sub County showed that the following LLG extension workers were actually physically working at Ngoma Sub County:</p> <ol style="list-style-type: none"> 1. Atwijukire Dancan, Assistant Veterinary Officer 2. Mugyenyi Wilberforce, Agricultural Officer <p>These were physically working at Rugarama Sub County:</p> <ol style="list-style-type: none"> 1. Ngabirano Erias, Agricultural Officer 2. Tuhirirwe Kefas, Assistant Veterinary Officer <p>There were no extension staff at Rwamabondo Town Council.</p>	2
Maximum score 6				

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

There was evidence that extension workers deployment had been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board

The staff lists including extension workers, where there were any posted, and their telephone contacts were prominently displayed at the Notice Boards of all the three sampled LLGs of Ngoma Sub County, Rugarama Sub County, and Rwamabondo Town Council.

Names of some of the LLG extension workers displayed included:

Atwijukire Dancan, Assistant Veterinary Officer; Mugyenyi Wilberforce, Agricultural Officer found at Ngoma Sub County;

Ngabirano Erias, Agricultural Officer; Tuhirirwe Kefas, Assistant Veterinary Officer at Rugarama Sub County; and there was no extension staff at Rwamabondo Town Council.

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

There was no evidence that the District Production Coordinator had conducted annual performance appraisal of all extension workers against the agreed performance plans and had submitted a copy to HRO during the previous FY.

some of the files reviewed included the following:

1. Ngabirano Elias, Agricultural Officer posted to Rugarama Sub County was not appraised.
2. Arinaitwe Emmanuel, Assistant veterinary Officer posted to Kayonza Sub County was not appraised.
3. Tumwesigye Abel, Assistant Agricultural Officer posted to Nyabihoko Sub County was not appraised.
4. Phomaho Robert, Assistant Agricultural Officer posted to Rukoni West Sub County was not appraised.
5. Baryanshangayo Edwardal, Assistant Agricultural Officer posted to Nyabushenyi and Nyabihoko Sub County was not appraised.

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	There was no evidence that the District Production Coordinator had taken corrective actions based on the appraisals.	0
	Maximum score 4			

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	The DLG did not avail any training reports to prove that training activities were conducted in accordance to the training plans at District level.	0
	Maximum score 4			

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	The DLG did not avail training database to establish that training activities were conducted and documented in the training database.	0
	Maximum score 4			

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.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	<p>NDLG Micro-scale irrigation program has been running for some time and for the current FY2023/2024, allocation has been made for complimentary services (awareness rising of leaders and farmers, demonstration establishment and farm visits – making 25%) and capital development (75%), making 100%.</p> <p>In the budget of FY2023/2024, the following allocations have been made:</p> <p>Capital Development is UGX1,262,070,697 (75%)</p> <p>Complementary services UGX420,690,233 (25%)</p> <p>(total budget UGX1,682,760,930 including co-funding portion UGX417,929,330)</p> <p>The allocations were made in accordance with Micro-scale irrigation grant allocation guidelines.</p>	2
	Maximum score 10			

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

NDLG Micro-scale irrigation program has been running and for the current year FY2023/2024, allocations have been made for complimentary services in line with MAIF Guidelines.

Complementary services should include a maximum 25% on enhancing LG capacity to support irrigated agriculture (Awareness leaders and procurement) and 75% on enhancing farmer capacity (Awareness farmers, Farm visits, Irrigation demos and Farmer field schools). For NDLG, the financial breakdown was as follows:

Awareness - LG Leaders UGX51,997,000 (12%)

Procurement UGX42,069,023 (10%)

Awareness - Farmers UGX84,138,022 (20%)

Farm Visits UGX97,910,000 (23%)

Irrigation Demos UGX84,138,022 (20%)

Farmer Field Schools UGX60,438,145

TOTAL Complementary Services UGX420,690,233.

For FY2023/2024, allocations have been made for Complementary Services in accordance with the guidelines.

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

Co-funding is included in the FY2023/2024 as part of the above budget. **For FY2023/2024, of the total budget of UGX1,682,760,930, the co-funding amount is UGX417,929,330 and the PBS is already reflecting this amount.**

A sample of fourteen (14) NDLG farmers who signed co-funding agreements and have paid an advance on their co-funding portions was tested as follows:

Benjamin Kumumanya paid UGX1,000,000 on 02/08/2023

Robert Kabonero Bob paid UGX1,000,000 on 02/08/2023

Biryomuriwe Ezra paid UGX1,000,000 on 10/08/2023

Taremwa Coleb paid UGX1,000,000 on 04/08/2023

Biryabarema Sebastian paid UGX1,000,000 on 10/08/2023

Robert Ndyabarema paid UGX1,000,000 on 18/08/2023

Asiimwe Evans paid UGX1,000,000 on 24/07/2023

Elly Rwakakoko paid UGX1,000,000 on 08/08/2023

Tumwesigye George paid UGX1,000,000 on 19/07/2023

Nuwagira John Peace paid UGX1,000,000 on 13/07/2023

Agaba Enrique paid UGX1,000,000 on 13/07/2023

Kemigisha Rose paid UGX1,000,000 on 13/07/2023

Jacquiline Rwakakoko paid UGX1,000,000 on 13/07/2023

Tumwebaze Charles Godfrey Rutukura paid UGX1,000,000 on 24/08/2023

There was evidence that the co-funding is reflected in the LG FY2023/2024 Budget and allocations made as per laid down Micro-scale irrigation guidelines.

9 Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0 There was evidence to confirm that Ntungamo DLG used the farmer co-funding following the same rules applicable to the micro scale irrigation grant. As of the day of assessment on 21/11/2023, seventy-one (71) farmers had signed agreements for co-funding. For FY2023/2024, the co-funding portion of the budget is UGX 417,929,330 out of the total budget UGX 21,682,760,930.

Maximum score 10

2

9 Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0 According to a document prepared by the CAO, Mr. Ndifuna Mathias, dated 13/09/2023 titled **“declaration of revenue funds worth UGX 401,210,000”** , it was declared that **UGX313,137,346** was co-funding received from beneficiaries of microscale Irrigation schemes under UgIFT in production department whereby **UGX 285,937,346 was received in FY 2022/2023 while UGX27,200,000 was received in FY 2023/2024 (by 0/9/2023).**

Maximum score 10

2

The document had the following breakdown of use of co-funding;

UGX848,774 travel inland, UGX2,984,148 allowances including casual, UGX 481,113 printing allowance, UGX758,238 Information and communication, UGX303,694,734 Other structures-acquisition.

Therefore, Ntungamo DLG has disseminated information on use of the farmer co-funding.

Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines

Maximum score 8

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.)

- If more than 90% of the micro-irrigation equipment monitored: Score 2

- 70-89% monitored score 1

Less than 70% score 0

The following monthly monitoring reports were availed;

1. Monthly monitoring report June 2023, dated 26/06/2023, 3 installations were monitored
2. Monthly monitoring report May 2023, dated 2/05/2023, 10 installations were monitored.
3. Monthly monitoring report April 2023, dated 27/04/2023, 3 installations were monitored.
4. Monthly monitoring report March I 2023, dated 28/03/2023, 3 installations were monitored.
5. Monthly monitoring report February 2023, dated 23/02/2023, 3 installations were monitored.
6. Monthly monitoring report January 2023, dated 28/01/2023, 2 installations were monitored.
7. Monthly monitoring report December 2022, dated 22/12/2022, 3 installations were monitored
8. Monthly monitoring report November 2022 dated 29/11/2022, 3 installations were monitored
9. Monthly monitoring report October 2022 dated 27/10/2022, 2 installations were monitored
10. Monthly monitoring report September 2022 dated 30/09/2022, 2 installations were monitored
11. Monthly monitoring report August 2022 dated 24/08/2022, 2 installations were monitored
12. Monthly monitoring report August 2022 dated 24/08/2022, 2 installations were monitored.

Altogether, **48 out of 52 (92.3%)** of installations were monitored on a monthly basis.

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>The following evidences were availed;</p> <ol style="list-style-type: none"> 1. Monitoring the functionality of installed micro irrigation systems dated 21st October, 2022 Whereby the following beneficiaries were monitored among others; 2. Kyomukama Resty, Mwebesa Charles, “End user training to MIP beneficiaries” dated 27th June 2023 in which 31 beneficiaries were trained by the supplier, with user training attendance forms attached for the various sites where trainings were conducted at Nuwagaba Annet, Ndibarema Wa batwababo on 24/7/2023 trained by Byaruhanga Gad, KWesiga Eliya, Nakayi Alimah, kimanda Saudic etc <p>Therefore, Ntungamo LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period.</p>	2
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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>The SAE, Mr. Bwino Daniel Availed the following evidences;</p> <ol style="list-style-type: none"> 1. Minutes of site meeting held on 7th December at the farms of beneficiaries of small-scale irrigation program-Joy Constance Kwesiga and kambugiro Doris, one of the extension staff Mr. Hillary Tusingwire was involved in the grievance handling. 2. Technical support training on implementation of the Microscale irrigation program to Ntungamo LLG extension workers whereby the extension workers were trained on the various aspects of the microscale irrigation program such as recording expression of inters, conducting farm visits, awareness communication strategies, implementation of farmer field schools etc. dated 28th March, 2023. Attendance list for the training dated 24t March 2023, had attached Asimwe K. Seth. AO Nyakyera S/C (0772363560), Nuwagaba Johnson AO Bwongyera S/C (0779269730) among others. <p>Additionally, these LLG extension staff were interviewed and they testified that they received the trainings stated above and some others; Mr. Kakuru Wilson (0775691016), Assistant Agricultural officer Rubaare S/C, Ayebazibwe Arnold (0771695258) Agricultural Officer Rwenkino S/C and Mr. turyasingura Obed, Agricultural Officer Rwetobo-Rwahi T/C</p>	2
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10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	The DPO availed a report on implementation of Famer Field School (FFS) methodology under the Micro-Scale irrigation Program prepared by Sabiiti Moses Agricultural Officer and Bwino Daniel the SAE, dated 25th August 2023. According to this report seven FFS were established for example Rwashamiire FFS, Nyamunuka FFS, Nyakyera T/C coffee growers FFS & Bukiri greater FFS among others.	2
	Maximum score 8		Therefore, the DLG established and run as per guidelines.	
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	<p>The SAE availed the following reports;</p> <ol style="list-style-type: none"> 1. Reports on conducted farmers' field day at Tamwesigire's Irrigation demonstration site in Rwashamaire T/C, indicating that it was conducted on 28th February 2023 2. Report by Baryonshangayo Eduardal AAO, Nybushenyi S/C, attended by 20 farers, dated 28th February 2023. 3. Report on farmer field day conducted on 11th and 12th January 2023 also covering the irrigation demos during which five members expressed interest in joining irrigation (Sekaiba Laurence, nuwagagaba David, Mwesiga George, Mutungi stanly and Muhereza Julius) 4. Awareness raising for local leaders and farmers dated 4th october 2022 by the SAE, 391 awareness activities were conducted with 7296 participants attended, 90 local leaders and 241 farmers, 72 particpsnts in demonstration by equipment suppliers (page 5of 6) 5. District communications office documentary report, Microscale Irrigation program dated 2nd May, 2023 entailing programe details, prepared by Kashaba Anthony, Communication officer. 	2
	Maximum score 4		Basing on these evidences, it can be concluded that Ntungamo DLG conducted activities to mobilize and sensitize farmers as per guidelines.	

11	<p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p>	<p>b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0</p>	<p>The SAE availed the following evidences;</p> <ol style="list-style-type: none"> 1. a report on awareness raising for local leaders and farmers dated 4th October 2022 in which 391 awareness activities were conducted with 7296 participants attending including 90 local leaders and 241 farmers and 72 participants in demonstration by equipment suppliers (page 5 of 6) 2. Report on bench marking of Microscale Irrigation in Bushenyi and Ibanda and Rukungiri dated 21st June 2023, the staff of production department went to Ibanda to bench mark. <p>Therefore, Ntungamo DLG has trained staff and sensitized political leaders at district and LLG levels.</p>	2
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Investment Management

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>The SAE availed an inventory of installed irrigation equipment of FY 2022/2023 having 31 installations listed by host farmer, village, Parish and Subcounty. Examples of listed installations include Asiimwe Jolly, Kashereka George, Ndyamuba Amon, Rubagumya David among others.</p> <p>Therefore, Ntungamo has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>System generated database of application was availed by the SAE. Upon review, it was found to contain 1017 EOIs so far recorded in Irritrack, all the way from 2019/2020 FY. Some of the EOIs seen are Asiimwe Jolly, Kwesiga Eliya, Muhwezi Joel, Karugaba Julius, Rubagumya David and Ndyamuba Amon, among others.</p> <p>Therefore, the LG keeps an up-to-date database of applications for the current and previous FY.</p>	2

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>The SAE availed the following evidences;</p> <ol style="list-style-type: none"> 1. Report on farm visits under the Micro-scale irrigation program in Nyabihoko S/C dated 24th July 2023, prepared by Baryanshangayo Edwardal Assistant Agricultural Officer (AAO), Nyabihoko S/C and a list of farm visits between 01-November-2019 28-November 2023. 2. Agreements to proceed for quotation for Kwesiga Eliya dated 9th October, 2022, Muhwezi Joel dated 6/12/2022, Asiiimwe Jolly 19th October, 2022 and for Namuyiga Doreen dated 8th November,2022 were availed. Therefore, it can be concluded that the district carried out farm visits to farmers that submitted complete Expressions of Interest (EOI). 	2
	<p>Maximum score 8</p>		<p>This confirms that Ntungamo district has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI).</p>	
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>There was no evidence that the LG District Agricultural Engineer (as Secretariat) had publicized the eligible farmers that they had been approved by posting on the District and LLG noticeboards.</p>	0
	<p>Maximum score 8</p>			
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>There is Evidence that the micro- scale irrigation systems were incorporated in the LG approved procurement plan for the current FY (2023/24) i.e. Item No. 41 which states: Design, Supply and Installation of Solar/Petrol powered Irrigation Equipment for Co Funded Farmers; with a Budgeted cost of UGX 1,826,108,000/=.</p>	1
	<p>Maximum score 18</p>			

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>There is evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF).</p> <p>As per memo dated 25/5/2021, MAAIF submitted a list of pre-qualified equipment suppliers for the Micro-Scale Irrigation Program to the District Local Governments for FY 2021/22 which stretched to FY 2022/23 as per email attachment from Commissioner DAIMWAP. Ntungamo DLG is listed as No. 36 on the Distribution List and is under Cluster 1-Rwebitaba Group A of the list of pre-qualified firms shown below:</p>	2
			<ol style="list-style-type: none"> 1. Davis and Shirtliff 2. Associated Design & Build Engineers Ltd 3. Sprinktech 4. Adritex Uganda Limited 5. Kaftech Investments Ltd 	
			<p>As per memo dated 28/2/2023, invited 4 of the pre-qualified firms to submit their bids for the design, supply and installation of irrigation equipment to the production department. The pre-qualified firms invited are listed below:</p>	
			<ol style="list-style-type: none"> 1. Davis and Shirtliff 2. Associated Design & Build Engineers Ltd 3. Sprinktech 4. Kaftech Investments Ltd 	
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>There is NO evidence that Ntungamo DLG concluded the selection of the irrigation equipment supplier based on the set criteria. There were no details of the selection process in the procurement file.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>There is evidence that the micro-scale irrigation systems for the previous FY (2022/23) was approved by the Contracts Committee.</p> <ol style="list-style-type: none"> 1. Under Min. No. CC0060/March/2023, the micro-scale irrigation systems project was approved by the Contracts Committee in a meeting held on 30/3/2023. 	1

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	There is NO 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. The procurement file did not have the list of bidders by the time of the assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	A list of installations containing 31 installations including 2 demos was availed and the following were sampled; Ndyamuba Amon's installation at Rwentobo Rwahi T/C, Taremwa James at Rweikiniro S/C and Kwesiga Eriya at Rubaare S/C. These were visited and upon verification, they were found to be in conformity to their designs; for example each of them had all the three technologies, the tank sizes, the pump heads and the panel ratings were as per the design.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	<p>The SAE availed the following evidences justifying that the LG conducted regular technical supervision of the irrigation demonstration sites by the relevant technical officers;</p> <ol style="list-style-type: none"> 1. Supervision of installation and training, dated 28/06/2023, by SAE at hand over 2. Implementation of MIP in the district for quarter four 2021/2022 indicating the status of different irrigation sites under installation, dated 25th may, 2023 by Sabiiti Moses, the program focal person. 3. Report on installation of irrigation system at prof. joy Kwesiga Constance indicating that field survey had been conducted by the contractors' staff <p>Additionally, according to the site books at Ndyamuba Amon's installation at Rwentobo Rwahi T/C, Taremwa James at Rweikiniro S/C and Kwesiga Eriya at Rubaare S/C, the SAE supervised on 20/7/2023 and 17/10/2023.</p>	2

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p>The SAE availed the following evidences justifying that the LG oversaw the irrigation equipment supply, installation and testing for functionality;</p> <ol style="list-style-type: none"> 1. Supervision of installation and training, dated 28/06/2023, by SAE at hand over 2. Implementation of MIP in the district for quarter four 2021/2022 indicating the status of different irrigation sites under during installation, dated 25th may, 2023 by Sabiiti Moses, the program focal person showing complete sites such as 3. Report on installation of irrigation system at prof. joy Kwesiga Constance indicating that field survey had been conducted by the contractors' staff <p>Additionally, according to the site books at Ndyamuba Amon's installation at Rwentobo Rwahi T/C, Taremwa James at Rweikiniro S/C and Kwesiga Eriya at Rubaare S/C, the SAE supervised on 20/7/2023 and 17/10/2023.</p>	1
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>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</p>	<p>According to the site books of the sampled installations, the SAE oversaw their hand over hand over process as follows; on 19/06/2023, the SAE was at the site of Mr. Kwesiga Eriya, on 6/6/2023 the SAE was at Mr. Ndyamoba Amons installation and on 13/6/2023 the SAE was at Taremwa James's installation for hand over.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0</p>	<p>Ntungamo DLG micro-irrigation program is already fully functioning and the GoU portion of payments was made for equipment to farmers on 28/06/2023.</p> <p>The following eight (08) payments were tested.</p> <p>🏗️ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Mr Tumwebaze Joab of Kyabukuju, Rubaare T/C (UGX17,967,350). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days).</p> <p>🏗️ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Mr Muhwezi Joel of Kyabukuju, Rubaare T/C (UGX18,671,000). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days).</p>	2

❏ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Ms Namuyiga Doreen of Kagango ward, Rubaare T/C (UGX23,100,000). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days).

❏ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Mr Mwesigwa Harry of Kitooma, Kiyaga Nyabihoko (UGX11,373,210). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days).

❏ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Ms Namanya Oliver of Rukiri II, Rubaare T/C (UGX22,790,000). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days).

❏ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Mr Ndyamuba Amon of Rukiri Kaina, Rwentobo T/C (UGX22,805,000). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days).

❏ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Ms Mateeka Stella of Rukiri Ward, Rubaare T/C (UGX23,595,690). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days).

❏ Payment to Associated Design and Build Engineering Ltd for design, supply and installation of micro scale irrigation system for Mr Nduhuura Collins of Akatojo Ward, Rubaare T/C (UGX22,132,200). Requisition dated 21/06/2023, certificate dated 14/06/2023 and payment dated 28/06/2023 (7 days)

In all the eight (08) sampled suppliers, payments were made within the 14 days' time limit as required.

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	There was evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law. The files include: the Contract documents, approved Evaluation reports, memos of Bid Acceptance and Award of Contract indicating the Contracts Committee (C.C) approvals and/or minutes. The project is listed below:	0
	Maximum score 18			

1. **Designing, Supplying, Installing and Testing of Irrigation Systems to 11 Farmers** - NTU546/WRKS/2022-23/00070; approved by the Contracts Committee under Min. No. CC0060/March/2023 in a meeting held on 30/3/2023 after evaluation. The evaluation report was approved by Contracts Committee. However, there was no contract document in the procurement file.

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	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	There was evidence that the Local Government had displayed details of the nature and avenues to address grievance prominently in multiple public areas	2
	Maximum score 6		A public display was pinned on the production notice board, detailing the process of lodging in a complaint and the names, contacts of the grievance redress committee members	

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	There was evidence that micro-scale irrigation grievances were Reported in line with LG grievance redress framework	1
	Maximum score 6		On 29/9/22, Mrs. Kyomukama Resty, contact 0703465385 of Nyarubaare village lodged a complaint about un effective sprinkle , failure to sprinkler water on the agreed 2.5 acres of land	

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was evidence that micro-scale irrigation grievances were investigated in line with LG grievance redress framework</p> <p>In minutes dated 24/1/2023, the committee investigated the complaint and a meeting was held in the district board room, it was confirmed that the sprinkler was fault, therefore a resolution was made for the supplier to fix the faulty sprinkler immediately</p>	1
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was evidence that micro-scale irrigation grievances were responded in line with LG grievance redress framework</p> <p>In printed email dated 8/6/2023, the focal person, informed the supply about the faults observed at the site, and supply confirmed to redo the work and fix the faulty sprinkler</p>	1
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was evidence that micro-scale irrigation grievances were reported in line with LG grievance redress framework</p> <p>In printed email dated 8/6/2023, the focal person, informed the supply about the faults observed at the site, and supply confirmed to redo the work and fix the faulty sprinkler, and this email was responded too by the contractor after fixing the issue</p>	1

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro-irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc. score 2 or else 0	The following evidences were availed by the SAE to justify that Ntungamo DLG disseminated Micro-scale irrigation guidelines to provide for proper siting, land access, proper use of agro-chemicals and safe disposal of chemical waste containers etc.;	2
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	There was evidence that Environmental, Social and Climate Change screening were carried out and where required, ESMPs developed, prior to installation of irrigation equipment, a Costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents 1. Environmental, Social and Climate Change screening for the supply and installation of micro irrigation equipment for 24 farmers i.e. (screening for the supply and installation of micro irrigation equipment for Mrs. Bakanye Janet in Kabambo village was carried out on 20/2/23), costed ESMPs were prepared i.e. (a costed ESMP for for irrigation demonstration sites was prepared on 20/2/2023 at cost of Ugx 8,700,000) 2. Supply and installation of micro irrigation equipment for 24 farmers f o r Proc Ref No NTUN546/WRKS/2022-23/00070 a costed ESMPs were incorporated in the BoQ in unit 2 under environmental protection at a cost of Ugx 500,000	1

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	There was evidence for 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 1. Environmental and social monitoring of microscale irrigation for the following sites Ruyonza seed school, Karuhanga Justus and Karugaba Julius, Tumwebarize Joab Muhwezi and Muhwezijoel, Mwebesa Christopher, Namanya Oliver, Ndyamuba Amon, Nduhura Collions, Niwagira John, Namuyiga Doreen, Mateeka John solomon and Stella Mateeka, Nakayi Alimah, Rwoho seed school, Ndibarema, Annet Eric Ahabwe Kabahima, Janat Bakanye, Friday John, Bishop Nathan Ahimbisibwe, Tumwiine Keneth, Namuyiga Doreen, Namanya Oliver and Kamanda Saudick was carried out on 24/5/2023 stamped and signed EO and DCDO, monthly monitoring reports were reviewed dated 24/5/23, 2/6/23, 5/6/23, the project started on 14/4/23 and ended on 5/6/23	1
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was no evidence that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was no evidence that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects ie for the supply and installation of micro irrigation equipment for 24 farmers i.e. (screening for the supply and installation of micro irrigation equipment for Mrs. Bakanye Janet in Kabambo village.	0

**Crosscutting Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0</p>	<p>There was evidence that the position of Chief Finance Officer was substantively filled by Bitwiremunda Lawrence appointed by the Chief Administrative Officer in a letter dated July 31, 2023 ref.: CR/241/20 as directed by the District Service Commission under Minute No. 1460/2023. Bitwiremunda Lawrence was not due for appraisal, having assumed office on July 31, 2023.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>b. District Planner/Senior Planner, score 3 or else 0</p>	<p>There was evidence that the position of District Planner was substantively filled by Byaruhanga Baryaruha David appointed by the Chief Administrative Officer in a letter dated February 20, 2015 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 13/2015. Byaruhanga Baryaruha David was not appraised.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>c. District Engineer/Principal Engineer, score 3 or else 0</p>	<p>There was no evidence that the position of District Engineer was substantively filled and there was no secondment from the line ministry.</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0</p>	<p>There was evidence that the position of District Natural Resources Officer was substantively filled by Tumwebaze Dinah appointed by the Chief Administrative Officer in a letter dated August 25, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 858/2021. Tumwebaze Dinah was appraised by Ndifuna Mathias, Chief Administrative Officer on June 02, 2023.</p>	3

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>e. District Production Officer/Senior Veterinary Officer, score 3 or else 0</p>	<p>There was evidence that the position of District Production Officer was substantively filled by Mugabe Albert appointed by the Chief Administrative Officer in a letter dated December 18, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 517/2020. Mugabe Albert was appraised by Ndifuna Mathias, Chief Administrative Officer on July 01, 2023.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>f. District Community Development Officer/Principal CDO, score 3 or else 0</p>	<p>There was evidence that the position of District Community Development Officer was substantively filled by Tusiime Ambrose appointed by the Chief Administrative Officer in a letter dated April 26, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 708/2021. Tusiime Ambrose was appraised by Ndifuna Mathias, Chief Administrative Officer on July 10, 2023.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0</p>	<p>There was evidence that the position of District Commercial Officer was substantively filled by Nyakatukura Geoffrey appointed by the Chief Administrative Officer in a letter dated July 29, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 1122/2022. Nyakatukura Geoffrey was not appraised.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>i. A Senior Procurement Officer /Municipal Procurement Officer, 2 or else 0.</p>	<p>There was evidence that the position of Senior Procurement Officer was substantively filled by Makafu Moses appointed by the Chief Administrative Officer in a letter dated February 2, 2015 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 16/2015. Makafu Moses was not appraised.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0</p>	<p>There was evidence that the position of Procurement Officer was substantively filled by Ahabwe Armyline appointed by the Chief Administrative Officer in a letter dated July 28, 2017 ref.: CR/153/1 as directed by the District Service Commission under Minute No. 197/2016. Ahabwe Armyline was not appraised.</p>	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the	i. Principal Human Resource Officer, score 2 or else 0	There was evidence that the position of Principal Human Resource Officer (Administration) was substantively filled by Muheirwe Jennifer appointed by the Chief Administrative Officer in a letter dated July 29, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 1124/2022. Muheirwe Jennifer was appraised by Ndifuna Mathias, Chief Administrative Officer on June 30, 2023.	2	
District/Municipal Council departments. Maximum score is 37.	1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the	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
District/Municipal Council departments. Maximum score is 37.	1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	There was evidence that the position of Senior Land Management Officer was substantively filled by Muhereza Wyckliffe appointed by the Chief Administrative Officer in a letter dated May 09, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 77/2018. Muhereza Wyckliffe was not appraised.	2
District/Municipal Council departments. Maximum score is 37.	1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the	l. A Senior Accountant, score 2 or else 0	There was no evidence that the position of Senior Accountant was substantively filled and there was no secondment from the line ministry.	0
District/Municipal Council departments. Maximum score is 37.	1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	There was evidence that the position of Principal Internal Auditor was substantively filled by Natusiima B. Caleb appointed by the Chief Administrative Officer in a letter dated April 26, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 707/2021. Natusiima B. Caleb was appraised by Ndifuna Mathias, Chief Administrative Officer on July 17, 2023.	2
District/Municipal Council departments. Maximum score is 37.					

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 was not appraised.

2

2

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

Maximum score is 15

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

There was no evidence to show that Ntungamo DLG had a substantively appointed Senior Assistant Secretary in each sub county and a Principal Township Officer in each town council.

Ntungamo DLG had 19 sub counties and 12 town councils. The LG had substantively recruited 13 Senior Assistant Secretaries and 3 Principal Township Officers. Some of the substantively appointed Senior Assistant Secretaries and Principal Township Officers included the following:

1. Arinaitwe Benson Rwankangi, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated March 28, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 68/2017 and posted to Kitwe Town Council.
2. Bemanya Godwins, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated ref.: as directed by the District Service Commission under Minute No. and posted to Rwamabondo Town Council.
3. Basude Enoch, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated ref.: as directed by the District Service Commission under Minute No. and posted to Rwashamaire Town Council.
4. Kamugisha Ezra, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated November 25, 2005 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 152/2005 and posted to Ruhaama Sub County.
5. Tusingwire Charles, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated November 25, 2005 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 151/2005 and posted to Itojo Sub County.

0

6. Katushabe Nelson, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 28, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 66/(i)/2017 and posted to Kafunjo and Nyakyeera Sub County.
7. Tindimwebwa Alex, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated March 31, 2008 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 46/2008 and posted to Rukoni East Sub County.

2

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

Maximum score is 15

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

There was no evidence to show that Ntungamo DLG had a substantively appointed Community Development Officer in each sub county and a Senior Community Development Officer in each town council.

0

Ntungamo DLG had 19 sub counties and 12 town councils. The LG had substantively recruited **3 Senior Community Development Officer** and **16 Community Development Officers** which fell short of the 12 Senior Community Development Officers needed for the town councils and the 19 Community Development Officers needed for the sub counties. Some of the substantively appointed officers were posted to more than one sub county or town council as follows:

1. Kyobukama Jolly, Community Development Officer appointed by the Chief Administrative Officer in a letter dated February 19, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 05/2018 (iii) and posted to **Rugarama North and Rugarama Sub County.**
2. Kyomuhangi Dorcus, Community Development Officer appointed by the Chief Administrative Officer in a letter dated February 19, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 05 (vi)/2018 and posted to Ngoma Sub County.
3. Mahirwe Olivia, Community Development Officer appointed by the Chief Administrative Officer in a letter dated February 20, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 48/2018 (iii) and posted to Ruhaama Sub County.
4. Kibahuriize Prossy, Community Development Officer appointed by the Chief Administrative Officer in

a letter dated February 20, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 04/2018 (ii) and posted to Ngoma Sub County.

5. Kiconco Emily, Community Development Officer appointed by the Chief Administrative Officer in a letter dated February 19, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 05/2018 (ii) and posted to **Buwongera Sub County and Nyamunuka Town Council.**
6. Mugabe Joseph, Senior Community Development Officer appointed by the Chief Administrative Officer in a letter dated December 18, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 523/2020 (i) and posted to Nyamukana Town Council.

2

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

Maximum score is 15

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

There was evidence to show that Ntungamo DLG had a substantively appointed accounts staff in each sub county and town council.

Ntungamo DLG had 19 sub counties and 12 town councils. Since this indicator required the presence of a substantively appointed **Senior Accounts Assistant** or an **Accounts Assistant** in all LLG, **there were no gaps**. Some of the staff substantively appointed included the following:

1. Bashaija Baston, Accountant appointed by the Chief Administrative Officer in a letter dated December 18, 2020 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 527/2020 and posted to Rubaare Town Council.
2. Mwesigye Cleofas, Accounts Assistant appointed by the Chief Administrative Officer in a letter dated November 25, 2005 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 153/005 and posted to Buwongera Sub County .
3. Akatuhwera Charles Dicks, Accounts Assistant appointed by the Chief Administrative Officer in a letter dated April 06, 1998 ref.: STF.3/B as directed by the District Service Commission under Minute No. 34/1998 and posted to
4. Twinomugisha Frankline, Assistant Accountant appointed by the Chief Administrative Officer in a letter dated June 30, 2017 ref.: CR/163/1 as directed by the District Service Commission under Minute No. 43(2)/2017 and posted to .
5. Tumusiime Rauben Mwesigye,

5

- Assistant Accountant appointed by the Chief Administrative Officer in a letter dated January 03, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 224/2017 and posted to Kitwe Town Council.
6. Kyarisiima Edwigih, Senior Accounts Assistant appointed by the Chief Administrative Officer in a letter dated November 24, 2005 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 153/2005 and posted to Rweikiniro Sub County.
 7. Manasseh Mwesigye, Senior Accounts Assistant appointed by the Chief Administrative Officer in a letter dated August 14, 1995 ref.: STF.3 as directed by the District Service Commission under Minute No. 10/95/1995 and posted to Nyarutuntu Sub County.
 8. Rukundo Johnson B., Senior Accounts Assistant appointed by the Chief Administrative Officer in a letter dated November 25, 2005 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 153/2005 and posted to Nyamukana Town Council.
 9. Muhairwoha Hillary, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated November 25, 2005 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 153/2005 and posted to Kibatsi and Buwongera Sub County.
 10. Musiime Apollo Mushana, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated August 15, 1995 ref.: STF.3 as directed by the District Service Commission under Minute No. and posted to Nyabihoko and Nyabushenyi Sub County.
 11. Tugategire Stanley, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated May 31, 2017 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 42 (3)/2017 and posted to Itojo Sub County.

Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	For NDLG Natural Resources what was budgeted for FY2022/2023 was UGX1,256,728,418. What was spent according to the report of the year ended 30 June 2023 was UGX1,200,601,070. The ratio of the expenditure to the budgeted funds was 95.5%, which was less than 100%.	0
	Maximum score is 4	a. Natural Resources department, score 2 or else 0		
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	For NDLG Community Based Services what was budgeted for FY2022/2023 was UGX1,191,610,200. What was spent according to the report of the year ended 30 June 2023 was UGX649,899,756. The ratio of the expenditure to the budgeted funds was 54.5%, which was way less than 100%.	0
	Maximum score is 4	b. Community Based Services department. score 2 or else 0.		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening,	There was evidence that the LG had carried out Environmental, Social and Climate Change screening for the project implemented using the DDEG for the previous FY	4
	Maximum score is 12	score 4 or else 0	1. Environmental, Social and Climate Change screening for the renovation of the headquarters block 2rd phase was carried out on 8/8/22, stamped and signed by both the EO (Mr. Atuhaire Abraham) and DCDO Mr. Tusiime Ambrose)	
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),	The project (i.e. renovation of the headquarters block 2rd phase was carried out on 8/8/22) implemented by the district in the previous FY, was screened by EO 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.	4
	Maximum score is 12	score 4 or 0		

4	<p>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.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;</p> <p>score 4 or 0</p>	<p>There was evidence the LG had a Costed ESMPs for the project implemented using the Discretionary Development Equalization Grant (DDEG)</p> <p>1. A costed ESMP for the second phase of the renovation of the Ntungamo district headquarters was prepared on 8/8/2022 at cost of Ugx 2,000,000, stamped and signed by both EO and DCDO</p>	4
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Financial management and reporting

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>Ntungamo DLG had an unqualified audit opinion for its FY2022/2023 final accounts.</p>	10
6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>maximum score is 10</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> <p>score 10 or else 0.</p>	<p>As per the submissions at the IAG office and the records at Ntungamo DLG, a report on the implementation status of OAG recommendations for FY2021/2022 was submitted to the office of the Internal Auditor General on 17/04/2023. The reports contained actions taken on 21 OAG recommendations.</p> <p>The submission to the IAG was made beyond the previous FY February end deadline.</p>	0
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Ntungamo DLG Performance Contract for FY 2023/2024, signed by the Accounting Officer (CAO) was submitted on 03/07/2023.</p> <p>The submission was made before the mandatory August 31st deadline.</p>	4

8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Ntungamo DLG Annual Performance Report for FY 2022/2023, signed by the Accounting Officer (CAO) was submitted on 28/08/2023.</p> <p>The submission was made before the mandatory August 31 deadline.</p>	4
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> <p>Maximum score is 4</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Ntungamo DLG Quarterly Performance Reports for FY 2022/2023, signed by the Accounting Officer (CAO) were submitted as follows:</p> <p>Quarter 1 report on 12/01/2023</p> <p>Quarter 2 report on 10/02/2023</p> <p>Quarter 3 report on 06/05/2023</p> <p>Quarter 4 report on 28/08/2023</p> <p>All the quarterly performance reports for FY2022/2023 were submitted before the mandatory August 31 deadline.</p>	4

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 no evidence that the position of District Education Officer was substantively filled and there was no secondment from the line ministry.	0
	<i>The Maximum Score of 70</i>			
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The approved structure of Ntungamo DLG provided for a Senior Inspector of Schools and six Inspector of Schools and they were all substantively filled. <ol style="list-style-type: none"> 1. There was evidence that the position of Senior Inspector of Schools was substantively filled by Bahati Fred appointed by the Chief Administrative Officer in a letter dated April 14, 2014 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 31/2014. Bahati Fred was appraised by Ndifuna Mathias, Chief Administrative Officer on July 01, 2023. 2. There was evidence that the position of Inspector of Schools was substantively filled by Tuzarirwe Robert appointed by the Chief Administrative Officer in a letter dated February 11, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 980 (i)/2022 (3). Tuzarirwe Robert was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on July 15, 2023. 3. There was evidence that the position of Inspector of Schools was substantively filled by Banyenzaki Julius appointed by the Chief Administrative Officer in a letter dated February 11, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 980(i)/2022. Banyenzaki Julius was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on July 15, 2023. 4. There was evidence that the position of Inspector of Schools was substantively filled by Muhumuza Elie appointed by the Chief Administrative Officer in a letter dated February 11, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 980(i)/2022 (1). Muhumuza Elie was appraised by Mbabazi Lawrence, Deputy 	40
	<i>The Maximum Score of 70</i>			

Chief Administrative Officer on July 15, 2023.

5. There was evidence that the position of Inspector of Schools was substantively filled by Nuwabine Dinah appointed by the Chief Administrative Officer in a letter dated February 11, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 980 (i)/2022 (1). Nuwabine Dinah was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on July 15, 2023.
6. There was evidence that the position of Inspector of Schools was substantively filled by Orikiriza Mercy appointed by the Chief Administrative Officer in a letter dated February 11, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 980 (i)/2022 (2). Orikiriza Mercy was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on July 15, 2023.
7. There was evidence that the position of Inspector of Schools was substantively filled by Gumisiriza Francis appointed by the Chief Administrative Officer in a letter dated February 02, 2015 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 7(2)/2015. Gumisiriza Francis was appraised by Mbabazi Lawrence, Deputy Chief Administrative Officer on July 15, 2023.

Environment and Social Requirements

2

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

The Maximum score is 30

If the LG carried out:

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

There **was evidence** that the 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 the construction of a 5 stance VIP at Rwakibira P/s was carried out on 26/7/22, stamped and signed by both EO and DCDO
2. Environmental, Social and Climate Change screening for the construction of a 3 classroom at Kabira P/s was carried out on 2/7/22, stamped and signed by both EO and DCDO
3. Environmental, Social and Climate Change screening for the construction of a 2 classroom block at Kyamuteera P/s was carried out on 26/7/22, stamped and signed by both EO and DCDO

15

2

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

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

Education projects i.e. (screening for the construction of a 5 stance VIP at Rwakibira P/s was carried out on 26/7/22, screening for the construction of a 3 classroom at Kabira P/s was carried out on 2/7/22, screening for the construction of a 2 classroom block at Kyamuteera P/s was carried out on 26/7/22), that were implemented by the district in the previous FY, were screened by SEO and DCDO, however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore a costed ESMP was prepared.

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.	There was no evidence that the position of District Health Officer was substantively filled and there was no secondment from the line ministry.	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	There was evidence that the position of Assistant District Health Officer Maternal, Child Health and Nursing was substantively filled by Chemisto Beatrice appointed by the Chief Administrative Officer in a letter dated February 2, 2015 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 36/2015. Chemisto Beatrice was not appraised.	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	There was no evidence that the position of Assistant District Health Officer Environmental Health was substantively filled and there was no secondment from the line ministry.	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.	There was evidence that the position of Principal Health Inspector/Senior Environmental Health Officer was substantively filled by Nahabwe Rolands appointed by the Chief Administrative Officer in a letter dated January 24, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 856/2021. Nahabwe Rolands was not appraised.	10

- 1 New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. e. Senior Health Educator, score 10 or else 0. **There was evidence** that the position of Senior Health Educator was substantively filled by Twesigye Nesterio appointed by the Chief Administrative Officer in a letter dated January 03, 2018 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 221/2017. Twesigye Nesterio was not appraised. **10**
- Applicable to Districts only.*
- Maximum score is 70*
- 1 New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. f. Biostatistician, score 10 or 0. **There was evidence** that the position of Biostatistician was substantively filled by Muhwezi Robert appointed by the Chief Administrative Officer in a letter dated April 07, 2010 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 27/2010. Muhwezi Robert was not appraised. **10**
- Applicable to Districts only.*
- Maximum score is 70*
- 1 New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. g. District Cold Chain Technician, score 10 or else 0. **There was no evidence** that the position of District Cold Chain Technician was substantively filled and there was no secondment from the line ministry. **0**
- Applicable to Districts only.*
- Maximum score is 70*
- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions. h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.
- Applicable to MCs only.*
- Maximum score is 70*

- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

Applicable to MCs only.

Maximum score is 70

- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

Applicable to MCs only.

Maximum score is 70

Environment and Social Requirements

- 2 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)
- If the LG carried out:
a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.
- There **was evidence** that the LG carried out environmental, Social and Climate Change screening for all Health projects for the current FY
1. Environmental, Social and Climate Change screening for the construction of 2 in 1 staff house at Kafunjo-Mirama HC III, was carried out on 14/8/2023 stamped and signed by both EO and DCDO, after screening the project didn't qualify for detailed study according to NEA 2019, therefore a costed ESMP was prepared at cost of Ugx 12,400,000
 2. Environmental, Social and Climate Change screening for the construction of 2 in 1 staff house at Nyakyera HC III, was carried out on 14/8/2023 stamped and signed by both EO and DCDO, after screening the project didn't qualify for detailed study according to NEA 2019, therefore a costed ESMP was prepared at cost of Ugx 15,55,000
 3. Environmental, Social and Climate Change screening for the construction and placenta pit at Rukoni west subcounty HC III, was carried out on 14/8/2023 stamped and signed by both EO and DCDO, after screening the project didn't qualify for detailed study according to NEA 2019, therefore a costed ESMP was prepared at cost of Ugx 15,55,000
- Maximum score is 30

2

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)

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

Health projects i.e. (screening for the construction of 2 in 1 staff house at Kafunjo-Mirama HC III, was carried out on 14/8/2023, screening for the construction of 2 in 1 staff house at Nyakya HC III, was carried out on 14/8/2023, screening for the construction and placenta pit at Rukoni west subcounty HC III, was carried out on 14/8/2023), that were implemented by the district in the current FY, were screened by SEO and DCDO, however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.

Maximum score is 30

**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>	There was evidence that the position of Senior Agriculture Engineer was substantively filled by Bwino Daniel Amanyanya appointed by the Chief Administrative Officer in a letter dated July 29, 2022 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 1121/2022. Bwino Daniel Amanyanya was appraised by Kiiza Fedelis, Principal Assistant Secretary on August 16, 2023.	70

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.	There was evidence that the LG carried out environmental, Social and Climate Change screening for all micro-scale irrigation projects <ol style="list-style-type: none"> 1. Environmental, Social and Climate Change screening for the supply and installation of micro irrigation equipment for Mrs. Bakanye Janet in Kabambo village was carried out on 20/2/23, stamped and signed by both EO and DCDO, a costed ESMP was prepared on 20/2/23 at a tune of Ugx 8,500,000 2. Environmental, Social and Climate Change screening for the supply and installation of micro irrigation equipment for Rwoho S.S demonstration site was carried out on 20/2/23, stamped and signed by both EO and DCDO, a costed ESMP was prepared on 20/2/23 at a tune of Ugx 8,500,000 3. Environmental, Social and Climate Change screening for the supply and installation of micro irrigation equipment for Mr. Mwebasa Christopher in Akatojo village was carried out on 20/2/23, stamped and signed by both EO and DCDO, a costed ESMP was prepared on 20/2/23 at a tune of Ugx 8,500,000 	30
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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.	There was no evidence that the position of Civil Engineer (Water) 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. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	There was evidence that the position of Assistant Water Officer for Mobilization was substantively filled by Agaba Douglas assigned by the Chief Administrative Officer in a letter dated July 25, 2023 ref.: CBS/1051/1. Agaba Douglas was not appraised.	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	There was evidence that the position of Borehole Maintenance Technician/Assistant Engineering Officer was substantively filled by Tumushangye Dismas appointed by the Chief Administrative Officer in a letter dated November 24, 2005 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 155/2005. Tumushangye Dismas was not appraised.	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	There was evidence that the position of Natural Resources Officer was substantively filled by Tumwebaze Dinah appointed by the Chief Administrative Officer in a letter dated August 25, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 858/2021 Tumwebaze Dinah was appraised by Ndifuna Mathias, Chief Administrative Officer on June 02, 2023.	15

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p>	<p>e. 1 Environment Officer, score 10 or else 0.</p>	<p>There was evidence that the position of Environment Officer was substantively filled by Atuhaire Abraham appointed by the Chief Administrative Officer in a letter dated April 26, 2021 ref.: CR/156/1 as directed by the District Service Commission under Minute No. 725/2021. Atuhaire Abraham was appraised by Kiiza Fedelis, Principal Assistant Secretary on June 30, 2023.</p>	10
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p>	<p>f. Forestry Officer, score 10 or else 0.</p>	<p>There was no evidence that the position of Forestry Officer was substantively filled and there was no secondment from the line ministry.</p>	0

Environment and Social Requirements

2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.</p>	<p>There was evidence that LG carried out environmental, Social and Climate Change screening for all water infrastructure projects for the previous FY</p> <ol style="list-style-type: none"> 1. Environmental, Social and Climate Change screening for the protection of spring at Mishenyi village was carried out 12/10/1022, stamped and signed by both the EO and DCDO, a costed ESMP was prepared on 12/10/22 at tune of Ugx 450,000 2. Environmental, Social and Climate Change screening for the protection of spring at Kyenjubu village was carried out 12/10/1022, stamped and signed by both the EO and DCDO, a costed ESMP was prepared on 12/10/22 at tune of Ugx 450,000 3. Environmental, Social and Climate Change screening for the protection of spring at Buzooba village was carried out 12/10/1022, stamped and signed by both the EO and DCDO, a costed ESMP was prepared on 12/10/22 at tune of Ugx 450,000 	10
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2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.</p>	<p>The water projects i.e. (screening for the protection of spring at Mishenyi village was carried out 12/10/1022, screening for the protection of spring at Kyenjuba village was carried out 12/10/1022, screening for the protection of spring at Buzooba village was carried out 12/10/1022) implemented by the district in the previous FY, were screened by EO and DCDO. however after screening all projects didn't qualify for detailed study (ESIA) according to NEA 2019 under schedule 4 and 5, therefore costed ESMP was prepared.</p>	10
2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.</p>	<p>According to Ntugamo DWO, at the end of FY 2022/2023, there was 13 operational piped water supply systems including: Bwongyera GFS in Bwongyera S/C.</p> <ul style="list-style-type: none"> • However, Ntugamo DLG Water department had not acquired water abstraction permits for all piped water supply systems. • Therefore, Ntugamo DLG specifically the Water Department did not get water abstraction permit issued by DWRM thereby justifying a score zero (0) 	0