



LGMSD 2022/23

Rukiga District

(Vote Code: 620)

Assessment	Scores
Crosscutting Minimum Conditions	72%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	75%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	82%
Educational Performance Measures	87%
Health Performance Measures	81%
Water & Environment Performance Measures	87%
Micro-scale Irrigation Performance Measures	84%

**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>Rukiga DLG did have two (02) DDEG funded infrastructural projects in its FY2022/2023 annual workplan and budget.</p> <ul style="list-style-type: none"> 📌 Construction 2 stance VIP latrine at Kyogo HCIII UGX13,000,000 📌 Construction of DLG Admin block UGX26,803,000 <p>The two projects were site visited and the works carried out confirmed. Both projects - the 2 stance latrine at Kyogo HCIII and the DLG admin block were 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 RDLG in its LLG assessment was 67% in FY2021/2022 and 92% in FY2022/2023, meaning an increase of 25%. This increase was > 5%.</p>	3

2	<p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> • If 100% the projects were completed : Score 3 • If 80-99%: Score 2 • If below 80%: 0 	<p>Rukiga DLG implemented two (02) DDEG investment projects in FY2022/2023.</p> <ul style="list-style-type: none"> 📌 Construction 2 stance VIP latrine at Kyogo HCIII UGX13,000,000 📌 Construction of DLG Admin block UGX26,803,000 <p>The LG's 4th Performance Report for FY 2022/2023 shows that DDEG was spent 100% by the end of the year. The total amount budgeted was UGX 56,861,000 and what was spent as per the reports was UGX 56,861,000 which made 100%.</p> <p>A site visit to Kyogo HCII confirmed that the 2 stance latrine was constructed and completed as planned. The planned phase on the construction of the DLG Admin block was also done this was confirmed during the assessment as the additional constructions were seen and confirmed.</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>Rukiga DLG implemented two (02) DDEG funded projects in FY2022/2023.</p> <ul style="list-style-type: none"> 📌 Construction 2 stance VIP latrine at Kyogo HCIII UGX13,000,000 📌 Construction of DLG Admin block UGX26,803,000 <p>The LG's 4th Performance Report for FY 2022/2023 shows that DDEG was spent 100% by the end of the year. The total amount budgeted was UGX 56,861,000 and what was spent as per the reports was UGX 56,861,000 which made 100%.</p> <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 are within +/-20% of the LG Engineers estimates. The AWP and Budget for the FY 2022/23 indicated a project funded under the DDEG that had contract amounts according to contract documents as follows: 1. Construction of a 2 stance VIP Latrine at Kyogo HC III, Kamwezi SC - RUK923/WRKS/2022-23/00008. The Engineer's Estimate (A) was UGX 15,294,806/=; the contract Sum/Price (B) was UGX 12,778,810/=. The Variation was at 16.45% $\{[(A - B)/A] * 100\}$.	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	In Rukiga District, there was evidence of inadequate staffing in place as per minimum standards and staff list at LLGs as per the three sampled Sub Counties of Kamwezi Sub County, Bukinda Sub County, and Muhanga Town Council. At Kamwezi Sub County with a staff strength of 13 out of a staff establishment ceiling of 18, the staff included: <ol style="list-style-type: none"> 1. Kabahizi Everest, Agriculture Officer 2. Bikorwomuhangi Isaac, Senior Accounts Assistant 3. Kakaire Herbert, Senior Assistant Secretary 4. Twesigye Ambrose , Office Attendant 5. Turyamureeba Hannington Edison, Community Development Officer 6. Agaba Amon, Fisheries Officer 7. Turyagyenda Robert, Assistant Animal Husbandry Officer 8. Niwagaba Bob, Parish Chief 9. Aureya Patience, Parish Chief 10. Tumukunde Norman, Parish Chief 11. Byonanebye Gad, Parish Chief 12. Ainebyona Onesimus, Parish Chief 13. Tumuhimbise Evalyne, Parish Chief Some of the staff that were substantively deployed at Bukinda Sub County Sub County, with a staff strength of 11 against a staff establishment ceiling of 18, were: <ol style="list-style-type: none"> 1. Mbabazi Paddy Rubahika, Sub County Chief 2. Mugabe Robert, Office Attendant 3. Ahumuza Isabella, Community Development Officer 4. Agaba Loice, Agricultural Officer 5. Atuheire Doreen, Senior Accounts Assistant 6. Niwakora Precious, Assistant Veterinary Officer 7. Sajabi Richard, Fisheries Officer 8. Ampurire Evarine, Parish Chief 9. Gumisiriza Perezi, Parish Chief 10. Turyasingura Felix, Parish Chief 11. Assimwe Judith, Parish Chief 	0
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At Muhanga Town Council Town Council, with a staff strength of 27 out of a staff establishment of 58, some of the staff substantively deployed were:

1. Kaijuka Benson, Senior Internal Auditor
2. Turihohabwe Moses, Assistant Animal Husbandry Officer
3. Rwanyarare William, Town Engineer
4. Tumusiime Ilene, Records Assistant
5. Karugaba Innocent, Physical Planner
6. Ndyaruhukwa Prudence, Assistant Tax Officer
7. Murekatete Alice, Stenographer Secretary
8. Mugarura Moses, Assistant Water Officer
9. Agaba Amon, Fisheries Officer
10. Kitoko Simon, Health Inspector
11. Arigye Ambrose, Town Agent
12. Akomuhangi Eudiah Mutabazi, Town Clerk (Principal Township Officer)
13. Ayebare Ian, Economist
14. Rwatangabo Edison, Town Agent
15. Musiime Sarah, Office Attendant
16. Njunooha Damian, Askari
17. Tuhaise Prisca, Agricultural Officer
18. Musiime Justus, Senior Treasurer
19. Nasasira Milliam, Senior Assistant Accountant
20. Atukunda Hildah, Office Attendant
21. Kukundakwe Nicholas, Community Development Officer
22. Asasira Colleen, Porter
23. Twinamatsiko Francis, Internal Auditor
24. Akampurira Racheal, Principal Town Agent
25. Akampurira Racheal, Principal Town Agent
26. Ayebare Prima, Economist
27. Aturinda Brendah, Assistant Town Clerk

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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

Rukiga DLG did have two (02) DDEG funded infrastructural projects in its FY2022/2023 annual workplan and budget.

🏗️ Construction 2 stance VIP latrine at Kyogo HCIII UGX13,000,000

🏗️ Construction of DLG Admin block UGX26,803,000

According to the verification done on the site visits, the actual level of completion as verified during site visit to the two sites was found to be consistent with what was in the reports.

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>There was evidence that the Rukiga 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>	4
		<p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p>	<ol style="list-style-type: none"> 1. Muhanga TC: The district internal assessment awarded a perfect score of 88%, while the national assessment team awarded a slightly lower score of 94%. This indicates a deviation of +6%. 2. Bukinda SC: The district internal assessment awarded a perfect score of 93%, while the national assessment team awarded a slightly lower score of 92%. This indicates a deviation of -1%. 3. Kamwezi SC: The district internal assessment awarded a perfect score of 96%, while the national assessment team awarded a slightly lower score of 94%. This indicates a deviation of -2%. 4. Rwamucucu SC: The district internal assessment awarded a perfect score of 92%, while the national assessment team awarded a slightly lower score of 90%. This indicates a deviation of +2%. 	
		<p>score 4 or else 0</p>		
		<p>NB: The Source is the OPAMS Data Generated by OPM.</p>		

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>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>	2
		<p>Score: 2 or else score 0</p>	<p>A document titled "Performance Improvement Plan for LLGs" dated July 07, 2023 signed by Muhwezi Henry, District Planner; Kananura Nicholas, Principal Human Resource Officer; and Asiimwe John, Chief Administrative Officer include interventions for all LLGs. The PIPs showed the following parameters:</p>	
			<ol style="list-style-type: none"> 1. Performance Measure; 2. Performance Gap; 3. Action to be Taken; and 4. Time Frame 	

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 LG had implemented the PIP for the 30 % lowest performing LLGs in the previous FY.</p> <p>A Performance Improvement Plan indicating actions taken so far, dated November 02, 2023 and signed by Muhwezi Henry, District Planner; Kananura Nicholas, Principal Human Resource Officer and Asiimwe John, Chief Administrative Officer and minutes of a sensitization meeting on June 21, 2023 submitted to the Chief Administrative Officer by the Finance Officer, Taremwa Edgar titled "Action Points from the Revenue Enhancement meetings in Bukinda Sub County and Muhanga Town Council" were availed to the assessment team.</p>	2
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Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG had 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>Submission was made in a letter dated September 19, 2023 ref.: CR/200/08 titled "Submission of Recruitment Plan for Financial Year 2024/2025" from the Chief Administrative Officer to the Permanent Secretary, Ministry of Public Service, copied to Ministry of Local Government and Ministry of Finance, Planning and Economic Development and stamped received on September 20, 2023.</p>	2
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>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 analyzed in excel and reports submitted to Chief Administrative Officer for action. E.g. A report dated October 05, 2023 for the month of September 2023 showed that Agumisiza Nelson, a Senior Land Management Officer attended for 15 days out of 22; and Byarugaba Geoffrey, a Senior Internal Auditor attended for 11 days out of 22.</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 evidence that HODs had been appraised as per guidelines issued by MoPS during the previous FY.

Some of the files reviewed included:

1. The Chief Finance Officer, Mwebesa Jackson was appraised by Asiimwe John, Chief Administrative Officer on June 30, 2023.
2. The District Community Development Officer, Mbaguta Dorothy Okello was appraised by Asiimwe John, Chief Administrative Officer on June 30, 2023.
3. The District Commercial Officer, Agaba Nelson was appraised by Asiimwe John, Chief Administrative Officer on June 30, 2023.
4. The Senior Procurement Officer, Musiimenta Milka was appraised by Aijuka Timothy, Clerk to Council on June 30, 2023.
5. The Procurement Officer, Aheirwe Adella was appraised by Mwebesa Jackson, Chief Finance Officer on June 28, 2023.
6. The Principal Human Resource Officer (Administration), Kananura Nicholas was appraised by Asiimwe John, Chief Administrative Officer on June 30, 2023.
7. The Senior Environment Officer, Byaruhanga John was appraised by Agaba Nelson, Ag. District Natural Resources Officer on June 06, 2023.
8. The Senior Land Management Officer, Agumisiriza Nelson was appraised by Asiimwe John, Chief Administrative Officer on June 30, 2023.
9. The Senior Accountant, Tusaasiirwe Brita was appraised by Mwebesa Jackson, Chief Finance Officer on June 30, 2023.
10. The Principal Human Resource Officer (Secretary DSC), Ahimbisibwe Charles was appraised by Asiimwe John, Chief Administrative Officer on June 24, 2023.
11. The Senior Agriculture Engineer, Kamayonza Sylvia was appraised by Gainamungu Ismail, Principal Agricultural Officer on June 30, 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 had implemented administrative rewards and sanctions on time as provided for in the guidelines.

The LG had constituted a Rewards and Sanctions Committee through letters of appointment of Chairperson, Secretary and Member of Rewards and Sanctions Committee by the Chief Administrative Officer, Ssemwogerere Fredrick dated August 12, 2020. The membership of this Committee was comprised of the following:

1. Tusiime Vastin Beyendera, District Education Officer as Chairperson
2. Namanya Emmy, Human Resource Officer as Secretary
3. Ahumuza Gilbert, Assistant District Health Officer as Member
4. Mbaguta Dorothy Okello, District Community Development Officer as Member
5. Tumwesigire Gideon, Principal Assistant Secretary as Member

In minutes of a meeting held on March 20, 2023 under Min. No. 04/03/R&SC/2022-23 the Committee considered the case of Kiconco Jeniffer accused of absenteeism and alcoholism and resolved that she be submitted to the District Service Commission for retirement in public interest.

In minutes of a meeting held on March 27, 2023 under Min. No. 04/03(2)/R&SC/2022-23 the Committee considered the case of Otunga Jimmy accused of absenteeism and poor performance. The Committee resolved that the officer should apologize and be given a warning letter.

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.

The Committee was constituted in a letter dated July 24, 2023, ref.: CR/157/6 titled "Proposed Persons for Consideration for Appointment as Members of the Rukiga District Negotiating, Consultative and Dispute Settlement Committee" by the PHRO to CAO and appointment letters dated August 01, 2023 written by CAO, Asiimwe John appointing the following to the Committee.

1. Beyendera Vastina. District Education Officer as Chairperson
2. Ainembabazi Medred. Senior Human Resource Officer as Secretary
3. Ndyabegira Christopher, Principal inspector of Schools as Member
4. Rwamango Hassan, Principal Assistant Town Clerk as Member
5. Musimenta Milka, Senior Procurement Officer as Member
6. Tumwesigire Gideon, Principal Assistant Secretary as Member
7. Tumuhimbise Moses, Education Assistant II as UNATU Representative
8. Ainebyoona Benon, Education Assistant II as UNATU Representative
9. Turyanzomwe Patrick, Assistant Education Officer as UPSTU Representative
10. Ayebare Philip, Enrolled Nurse as UNMU Representative
11. Ekyarisiima Prudence, Enrolled Nurse as UNMU Representative

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 list presented by HRM signed by the Principal Human Resource Officer dated November 15, 2023 titled "List of Appointments for FY 2022/2023" showed that the LG had recruited 124 staff. Some of the files reviewed included the following:

1. Kamayonza Sylvia, Senior Agricultural Engineer assumed duty on 10/24/2022 and accessed the salary payroll on 12/13/2022, 49 days later.
2. Musimenta Milka, Senior Procurement Officer assumed duty on 8/24/2022 and accessed the salary payroll on 9/20/2022, 26 days later.
3. Turihohabwe Ronnah, Education Assistant II assumed duty on 5/8/2023 and accessed the salary payroll on 6/16/2023, 38 days later.
4. Tukamuhabwa Eunice, Headteacher assumed duty on 5/4/2023 and accessed the salary payroll on 6/16/2023, 42 days later.
5. Kwarikunda Lonah, Headteacher assumed duty on 5/4/2023 and accessed the salary payroll on 6/16/2023, 42 days later.
6. Mutesi Catherine, Staff Surveyor assumed duty on 9/19/2023 and accessed the salary payroll on 11/16/2023, 57 days later.
7. Twinomugisha Daniel, Senior Environmental Health Officer assumed duty on 9/19/2023 and accessed the salary payroll on 11/16/2023, 57 days later.
8. Mugarura Alex, Deputy Headteacher assumed duty on 9/19/2023 and accessed the salary payroll on 11/16/2023, 57 days later.
9. Ainembabazi Medred, Senior Human Resource Officer assumed duty on 5/4/2023 and accessed the salary payroll on 6/16/2023, 42 days later.
10. Tumwesigye Ambrose, Office Attendant assumed duty on 5/4/2023 and accessed the salary payroll on 6/16/2023, 42 days later.

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

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

Score 1.

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

Some of the files reviewed included:

1. Mugisha Dinah, IPPS No. 437140, retired on 1/2/2022 and accessed the pension payroll on 5/30/2022, 148 days later.
2. Byarugaba Justus, IPPS No. 437817, retired on 7/31/2023 and accessed the pension payroll on 8/15/2023, 15 days later.

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:	Rukiga District FY2022/2023 DDEG annual budget for LLGs was UGX142,402,875. What was transferred to 4 sub counties and 2 town councils during the FY according to the financial report was UGX142,402,875, composed as follows:	2
	Maximum 6 points on this Performance Measure	Score 2 or else score 0	<p>Quarter one : UGX 0</p> <p>Quarter two : UGX47,467,625</p> <p>Quarter three: UGX94,935,250</p> <p>Total UGX142,402,875</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 RDLG, 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 10th August 2022 and the funds were transferred on 15th August 2022 (32 days).</p> <p>For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 14th October and the funds were sent on 18th October 2022 (14 days).</p> <p>For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 13th January 2022 and the disbursements made on 16th January 2023 (15 days).</p> <p>In all the three quarters, the warranting/verification of DDEG grants was effected beyond the 5 days' time limit. This was besides the first quarter disbursement not being sent in time.</p>	0
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0		

10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter.</p> <p>The DDEG was released in the second quarter and third quarter. The second quarter release was warranted on October 14, 2022 and disbursement communicated to Kamwezi Sub County on October 18, 2022, 3 days later.</p> <p>The third quarter release was warranted on January 13, 2023 and disbursement communicated to Kamwezi Sub County on January 16, 2023, 2 days later.</p> <p>Second quarter release warranted on October 14, 2022 and disbursement communicated to Bukinda Sub County on October 18, 2022, 3 days later.</p> <p>Third quarter release was warranted on January 13, 2023 and disbursement communicated to Bukinda Sub County on January 16, 2023, 2 days later.</p> <p>Second quarter release was warranted on October 14, 2022 and disbursement communicated to Muhanga Town Council on October 18, 2022, 3 days later.</p> <p>Third quarter release was warranted on January 13, 2023 and disbursement communicated to Muhanga Town Council on January 16, 2023, 2 days later.</p>	2
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>Four (04) reports were provided as evidence of RDLG supervision and mentoring activities in LLGs during FY2022/2023.</p> <p>However, the reports just had pictures and captions of what was said to be supervision and monitoring activities in the DLG, themed according to the LG departments of Education, Health, Water etc. The reports did not show who did the monitoring/supervision, where it was done, when it was done, what activities took place, they were not signed by anyone as the author, etc. They were judged insufficient for reporting on monitoring/supervision and mentoring for the LG.</p> <p>Overall, RDLG reports were found unsatisfactory to meet the requirement of mentoring/ monitoring/supervision for LLGs during FY2022/2023.</p>	0

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

Three 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 31/10/2022 discussed quarter one monitoring and supervision report (Minute No. 107/10/DTPC/22-23 - PRESENTATION AND DISCUSSION OF Q1 FIELD MONITORING REPORT). The main issues discussed were the status of roads in the DLG. Attempts by the community to steal a door at the latrine at Kakatunda P/S, Need to think about the communities in Nyakagabagaba for a GFS since they don't have water, the poor state of school health infrastructure etc.

TPC minutes for a meeting which sat on 23/01/2023 discussed quarter two monitoring and supervision report (Minute No. 107/01/DTPC/22-23 - PRESENTATION OF Q2 FIELD MONITORING REPORT). The main issues discussed were that Rwamucucu S/C should install the water tanks procured under DDEG which were dumped in the compound of Ibugwe HCII and Nyarurambi HCIII, Kitanga HCII staff quarters to be completed by the community, the DLG needs to allocate money to St. Joseph Mparo S.S and that Mparo HCIV does not have a mortuary which is making its operations very difficult, among others.

TPC minutes for the TPC meeting on 30/04/2023 discussed quarter three monitoring and supervision report (Minute No. 105/04/DTPC/22-23 - PRESENTATION OF Q3 FIELD MONITORING REPORT). Discussed included status of Rugoma bridge. Also the bridge that connects Kyogo HCIII was in a sorry state. Also discussed was the state of hygiene at Kashambya P/S. Also that the cost of servicing road equipment is affecting service delivery in road construction.

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 had an IFMIS based electronic assets register, formatted as required by the LG Accounting Manual. A printed copy was not availed for this assessment.

However, the register was not complete and was still in the process of integration between the LG and MoFPED and most of the assets sampled could not be readily identified in the register, especially the recently acquired assets.

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 (13) assets were sampled and most of them could not be identified in the register, though some were in the transfer schedules which are being used to update the register. So in the end, the LG did not have one complete assets register, but several records of assets. Assets with incomplete or no information in the register included Toyota Hilux LG0023-39, Toyota Hilux LG0031-39, Pickup Ford Ranger UG2716R, Four Visitors Chairs in the office of the LC5, Office table in the office of the Personal Assistant to CAO, Office chair (black) in the same office, DLG land and buildings for the main office block, among others.

The LG had several records assets but not one, complete, updated, assets register. This does not satisfy the requirement.

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

RDLG Board of Survey report for the year 2021/2022 was availed and had the following recommendations:

1. Board off all stores items and assets which have been recommended for disposal through appropriate methods
2. Update inventory registers to ensure they are detailed and comprehensive as prescribed by the Accountant General
3. Board off seven motor vehicles and ten motor cycles
4. Construct a latrine for staff at Kashambya HCIII and also renovate the ANC unit.
5. The wooden doors at the DLG health stores and DLG Lukiko hall be replaced with metallic doors
6. Construct a latrine at Kyogo HCIII

As on the date of this assessment on 16/11/2023, a number of steps had been taken in addressing these recommendations. They included:

1. On the disposal of assets a number of steps have been taken. The CAO wrote the ministry in a letter dated 19/05/2022 requesting for the services of the Chief Mechanical Valuer. The CAO wrote to the LG Board of Survey chair to provide a list of assets due for disposal. In two letters both dated 01/08/2023 the CAO wrote to two PSs to give permission to have some LG assets disposed i.e. the PS of Ministry of Health and the PS of Ministry of Water and Environment. Both PSs have responded. In a communication dated 07/11/2023 bids were invited through an asset disposal notice which was published. It can therefore be seen that the LG is taking steps to achieve the goal of disposing assets.
2. Inventory registers were updated.
3. A latrine was constructed at Kashambya HCIII
4. A latrine was constructed at Kyogo HCIII.

The LG has made effort to address the recommendations of the Board of Survey report and did 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>Rukiga DLG has a 13 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 28/08/2023.</p> <p>Quarter 2 meeting on 20/12/2022 and minutes submitted to MoLHUD on 28/08/2023.</p> <p>Quarter 3 meeting on 28/03/2023 and minutes submitted to MoLHUD on 28/08/2023.</p> <p>Quarter 3 meeting on 21/06/2023 and minutes submitted to MoLHUD on 28/08/2023.</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>Rukiga DLG did have two (02) have any DDEG funded infrastructural projects in its FY2022/2023 annual workplan and budget.</p> <ul style="list-style-type: none"> 🏗️ Construction 2 stance VIP latrine at Kyogo HCIII UGX13,000,000 🏗️ Construction of DLG Admin block UGX26,803,000 <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Derived from the LG Development Plan -Consistent with sector guidelines & DDEG objectives -Financially feasible -Having costed project profiles. <p>Evidence of desk appraisal for the two (02) RDLG DDEG projects for FY2022/2023 was availed/ seen.</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>Rukiga DLG did have two (02) have any DDEG funded infrastructural projects in its FY2022/2023 annual workplan and budget.</p> <p>📌 Construction 2 stance VIP latrine at Kyogo HCIII UGX13,000,000</p> <p>📌 Construction of DLG Admin block UGX26,803,000</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>Evidence of field appraisal for the two (02) RDLG DDEG projects for FY2022/2023 was availed/ seen.</p>	2
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>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>Rukiga DLG 5 year Development Plan 2020/2021-2024/2025 contains project profiles for the projects of the DLG (Appendix 1 – PROJECT PROFILES – Page 108-140). The profiles cover different aspects of the DLG including Production, Health, Water, Works, Irrigation, Education and Administration for the 5 years.</p> <p>RDLG FY2023/2024 Project profiles (costed) were presented and discussed in the TPC meeting which sat on 05/06/2023, Minute No. 106/06/DTPC/2023 – ORESENTATION AND DISCUSSION OF WORKPLANS AND BUDGETS. The profiles were presented as an appendix of the departmental work plans and budgets.</p> <p>Both the DTPC minutes and the costed profiles were availed for the assessment and seen/reviewed and the accompanying attendance registers were also provided/seen.</p> <p>Project profiles with costing were developed and discussed by TPC for all investments in the AWP for FY2023/2024.</p>	1
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Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

Score 2 or else score 0

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

1. Screening for environmental and social risks/impact for the construction of multipurpose block at St Paul's S.S Bukinda was carried out on 18/10/23, stamped and signed by both EO and DCDO, a costed ESMP was prepared on 19/10/23 at cost of Ugx 4,700,000, mitigation measures were proposed i.e. full community engagement, both Field and desk appraisals were held.
2. Screening for environmental and social risks/impact for the construction of 3 classroom block at Kamwezi high school was carried out on 18/10/23, stamped and signed by both EO and DCDO, a costed ESMP was prepared on on 19/10/23 at cost of Ugx 2,450,000, mitigation measures were proposed i.e. management of storm waters, both Field and desk appraisals were held.
3. Screening for environmental and social risks/impact for the construction of 5 stance VIP latrine at Mparo HC IV was carried out on 20/10/23, stamped and signed by both EO and DCDO, a costed ESMP was prepared on on 19/10/23 at cost of Ugx 500,000, mitigation measures were proposed i.e. management of storm waters, both Field and desk appraisals were held.

For all the projects above Field and desk appraisals community comprised of the following members

1. Muhwezi Henry
D/planner
2. Ijuka Timothy
Labour officer
3. Mutabazi Deo
District Engineer
4. Mbaguta Dorothy
DCDO
5. Ariho Emmanuel
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. These include:</p> <ol style="list-style-type: none"> 1. Construction of a 5 stance VIP Latrine at Nyabirerema P/S, Estimated (Budget) at UGX 25,000,000/=. 2. Construction of a 5 stance VIP Latrine at Mparo HC IV, Estimated (Budget) at UGX 26,000,000/=. 3. Construction of a 5 stance VIP Latrine at Kamwezi HC IV, Estimated (Budget) at UGX 26,000,000/=. 	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 is evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction.</p> <p>The three sampled projects are listed below:</p> <ol style="list-style-type: none"> 1. Construction of a 5 stance VIP Latrine at Nyabirerema P/S- approved by the Contracts Committee under Min. No. 268/RDCC/09/08/2023-24 in the meeting held on 9/8/2023. The evaluation report was approved by the contracts committee on 9/8/2023. 2. Construction of a 5 stance VIP Latrine at Mparo HC IV- approved by the Contracts Committee under Min. No. 268/RDCC/09/08/2023-24 in the meeting held on 9/8/2023. The evaluation report was approved by the contracts committee on 9/8/2023. 3. Construction of a 5 stance VIP Latrine at Kamwezi HC IV- approved by the Contracts Committee under Min. No. 268/RDCC/09/08/2023-24 in the meeting held on 9/8/2023. The evaluation report was approved by the contracts committee on 9/8/2023. 	1

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>There is NO evidence that Rukiga DLG has properly established the Project Implementation team as specified in the sector guidelines.</p> <p>Through the memo dated 22/11/2022, The CAO appointed a PIT for all health infrastructure projects that comprised of: Senior Environmental Officer, DCDO, Labour Officer, Contract Manager/DHO and Clerk of Works/Assistant Engineering Officer Muhanga T/C. However, there was no Project Manager appointed.</p> <p>Through the memo dated 22/11/2022, The CAO appointed a PIT for all education infrastructure projects that comprised of: Senior Environmental Officer, DCDO, Labour Officer, Contract Manager/DEO and Clerk of Works/Town Engineer Muhanga T/C. However, there was no Project Manager appointed.</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p>	<p>There is evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer. One infrastructure project was implemented under DDEG Funding in the previous FY and was found to be compliant with the standard designs and specifications as provided by the LG Engineer i.e. Construction of a 2-stance VIP Latrine at Kyogo HC III.</p> <p>The standard technical designs were followed during during the construction of the 2-stance VIP latrine and the structure was found to still be in good working condition. There were no major defects and the walling, floor screed, roofing, splash apron and doors were all found to be in good working condition.</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 is evidence that Rukiga LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY (022/23).

The following projects among others were sampled:

1. **Construction of a 2 stance VIP Latrine at Kyogo HC III, Kamwezi S/C-** The contractor's claim dated 8/5/2023 was certified for payment by the CAO, DHO and the Assistant Engineering Officer. A joint inspection was done by the Contract Manager, Clerk of Works and Environment Officer on 16/3/2023 and a supervision report prepared. A practical completion certificate was prepared and signed on 27/4/2023 by the Project supervisor and District Engineer.
2. **3rd Phase Construction of Maternity at Mparo HC IV-** The contractor's claim dated 3/5/2023 was certified for payment by the CAO, DHO and the DE. A joint inspection was done by the Contract Manager, Clerk of Works and Environment Officer on 3/4/2023 and a supervision report prepared. A practical completion certificate was prepared and signed on 25/4/2023 by the Project supervisor and District Engineer.
3. **Construction of a 5 stance VIP Latrine at Kitaburaza P/S, Muhanga Town Council-** The contractor's claim dated 27/4/2023 was certified for payment by the CAO, DEO and the Assistant Engineering Officer. A joint inspection was done by the DEO, DCDO, EO and Assistant Environment Officer on 24/1/2023 and a supervision report prepared. A payment certificate No. 1 was prepared and signed on 2/1/2023 by the Project supervisor, DEO, DCDO, Environment Officer and CAO. Another payment certificate No. 2 was prepared and signed on 27/4/2023 by the Project supervisor, DEO, DCDO, Environment Officer and CAO.

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):

Score 1 or else score 0

There was NO evidence that Rukiga DLG verified works (certified) and initiated payments of contractors timely. Contract duration for all the projects listed below was 2 months but the payments were made after the original contract duration and no time extensions were requested nor granted;

1. **Construction of a 2 stance VIP Latrine at Kyogo HC III, Kamwezi S/C- RUKI923/WRKS/2022-2023/00008.** The contractor's claim dated 8/5/2023 was certified for payment by the CAO, DHO and the Assistant Engineering Officer. A joint inspection was done by the Contract Manager, Clerk of Works and Environment Officer on 16/3/2023 and a supervision report prepared. A practical completion certificate was prepared and signed on 27/4/2023 by the Project supervisor and District Engineer. An Environment and Social Compliance Certificate was prepared and signed by the District Environment Officer and the DCDO on 24/4/2023.
2. **3rd Phase Construction of Maternity at Mparo HC IV- RUKI923/WRKS/2022-2023/00001.** The contractor's claim dated 3/5/2023 was certified for payment by the CAO, DHO and the DE. A joint inspection was done by the Contract Manager, Clerk of Works and Environment Officer on 3/4/2023 and a supervision report prepared. A practical completion certificate was prepared and signed on 25/4/2023 by the Project supervisor and District Engineer. An Environment and Social Compliance Certificate was prepared and signed by the District Environment Officer and the DCDO on 23/4/2023.
3. **Construction of a 2 stance VIP Latrine at Noozi Rural Growth Center, Rwamucucu S/C- RUKI923/WRKS/2022-2023/00010.** The contractor's claim dated 1/2/2023 was certified for payment by the CAO, DHO and the Assistant Engineering Officer. A joint inspection was done by the Project Manager, Project Supervisor, Clerk of Works, Labour Officer and Environment Officer on 30/12/2022 and a supervision report prepared. A practical completion certificate was prepared and signed on 7/2/2023 by the Project supervisor and District Engineer. An Environment and Social Compliance Certificate was prepared and signed by the District Environment Officer and the DCDO on 2/3/2023.

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. The sampled projects below were also included in the contracts register:

1. **Construction of a 2 stance VIP Latrine at Kyogo HC III, Kamwezi S/C- RUKI923/WRKS/2022-2023/00008;** approved by the Contracts Committee under Min. No. 219/RDCC/01/09/2022-23 in a meeting held on 1/9/2023 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 8/11/2022 and is Item No. 12 on the contracts register.
2. **3rd Phase Construction of Maternity at Mparo HC IV- RUKI923/WRKS/2022-2023/00001;** approved by the Contracts Committee under Min. No. 219/RDCC/01/09/2022-23 in a meeting held on 1/9/2023 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 8/11/2022 and is Item No. 09 on the contracts register.
3. **Construction of a 2 stance VIP Latrine at Noozi Rural Growth Center, Rwamucucu S/C- RUKI923/WRKS/2022-2023/00010;** approved by the Contracts Committee under Min. No. 219/RDCC/01/09/2022-23 in a meeting held on 1/9/2023 after evaluation. The evaluation report was approved by Contracts Committee. The contract document was signed on 8/11/2022 and is Item No. 08 on the contracts register.

Environment and Social Safeguards

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>Score: 2 or else score 0</p>	<p>There was evidence that the District 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</p> <p>In a letter dated 27/5/2019 the PAS Mr. Tumwesigire Gideon on behalf of the CAO appointed Mrs. Dorothy Mbaguta Okello DCDO as the district focal person for grievance redress committee, signed and stamped by PAS for the CAO, copied to RDC, Chairman LC V and personal file, In another letter dated 5/7/2021 the PAS appointed centralized Grievance Redress Committee (GRC) with the following members</p> <ol style="list-style-type: none"> 1. Mr. Tumwesigire Gideon PAS Chairperson 2. Mrs. Dorothy Mbaguta Okello DCDO Secretary 3. Mr. Muhereza Gastone Sec Production Member 4. Mr. Katwesigye Leonard DPO Member 5. Mr. Byaruhanga John SEO Member 6. Mr. Muhwezi James Commercial Off Member 7. Miss. Asimwe Beatrice Rep Vulnerable Member 	2
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14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence that LG had specified a system for recording, investigating and responding to grievances, which included a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>A log book was in place with columns detailing on how complaints were captured including the Ref No, date, mode of receipt, name of complainant, 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.</p>	2
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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 evidence that district had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>On the main notice board of the LG, a display was reviewed dated 15/7/22, showing the avenues to address grievances, names and contacts of the people responsible to record grievances from the subcounty to district level, i.e. at the district Mrs. Dorothy Mbaguta DCDO, contact 0787350088, is responsible for recording grievances at the district</p>	1
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>Rukiga 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 RDLG DDP, there are interventions incorporated on Pages 44: Situation Analysis – Section 2.6 – Environment and Natural Resources. Sections 2.6.1 – Forests, 2.6.2 – Wetlands, 2.6.3 – Waste management both solid and liquid, 2.6.4 – Water resources (lakes, rivers and underground water), 2.6.5 – Air, 2.6.6 – Lands.</p> <p>Table 3.8.1: NDPIII Objective/LGDP Strategic Objectives: Increase Productivity and Wellbeing of the population</p> <p>Table 3.9.3: NDPIII Objective/LGDP Strategic Objectives: Increase Productivity and Wellbeing of the population</p> <p>Programme: Community mobilisation and mindset change – sections on community and social development (Pages 85-86)</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>Environmental, social and climate change interventions were integrated into RDLG 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	RDLG Planning Unit disseminated enhanced DDEG guidelines FY2022/2023 by distributing them to LLG staff in an Extended TPC meeting which sat on 20/02/2023 (Min. PRESENTATION OF DDEG GUIDELINES 2023/24). A sheet dated 14/01/2023 was presented where all RDLG TPC including LLG staff did sign for attendance in the meeting, as evidence. On the sheet, 4 S/C chiefs and 2 T/C clerks signed as evidence of attending the meeting and collecting the guidelines.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0	There was 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 1. Construction of a 2 stance VIP latrine at Kyoga HC II under Prof Ref No RUKI1923/WRKS/2022-2-23/00008, a costed ESMP was incorporated in element 7 (environmental aspects) , from item A to D at cost of Ugx 380,000	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 In a letter dated 20/2/2023 addressed to permanent secretary Ministry of Education and Sports, the CAO Mr. Asiimwe John requested for Ugx 58,616,500 to construct retaining wall at Bukinda seed S.S, since the site is located on hilly slope and this was not captured during environment, climate change and social screening.	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. Freehold offer letter from district land board to Kyogo HC III, to process the land title, is dated 16/12/2021, signed and stamped by Secretary district land board Mr Kakaire Herbert	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 monthly reports were provided 1. Support supervision and monitoring construction for the maternity ward at Mparo HC IV was carried out on 15/12/2022, stamped and signed by both the EO and DCDO, monthly reports were reviewed dated 15/12/2022 and 12/3/2023, 6/6/2023 and 19/10/2023 the project started on 14/12/22 and still ongoing	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. Environment and Social Certification forms for the phased construction of maternity ward at Mparo HC IV was prepared and completed on 18/8/22 signed and stamped by both EO and DCDO, payment was made on 25/4/2023	1

Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>According to RDLG FY2022/2023 financial report, the LG runs the following bank accounts:</p> <p>Treasury single account</p> <p>General Fund account</p> <p>Rukiga Revenue Collection account</p> <p>Global Fund account</p> <p>YLP recovery account</p> <p>UWEP recovery account</p> <p>ACDP account</p> <p>The responsibility of reconciliation of the TSA is said to have been taken back to MoFPED.</p> <p>As on date of the assessment 16/11/2023, all the other bank accounts were reconciled to 31/10/2023.</p> <p>The DLG's bank accounts were reconciled up to date as required under the manual.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The four quarterly reports of FY 2022/2023 were produced by the RDLG Internal Audit department.</p> <p>Quarter 1 report is dated 27/10/2022, Quarter 2 dated 30/01/2023, Quarter 3 dated 28/04/2023 and Quarter 4 dated 28/07/2023.</p> <p>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 on the audit submission memos.</p>	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The LG did produce the four quarterly internal audit reports for FY2022/2023 and they were submitted to the Speaker, CAO, LGPAC, LC5 Chair and RDC as Quarter 1 report submitted on 27/10/2022, Quarter 2 submitted on 30/01/2023, Quarter 3 submitted on 28/04/2023 and Quarter 4 submitted on 28/07/2023.</p> <p>The four RDLG quarterly internal audit reports for FY2022/2023 did contain a brief section for follow-up on the status of implementation of prior audit findings/ recommendations.</p> <p>RDLG Quarters I, II, III and IV internal audit reports of FY2022/2023 were submitted to DPAC and DPAC discussed them in a meeting which sat from 15th to 19th September 2023. The DPAC produced a PAC report dated 28th September 2023. The report shows that several findings in the quarterly reports were followed up with the concerned persons being called in to answer to the queries. In the end several queries were dropped and for those which remained relevant actions were recommended.</p> <p>We conclude that the LG did follow-up previous internal audit findings as required.</p> <p>Score: 1</p>	1
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>RDLG 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 submission memos.</p> <p>RDLG Quarters I, II, III and IV internal audit reports of FY2022/2023 were discussed in the DPAC meeting which sat from 15th to 19th September 2023. The DPAC produced a PAC report dated 28th September 2023.</p> <p>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.</p> <p>Internal audit reports of RDLG were presented to the LGPAC and PAC sufficiently discussed and took actions on them.</p>	1

Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Rukiga DLG OSR budget for FY 2022/2023 was UGX241,260,124. What was realised according to the financial report was UGX165,188,561. This was 68.4% of what was budgeted and falls outside the +/-10% range.</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>According to the financial reports, Rukiga DLG OSR performance for FY 2021/2022 was UGX158,354,782. Performance for FY 2022/2023 was UGX165,188,561.</p> <p>This was an increase in revenue, which was UGX6,833,779 i.e. 4.3%.</p> <p>The increase was <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 RDLG OSR was UGX165,188,561.</p> <p>What was remitted to the 4 sub counties and 2 town councils during the FY was UGX57,178,124, which made 34.6%</p> <p>28/09/2022 UGX15,500,000</p> <p>28/11/2022 UGX24,282,731</p> <p>12/12/2022 UGX5,000,000</p> <p>03/04/2023 UGX12,395,393</p> <p>TOTAL UGX57,178,124</p> <p>This was 34.6%, which was below the 65% threshold.</p> <p>The DLG did not comply with the 65% OSR remittance requirement to LLGs.</p>	0

Transparency and Accountability

LG shares information with citizens

Maximum 6 points on this Performance Measure

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

There was evidence that the Procurement Plan and the Awarded Contracts were duly published/displayed on the Rukiga DLG Procurement Notice board for Public View.

Examples of Projects with List of Best Evaluated Bidders are listed below;

1. **Proc. Ref. No- RUKI923/WRKS/2022-23/00010:** Ampey General Contractors Company Limited; for the Construction of a 2-stance VIP Latrine at Noozi Rural Growth Centre (Market) in Rwamucucu Sub County; with an amount of UGX 11,351,246/=; under Open Domestic Bidding. Display date was 5/9/2022 and Removal date was 16/9/2022.
2. **Proc. Ref. No- RUKI923/WRKS/2022-23/00002:** Wishbig Structures Limited; for the Rehabilitation of Nyakagabagaba Gravity Flow Scheme in Rwamucucu Sub County; with an amount of UGX 46,312,640/=; under Open Domestic Bidding. Display date was 5/9/2022 and Removal date was 16/9/2022.
3. **Proc. Ref. No- RUKI923/WRKS/2022-23/00012:** Zeph Construction Company Limited; for the Extension of Water to Bukinda Seed Secondary School in Bukinda Sub County; with an amount of UGX 28,639,780/=; under Open Domestic Bidding. Display date was 5/9/2022 and Removal date was 16/9/2022.

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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 through meetings at LLGs in the 4 sub counties and 2 town councils in the DLG. The dissemination schedule was as flows:</p> <p>Monday 28/08/2023 at Kashambya S/C</p> <p>Tuesday 29/08/2023 at Mparo T/C and Rwamucucu S/C</p> <p>Wednesday 30/08/2023 at Bukinda S/C and Muhanga T/C</p> <p>Thursday 31/08/2023 at Kamwezi S/C</p> <p>Attendance list for these disseminations were also shared during the assessment.</p> <p>The LG's performance assessment results for FY2021/2022 were also disseminated by displaying them on the DLG noticeboard. The results were also disseminated on the LG website.</p> <p>During this assessment, the results were found on the DLG noticeboard which could be easily accessed by the staff and the general public.</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 Nyeikunama playground in Muhanga T/C on 27/06/2023. The baraza was attended by 148 people who mostly were people from the general public. The DLG team included the CAO, RDC, LC5 chairperson, District Planner, Environment Officer, Physical Planner, Accountant, Commercial Officer and DHO, according to the attendance sheet.</p> <p>Key issues discussed during the baraza included</p> <p>1) THE difficulty of monitoring centrally procured projects etc. Reactions included questions on why children below 18 are not imprisoned, why environmentalists are against use of wetlands in the villages while urban ones are being used, why some banks did not give interest on PDM money while banks such as Centenary gave, why village level chairpersons are not paid.</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>	1

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>Information on RDLG i) tax rates, ii) collection procedures, and iii) procedures for appeal was publicised by displaying it on the notice board.</p> <p>On the date of this assessment on 16/11/2023, the notice board was checked and displayed on it were schedules on RDLG approved revenue rates 2022/2023 for the different categories of activities, the procedures for collection and the procedures for appeal in case any individual is dissatisfied with the process.</p> <p>The CFO also did hold a radio talk show on 28/07/2022 in which several tax issues were handled including sources of revenue, the mandating laws for taxation, modes of tax collection, processes for enumeration, assessment and appealing, uses of taxes and the challenges of taxation including the poor business environment, political interference, epidemics and pandemics etc.</p> <p>The LG did comply with the requirement on publicising tax rates, collection procedures and procedures for appeal.</p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>The DLG (CAO) did not prepare a report on the implementation status of IGG FY2022/2023 recommendations, and therefore no such report was presented in Council.</p> <p>The DLG did have an IGG file which contained a number of issues in process by the IGG during the FY, some from the previous but one FY2021/2022, some from the previous FY2022/2023 and some from the current FY2023/2024. All these would have justified a status report to be presented and discussed by Council.</p> <p>The LG did not prepare a report on the implementation status of IGG issues in the LG and the report.</p>	0

**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 change in performance as indicated below:</p> <p>☞ 1,757 out of 2,080 (84.4%) pupils who sat PLE in 2020 passed between grade 1 and 3 (Div1:190, Div2:1,112 & Div3:455=1,757). This excludes absentees (2,120-40=2,080).</p> <p>☞ 2,062 out 2,510 (82.1%) pupils who sat PLE in 2022 passed between grade 1 and 3 (Div1:253, Div2:1,312 & Div3:497=2,062. This excludes absentees (2,561-51=2,510)</p> <p>Thus, a percentage decrease between years of -2.3% (No improvement), the score is 0.</p>	0
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>We obtained and reviewed the UCE results for 2020 and 2022 for USE schools and calculated the percentage improvement in performance as indicated below.</p> <p>☞ 465 out of 1,180 (39.4%) students who sat UCE in 2020 passed between grade 1 and 3 (Div1:60, Div2:174 & Div3:231=465. This excludes absentees (1,185-05=1,180)</p> <p>☞ 534 out 1,143 (46.7%) students who sat UCE in 2022 passed between grade 1 and 3 (Div1:112, Div2:216 & Div3:206=784. This excludes absentees (1,150-7=1,143)</p> <p>Thus, a performance improvement of 7.3%, between the years. The score is 3.</p>	3

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 RDLG in its LLG Education assessment was 72% in FY2021/2022 and 100% in FY2022/2023, meaning an increase of 28%.</p>	2
	<p>Maximum 2 points</p>	<ul style="list-style-type: none"> • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 <p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>This increase was greater than 5%.</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_ LG Approved budget estimates: Vote _921_Rukiga district, indicated that Ugx.1,027,765,000 was budgeted and released for capital investments.</p>	
			<p>Specific details below;</p> <ul style="list-style-type: none"> • Construction of Bukinda Seed Secondary school in Bukinda S/C at Ugx.860,242,181 • Construction of a 5 stance latrine at Ibugwe PS, Rwamucucu S/C at Ugx 24,193,186 • Construction of a 5 stance VIP lined latrine at Kitaburaza PS, at Ugx 25,853,160 • Construction of a 5 stance VIP lined latrine at Kashabya PS, at Ugx 22,867,338 • Construction of a 5 stance VIP lined latrine at Nyakafura PS, at Ugx 25,360,088 • Construction of a 5 stance pit latrine at Kyogo PS, at Ugx 26,117,856 	
			<p>Based on the above, Ugx.984,636,809 of 1,027,765,000 was spent on capital investments representing 95.8% which is in line with sector guidelines. The score is 2.</p>	

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

Maximum 8 points on this performance measure

b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0

Six (06) RDLG Education infrastructural projects of FY2022/2023 were sampled to check certification before payment.

Payment to Acjude Engineering Co. Ltd for construction of 5 stance VIP latrine at Muhanga Kitaburaza P/S in Muhanga T/C (UGX13,149,360) – Requisition dated 02/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 06/01/2023 and payment on 20/02/2023.

Payment to Acjude Engineering Co. Ltd for construction of 5 stance VIP latrine at Muhanga Kitaburaza P/S in Muhanga T/C (UGX8,937,936) – Requisition dated 27/04/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 27/04/2023 and payment on 08/06/2023.

Payment to Flowlines Technical Services Ltd for construction of 5 stance VIP latrine at Nyakafura P/S in Rwamucucu S/C (UGX17,090,980) – Requisition dated 09/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 02/02/2023 and payment on 18/04/2023.

Payment to Skab Ventures and Logistics Ltd for construction of 5 stance VIP latrine at Kashambya P/S in Kashambya S/C (UGX17,971,933) – Requisition dated 03/04/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 23/03/2023 and payment on 18/04/2023.

Payment to Geses Uganda Ltd for construction of Bukinda Seed S.S in Bukinda S/C (UGX779,529,391) – Requisition dated 15/05/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 11/05/2023 and payment on 08/06/2023.

Payment to Geses Uganda Ltd for construction of Bukinda Seed S.S in Bukinda S/C (UGX393,157,095) – Requisition dated 08/06/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 08/06/2023 and payment on 28/06/2023.

In all the five (05) sampled projects, certification for Education infrastructural projects was done before payments were effected in accordance with the requirements.

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p>	<p>There is evidence that the variations in the contract price are within +/-20% of the MoWT estimates.</p> <p>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% :</p> <ol style="list-style-type: none"> 1. Construction of 5 stance VIP Latrine at Kitaburaza P/S, Muhanga Town Council- RUK923/WRKS/2022-23/00007. The Engineer's Estimate (A) was UGX 28,364,840/=; the Contract Sum/Price (B) was UGX 25,856,160/=. The Variation was at 8.84%. 2. Construction of 5 stance VIP Latrine at Nyakafura P/S, Rwamucucu S/C- RUK923/WRKS/2022-23/00005. The Engineer's Estimate (A) was UGX 28,364,840/=; the Contract Sum/Price (B) was UGX 25,360,088/=. The Variation was at 10.59%. 3. Construction of 5 stance VIP Latrine at Kashambya P/S, Rwamucucu S/C- RUK923/WRKS/2022-23/00004. The Engineer's Estimate (A) was UGX 28,364,840/=; the Contract Sum/Price (B) was UGX 22,867,338/=. The Variation was at 19.38%. 	2
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3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 	<p>There is evidence that the education project (seed secondary school) was completed as per the work plan in the previous FY 2022/23.</p> <p>According to the work plan of the previous FY 2022/23, for the construction of Bukinda Seed Secondary School, construction works were to be completed up to the roof level for all the structures (i.e. 3 2-CR blocks, 3 teacher's houses, 1 administration block and 1 unit science laboratory block, 3 units teacher's kitchen, 2 5-stance VIP latrines, 3 2-stance VIP latrines, 1 ICT library, 1 main purpose hall) and electrical installations and fittings to be ongoing. During site inspection, it was noted that roofing was complete for all structures. Installation of electrical fittings is currently in progress and the work progress is still on track.</p> <p>The project is expected to be completed in 2024.</p>	2
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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 Rukiga District LG had recruited primary school teachers to fill 88.2% of the structure as per the prescribed MoES staffing guidelines.</p> <p>From a document titled "Staffing Structure for Primary Schools" obtained from HRM the staff ceiling for primary school teachers was 794 and staff in post was 700 computing to a percentage of 88.2%</p>	2
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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 2021/2022 and 2022/2023. The two (2) registers had both UPE schools (71) and USE schools (9).</p> <p>We obtained and reviewed the consolidated asset registers for FY 2021/2022 and 2022/23 and calculated the percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines as indicated below;</p> <ul style="list-style-type: none"> • Only (3) out of 71 (4.2%) UPE schools met all the basic requirements and minimum standards set out in the DES guidelines; requirement for permanent accommodation for at least four (4) teachers, classroom: pupil ratio of 53, Latrine stance: pupil ratio of 1:40 and desk: pupil ratio of 1:3. The schools included Kitunga PS, Kyerero PS and Mparo Mixed PS. • # 2 of the 9 (22%) USE schools met all the minimum service delivery standards; requirement for permanent accommodation for at least four (4) teachers, classroom: student ratio of 60, Latrine stance: student ratio of 1:40, desk: student ratio of 1:3 and at least one multi-purpose science laboratory per school. <p>In view of the above analysis;</p> <p>(i) The percentage of UPE schools that met the Basic requirements and minimum standards set out in the DES guidelines for schools to LGs was 4.2% for the two previous FYs</p> <p>(ii) The percentage of USE schools that met the minimum service delivery standards was 22%.</p> <p>The overall average percentage computed is below 50%, the score is 0.</p>	0
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Performance Reporting and Performance Improvement

5	<p>Accuracy of reported</p>	<p>a) Evidence that the LG</p>	<p>The Staff Details for Primary Schools 2023</p>	2
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information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.

Maximum 4 points on this performance measure

has accurately reported on teachers and where they are deployed.

- If the accuracy of information is 100% score 2

- Else score: 0

obtained from DEO's office dated 5 September 2023 had a total of (800) teachers in post covering all the (71) UPE schools in Rukiga District.

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

□ The number of teachers (14) on the DEO's deployment list was consistent with the number of teachers on the school staff list (14) in Mparo Mixed primary school, Mparo TC).

The names of teachers verified :

1. Abaho Mark
2. Ayebare Brendah
3. Ayebazibwe Onesmas
4. Byaruhanga John Parick
5. Misozi Albert
6. Mpamize Julius
7. Muheise Godfrey
8. Niwagaba Jerome
9. Niwamanya Adline
10. Nshabohurira Mark
11. Orikiriza Resta
12. Tuheisomwe Methodius
13. Tumushabe Jackline
14. Twinorugyendo Wilson

□ The number of teachers (19) on the DEO's deployment list was consistent with the number of teachers on the school staff list (19) in Buzooba primary school, Rwamucucu S/C.

The names of teachers verified:

1. Kobugabe Susan
2. Kiconco Edwig
3. Kanyesigye Charity
4. Barasinga Baker
5. Ayebare Gilbert
6. Mashemererwa Johnson
7. Mpirirwe Jane
8. Mpirirwe Peditor
9. Namara Justus

10. Ndinabo Jackson
11. Nyesigire Doreen
12. Tukwasibwe Olivah Ruth
13. Turinawe Narisi
14. Tweyongyere Onesmus
15. Andiheihi Alexander
16. Arineitwe Emily
17. Asiimwe Moses
18. Atumurikiire Juliet
19. Twinamasiko Boaz

□ The number of teachers (15) on the DEO's deployment list was consistent with the number of teachers on the school staff list (15) in Kitanga Primary school, .Kashambya S/C

The names of teachers verified:

1. Byabasheija Stephen
2. Byakatonda Enock
3. Kyomuhangi Passy
4. Mbabazi Simprisio
5. Muhwezi Ben
6. Muruhura Henry
7. Mushabe Emily
8. Tukamushaba Alex
9. Tukamushaba Judith
10. Tukundane Hernipher
11. Turyamusiima Gillion
12. Twasiima Dianah
13. Twesigye Glorious
14. Twinomujuni Shilla
15. Niwandinda Annest

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 registers for FY 2022/23 and school asset registers of the sampled 03 UPE schools was in place as per the consolidated asset register. Specific details as indicted below:

□ Mparo PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (15) classrooms, (30) latrine stances, (135) desks and teacher accommodation (8), while the school asset register had (15) classrooms, (30) latrine stances, (135) desks and teacher accommodation (8). Information was consistent

Buzooba PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (09) classrooms, (04) latrine stances, (230) desks and teacher accommodation (00), while the school asset register had (09) classrooms, (04) latrine stances, (230) desks and teacher accommodation (00). Information was consistent

□ Kitanga PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (12) classrooms, (14) latrine stances, (120) desks and teacher accommodation (06), while the school asset register had (12) classrooms, (14) latrine stances, (120) desks and teacher accommodation (06). Information was consistent.

Based on above, information was 100% accurate; Therefore, 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 evidence of compliance to MoES annual budgeting and reporting guidelines.

All the 71 (100%) UPE schools submitted annual school reports and budgets to DEO by 30 January 2023. The review of submitted school reports on file revealed that all reports were compiled as per the reporting formants for annual school report and budget provided in the sector guidelines (Budgeting and implementation guidelines for primary and secondary schools, pages 21-25. Some of the files sampled indicated that the annual school reports and budgets were submitted as follows; Mparo Mixed PS-11/1/23, Kihanga Girls-16/1/23, Muhanga Kitambulaza PS-10/1/23, Nyabirerema PS-14/1/23, Kashambya PS-10/1/23, Kyehinde PS-11/1/23, Kibanda PPS-10/1/23, Kacuucu PS-10/1/23, Kyerero PS-21/1/23, Kihorezo PS-20/1/23, Noozi PS-30/1/23, and Rurangara PS-2/1/23.

Information obtained from the three (3) sampled UPE schools confirmed that;

- Mparo PS, submitted a duly signed annual school report and budget for calendar year 2022 on 26 January 2023

- Buzooba PS: Submitted a duly signed annual school report and budget for calendar year 2022 on 6 January 2023

- Kitanga PS: Submitted a duly signed annual school report and budget for calendar year 2022 on 12 January 2023

As indicated above, all the three sampled UPE annual school reports reviewed were compliant with the requirement of the indicator in the LGMSD manual (September 2020). The score is 4.

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30- 49% score: 2 • Below 30% score 0 	<p>There was evidence that education department supported all the 71 (100%) UPE schools to prepare and implement the school improvement plans (SIPs) in line with inspection recommendations.</p> <p>The review of school files in DEO's office revealed that all UPE schools submitted their SIPs as part of the annual school report and budget for calendar year 2022.</p> <p>The review of the minutes of primary school's head teachers' workshop held on 21 March 2023 under Min.6/2023 School improvement plan (SIP), the Inspector of Schools (Katungi Jackson) highlighted the importance and the process of developing a SMART SIP. The Inspector went through the template as to enable the participants to understand how to complete the SIP template.</p> <p>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:</p> <ul style="list-style-type: none"> • Mparo PS had a SIP 2023 displayed on school notice board. The plan highlighted issues to be addressed including un conducive classroom environment and poor academic performance among others • Buzooba PS: had a SIP for 2023 displayed on school notice board. Planned activities included assessing, guidance and counselling of learners by teachers. • Kitanga PS: There was evidence of a SIP 2023 displayed on school notice board. Sensitizing parents, support supervision, remedial teaching and continuous assessment were among the planned activities. <p>Therefore, the submission of annual school reports with enclosed copies of SIPs was 100% hence the score is 4.</p>	4
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6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 - 99% score 2 • Below 90% score 0 	<p>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 (71) captured in 2022-2023 Approved Performance contract_923_RUKIGA District was consistent with the number of schools (71) in excel data sheet (EMIS) for FY 2022/23. The score is 4.</p>	4
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Human Resource Management and Development

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

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:

Rukiga district budgeted for a head teacher and minimum of (7) teachers per school or a teacher per class in all the (71) Government aided primary schools as per wage provision. The 2023-2024 Approved budget estimates Vote 923_Rukiga District had a total salary budget of UGX7,056,234,000 for 800 primary teachers in all the 71 UPE schools.

Maximum 8 points on this performance measure

Score 4 or else, score: 0

We noted that, Kantare PS had the lowest number of teachers (7) with total enrolment of (262) pupils. While Buzooba PS had the highest number of teachers (19) with total enrolment of 738 pupils. The score is 4.

4

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

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

Score 3 else score: 0

The primary schools staff lists 2023 obtained from the DEO's office and reviewed, indicated that a total of (800) teachers were deployed in (71) UPE schools as per sector guidelines e.g. all the (71) 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.

Maximum 8 points on this performance measure

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 (14) on the DEO's deployment list was consistent with the number of teachers on the school staff list (14) in Mparo Mixed primary school, Mparo TC).

□ The number of teachers (19) on the DEO's deployment list was consistent with the number of teachers on the school staff list (19) in Buzooba primary school, Rwamucucu S/C.

□ The number of teachers (15) on the DEO's deployment list was consistent with the number of teachers on the school staff list (15) in Kitanga Primary school, .Kashambya S/C

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 book.

Therefore, the score is 3.

3

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:

□ Mparo PS (Mparo TC) the deployment staff list displayed on the notice board had (14) teachers i.e. Male (10) and Female (4)

□ Buzooba PS (Rwamucucu S/C) the deployment staff list displayed on the notice board had (19) teachers i.e. Male (10) and Female (9)

□ Kitanga PS (Kashambya S/C) the deployment staff list displayed on the notice board had (15) teachers i.e. Male (9) and Female (6). The score is 1.

Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was evidence that all primary school head teachers had been appraised with evidence of appraisal reports submitted to HRM with copied to the DEO.

Some of the files reviewed included the following:

1. Vena Magigori, the headteacher of Kashambya Primary School in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on December 13, 2022.
2. Akankwasa Richard, the headteacher of Nyamishamba Primary School in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on December 23, 2022.
3. Nuwamanya Charles, the headteacher of Rwenyonza Primary School in Kamwezi Sub County was appraised by Kakaire Herbert, Senior Assistant Secretary on December 06, 2022.
4. Kwarikunda Lonah, the headteacher of Kandago Primary School in Bukinda Sub County was appraised by Ayebare Ian, Ag. Senior Assistant Secretary on December 23, 2022.
5. Twebaze Velerian, the headteacher of Nyakafura Primary School in Rwamucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on December 28, 2022.
6. Natukunda Millia, the headteacher of Nyakihanga Primary School in Kamwezi Sub County was appraised by Kakaire Herbert, Senior Assistant Secretary on December 09, 2022.
7. Agaba Mildred, the headteacher of Rukiga Primary School in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on December 15, 2022.
8. Tusingwire Joan, the headteacher of Noozi Primary School in Rwamucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on December 14, 2022.
9. Niwagaba Julius, the headteacher of Shook Primary School in Rwamucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on December 12, 2022.
10. Ninsiima Judith, the headteacher of Katungu Primary School in Kamwezi Sub County was appraised by Kakaire Herbert, Senior Assistant Secretary on December 20, 2022.
11. Mikweri Isaac Karugaba. the headteacher of Ruhonwa Primary School in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on December 09, 2022.

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 evidence that all secondary school head teachers had been appraised by D/CAO (or Chair Board of Governors) with evidence of appraisal reports submitted to HRM.

Some of the files reviewed included the following:

1. John Bosco the headteacher of St. Paul's Senior Secondary Rukinda in Muhanga Town Council was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 06, 2022.
2. Muhwezi Ambrose the headteacher of Kyogo Senior Secondary School in Kamwezi Sub County was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 30, 2022.
3. Twinomugisha Peason the headteacher of Bukinda Secondary School in Muhanga Town Council was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 30, 2022.
4. Tayebwa Evans the headteacher of Kantare Senior Secondary School in Kashambya Sub County was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 20, 2022.
5. Busibgye Florence the headteacher of St. Alloysious Girls SS Kitanga in Kashambya Sub County was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 20, 2022.
6. Rev. Muhoozi Ivan the headteacher of Rwamucucu Seed School in Rwamucucu Sub County was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 10, 2022.
7. Bakangisa Isaiah the headteacher of St. Joseph's Mparo in Mparo Town Council was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 10, 2022.
8. Rukundo Onesimus the headteacher of Kihanga Secondary School in Mparo Town Council was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 31, 2022.
9. Batabaara Frank the headteacher of Kamwezi High School in Kamwezi Sub County was appraised by Tumwesigire Gideon, Ag. Deputy Chief Administrative Officer on December 18, 2022.

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0</p>	<p>There was evidence that all school inspectors and education management staff had been appraised against their performance plans in the previous FY.</p> <p>Files reviewed included the following:</p> <ol style="list-style-type: none"> 1. T h e District Education Officer, Beyengera Vastina was appraised by Asimwe John , Chief Administrative Officer on June 30, 2023. 2. T h e Principal Inspector of Schools, Ndyabegira Christopher was appraised by Beyendera Vastina, District Education Officer on June 30, 2023. 3. T h e Senior Inspector of Schools, Kyomugisha Catherine was appraised by Tumwujukye Moses, District Education Officer on June 29, 2023. 4. The Inspector of Schools, Aheirwe Vaster was appraised by Kyomugisha Catherine, Senior Inspector of Schools on June 30, 2023. 5. T h e Inspector of Schools, Katungi Jackson was appraised by Ndyabegira Christopher, Principal Inspector of Schools on June 28, 2023. 6. The Education Officer (Special Needs), Twinomuhwezi Davis was appraised by Ndyabegira Christopher, Principal Inspector of Schools on June 30, 2023. 	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0</p>	<p>There was evidence of a Training plan for the education department for FY 2022/23. The plan was submitted to CAO by DEO on 2 July 2022 (signed & stamped).</p> <p>🔑 Key training areas included among others:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Training head teachers on planning and budgeting <input type="checkbox"/> Training teachers on the new abridged curriculum for primary schools <input type="checkbox"/> Induction of newly recruited teachers <input type="checkbox"/> Training staff of the education department on posting information into books of accounts and keeping financial records <input type="checkbox"/> Orienting new staff on how to conduct school inspection and reporting <input type="checkbox"/> Training staff on basic computer skills 	2
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Management, Monitoring and Supervision of Services.

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>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_923_Rukiga District which was submitted to MoFPED.</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 Rukiga District.</p> <p>The score is 2</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>There was evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>We obtained and reviewed the LG Approved Budget estimates 2022-23: Vote 923-Rukiga District and established that under budget output: 000023 Inspection and monitoring; Ugx.30,891,000 was budgeted and approved for inspection and monitoring functions in line with MoES guidelines -page 17.</p> <p>The score is 2.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>Rukiga 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> <p>Term1 (which was quarter 3 FY2022/2023) cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 13th January 2023 and the disbursements made on 16th January 2023 (15 days).</p> <p>For Term 2 (which was quarter 4 FY2022/2023), MoFPED circular is dated 6th April 2023 and the CAO warranted on 25th April 2023 and the funds were transferred on 5th May 2023 (19 days).</p> <p>For Term 3 (which was quarter 1 FY2023/2024), the MoFPED circular is dated 6th July 2023, the CAO warranted on 21st July 2023 and the funds were transferred on 27th July 2023 (15 days).</p> <p>In all the three cases, the 5 days' time limit for warranting was not met.</p>	0
9	<p>Planning, Budgeting,</p>	<p>d) Evidence that the LG</p>	<p>There was no evidence that DEO had</p>	0

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

Maximum 8 points on this performance measure

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

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

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

□ QTR3 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 29 December 2022. UPE capitation grants for Q3 FY 2022-23 were invoiced on 17 January 2023.

The DEO publicized capitation releases for Term 1 2023 on LG notice board on 19 January 2023 (14 days).

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

□ QTR4 Expenditure limits FY 2022/23 were communicated through MoFPED release circular dated 6 April 2023. UPE capitation grants for Q3 FY 2022-23 were invoiced on 16 May 2023.

The DEO publicized capitation releases for Term I1 2023 on LG notice board on 9 May 2023 (23 days). This was not compliant to the three working days of release from MoFPED.

□ QTR 1 Expenditure limits FY 2023/24 were communicated through MoFPED release circular dated 6 July 2023. UPE capitation grants for Q1 FY 2023-24 were invoiced on 8 August 2023.

The DEO publicized capitation releases for Term III 2023 on LG notice board but the date was not indicated. This was compliant to the three working days of release from MoFPED.

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

- Mparo PS: The display contained capitation releases for;

- Q3 of FY 2022/23 (term1 2023), Ugx.2,870,000 dated 8 February 2023

- Q4 of FY 2022/3 (term II 2023), Ugx.2,870,000 dated 19 June 2023

- Q1 of FY 2023/24 (term1II 2023), Ugx.3,510,000 dated 29 September 2023

- Buzooba PS: The display contained UPE capitation grant releases for;

- i. Q3 of FY 2022/23 (term1 2023), Ugx.4,400,000 dated 8 February 2023

- ii. Q4 of FY 2022/3 (term II 2023), Ugx.4,400,000 dated 9 June 2023

- iii. Q1 of FY 2023/24 (term1II 2023), Ugx.5,960,000 dated 14 September 2023

- Kitanga PS: The display indicated UPE funds releases for;

i. Q3 FY2022/3 (term I 2023),Ugx. 2,865,862 dated 6 February 2023

ii. Q4 FY 2022/3 (term II 2023), Ugx.2,865,862 dated 19June 2023

iii. Q1 FY 2023/4 (term III 2023), Ugx.2,574,800 dated 17August 2023

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 <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	There was evidence that the education department prepared the inspection annual work plan for FY 2022/23 dated 25 August 2022. The work plan was signed by DIS, DEO, CFO and endorsed by CAO on 24 August 2022. The inspection annual plan was submitted to DES and received by the secretary on 25 August 2022 (stamped). Key activities included school inspection and supervision, coordinating inspection and monitoring activities through telecommunication and IT services, and coordination of national examinations among others. Minutes of pre-inspection meetings for term III of 2022, term I of 2023 and term II of 2023 were on file and dated 9 September 2022, 8 February 2023 and 7 June 2023 respectively. The score is 2.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0	There was evidence of three (3) school inspection reports as indicated below: ☐ School Inspection Report Term III of 2022 dated 21 December 2022. The inspection was conducted from September to 9 December 2022. The total of UPE schools inspected during this quarter was 71 representing 100%. ☐ School Inspection report for Term I of 2023, dated 27 June 2023. The number of UPE schools inspected during this quarter was 71 representing 100%. ☐ The school inspection report for Term II of 2023 dated 20 October 2023. The inspection was conducted from July-September 2023. All the 71 UPE schools were inspected representing 100%. Based on the, the percentage of UPE schools inspected stood at 100%, the score are 2.	2
10	Routine oversight and monitoring	c) Evidence that inspection reports have	There was evidence that all the three inspection reports were presented and	2

Maximum 10 points on this performance measure

been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,

Score: 2 or else, score: 0

discussed during departmental staff meetings. Specific details below:

□ Minutes for Term III 2022 schools inspection evaluation meeting held on 10 February 2023 and attended by 5 departmental staff that included the DEO, DIS, Inspectors of schools (2) and EO-SNE. During this meeting, key findings of the inspection report for term III 2022 including irregular attendance of teachers, poor time management and inadequate furniture in schools were discussed under Min.4/2022. The meeting made the following recommendations including head teachers to intensify support supervision, capacity building for head teachers and teachers, mobilization of resources for furniture and adequately facilitation for inspection and monitoring functions for schools by MoES.

□ Minutes for Term I 2023 schools inspection evaluation meeting held on 9 May 2023 and attended by 5 departmental staff. During this meeting key findings of the inspection report for term I 2023 including misplacement of inspection gadgets, no evidence of continuous assessment of learners, non functional water harvesting facilities, some schools understaffed, school improvement plans not informed by inspection recommendations schools were discussed under Min.11/2023.

□ Minutes for Term II 2023 schools inspection evaluation meeting held on 29 August 2023 and attended by 5 department staff. Key highlights discussed under Mi.5/2023 included inadequate supervision of teachers by head teachers, no records of continuous assessment of learners, schemes of work and lesson plans not updated, understaffing- Rurangara, Kihorezo primary schools, inadequate latrines, poor classroom infrastructure and low enrolment in schools (Nyamishamba PS with 123 learners, Rwobohimbira PS with 156 learners, etc).

□ We noted that minutes of dissemination of inspection findings during head teachers' workshops were on file dated 17 September 2022, 6 March 2023 and 18 May 2023

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

□ Mparo PS in Mparo TC; had evidence of feedback inspection reports on file including feedback inspection report dated 23 June 2023 by DIS & IS, feedback inspection report dated 29 March 2023 by IS, and feedback inspection report dated 3 October 2022 by DIS & IS

□ Buzooba PS in Rwamucucu S/C; had evidence of feedback inspection reports on file including school feedback reports dated 27 March 2023, 23 June 2023 and 11 October

2022 conducted by DIS

□ Kitanga PS in Kashambya S/C; had evidence of feedback inspection reports on file dated 21 March 2023, 24 July 2023 and 26 October 2022 conducted by Inspector of schools (IS).

Minutes of inspection follow ups dated 10 May 2023 and 14 October 2023 were on file.

As above, there was evidence that all the 3 inspection reports for Term III 2022, Term 1 2023 and Term II 2023 were presented and discussed at departmental level. The score is 2.

10

Routine oversight and monitoring

Maximum 10 points on this performance measure

d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0

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

- School inspection report for Term 3 of 2022 was submitted and received by DES secretary (Kirenda Winnie) on 19 December 2022 (signed & stamped)
- School inspection report for Term 1 of 2023 was submitted and received by DES secretary (Tooko Victoria) on 15 May 2023 (signed & stamped)
- School inspection report for Term 2 of 2023 was submitted and received by DES secretary (Komugabe Edith) on 20 October 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 left behind as expected in all the (3) sampled schools as indicated below;

□ Mparo PS in Mparo TC; had evidence of feedback inspection reports on file including feedback inspection report dated 23 June 2023 by DIS & IS, feedback inspection report dated 29 March 2023 by IS, and feedback inspection report dated 3 October 2022 by DIS & IS

□ Buzooba PS in Rwamucucu S/C; had evidence of feedback inspection reports on file including school feedback reports dated 27 March 2023, 23 June 2023 and 11 October 2022 conducted by DIS

□ Kitanga PS in Kashambya S/C; had evidence of feedback inspection reports on file dated 21 March 2023, 24 July 2023 and 26 October 2022 by Inspector of schools

As above, all the (3) inspection reports were submitted to DES and copies left behind in all the (3) sampled UPE schools, the score is 2.

2

10

Routine oversight and monitoring

e) Evidence that the council committee

Education, Health and CBS issues at RDLG are handled by the Education, Health and CBS

2

Maximum 10 points on this performance measure

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

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, Education and Community Committee which sat on 07/09/2022 discussed Education issues as per minute (AGENDA ITEM SEVEN - REACTIONS TO 3, 4, 5 AND 6). Agenda No.6 - Presentation and discussion of departmental reports. Discussions focussed on multiple Education issues including a complaint on launching and commissioning Bukinda Seed school without sectoral committee members, recruitment of additional staff at the DLG Education department and lack of adequate office in the DLG for Education.

Minutes of the Health, Education and Community Committee which sat on 12/12/2022 per minute number (AGENDA ITEM SEVEN - REACTIONS TO 3, 4, 5 AND 6). Agenda No.6 - Presentation of departmental reports. Among the issues discussed included appreciation on completion of PLE and UCE, teachers who drink excessively, reminder to ensure to work on promotion of Headteacher working in acting capacity, Ntaraga P/S where the office collapsed, DEO highlighting the issue of feeding in schools and the question of fair distribution of projects in sub counties.

Minutes of the Health, Education and Community Committee which sat on 09/03/2023 per minute number (AGENDA ITEM SEVEN - REACTIONS TO 3, 4, 5 AND 6). Agenda No.6 - Presentation of 3rd quarter progress reports, budget and workplans for FY2023/2024. Among the issues discussed included organising a monitoring visit to Bukinda Seed School, the challenge of increased school dropouts, the dire state of Muhanga Technical College not being able to meet minimum standards, the issue of replacement of the Sports Officer after the previous one left and presentation of national examination results - PLE, UCE and UACE.

Minutes of the Health, Education and Community Committee which sat on 23/05/2023 per minute number (AGENDA ITEM - PRESENTATIONS AND DISCUSSIONS OF DEPARTMENTAL WORKPLANS AND BUDGETS). Among the issues discussed included need for an access road to Bukinda Seed school, the issue of learners identification numbers (LIN), publicising and supporting the school feeding project and some commendation given for the completion of SFG projects in the DLG.

RDLG Education issues are being adequately handled by the Council through its Health, Education and Community Standing Committee.

11

Mobilization of parents to attract learners

Maximum 2 points on this performance measure

Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,

score: 2 or else score: 0

There was evidence that the LG Education department conducted activities to mobilize, attract and retain children at school as indicated below:

- Minutes of the report on the parent/community/stakeholders mobilization radio talk show. The radio talk show was held at Rukiga FM on 2 February 2023 at 8pm and attended by the district education officer, district inspector of schools and secretary for education and health. During the show, the panel discussed the following critical Issues including the roles and responsibilities of parents, school feeding program and the role of government in provision of education services at all levels. Questions from listeners focused on learner registration exercise for NINs, government policy on automatic promotion of learners and thematic curriculum in lower primary classes (photos of radio talk show on file).

- In addition, the education department conducted community engagement activities during FY 2022/23 including:

- o Stakeholders' meeting held at Kihorezo PS on 12 October 2022

- o Stakeholders' meeting held at Kantare PS on 23 February 2023

- o Meeting of between education department staff and stakeholders of Nyakarambi PS about school performance improvement held on 18 October 2022

- o Discussion of school feeding program during PTA general meeting held at Murambi PS on 5 April 2023

- o Etc.

Based on the above evidence, the score is 2.

Investment Management

Planning and budgeting for investments

Maximum 4 points on this performance measure

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

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

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

The verification process carried out in the three sampled UPE schools showed that the LG had accurate up-to date asset register as indicated below:

□ Mparo PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (15) classrooms, (30) latrine stances, (135) desks and teacher accommodation (8), while the school asset register had (15) classrooms, (30) latrine stances, (135) desks and teacher accommodation (8). Information was accurate.

Buzooba PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (09) classrooms, (04) latrine stances, (230) desks and teacher accommodation (00), while the school asset register had (09) classrooms, (04) latrine stances, (230) desks and teacher accommodation (00). Information was accurate.

□ Kitanga PS: The education department consolidated school asset register for FY 2022/23 indicated that the school had (12) classrooms, (14) latrine stances, (120) desks and teacher accommodation (06), while the school asset register had (12) classrooms, (14) latrine stances, (120) desks and teacher accommodation (06). Information was accurate.

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

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

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

- 🏗️ Construction of 5 stance VIP latrine at Muhanga Kitaburiza P/S UGX26,799,000
- 🏗️ Construction of 5 stance VIP latrine at Kashambya P/S UGX26,799,000
- 🏗️ Construction of 5 stance VIP latrine at Ibugwe P/S UGX26,799,000
- 🏗️ Construction of 5 stance VIP latrine at Nyakafura P/S UGX26,799,000
- 🏗️ Phase II construction of Bukinda Seed S.S UGX860,424,000

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 desk appraisals for all RDLG Education Department projects for FY2022/2023 was availed/ seen.

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0</p>	<p>There was evidence to confirm that Rukiga DLG conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs for FY2022/2023.</p> <p>For FY 2022/2023, the Education department had the following infrastructural projects:</p> <ul style="list-style-type: none"> 🏗️ Construction of 5 stance VIP latrine at Muhanga Kitaburiza P/S UGX26,799,000 🏗️ Construction of 5 stance VIP latrine at Kashambya P/S UGX26,799,000 🏗️ Construction of 5 stance VIP latrine at Ibugwe P/S UGX26,799,000 🏗️ Construction of 5 stance VIP latrine at Nyakafura P/S UGX26,799,000 🏗️ Phase II construction of Bukinda Seed S.S UGX860,424,000 <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Technical feasibility -Environmental and social acceptability requirements. 	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, score: 1, else score: 0</p>	<p>There is evidence that the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan As per the amended Approved Work Plan for FY 2023-24 dated 13/10/2023. The following projects were incorporated in the AWP and Procurement Plans for the current FY:</p> <ol style="list-style-type: none"> 1. Construction of Bukinda Seed School; Budgeted at UGX 83,238,000/=. 2. Construction of a 5-stance VIP Latrine at Nyabirerema P/S; Budgeted at UGX 25,000,000/=. 3. Construction of a 5-stance VIP Latrine at Kanyeganyegye P/S; Budgeted at UGX 28,000,000/=. 	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 School infrastructure Projects were approved by the Contracts Committee (C.C) before commencement of Works as listed below:</p> <ol style="list-style-type: none"> 1. One project was cleared by the Solicitor General through letter dated 11/8/2022 under Min. No. 183/RDCC/28/04/2021-22 of the Contract Committee meeting held on 28/4/2022 i.e. Construction of Bukinda Seed Secondary School, Bukinda S/C-MoES/UGIFT/WRKS/2020-21/00002 LOT 13. 2. Under Min. No. 219/RDCC/01/09/2022-23 of the Contract Committee meeting held on 1/9/2022, the Construction of a 5-stance VIP Latrine at Ibugwe P/S was approved. 3. Under Min. No. 219/RDCC/01/09/2022-23 of the Contract Committee meeting held on 1/9/2022, the Construction of a 5-stance VIP Latrine at Nyakafura P/S was approved. 	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There is evidence that Rukiga LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY (2022/23) as per the guidelines.</p> <p>A copy of joint appointment by the CAO of the members of the PIT for construction works under Education Department dated 22/11/2022 was present. The team comprised of: DCDO, Clerk of Works, Contract Manager, Senior Environment Officer and Labour Officer. Another joint appointment letter dated 19/8/2022 to: DCDO, Clerk of Works, Contract Manager, Senior Environment Officer, Project Supervisor and Labour Officer by the CAO to specifically supervise Bukinda Seed Secondary School was present. However no Project Manager was assigned to all school construction projects. The following Projects were considered.</p> <ol style="list-style-type: none"> 1. Construction of a 5-stance VIP Latrine at Nyakafura P/S. 2. Construction of a 5-stance VIP Latrine at Muhanga Kitabunaza P/S. 	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>There was evidence that the Seed School Infrastructure followed the standard technical designs provided by the MoES.</p> <p>The sampled project was: Construction of Bukinda Seed Secondary School. It comprised of the following components: 3 2-CR blocks, 3 2-unit staff houses, 1 administration block, 1</p>	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-** implemented following Standard technical designs with the external dimensions measuring 18400x7550mm constructed in 230mm thick concrete block work. All structures were plastered with cement/sand mortar; steel windows and doors installed; and roofing works done on steel trusses and Z-purlins with steel fascia boards. The floor slabs were not yet cast. The enclosures (steel casements), i.e. Doors (2No. for each classroom; sizes 900x2400mm and 1200x2400mm) and steel Windows (6No. for each classroom; size 1200mmx1490mm). Electric conduit boxes for switches have also been installed.
2. **1 unit science laboratory block-** comprised of 2 science rooms and 2 preparation rooms. Overall external measurement was 21530x9360mm, constructed in 230mm thick concrete block work. The structure was plastered with cement/sand mortar; steel windows and doors installed; and roofing works done with corrugated maroon-colored iron sheets on steel trusses and Z-purlins with steel fascia boards. The floor slabs were not yet cast. The enclosures (steel casements), i.e. Doors (2No. for each science room; sizes 900x2400mm and 1200x2400mm) and steel Windows (6No. for each science room; size 1200mmx1490mm). Electric conduit boxes for switches have also been installed.
3. **1 administration block-** overall external measurement; 18700x7800mm; constructed in 230mm thick concrete block work. The structure was plastered with cement/sand mortar; and roofing works done with corrugated maroon-colored iron sheets on steel trusses and Z-purlins with steel fascia boards. The floor slabs were not yet cast. Electric conduit boxes for switches have also been installed.
4. **3 2-unit staff houses-** overall external dimensions; 14320x7170mm; constructed in 230mm thick concrete block work. The structure was plastered with cement/sand mortar; and roofing works done with corrugated maroon-colored iron sheets on steel trusses and Z-purlins with steel fascia boards. The floor slabs were not yet cast; steel windows (6No. size 1500x1200mm, 2 No. size 900x890mm, 2No. 800x690mm) and doors (2No. 900x2400mm, 2No. 1200x2400mm, 8No. doors 900x2400mm) were installed;
5. **3 2-unit staff kitchen-** overall external dimensions; 5750x3620mm; constructed in 230mm thick concrete block work.

The structure was plastered with cement/sand mortar; Roofing works with corrugated maroon-colored iron sheets on steel trusses and Z-purlins with steel fascia boards are complete.

6. **2 5-stance VIP latrine (boys and girls)-** overall external dimension; 6650x3020mm; constructed in 230mm thick concrete block work of 230mm thickness. The structure was plastered with cement/sand mortar; Roofing works with corrugated maroon-colored iron sheets on steel trusses and Z-purlins with steel fascia boards are complete.
7. **2 2-stance VIP latrine-** overall size; 6650x3020mm; constructed in 230mm thick concrete block work. The structure was plastered with cement/sand mortar; Roofing works with corrugated maroon-colored iron sheets on steel trusses and Z-purlins with steel fascia boards are complete.

13

Procurement, contract management/execution

Maximum 9 points on this performance measure

e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY score: 1, else score: 0

There was evidence that monthly Site Meetings were conducted for School infrastructure projects during the previous FY (2022/2023) as listed in the projects below:

1. **Construction of Bukinda Seed Secondary School-** The following monthly reports were present: 5/1/2023, 5/5/2023, 30/6/2023. The following Minutes of meetings were present: 13/9/2022, 2/12/2022, 9/2/2023, 18/4/2023, 19/5/2023, 26/6/2023, 13/9/2023. Other school infrastructure projects sampled include:
2. **Construction of a 5-stance VIP Latrine at Kitaburaza P/S, Muhanga Town Council-** The following monthly reports were present: 21/11/2022, 24/1/2023, 27/4/2023. The following Minutes of meetings were present: 25/3/2023, 25/4/2023.
3. **Construction of a 5-stance VIP Latrine at Nyakafura P/S, Rwamucucu S/C-** The following monthly report was present: 24/1/2023. The following Minutes of meetings were present: 6/1/2023, 30/6/2023.

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Procurement, contract management/execution

Maximum 9 points on this performance measure

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 *score: 1, else score: 0*

There is evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY (2022/23), at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted. The following projects were sampled:

1. **Construction of Bukinda Seed Secondary School-** Joint inspection report dated 30/6/2023 was present. It comprised of technical staff e.g. DEO, DCDO, Environment Officer, DE, Clerk of Works and Labour Officer.
2. **Construction of a 5-stance VIP Latrine at Kashambya P/S-** Joint inspection report dated 30/6/2023 was present. It comprised of technical staff e.g. DEO, DCDO, Environment Officer, DE and Labour Officer.
3. **Construction of a 5-stance VIP Latrine at Nyakafura P/S-** Joint inspection report dated 30/6/2023 was present. It comprised of technical staff e.g. DEO, DCDO, Environment Officer, DE and Labour Officer.

Procurement, contract management/execution

Maximum 9 points on this performance measure

g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, *score: 1, else score: 0*

Six (06) RDLG Education projects of FY2022/2023 were sampled to check certification and timeliness of effecting payments for infrastructure projects.

Payment to Acjude Engineering Co. Ltd for construction of 5 stance VIP latrine at Muhanga Kitaburaza P/S in Muhanga T/C (UGX13,149,360) – Requisition dated 02/01/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 06/01/2023 and payment on 20/02/2023 (50 days).

Payment to Acjude Engineering Co. Ltd for construction of 5 stance VIP latrine at Muhanga Kitaburaza P/S in Muhanga T/C (UGX8,937,936) – Requisition dated 27/04/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 27/04/2023 and payment on 08/06/2023 (42 days).

Payment to Flowlines Technical Services Ltd for construction of 5 stance VIP latrine at Nyakafura P/S in Rwamucucu S/C (UGX17,090,980) – Requisition dated 09/02/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 02/02/2023 and payment on 18/04/2023 (69 days).

Payment to Skab Ventures and Logistics Ltd for construction of 5 stance VIP latrine at Kashambya P/S in Kashambya S/C (UGX17,971,933) – Requisition dated 03/04/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 23/03/2023 and payment on 18/04/2023 (15 days).

Payment to Geses Uganda Ltd for construction of Bukinda Seed S.S in Bukinda S/C (UGX779,529,391) – Requisition dated 15/05/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 11/05/2023 and payment on 08/06/2023 (23 days).

Payment to Geses Uganda Ltd for construction of Bukinda Seed S.S in Bukinda S/C (UGX393,157,095) – Requisition dated 08/06/2023, certified by the District Engineer, District Education Officer, CDO and Environment Officer on 08/06/2023 and payment on 28/06/2023 (20 days).

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

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p>	<p>There is evidence that Rukiga DLG Education Department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit on 6/4/2022.</p> <p>.The following projects were included among other Works;</p> <ol style="list-style-type: none"> 1. Construction of a 5-stance VIP Latrine at Ibugwe P/S. 2. Construction of a 5-stance VIP Latrine at Muhanga P/S. 3. Construction of a 5-stance VIP Latrine at Nyakafura P/S. <p style="text-align: center;">•</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i></p>	<p>There is evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA.</p> <p>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 File sampled included one seed school;</p> <ol style="list-style-type: none"> 1. Construction of Bukinda Seed Secondary School- MoES/UGIFT/WRKS/2020-21/0002. Approved by the CC under Min. No. 183/RDCC/28/04/2021-22 in a meeting held on 28/4/2022. Minutes of evaluation exercise were noted on 1/9/2022. The Contract Document was signed on 18/8/2022. 2. Construction of a 5-stance VIP Latrine at Muhanga Kitaburaza P/S, Muhanga T/C- RUKI923/WRKS/2022-2023/00007. Approved by the CC under Min. No. 219/RDCC/01/09/2022-23 in a meeting held on 1/9/2022. Minutes of evaluation exercise were noted on 1/9/2022. The Contract Document was signed on 7/9/2022. 3. Construction of a 5-stance VIP Latrine at Nyakafura P/S- RUKI923/WRKS/2022-2023/00005. Approved by the CC under Min. No. 219/RDCC/01/09/2022-23 in a meeting held on 1/9/2022. Minutes of evaluation exercise were noted on 1/9/2022. The Contract Document was signed on 7/11/2022. 	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 evidence that grievances were recorded, investigated, responded to and recorded in line with the grievance redress framework</p> <p>In the log, on 1/11/22, the focal person recorded a grievance from the community of Kandago about heavy truck that were spoiling the roads around the seed school, the minutes dated 18/11/22, to understand the nature and to forge a way forward, on 28/11/22 the complaint was investigated further by focal person, the confirmed that the roads were demolished. In the letter dated 7/12/22 the contractor responded in writing to the grievance redress committee and promised to fund the repair damaged community roads</p>	3
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 Environment Officer (EO)-Rukiga District dated 20 March 2023.</p> <p>The dissemination of environment guidelines to all schools by the Environment Officer was intended to encourage maximum participation of schools in the development of policies, plans and processes for environment management as per the national environment statute 1995 (No.4 of 1995).</p> <p>The letter highlighted; tree planting especially fruit trees to be done in school compounds; waste management practices by promoting the use of composite pits, dust bins, etc.; Formation of environment clubs in schools e.g. in Mparo PS minutes of environment conservation club meeting dated 15 November 2023 were on file; appointment of a teacher responsible for environmental issues in schools, and promoting environment education by providing a talking compound with posters like, protect environment, keep the compound green, etc.</p> <p>We noted copies of the school environment guidelines on file in all the 3 sampled UPE schools (Mparo PS, Buzooba PS and Kitanga PS). The score is 3.</p>	3

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, *score: 2, else score: 0*

There **was evidence** that LG had in place a costed ESMP and this was incorporated within the BoQs and contractual documents

1. Construction of a 5 stance VIP latrine at Nyakafura P/s under **Prof Ref No RUKI1923/WRKS/2022-2-23/00005**, a costed ESMP was incorporated in element 7 (environmental aspects) , from item A to F at cost of Ugx 1,458,000
2. Construction of a 5 stance VIP latrine at Muhanga-Kitaburaza P/s under **Prof Ref No RUKI1923/WRKS/2022-2-23/00007** , a costed ESMP was incorporated in element 7 (environmental aspects) , from item A to F at cost of Ugx 970,000
3. Construction of a 5 stance VIP latrine at Kashambya P/s under **Prof Ref No RUKI1923/WRKS/2022-2-23/00004** , a costed ESMP was incorporated in element 7 (environmental aspects) , from item A to F at cost of Ugx 970,000

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

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

There **was evidence** that school construction projects were implemented where there was proof of land ownership and access of school construction projects

1. Consent agreement for Muhanga-Kitaburaza P/s was signed on 8/6/2022, between the CAO Mr Asiimwe John and School management chairperson Mr Mujungu Deus, stamped and signed by CAO and chairman management committee, witnessed by LC III chairman Mr Twijukye James
2. Consent agreement for Kashambya P/s was signed on 6/6/2022, between the CAO Mr Asiimwe John and School management chairperson Mr Mbabazi Remigio, stamped and signed by CAO and chairman management committee, witnessed by LC III chairman Mr Bandaganiire Enneo
3. Consent agreement for Muhanga-Kitaburaza P/s was signed on 2/6/2022, between the CAO Mr Asiimwe John and School management chairperson Mr Byamukama John, stamped and signed by CAO and chairman management committee, witnessed by Vice chairman LC V Mr Niwandinda Samuel

16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	<p>There was evidence that the Environment Officer and CDO conducted support supervision and monitoring (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. Support supervision and monitoring for the construction of 5 stance VIP latrine at Kitaburaza P/s was carried on 24/1/2023, signed and stamped by both EO and DCDO, monthly reports were reviewed dated 24/1/23, 25/3/2023, 25/4/2023, project started on 2/2/2023 and ended 27/4/2023. 2. Support supervision and monitoring for the construction of 5 stance VIP latrine at Nyakafura P/s was carried on 6/1/2023, signed and stamped by both EO and DCDO, monthly reports were reviewed dated 6/1/2023, 24/1/23, 30/6/2023, project started on 18/11/2022 and ended 18/4/2023. 3. Support supervision and monitoring for the construction of 5 stance VIP latrine at Ibugwe P/s was carried on 2/12/2022, signed and stamped by both EO and DCDO, monthly reports were reviewed dated 2/12/2022, 24/1/23, 16/1/2023, project started on 18/11/2022 and ended 27/4/2023. 	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments <i>Score: 1, else score:0</i>	<p>There was evidence that E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments</p> <ol style="list-style-type: none"> 1. E&S certifications form for the construction of a 5 stance VIP latrine at Muhanga-Kitaburaza P/s was completed on 25/4/23, signed and stamped by both the EO and DCDO, payments were made on 27/4/23 2. E&S certifications form for the construction of a 5 stance VIP latrine at Muhanga-Kitaburaza P/s was completed on 28/6/23, signed and stamped by both the EO and DCDO, payments were made on 2/7/23 	1

**Health
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>There was no evidence to confirm whether Rukiga 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>Rukiga DLG has seven (07) HC IIIs and three (2) HC IVs conducting deliveries (Including PNFs). 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 2,732, and for FY 2022/2023, it was 2,383, representing an overall decrease of (-)12.8%.</p> <p>As a result, Rukiga DLG did not achieve the recommended 20% increase in the utilization of healthcare services, as required by the performance measure.</p>	0
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0 	<p>The performance of RDLG in its LLG FY2022/2023 Health assessment was 100%, 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

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>Rukiga DLG Annual Performance Report for FY 2022/2023 shows that UGX73,295,000 was budgeted for the health development grant. The total amount spent was UGX UGX73,295,000 (RDLG Annual Performance Report, Page 17).</p> <p>📌 Phased completion of maternity ward at Mparo HCIV UGX69,695,000</p> <p>These activities were eligible under the Health Development Grant guidelines. They didn't involve purchase of land, procurement of vehicles etc.</p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0</p>	<p>For Rukiga DLG Health only two (02) infrastructural project payments in FY2022/2023 were made and were availed to test for certification before payments.</p> <p>Payment to Geses Uganda Ltd for Third phase construction of maternity ward at Mparo HCIV (UGX58,479,624) – Requisition dated 03/05/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 16/05/2023 and payment on 08/06/2023.</p> <p>Payment to Acjude Engineering Co. Ltd for construction of 2 stance VIP latrine at Kyogo HCIII in Kamwezi S/C (UGX10,916,136) – Requisition dated 08/05/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 27/04/2023 and payment on 08/06/2023.</p> <p>In both projects, certification for Education infrastructural projects certification was effected in accordance with the requirements.</p>	2

3	Investment performance: The LG has managed health projects as per guidelines.	c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0	There is evidence that the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineer's estimates.	2
	Maximum 8 points on this performance measure		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%:	
			<ol style="list-style-type: none"> 1. 3rd Phase Construction of a Maternity Ward at Mparo HC IV, Mparo Town Council- RUKI923/WRKS/2022-23/00001. The Engineer's Estimate (A) was UGX 70,228,290/=; the contract Sum/Price (B) was UGX 68,458,290/=. The Variation was at 2.52%. 2. Construction of a 2-stance VIP Latrine at Kyogo HC III, Kamwezi Sub County- RUKI923/WRKS/2022-23/00008. The Engineer's Estimate (A) was UGX 15,294,806/=; the contract Sum/Price (B) was UGX 12,778,810/=. The Variation was at 16.45%. 	
3	Investment performance: The LG has managed health projects as per guidelines.	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY	There was No HC II to HC III upgrade for Rukiga DLG.	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	Other health infrastructure projects implemented include: <ol style="list-style-type: none"> 1. 3rd Phase Construction of a Maternity Ward at Mparo HC IV, Mparo Town Council- RUKI923/WRKS/2022-23/00001. 2. Construction of a 2-stance VIP Latrine at Kyogo HC III, Kamwezi Sub County- RUKI923/WRKS/2022-23/00008. 	

Achievement of Standards: The LG has met health staffing and infrastructure facility standards

Maximum 4 points on this performance measure

a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure

- If above 90% score 2
- If 75% - 90%: score 1
- Below 75 %: score 0

There **was evidence to confirm that Rukiga** DLG recruited staffs for the two HC IVs and the three health IIIs 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

According to the approved budget for FY 2023/2024, the allocated conditional sector conditional grant for wages was 4,013,831,000 UGX. This allocation covered the wages of 163 staff members out of the required 155, as per the staffing norms for the available HC IVs and HC IIIs. This indicates that only 105.2% 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. **Kamwezi HC IV:** 44 staff were deployed out of 49 required staffing norms. This represents 89.8% of filled positions.
2. **Mparo HC IV:** 52 staff were deployed out of 49 required staffing norms. This represents 106.1% of filled positions.
3. **Bulinda HC III:** 28 staff were deployed out of 19 required staffing norms. This represents 147.4% of filled positions. This health facility has been recently upgraded to HC IV.
4. **Kashambya HC III:** 21 staff were deployed out of 19 required staffing norms. This represents 110.5% of filled positions.
5. **Kyogo HC III:** 18 staff were deployed out of 19 required staffing norms. This represents 94.7% of filled positions.

The assessment team observed that health facilities are overstaffed because the district does not have a hospital. Therefore, the HC IVs are empowered to take on roles that would typically be handled by a hospital to ensure improved service delivery.

Achievement of Standards: The LG has met health staffing and infrastructure facility standards

Maximum 4 points on this performance measure

b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.

- If 100 % score 2 or else score 0

There were no HC II to HC III upgrade for Rukiga DLG.

Other health infrastructure projects were implemented, but call to this indicator as per the LGMSD manual reviews call for Ref. HC II to HC III Upgrade.

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 Rukiga 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. Kamwezi HC IV: 44 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. Mparo HC IV: 52 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. Bukinda HC III: 28 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
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. Upgrade of Kahama HC II to HC II. This infrastructure project is implemented under URMCHIP and it's procurement was managed by the MoH, 2. Phased construction of maternity ward at Mparo HC IV; and 3) Construction of a two stance latrine at Kyogo HC III. <p>The assessment team reviewed the annual PBS report (Quarter 4) submitted by CAO of Rukiga DLG (Asiimwe John) on 01-08-2023 and established that information on their status and functionality was accurate.</p>	2

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was evidence to confirm that** health facilities in Rukiga 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.

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

1. **Kamwezi HC IV:** Prepared and submitted Annual Workplans & budgets to the DHO 31st March 2022. The budget and workplan was also endorsed by the facility in charge and HUMC chairperson (Rev. Tusiime Arthur) on 27th March 2022.
2. **Kyogo HC III:** Prepared and submitted Annual Workplan & budget to the DHO on 30th March 2022. The Annual Workplan & budget was prepared and endorsed by the facility in charge (Nkwasiwe Micheal) and HUMC chairperson (Bitwire Edson) on 25th March 2022.
3. **Bukinda HC IV:** Prepared and submitted Annual Workplans & budgets to the DHO on 31st March 2022. The facility Annual Workplan & budget was prepared and endorsed by the facility in charge and HUMC chairperson (Namureba Justus) on 30th March 2022.

The review of the submitted Annual Workplans and budgets for FY 2022/2023 indicates that they are in conformity with the LG Planning Guidelines for the Health Sector.

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 Rukiga 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 (Kamwezi HC IV, Bukinda HC III and Kyogo HC III) and established that submission was made as follows:

1. **Kamwezi HC IV:** Submitted its Annual Budget Performance Report on 30 June 2023.
2. **Bukinda HC III:** Submitted its Annual Budget Performance Report on 9th July 2023.
3. **Kyogo HC III:** Submitted its Annual Budget Performance Report on 11th July 2023.

The assessment team noted that the above submitted Annual Budget Performance Reports conformed to the format prescribed in the guideline. Annual Budget Performance Reports included a highlight of performance, a reconciled cash flow statement, Annual expenditure, and budget report an asset register. The reports were also endorsed by both the in charge and the HUMC chairpersons.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was evidence to confirm that** health facilities in Rukiga 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 (*Kamwezi HC IV, Bukinda HC III and Kyogo HC III*) and confirmed that they reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports as described below.

1. **Kyogo HC III:** The monitoring and assessment reports dated 30th June 2023, noted that the facility stockout of the family planning methods. The reviewed facility performance improvement plan submitted to DHO on 4th July 2023 indicated that the facility had prioritized procurement of missing Family planning items such as maama kits. This can be traced on Page 5 of the facility's performance improvement plan.
2. **Kamwezi HC IV:** The monitoring and assessment report for March 2023 (Page 7) noted that the facility did not have electricity to run the machines in the laboratory. The PIP submitted to the DHO 4th July 2023 indicated that the facility planned to address this issue by extending hydroelectricity the laboratory department.
3. **Bukinda HC III:** The facility improvement plan was submitted to the DHO on 30th June 2023 indicated that the facility planned to advocate for construction new structures and renovating the existing ones. This gap was identified in the DHT monitoring and assessment report dated 30th December 2022. The review of this report noted that the maternity was congested, and that the oxygen gas cylinder and two delivery beds were placed in the labour room.

6

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

Maximum 14 points on this performance measure

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 Rubia 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.(Kamwezi HC IV, Bukinda HC III and Kyogo HC III), 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. **Kamwezi HC IV:** Submitted its quarterly HMIS reports on 6th October 2022; 6th January 2023; 7th April 2023; and 7th July 2023.
1. **Kyogo HC III:** Submitted its quarterly HMIS reports on: 6th October 2022; 6 th January 2023; 7th April 2023; and 7th July 2023
1. **Bukinda HC III:** Submitted its quarterly HMIS reports on : 5th October 2022; 6th January 2023; 6th April 2023; and 7th July 2023

2

6

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

Maximum 14 points on this performance measure

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.

0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>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>RDLG 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 14/10/2022</p> <p>Quarter two report submitted on 13/01/2023</p> <p>Quarter three report submitted on 13/04/2022</p> <p>Quarter four report submitted on 14/07/2022</p> <p>All the quarterly 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 Rukiga DLG DHMT had developed a Performance Improvement Plan (PIP) for the weakest performing health facilities on 14th September 2022. This PIP received endorsement from both the Chief Administrative Officer (CAO), Asimwe Alex, and the District Health Officer (DHO), Dr. Musiimenta Emmanuel, on the same day.</p> <p>The PIP indicated that the department planned to transfer key cadres to all health facilities, particularly to Kyogo HC III, to address administrative issues at Kashamba HC III.</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 implemented Performance Improvement support.

Maximum 14 points on this performance measure

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

The assessment team reviewed a transfer letter dated 7th August 2023, indicating that Kyokusiima Allen (Enrolled Nurse) had been transferred to Kyogo HC III, Kukundakwe Esther (Enrolled Nurse) had been transferred from Kibanda HC II to Kashambya HC III, and Atwakire Doreen (Enrolled Midwife) had been transferred from Mparo HC IV to Kashambya HC III. This was in response to the gap identified in the PIP dated 14th September 2022 of the staffing gap in those facilities.

1

Human Resource Management and Development

7

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

Maximum 9 points on this performance measure

a) Evidence that the LG has:

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

There **was evidence to confirm that** Rukiga 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 300 healthcare workers.

A review of the approved Budget Estimates for FY **2023/2024** revealed that the allocated conditional Sector Conditional Grant (Wage) for Rukiga DLG was UGX 4,013,831,000 intended to cover the wage of 277 healthcare workers in post out of the required 300 according to the staffing norm (**92.3%**). 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.

The justification above, provided sufficient ground to award the score to the Local Government.

2

7

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

Maximum 9 points on this performance measure

a) Evidence that the LG has:

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

There **was no evidence to confirm that the Rukiga 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 (Particularly the HC IIs) **did not meet the requirement of having at least 75% of the required staff deployed in accordance with staffing norms**. Such health facilities included among others; *Ibugwe HC II, Kitoojo HC II, Karorwa HC II*. These facilities did not have 75% of the required according to the staffing norms.

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 Rukiga 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 (Kamwezi HC IV Bukinda HC III and Mparo HC IV) 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. **Kamwezi HC IV:** 44 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.
2. **Bukinda HC III:** 28 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. **Mparo HC IV:** 52 health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list were in agreement with the list obtained from the DHO.

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

Maximum 9 points on this performance measure

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

There **was evidence to confirm that Rukiga DLG** publicized the deployment of health workers through various means, including posting on facility notice boards. The assessment team visited three sampled health facilities and observed that staff lists for FY 2023/2024 were available on the notice boards at *Kamwezi HC IV Bukinda HC III and Mparo HC IV*.

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

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

There was evidence that the District Health Officer had conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to Human Resource Office during the previous FY.

Some of the files reviewed included:

1. Tukamushaba Promise, Enrolled Nurse In-Charge Nyarurambi HC II in Rwmucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on June 26, 2023.
2. Bende Ephraim, Medical Officer In-Charge Kamwezi HC IV in Kamwezi Sub County was appraised by Besigye Deo, Senior Medical Officer on June 24, 2023.
3. Antambire Evidence, Senior Clinical Officer In-Charge Bukinda HC III in Muhanga Town Council was appraised by Eudiah Mutabazi, Principal Assistant Town Clerk on June 15, 2023.
4. Muhwezi Alex, Enrolled Nurse In-Charge Nyakashebeya HC II in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 23, 2023.
5. Mucubguzi Godfrey B. K., Senior Medical Officer In-Charge Mparo HC IV in Mparo Town Council was appraised by Rwamango Hassan, Senior Assistant Secretary on June 20, 2023.
6. Boonabana Phionah, Enrolled Nurse In-Charge Rwenyangye HC II in Kamwezi Sub County was appraised by Bende Ephriam, Medical Officer on June 20, 2023.
7. Nkwasiwe Michael, Assistant Nursing Officer (Nursing) In-Charge Kyogo HC III in Kamwezi Sub County was appraised by Kakaire Herbert, Senior Assistant Secretary on June 28, 2023.
8. Tusasibwe Fortunate, Enrolled Nurse In-Charge Kyerero HC II in Bukinda Sub County was appraised by Mbabazi Paddy Rubahika, Ag. Senior Assistant Secretary on June 26, 2023.
9. Kasigazi Alexander, Enrolled Nurse In-Charge Mukyoogo HC II in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 27, 2023.
10. Naturinda Stephen, Enrolled Nurse In-Charge Kafunjo HC II in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 26, 2023.
11. Nakito Stella Marice, Enrolled Nurse In-Charge Kibanda HC II in Kamwezi Sub County was appraised by Kakaire Herbert, Senior Assistant Secretary on June 23, 2023.

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

Maximum 6 points on this performance measure

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

There was evidence that Health Facility In-charges had 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 included the following:

1. Nsabimana Sophia, Health Assistant posted to Kitunga HC II in Kashambya Sub County was appraised by Nshabohurira Perepetua, Enrolled Nurse on March 28, 2023.
2. Taremwa Ivan, Enrolled Nurse posted to Bucundura HC II in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 06, 2023.
3. Arineitwe Victor, Enrolled Nurse posted to Ibugwe HC II in Rwamucucu Sub County was appraised by Tabaro Gordon, Senior Assistant Secretary on June 28, 2023.
4. Tukahirwa Justine, Enrolled Nurse posted to Mparo HC IV in Mparo Town Council was appraised by Rwamango Hassan, Town Clerk on June 27, 2023.
5. Kiconco Winfred Charity, Enrolled Nurse posted to Noozi HC II in Rwamucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on June 05, 2023.
6. Nshabohurira Perepetwa, Enrolled Nurse posted to Kitunga HC II in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 26, 2023.
7. Sebarusha Charles, Nursing Officer (Nursing) posted to Kashambya HC III in Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 27, 2023.
8. Akamkunda Promise, Health Assistant posted to Noozi HC II in Rwamucucu Sub County was appraised by Kiconco Winfred Charity, Enrolled Nurse on March 26, 2023.
9. Tayebwa Ian, Health Assistant posted to Kyogo HC III in Kamwezi Sub County was appraised by Nkwasiwe Michael, Assistant Nursing Officer (Nursing) on March 28, 2023.
10. Nyangoma Benia, Theatre Assistant posted to Kamwezi HC IV in Kamwezi Sub County was appraised by Dr. Bende Iphraim, Medical Officer on June 21, 2023.
11. Ahimbisibwe Deborah, Enrolled Midwife posted to Kamwezi HC IV in Kamwezi Sub County was appraised by Dr. Bende Iphraim, Medical Officer on June 23, 2023.

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	There was no evidence adduced to show that the District Health Officer had taken corrective action based on the appraisals.	0
	Maximum 6 points on this performance measure			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	b) Evidence that the LG: i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0	There was evidence to confirm that conducted training of Health workers (Continuous Professional Development) in accordance with the training plans at health departments. The assessment established that the department undertook training of health workers, on care viral load and EID testing. This report was submitted to the DHO on 20th April 2023. The district also undertook the training of health care workers in active TB case finding tool kit between 13th -15th December. This report was submitted to the DHO on 16th December 2022. The assessment team noted that the health department had the training plans.	1
	Maximum 6 points on this performance measure			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	ii. Documented training activities in the training/CPD database, score 1 or else score 0	Evidence confirms that the health department conducted training for health workers as part of Continuous Professional Development, aligning with the training plans. The assessment revealed that the department conducted training on care viral load and EID testing, with the report submitted to the DHO on 20th April 2023. Additionally, the district undertook training for healthcare workers in the active TB case finding toolkit from 13th to 15th December. The report for this training was submitted to the DHO on 16th December 2022. The assessment team also observed that the health department has the training plan on file.	1
	Maximum 6 points on this performance measure			

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 Rukiga 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 observed that the letter confirming the submission of the list of health facilities was sent online (via email) to the planning unit of MoH at 2:09 pm on 1st September 2023 by Ahimbisibwe Patrick (Biostatistician). The hard copy was submitted to the MOH on 4th October 2023, and the Registry at MoH acknowledged receipt of the submission. Note that the scoring is based on the timely submission made via email.</p>	2
9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>Rukiga DLG FY2022/2023 budget - PHC NWR grant for Lower Level Health Facilities was UGX199,200,000.</p> <p>Total allocation in the DHO's budget for management and monitoring activities in the same year was UGX36,385,000 which 18.2% of the total. This was above the 15% minimum.</p>	2

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

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

The disbursements of all funds to government funded institutions and facilities follow the four quarterly routine. For RDLG FY2022/2023, PHC NWR grants were warranted/verified as follows:

For Quarter 1, the MoFPED circular is dated 8th July 2022, the CAO warranted on 10th August 2022 and the funds were transferred on 15th August 2022 (32 days).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 14th October and the funds were sent on 18th October 2022 (14 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 13th January 2022 and the disbursements made on 16th January 2023 (15 days).

For Quarter 4, MoFPED circular is dated 6th April 2022 and the CAO warranted on 25th April 2023 and the funds were transferred on 5th May 2023 (19 days).

In all the four quarters, the warranting/verification of PHC NWR grants was effected beyond the 5 days deadline.

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 10th August 2022 and the funds were transferred on 15th August 2022. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 15/08/2022 (32 day).

For Quarter 2, the MoFPED circular is dated 30th September 2022, the CAO warranted on 14th October and the funds were sent on 18th October 2022. The communication concerning the disbursement of PHC NWR grants for quarter 2 was dated 18/10/2022 (14 days).

For Quarter 3, cash limits were communicated through MoFPED circular dated 29th December 2022. The CAO warranted 13th January 2022 and the disbursements made on 16th January 2023. The communication concerning the disbursement of PHC NWR grants for quarter 3 was dated 16/01/2023 (15 days).

For Quarter 4, MoFPED circular is dated 6th April 2022 and the CAO warranted on 25th April 2023 and the funds were transferred on 5th May 2023. The communication concerning the disbursement of PHC NWR grants for quarter 4 was dated 05/05/2023.

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** Rukiga 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.
2. **Quarter 2:** Display on the notice board was made on 4th October 2022; Th expenditure limits received from MoFPED on 30th September 2022.
3. **Quarter 3:** Display on the notice board was made on 30th December 2022; Th expenditure limits received from MoFPED on 29th December 2022
4. **Quarter 4:** Display on the notice board was made on 10th April 2023; Th expenditure limits received from MoFPED on 6th April 2023.

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 Rukiga DLG Health Department implemented actions recommended by the DHMT Quarterly Performance Review Meetings held during FY 2022/23 on the following days; 12th July 2022, 29th November 2022, 8th-9th February 2023 and 17th-18th May 2023.

The review DHMT Quarterly Performance Review Meeting minutes indicated that the following actions were implemented.

The minutes of the Quarterly Performance Review Meeting dated 12th July 2022 highlighted the necessity for the health department to provide mentorship to lower health units (HC IIs and HC IIIs). The review of the support supervision report submitted to the DHO on 30th September 2022 revealed that the HSD team had conducted mentoring sessions on HBB at Kyogo HC III. Similarly, the Quarterly Performance Review Meeting held on 17th-18th May 2023 acknowledged high rates of teenage pregnancy (13%) and recommended that the DHT undertake health education in schools, busy places, and communities.

The health promotion progress reports submitted to the DHO on 8th October 2023 indicated that these actions had been implemented, as the DHE conducted a radio talk show on the same topic on 4th June 2023.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>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 Rukiga DLG Health Department's quarterly performance review meetings included all health facility in-charges and implementing partners, DHMTs, and key LG departments. The assessment team reviewed the attendance lists for the DHMT performance review meetings held on 12th July 2022, 29th November 2022, 8th-9th February 2023, and 17th-18th May 2023. It was noted that there was representation from all health facilities, in-charges, implementing partners, DHMT members, and key LG departments. Notable key attendees included Doroth Mbaguta (DCDO), Katungi Jackson (Inspector of Schools), and Bangirana Evans (District Water Officer).</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 Rukiga DLG conducted supervision visits to 100% of the two available HC IVs (Kamwezi HC IV and Mparo HC IV). The assessment team reviewed the support supervision reports submitted to the DHO on 15th October 2022, 30th December 2022, 30th March 2023, and 30th June 2023. It was established that both Kamwezi HC IV and Mparo HC IV were supervised by the DHT in the FY 2022/2023.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>There was evidence to confirm that the Rukiga District Health Team (DHT) ensured that Health Health Sub-District (HSD) conducted support supervision of lower-level health facilities during FY 2022/2023.</p> <p>The assessment team randomly selected three health facilities and determined that they had been supervised by the HSD team from Mparo HC IV, as indicated by the reports submitted to the District Health Officer (DHO) for the four quarters in the FY 2022/2023. The randomly selected health facilities were Rwenyengye HC II, Kandago HC II, and Karorwa HC II. The reviewed reports were submitted to the DHO on the following days: 30th September 2022, 28th November 2022, 7th March 2023, and 30th June 2023.</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 Rukiga 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 Bukinda HC III:** The support supervision book logs for the DHT support supervision visit dated 5th October 2022 recommended that keys to access key documents, such as financial and leadership materials, should always be available to the staff. The supervision dated 23rd November recommended displaying the facility rewards and sanctions committee at the notice board. The assessment team confirmed that these actions were followed and implemented, as a six-member rewards and sanctions committee was found displayed at the facility on the day of the assessment.
2. **At Kamwezi HC III,** A review of support supervision logs indicated that on October 6th, 2022, the DHT recommended that quarterly reports for the VHTs should be timely submitted. The assessment team noted that the VHTs quarterly reports for Quarter 1 of FY 2023/2024 had been submitted on time, specifically on 10th October 2023.
3. **At Mparo HC IV,** During the support supervision visit dated January 30, 2022, the DHT recommended that the in-charge should follow up with the process of repairing and upgrading the powerlines to allow for the functioning of all machines. The assessment team confirmed that this action was implemented, as technicians visited the facility to correct this problem on April 30, 2023.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence to confirm that Rukiga District Local Government (DLG) provided support to all health facilities in the management of medicines and health supplies during the FY 2022/2023. This support is demonstrated through the quarterly medicines management supervision reports that were submitted to the District Health Officer (DHO) on the following dates: August 21 2022, 22 July 2022, 19th June 2023 and 14th June 2023 The review of these reports by the assessment team noted that all health facilities had been supported in the management of medicines and health supplies.</p>	1
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>Rukiga total DHO health office allocation for FY 2022/2023 was UGX51,979,000. Out of this a total of UGX15,594,000 was allocated to health promotion and prevention activities.</p> <p>This was a proportion of 30%, which met the 30% minimum requirement.</p>	2

11

Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0

There was **evidence to confirm** that the Rukiga 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; 11th November 2022, 3rd January 2023, 5 April 2023 and 5th July 2023.

There was evidence to confirm that the Rukiga 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; 11th November 2022, 3rd January 2023, 5 April 2023 and 5th July 2023.

The quarterly progress report submitted on November 11, 2022, noted that the health department implemented an extended integrated Child Health Days, providing Vitamin A to 6,908 children and deworming tablets to 16,214 children. The department also conducted educational talks in health facilities.

In the quarterly progress report submitted on January 3, 2023, the health department undertook VHT sensitization for VHT quarterly meetings and refilled condom dispensers at Kamwezi HC IV, Mparo HC IV, and Rushebeya HC II, among other activities.

The quarterly progress report submitted on April 5, 2023, mentioned that the health department conducted social mobilization for integrated child health days in April 2023.

In the quarterly progress report submitted on July 4, 2023, the department distributed IEC materials for mass yellow fever vaccination campaigns.

11

Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

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 Rukiga District Local Government (DLG) District Health Team (DHT) regarding health promotion and disease prevention issues is documented in their minutes and reports. For instance, among other actions: The review of the DHT meeting minutes dated 19th April 2023 (Min 24/2023) - Way forward - noted that mothers were using herbs to induce labor. The meeting recommended including a message about this problem in the radio talk shows. The assessment team observed that the message shared to be aired on Voice of Kigezi included information on the dangers of herbal medicine and phytonutrients.

1

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</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 Rukiga DLG health department had an updated Asset register which sets out health facilities and equipment relative to basic standards. A comprehensive assets register was found on file in the DHO's office, last updated on 22nd August 2023. The latest addition to the comprehensive asset register was metallic shelves.</p>	1	
<p>Maximum 4 points on this performance measure</p>	12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>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 RDLG Health department was only one project:</p> <p>🏗️ Phased completion of maternity ward at Mparo HCIV UGX69,695,000</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>Evidence of desk appraisal for RDLG FY2022/2023 Health department project was provided and reviewed during the assessment.</p>	1
<p>Maximum 4 points on this performance measure</p>	12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>For previous year FY 2022/2023, the prioritised investments under RDLG Health department was only one project:</p> <p>🏗️ Phased completion of maternity ward at Mparo HCIV UGX69,695,000</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>Evidence of field appraisal for the RDLG Health FY2022/2023 project was provided and seen during the assessment.</p>	1
<p>Maximum 4 points on this performance measure</p>					

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence 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 phased construction of maternity ward at Mparo HC IV, was carried out on 5/8/2022, stamped and signed by both the EO and DCDO, after screening the project didn't qualify for a detailed study, therefore a costed ESMP was prepared on 10/9/22 at cost of Ugx 550,000 stamped and signed by both the EO and DCDO 2. Screening for environmental and social risks for the construction of 5 stance VIP latrine at Mparo HC IV was carried on 20/10/2023, signed and stamped by both EO and DCDO, after screening the project didn't qualify for detailed study therefore a costed ESMP was prepared on 20/10/23 at cost of Ugx 500,000 	
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 evidence that the LG health department timely submitted all its infrastructure and other procurement requests to PDU (as signed by the DHO and received by the CC on 12/4/2023) for incorporation into the approved LG annual work plan, budget and procurement plans; The following Projects were visible;</p>	1
	<p>Maximum 10 points on this performance measure</p>		<ol style="list-style-type: none"> 1. Construction of a 5-stance VIP Latrine at Kamwezi HC IV. Estimated cost is UGX 26,000,000/=. 2. Construction of a 5-stance VIP Latrine at Mparo HC IV. Estimated cost is UGX 26,000,000/=. 3. Phased Completion of a Maternity at Mparo HC IV. Estimated cost is UGX 66,554,000/=. 	

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There is evidence that the LG Health department submitted Procurement Requisition Forms - LG PP Forms to the PDU by 1st Quarter of the current FY (2023/24)</p> <p>LG PP form 1 for the following project was submitted by the DHO on 11/7/2023, forwarded (Confirmation of Need) by the CFO on 11/7/202 and confirmation of funding by CAO on 31/7/2023</p> <ol style="list-style-type: none"> 1. LG PP form 1 for the Construction of a 5-stance VIP Latrine at Kamwezi HC IV- Estimated at UGX 26,000,000/=. 2. LG PP form 1 for the Construction of a Mortuary at Mparo HC IV- Estimated at UGX 17,377,000/=. 3. LG PP form 1 for the Construction of a Maternity Ward at Mparo HC IV- Estimated at UGX 66,554,000/=. 	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>There is evidence that the Health infrastructure Projects for the previous FY (2022/2023) were approved by the Contracts Committee before commencement of Works. For example</p> <ol style="list-style-type: none"> 1. Under Min. No. 219/RDCC/01/09/2022-23- 3rd Phase Construction of Maternity Ward at Mparo HC IV, Mparo T/C- RUKI923/WRKS/2022-23/00001; approved by the Contracts Committee in a meeting held on 1/9/2022. 2. Under Min. No. 219/RDCC/01/09/2022-23- Construction of a 5-stance VIP Latrine at Kyogo HC- RUKI923/WRKS/2022-23/00001; approved by the Contracts Committee in a meeting held on 1/9/2022. 	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There is NO evidence that Rukiga DLG properly established a Project Implementation team for all health projects.</p> <p>Through the memo dated 22/11/2022, The CAO appointed a PIT that comprised of: Senior Environmental Officer, DCDO, Labour Officer, Contract Manager/DHO and Clerk of Works(Assistant Engineering Officer Muhanga T/C). However, there was no Project Manager appointed.</p>	0

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	Rukiga DLG didn't not have HC II upgrades, however; The sampled project included the following, and were compliant as per approved MoH Facility Infrastructure Designs	1
	Maximum 10 points on this performance measure	If there is no project, provide the score	<ol style="list-style-type: none"> 3rd Phase Construction of a Maternity Ward at Mparo HC IV- was up to standard as technically guided by the Designs and BoQs. The 3rd Phase of Construction comprised of: Wall plastering, Floor finishes with terrazo and ceiling finishes. According to the technical specifications, walls are to be plastered with cement/sand mortar; floor to be finished with terrazo stones and cement/sand mortar; gypsum board ceiling to be finished with 3 coats of paint. The foundation, walling, roof structure, ceiling and plaster were all found to be in good condition. However, there was a minor roof leakage to be rectified. 	
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0	There 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.	0
	Maximum 10 points on this performance measure	If there is no project, provide the score	<p>The sampled projects are as listed below:</p> <ol style="list-style-type: none"> Phase 3 Construction of Maternity Ward at Mparo HC IV- Only three Clerk of Works reports with the following dates were present: 29/3/2023, 3/4/2023, 25/4/2023. Construction of a 2-stance VIP Latrine at Kyogo HC III- Only three Clerk of Works reports with the following dates were present: 14/12/22, 6/3/2023, 16/3/2023. 	

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was NO Monthly site meeting to hold for the health infrastructure projects implemented in the last FY with regards to upgrade of HCII to HCIII.</p>	1
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>There is NO Evidence that Rukiga DLG 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</p> <p>Joint Technical supervisions of the construction of health infrastructure projects (by the Engineers team - including the Environment Officer and DCDO among other officers) were conducted only once during the entire course of the projects (with regards to critical stages). There was no evidence that site instruction books were used during the course of the projects at any of the Health facilities.</p>	0
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The following projects were reported;

1. **Construction of two 2-Stance VIP Latrine at Kyogo HC III;** with joint inspection report dated 16/3/2023. The actual duration of the project was 5 months, but only one joint inspection was conducted.
2. **Construction of a Maternity Ward at Mparo HC IV, Mparo T/C;** with joint inspection report dated 3/4/2023. The project is still ongoing since November 2022, but only one joint inspection was conducted.

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>For Rukiga DLG Health only two (02) infrastructural project payments in FY2022/2023 were made and were availed to test for certification before payments and timeliness of payment for works executed.</p> <p>Payment to Geses Uganda Ltd for Third phase construction of maternity ward at Mparo HCIV (UGX58,479,624) – Requisition dated 03/05/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 16/05/2023 and payment on 08/06/2023 (35 days).</p> <p>Payment to Acjude Engineering Co. Ltd for construction of 2 stance VIP latrine at Kyogo HCIII in Kamwezi S/C (UGX10,916,136) – Requisition dated 08/05/2023, certified by District Engineer, DHO, Environment Officer, CDO and CAO on 27/04/2023 and payment on 08/06/2023 (30 days).</p> <p>In both RDLG infrastructural projects, payments were effected beyond the 14 days’ time limit.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There is Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Complete Procurement files for the health infrastructure contracts with Evaluation Reports and Minutes of the Contract Committee.</p> <p>Files for the following projects were sampled accordingly;</p> <ol style="list-style-type: none"> 1. 3rd Phase Construction of Maternity Ward at Mparo HC IV, Mparo T/C - RUKI923/WRKS/2022-23/00001; approved by the Contracts Committee under Min. No. 219/RDCC/01/09/2022-23 in a meeting held on 1/9/2022. The evaluation report was approved by the contracts committee on 1/9/2022. The contract was awarded on 8/11/2023. 2. Construction of a 5-stance VIP Latrine at Kyogo HC III- RUKI923/WRKS/2022-23/00001; approved by the Contracts Committee under Min. No. 219/RDCC/01/09/2022-23 in a meeting held on 1/9/2022. The contract was awarded on 8/11/2023. 	1

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 score</p> <p>In the log, on 3/3/23, the focal person recorded a grievance for delayed the completion of the maternity ward at Mparo HC IV, the minutes dated 17/3/23, a meeting was held to resolve a complaint from the community around the health Centre who complained about limited space in the old maternity ward.</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 Rukiga DLG Health Department had disseminated guidelines on health care/medical waste management to health facilities. The assessment noted charts on medical waste segregation displayed in the maternity ward and laboratory at the three sampled health facilities of Kamwezi HC IV, Bukinda HC III and Mparo HC III.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There was evidence to confirm that Rukiga DLG had a functional system/central infrastructure with equipment for medical waste management and had a dedicated/operational budget. he assessment team established that Green Label Company Ltd supported the local government in the management of medical waste. Receipts for the medical waste collection from Green Label Company Ltd, dated 16th October 2023 and 13th November 2023, were found on file.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There is evidence confirming that Rukiga DLG has conducted training and created awareness in healthcare waste management. Information accessed by the assessment team indicates that on 3rd March 2023, the DLG held radio talk shows on Revival Radio and Rukiga FM to raise awareness about healthcare waste management for all health facilities.</p>	1

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY</p> <ol style="list-style-type: none"> 1. Proc Ref No RUKI1923/WRKS/2022-2023/00001 for the construction of Maternity ward at Mparo HC IV, a costed ESMP was incorporated into designs, BoQs under element No 6, environmental concerns from item A to E at a cost of Ugx 990,000 	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was 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 Mparo HC IV, located on block 103, plot 41 at Kabumbiri/Kashaki, dated 2/11/2018, signed and stamped by registrar of titles on 2/11/2018 2. Freehold offer letter from district land board to Mukyogo HC II, to process the land title,, is dated 16/12/2021, signed and stampd by Secretary district land board Mr Kakaire Herbert 3. Freehold offer letter from district land board to Kyogo HC III, to process the land title, is dated 16/12/2021, signed and stampd by Secretary district land board Mr Kakaire Herbert 	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports</p> <ol style="list-style-type: none"> 1. Support supervision and monitoring construction of maternity ward at Mparo HC IV was carried out on 15/12/2022, stamped and signed by both the EO and DCDO, monthly reports were reviewed dated 15/12/2022 and 12/3/2023, 6/6/2023 and 19/10/2023 the project started on 14/12/22 and still ongoing 	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 phased construction of maternity ward at Mparo HC IV was prepared and completed on 18/8/22 signed and stamped by both EO and DCDO, payment was made on 25/4/2023

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>As per the MWE-MIS for the FY 2022/2023, the rural water functionality for Rukiga DLG was 56% 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 Rukiga DLG, as seen under the Management Column was 97% that falls between 90% to 100%, thereby justifying a score two (2).</p>	2
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 RDLG in its FY2022/2023 LLG Water and Environment assessment was 88%, making it fall in the range 'above 80%'.</p> <p>From the LLGs performance assessment for the FY 2023/2024, the Rukiga DLG average score in the water and environment sector as seen under the Water & Environment Services Management Column (J) was 88% that falls above 80%, thereby justifying a score two (2).</p>	2

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

Maximum 8 points on this performance measure

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

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

o If 80-99%: Score 1

o If below 80 %: Score 0

• According to the 4th Quarter report titled “Rukiga District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR13/7/20)” submitted by CAO on 10th/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 Rukiga DLG was **95.4%**.

• The Sub-Counties (S/Cs) with SWC below the district average: **Bukinda** S/C with SWC of 95.0%, **Kamwezi** S/C with SWC of 95.0%, **Kashambya** T/C with SWC of 95.0% and **Rwamucucu** S/C with SWC of 95.0%.

• As per the document titled “Rukiga District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (REF: CR13/7/20)” submitted by CAO on 4th/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 4th/07/2022 and in reference to my analysis of the annual progress reports for FY 2022/2023, Rukiga district water department implemented the following budgeted water projects in the targeted sub counties.

i. Project 1: RUKI923/WRKS/2022-2023/00010: Construction of a 2 Stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu S/C at a cost of UGX 11,351,246; **which is a target of 1 out of 1, equivalent to 100%**;

ii. Project 2: RUKI923/WRKS/2022-2023/00011: Rehabilitation of Kabisha GFS in Rwamucucu S/C at a cost of UGX 36,954,060; **which is a target of 1 out of 1, equivalent to 100%**;

iii. Project 3: RUKI923/WRKS/2022-2023/00002; Rehabilitation of Nyakagabagaba GFS in Rwamucucu S/C at a cost of UGX 46,312,640; **which is a target of 1 out of 1, equivalent to 100%**;

iv. Project 4: RUKI923/WRKS/2022-2023/00012; Extension of Water to Bukinda Seed Secondary School in Bukinda S/C at a cost of UGX 28,639,780; **which is a target of 1 out of 1, equivalent to 100%**;

Therefore, the number of projects implemented in target S/Cs is **4 out of 4 budgeted projects in the Previous FY 2022/2023, equivalent to 100%, and 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

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

o If within +/-20% score 2

o If not score 0

As per the document titled "Rukiga District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (REF: CR13/7/20)" submitted by CAO on 4th/08/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 4th/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 Rukiga DLG, the following percentage variation of the engineering estimates were revealed:

i. Project 1: RUKI923/WRKS/2022-2023/00010: Construction of a 2 Stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu S/C;

- Contractor: Ampey General Contractors Ltd ;
- Engineer's estimated cost of UGX 13,000,000 (A);
- Contracted Sum of UGX 11,351,246 (B);
- Percentage variation= $[(A-B)/A]*100 = [(13,000,000 -11,351,246)/ 13,000,000]*100 = \mathbf{12.7\%}$

ii. Project 2: RUKI923/WRKS/2022-2023/00011: Rehabilitation of Kabisha GFS in Kashambya S/C;

- Contractor: Tur Holdings Ltd ;
- Engineer's estimated cost of UGX 38,000,000 (A);
- Contracted Sum of UGX 36,954,060 (B);
- Percentage variation= $[(A-B)/A]*100 = [(38,000,000 -36,954,060)/ 38,000,000]*100 = \mathbf{2.8\%}$

iii. Project 4: RUKI923/WRKS/2022-2023/00012; Extension of Water to Bukinda Seed Secondary School in Bukinda S/C;

- Contractor: Zeph Construction Company Ltd;
- Engineer's estimated cost of UGX 30,000,000 (A);
- Contracted Sum of UGX 28,639,780 (B);
- Percentage variation= $[(A-B)/A]*100 = [(30,000,000 -28,639,780)/ 30,000,000]*100 = \mathbf{4.5\%}$

• 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 “Rukiga District Water and Sanitation Development Grant Work Plan for FY 2022/2023 (REF: CR13/7/20)” submitted by CAO on 4th/07/2022 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 4th/07/2022 and 4th Quarter report titled “Rukiga District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR13/7/20)” submitted by CAO on 10th/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: RUKI923/WRKS/2022-2023/00010: Construction of a 2 Stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu S/C at a cost of UGX 11,351,246; **Achieved 100%**;

ii. Project 2: RUKI923/WRKS/2022-2023/00011: Rehabilitation of Kabisha GFS in Kashambya S/C at a cost of UGX 36,954,060; **Achieved 100%**;

iii. Project 3: RUKI923/WRKS/2022-2023/00002; Rehabilitation of Nyakagabagaba GFS in Rwamucucu S/C at a cost of UGX 46,312,640; **Achieved 100%**;

iv. Project 4: RUKI923/WRKS/2022-2023/00012; Extension of Water to Bukinda Seed Secondary School in Bukinda S/C at a cost of UGX 28,639,780; **Achieved 100%**;

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

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

a. If there is an increase in the % of water supply facilities that are functioning

o If there is an increase: score 2

o If no increase: score 0.

• From Ministry of Water and Environment Management Information System (MWE-MIS) assessment report for the FY 2022/2023, Rukiga DLG had 907 functional and 154 non-functional rural water sources, that was equivalent to a functionality of $[907/(907+154)]*100 = 85.49\%$ **approximated to 86%**.

• Also, from MWE-MIS assessment report for the FY 2021/2022, Rukiga DLG had 800 functional and 248 non-functional rural water sources, that was equivalent to a functionality of $[800/(800+248)]*100 = 76.34\%$ **approximated to 76%**.

• The variation in Rukiga DLG rural water functionality **from 76.34% to 85.49% represents an increase of 9.15%** in the water supply facilities that are functional.

• **There is an increase and therefore, justifying a score of two (2).**

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).

o If increase is more than 1% score 2

o If increase is between 0-1%, score 1

o If there is no increase : score 0.

- From Ministry of Water and Environment Management Information System (MWE-MIS) District Software Report (rural water Management) for FY/2022/2023, Rukiga DLG had

- 133 functional WSCs out of the 137 established WSCs equivalent to Management of $[133/137]*100 = 97.1\%$.

- Also, MWE-MIS District Software Report (rural water Management) for FY 2021/2022, Rukiga DLG had

- 143 functional WSCs out of the 162 established WSCs equivalent to Management of $[143/162]*100 = 88.3\%$.

- The variation in Rukiga DLG rural water functionality **from 88.3% to 97.1%** **represents an increase of 8.8%** 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).**

Performance Reporting and Performance Improvement

Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance

Maximum 3 points on this performance measure

The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3

- According to the 4th Quarter report titled "Rukiga District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR13/7/20)" submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023; Rukiga DLG water department implemented (constructed/ rehabilitated) 4 WSS projects in FY 2022/2023. I sampled and visited four (4) WSS facilities in two (2) S/Counties and I observed/noted the following:

i. Construction of a 2 Stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu S/C;

- The latrine was generally constructed according to the technical design drawings with two (2) stances and a urinal.

- The facility had ramps on both sides for people living with disabilities (PWDs), 900-1000mm wide

- The door width was 900 and corridor way was 1300mm.

- Screen/ brick wall was 190mm thick

- It had a well-ventilated/ aerated screen wall (1700mm high) constructed for privacy protection of users and the urinal drains with a soak pit.

- The VIP latrine was live fenced and the surrounding environment was well clean.

- There was no WSC found to confirm WSC training content.

- There was a hand-washing facility
- The latrine was open at the time of visit and thus I verified the stance internal dimensions (1000mmx1350mm).
- Veranda was 390-400mm wide
- Corridor was 1300mm wide
- There was no female/ male labels
- There was an engraving plate
- Challenge: the VIP facility had a well-planned access route but was abandoned by the community at the time of field visit and thus need to create proper access route basing on community preference.
- **Overall, the facility was completed and was functional as reported by the Rukiga DWO.**

ii. Rehabilitation and Extension of Water to Bukinda Seed Secondary School in Bukinda S/C;

- The supply line had a total of 18 single-spout Public Stand Posts (PSPs) and they were all functioning well.
- I found 2 (Arinaitwe Joselyn, Ahabwe Roland). out of 5 WSC members (1 women) including the C/Person
- At the time of field visit, I found the Site Engineer of the Bukinda Seed School (Mr. Tumukunde Amon,-Gesés (U) Ltd) who confirmed that the company was paying UGX 100,000/ month for operation and maintenance.
- The WSC had been trained on operation and maintenance ;
- The PSP environment was clean

Challenge: Upstream communities cut-off flow until water was extended and thus stable supply at time of field visit. 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)

- I visited three (3) single-spout PSPs and measured the flow rate for all.

a. PSP 1 (single spout) at Bukinda Seed School

- Upon testing the minimum PSP yield, on average a 20-litre jerrycan was filled in $(63+67)/2=65$ seconds approximated to $[(20/65)*3600] = 1108$ litres per hour greater than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus good yield.
- The surrounding environment clean with a

soak pit.

- The drainage channel was (180x240x180)mm.
- The water collection platform was 1070mm x 1230mm x 175mm
- The height of the water delivery pipe from the ground was 600mm.
- The PSP had no engraving plate, paspalum or trees

b. PSP 2 (single spout) in Rwencakara village

- Upon testing the minimum PSP yield, on average a 20-litre jerrycan was filled in $(196+198)/2=197$ seconds approximated to $[(20/197)*3600] = 365$ 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 a blocked soak pit.
- The drainage channel was (170x230x170)mm.
- The water collection platform was 960mm x 780mm x 170mm
- The height of the water delivery pipe from the ground was 660mm.
- The PSP had no engraving plate, paspalum or trees
- The water facility was not fenced.
- There was no WSC member found at time of visit and thus I could not confirm the training content
- I found three community members who claimed the PSP served 30 household.

c. PSP 3 (single spout) at Kakituru village

- Upon testing the minimum PSP yield, on average a 20-litre jerrycan was filled in $(273+263)/2=268$ seconds approximated to $[(20/268)*3600] = 269$ 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 a soak pit.
- The drainage channel was (170x110x170)mm.
- The water collection platform was 970mm x 780mm x 170mm
- The height of the water delivery pipe from the ground was 570mm.
- The PSP had no engraving plate, paspalum or trees
- The water facility was not fenced.

• There was no WSC member found at time of visit and thus I could not confirm the training content

• I found one community member who claimed the PSP served 40 household.

• **Overall, the rehabilitated/ extended WSS was functioning well as reported by Rukiga DWO.**

• **Therefore, on average all the four (4) 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)**

5

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

Maximum 7 points on this performance measure

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

• As per quarterly WSS reports, Rukiga 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 Rukiga 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: CR13/7/20)** submitted by Rukiga 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 5th/10/2022.

ii. **2nd Quarter Report for FY 2022/2023 (REF: CR13/7/20)** submitted by Rukiga DLG CAO on 5th/01/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 18th/01/2023

iii. **3rd Quarter Report for FY 2022/2023 (REF: CR13/7/20)** submitted by Rukiga DLG CAO on 11th/04/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 20th/04/2023

iv. **4th Quarter Report for FY 2022/2023 (REF: CR13/7/20)** submitted by Rukiga DLG CAO on 10th/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

2

- 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. Bukooba tap 4 in Bukooba village Kandago Parish, Bukinda S/C constructed in 2023 serving 40 households each comprising 5 people.

- ii. Nyakaina tap in Nyakaina village Kandago Parish, Bukinda S/C constructed in 2023 serving 15 households each comprising 5 people.

- iii. Omurwara tap in Omurwara village Kandago Parish, Bukinda S/C constructed in 2023 serving 48 households each comprising 5 people.

- iv. Kirungwe tap in Kirungwe village Kandago Parish, Bukinda S/C constructed in 2023 serving 16 households each comprising 5 people.

- v. Nyamabare tap in Nyamabare village Kandago Parish, Bukinda S/C constructed in 2023 serving 150 households each comprising 5 people.

- vi. Kabira tap 2 in Kabira village Kandago Parish, Bukinda S/C constructed in 2023 serving 120 households each comprising 5 people.

- vii. Rwenkyabara tap in Rwenkyabara village Kandago Parish, Bukinda S/C constructed in 2023 serving 15 households each comprising 5 people.

- viii. Kirimbe tap in Kirimbe village Kandago Parish, Bukinda S/C constructed in 2023 serving 15 households each comprising 5 people.

- ix. Kanguto tap in Kanguto village Kandago Parish, Bukinda S/C constructed in 2023 serving 30 households each comprising 5 people.

- x. Nyakaina tap 3 in Nyakaina village Kandago Parish, Bukinda S/C constructed in 2023 serving 200 students.

- **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 Rukiga DLG Water Office updates the MIS (WSS data) as evidenced in **all four (4) Quarterly Reports**, 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.

- There were also the following data update reports for District Water and Sanitation Development Grant for FY 2022/2023, submitted to MWE as listed below:

i. **Submission of the 1st Quarter data (Form-4)** report for FY 2022/2023 by Rukiga DLG CAO on 5th/10/2022 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/10/2022;

ii. **Submission of the 2nd Quarter data (Form-4)** report for FY 2022/2023 by Rukiga DLG CAO on 5th/01/2023 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 18th/01/2023;

iii. **Submission of the 3rd Quarter data (Form-4)** report for FY 2022/2023 by Rukiga DLG CAO on 11th/04/2023 to MWE PS, by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 20th/04/2023;

iv. **Submission of the 4th Quarter data (Form-4)** report for FY 2022/2023 by Rukiga DLG CAO on 10th/07/2023 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 and these were used by the DWO for planning purposes (plan for villages/ S/Counties based on their access/ functionality of water sources).

- Therefore, **Rukiga 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 all the four (4) quarters for the FY 2022/2023**

- **and therefore, justifying a score of three (3)**

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

Maximum 7 points on this performance measure

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

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

• According to the Rukiga 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: **Mparo Town Council with 78% and Muhanga Town Council with 82%**

• However, **there was no performance improvement plans developed and implemented for both Town Councils.**

• 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).**

Human Resource Management and Development

6

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

Maximum 4 points on this performance measure

a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2

There was evidence that the District Water Officer had budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 1 Assistant Water Officers for mobilization; 1 Engineering Assistant (Water) / 1 Borehole Maintenance Technician who were on the payroll.

The approved budget estimates for FY 2023/2024 showed that the District Water Officer budgeted for the critical staff in the District Water officer the amount of UGX. 48,000,000/= for wage.

2

6

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

Maximum 4 points on this performance measure

b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2

There was evidence that the Environment and Natural Resources Officer had budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Office.

The approved budget estimates for FY 2023/2024 showed that the District Natural Resources Officer budgeted for the critical staff in the Environment and Natural Resource office the amount of UGX. 286,400,000/= for wage.

2

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

Maximum 6 points on this performance measure

a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3

There was evidence that the District Water Officer had appraised District Water Office staff against the agreed performance plans during the previous FY.

Some of the files reviewed included:

1. The Civil Engineer (Water), Mutabazi Deogratious was appraised by Asiimwe John , Chief Administrative Officer on June 30, 2023.
2. The Assistant Water Officer for Mobilization, Arineitwe Clement was appraised by Mutabazi Deogratious, District Water Officer on June 28, 2023.
3. The Borehole Maintenance Technician/Assistant Engineering Officer, Sunday Gilbert was appraised by Mutabazi Deogratious, District Water Officer on June 27, 2023.
4. The Environment Officer, Ariho Emmanuel was appraised by Ahumuza Nelson, Ag. District Natural Resources Officer on June 06, 2023.
5. The Forestry Officer, Baga John was appraised by Agumisisriza Nelson, Ag. District Natural Resources Officer on June 30, 2023.

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

• According to the document titled **“Submission of Capacity Needs Assessment report and Training Plan for 2022/2023 FY Rukiga District Local Government” submitted by DWO on 12th /12/2022 to PHRO, received by Rukiga DLG on 12th/12/2022**; the District Water Office had identified capacity needs of staff from the performance appraisal process and ensured that training activities were conducted and “Training Report on National Framework for operation and Maintenance (O & M) of Rural Water Facilities” submitted by DWO on 14/08/2023 to CAO and received by the Rukiga DLG on 16th/08/2023;

• This was listed by **Name of Officer, Designation, Gap, Action plan and Time frame.**

• The Assistant Engineering Officer (for District Water Officer), Assistant Water Officer for Mobilisation and ADHO (Incharge of sanitation) **were trained on Grant guidelines; detailed engineering designs, etc.**

• There was a document titled **“Training Database for FY 2023/2024 for Rukiga DLG arising from the Staff performance Appraisal for FY 2022/2023 as on 10th/11/2023 from PHRO.**

• **Therefore, the DWO submitted staff capacity needs to the PHRO for consolidation into the District Training database and three (3) staff were trained.**

• **and therefore, justifying a score of three (3)**

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 %:

• According to the 4th Quarter report titled “Rukiga District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR13/7/20)” submitted by CAO on 10th/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 Rukiga DLG was 95.1%.**

• The Sub-Counties (S/Cs) with SWC below the district average: **Bukinda** S/C with SWC of 95.0%, **Kamwezi** S/C with SWC of 95.0%, **Kashambya** T/C with SWC of 95.0% and **Rwamucucu** S/C with SWC of 95.0%.

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

• As per the document titled “Rukiga District Water and Sanitation Development Conditional Grant Annual work plan/ Budget for FY 2023/2024 (REF:CR13/7/20) submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023, received by Ministry of Local Government and MoFPED on 18th/08/2023, the

Score 0

following were the budget allocations:

(i) Extension of Ibumba GFS to Omukishenyi in Rwamucucu S/County at a cost of UGX 51,462,901; which is **1 out of 1 project planned to be implemented in target S/Counties equivalent to 100%**.

(ii) Construction of 4 No. 25m³ ferro cement rain water harvesting tanks in Karorwa and Kyerero parishes in Bukinda S/County at a cost of UGX 36,000,000; **which is 4 out of 4 projects planned to be implemented in target S/Counties equivalent to 100%**.

(iii) Construction of two (2) No. 25m³ cement rain water harvesting tank in Kyogo, Kyabuhangwa, Kashekye and Kibanda parishes in Kamwezi S/County at a cost of UGX 72,000,000; **which is 1 out of 1 project planned to be implemented in target S/Counties equivalent to 100%**.

(iv) Site surveying, drilling and Test pumping of one production well (9borehole) in Kahama, Burime in Rwamucucu S/County at a cost of UGX 36,158,000; **which is 1 out of 1 project planned to be implemented in target S/Counties equivalent to 100%**.

(v) Construction of a 2-stance VIP latrineat Kigara RGC in Kamwezi S/County at a cost of UGX 14,000,000; **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 173,620,901 (A)** allocated to WSS developmental projects out of which **UGX 173,620,901 (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 $(B/A)*100 = UGX 173,620,901 / 173,620,901)*100 = 100%$.**

- **This was 100% and therefore, justifying a score of three (3)**

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

Maximum 6 points on this performance measure

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

• There was evidence that Rukiga DWO communicated to the LLGs their respective allocations per source to be constructed in the FY 2023/2024 as seen from the following:

• According to the 4th Quarter report titled “Rukiga District Local Government Water and Sanitation Development Grant Annual Report for 2022/2023 (REF: CR13/7/20)” submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023; there was the following documents of **meeting minutes titled “Advocacy and Planning Committee meeting at Bukinda S/County held on 25th/04/2023”** attended by 21 members where the DWO presented the FY 2023/2024 planned WSS projects allocation per S/County (Min 4/2023 Communication from DWO); **“Advocacy and Planning Committee meeting at Kamwezi S/County held on 24th/04/2023”** attended by 21 members where the DWO presented the FY 2023/2024 planned WSS projects allocation per S/County; **“Advocacy and Planning Committee meeting at Kashambya S/County held on 9th/12/2022”** attended by 21 members where the DWO presented the FY 2023/2024 planned WSS projects allocation per S/County (Min 05/12/2022); **“Advocacy and Planning Committee meeting at Rwamucucu S/County held on 8th/12/2022”** attended by 21 members where the DWO presented the FY 2023/2024 planned WSS projects allocation per S/County;

• Besides, list titled **“Budget allocations for Water and Sanitation projects in Sub-counties for FY 2023/2024”** was displayed on Rukiga DLG notice board by the DWO and on 2 out of 2 sampled notice boards of benefiting S/Counties

• and therefore, justifying a score of three (3)

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

Maximum 8 points on this performance measure

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

• If 95% and above of the WSS facilities monitored quarterly: score 4

• If 80-94% of the

• There was evidence that Rukiga District Water Office monitored some WSS facilities at least quarterly.

• There was a document titled “quarterly monitoring Plan for Water and Sanitation Facilities in Rukiga District for 2022-2023 FY” written by the DWO to CAO Rukiga DLG on 4th/07/2022.

• There were the following quarterly monitoring reports for FY 2022/2023 that were provided by Rukiga DWO.

• **Quarterly Monitoring and Supervision Report for the 1st Quarter FY 2022/2023 written by Rukiga DWO and received by Rukiga DLG 22nd/07/2022**

WSS facilities monitored quarterly: score 2

• If less than 80% of the WSS facilities monitored quarterly: Score 0

• **Quarterly Monitoring and Supervision Report for the 2nd Quarter FY 2022/2023 written by Rukiga DWO and received by Rukiga DLG on 19th/12/2022**

• **Quarterly Monitoring and Supervision Report for the 3rd Quarter FY 2022/2023 written by Rukiga DWO and received by Rukiga DLG on 23rd /01/2023**

• **Quarterly Monitoring and Supervision Report for the 4th Quarter FY 2022/2023 written by Rukiga DWO and received by Rukiga DLG on 25th/4/2023.**

• The List of sources for Rural Water Supply and sanitation facilities for Rukiga district constructed in FY 2022/2023 included the following:

i. Project 1: RUKI923/WRKS/2022-2023/00010: Construction of a 2 Stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu S/C at a cost of UGX 11,351,246; VIP was monitored, 100%;

ii. Project 2: RUKI923/WRKS/2022-2023/00011: Rehabilitation of Kabisha GFS in Rwamucucu S/C at a cost of UGX 36,954,060; **GFS was monitored, 100%;**

iii. Project 3: RUKI923/WRKS/2022-2023/00002; Rehabilitation of Nyakagabagaba GFS in Rwamucucu S/C at a cost of UGX 46,312,640; **GFS was monitored, 100%;**

iv. Project 4: RUKI923/WRKS/2022-2023/00012; Extension of Water to Bukinda Seed Secondary School in Bukinda S/C at a cost of UGX 28,639,780; **GFS was monitored, 100%;**

• A total of 1030 WSS facilities were thus planned for monitoring in all the four (4) quarters.

• This implies out of the **1061 water facilities (A)** in Rukiga DLG by June 2023, Rukiga District Water **monitored 1030 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 **$(B/A)*100=(1030 /1061)*100 = 97.1%$ equivalent to 97% that was above 95%**

• **thereby, justifying a score four (4).**

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

Maximum 8 points on this performance measure

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

There was evidence that Rukiga 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 Rukiga DLG 1st Quarter District Water and Sanitation Coordination Committee Meeting** held on 27th/09/2022 held at the District Rukiiko Hall, attended by 23 participants: Especially under agenda item 6-**“Presentation reports (Water Office)”** and 7-**“ Discussion and Way forward”**.

(ii) **Minutes of the Rukiga DLG 2nd Quarter District Water and Sanitation Coordination Committee Meeting** held on 6th/12/2022 at the District Rukiiko Hall, attended by 20 participants : Especially under agenda item 6-**“ Presentations of report by DWO ”**

(iii) **Minutes of the Rukiga DLG 3rd Quarter District Water and Sanitation Coordination Committee Meeting** held on 13th/04/2023 at the District Rukiiko Hall, attended by 20 participants: Especially under agenda item 6-**“ Presentations of the Progress report by DWO ”**

(iv) **Minutes of the Rukiga DLG 4th Quarter District Water and Sanitation Coordination Committee Meeting** held on 5th/07/2023 at District Rukiiko Hall, attended by 32 participants: Especially under agenda item 4-**“ Presentations of activities done in FY 2022/2023 and activities to be done in FY 2023/2024 ”** and 6-**“ Reactions 3,4 and 5”**.

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

(i) ...DEC members to liase with Hon. Caroline about the issues of boreholes being constructed in the district as they are condemned that they can be easily contaminated and think of alternative resources **(Minute 07/09/2022)**

(ii) ...the DEO to visit schools and work hand in hand with the head teachers to make sure that rain water tanks in schools are functional **(Minute 07/09/2022)**

(iii) ...the diocese to always liase with the extension staff when planning to select and train water user committees to avoid duplication and for proper follow-up and sustainability **(Minute 07/09/2022)**

(iv) ...recruiting of critical staff like borehole technician and assistant water officer for Mobilization **(Minute 05/2023 Reactions)**

(v) ...areas where water comes from and forgetting to put a tap resulting into cutting of pipes **(Minute 05/2023 Reactions)**

• **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>	<p>• There was evidence that Rukiga district water office publicizes budget allocations for the current FY 2023/24. The list of planned projects for FY 2023/2024 titled “Budget allocations for Water and Sanitation Projects in Sub counties for FY 2023/2024” was displayed on Rukiga DLG notice board by the DWO and on 2 out 2 notice boards of sampled benefiting S/Counties</p> <p>• and therefore, justifying a score of two (2)</p>	2
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>🔗 The Total Non-Wage Recurrent budget for the previous FY 2022/2023 was UGX 47,762,565 (A) while the amount spend on Mobilization (Software) was UGX 24,634,565 (B).</p> <p>🔗 Percentage of NWR rural water and sanitation budget allocated to mobilization = (B/A)*100 = (24,634,565 /47,762,565)*100= 51.6%</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 Rukiga District software reports, the DWO in liaison with the CDO established and trained all WSCs especially Caretakers 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 Training of Care Takers and scheme Attendants on preventive Maintenance” prepared by DWO-Rukiga DLG on 27th/06/2023 and received by the District engineer on 13th/07/2023, there was evidence that Caretakers of ten (10) Gravity Flow Schemes were trained from Rukiiko Hall</p> <p>🔗 For the four WSS facilities sampled in two (2) S/Counties namely:</p> <p>i. Construction of a 2 Stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu S/C;</p> <ul style="list-style-type: none"> • I found the caretaker of the VIP latrine (Medad Tumuhimbise) who confirmed that he was training about ensuring cleanliness of the facility. <p>ii. Rehabilitation and Extension of Water to Bukinda Seed Secondary School in Bukinda S/C;</p> <ul style="list-style-type: none"> • I found 2 (Arinaitwe Joselyn, Ahabwe Roland) 	3

out of 5 WSC members (1 women) including the C/Person

- At the time of field visit, I found the Site Engineer of the Bukinda Seed School (Mr. Tumukunde Amon,-Ges (U) Ltd) who confirmed that the company was paying UGX 100,000/ month for operation and maintenance.

- The **WSC had been trained on operation and maintenance;**

a. PSP 1 (single spout) at Bukinda Seed School

b. PSP 2 (single spout) in Rwencakara village

- I found three community members who claimed the PSP served 30 household.

c. PSP 3 (single spout) at Kakituru village

- I found one community member who claimed the PSP served 40 household.

- **All the two (2) Caretakers of the WSS facilities confirmed that they were trained equivalent to 100%**

- **and 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 Rukiga district Water Department signed and stamped by the Rukiga DLG District Water Officer on 31st/10/2023 and received by Rukiga DLG 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 2023.**

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

i. Omubwara tap in Omubwara village in Rwamucucu S/C

ii. Kangoto tap in Kangoto village in Rwamucucu S/C

iii. Nyakaina tap 2 in Nyakaina village in Rwamucucu S/C

iv. Nyakaina tap 3 in Nyakaina village in Rwamucucu S/C

v. Kirundwe tap 2 in Kirundwe village in Rwamucucu S/C

vi. Kirundwe tap 3 in Kirundwe village in Rwamucucu S/C

vii. Kirundwe P/S tap in Kirundwe village in Rwamucucu S/C

viii. Nyarubare tap in Nyarubare village in Rwamucucu S/C

ix. Omukasha tap 1 in Omukasha village in Rwamucucu 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 Rukiga DLG Water Department and therefore, justifying a score of four (4).**

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDPIII) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>For FY 2023/2024, RDLG Water and Environment Unit has the following projects:</p> <ul style="list-style-type: none"> 🏗️ Construction of 2 stance VIP latrine at Kigara RGC in Kamwezi S/C UGX14,000,000 🏗️ Construction of ferro water tank at Kibanda Kamwezi S/C UGX72,000,000 🏗️ Construction of ferro water tank in Nyakasira Bukinda S/C UGX36,000,000 🏗️ Extension of Ibumba GFS in Rwamucucu S/C UGX51,463,000 <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Derived from the LG Development Plan -Consistent with sector guidelines & DDEG objectives -Financially feasible -Having costed project profiles. <p>Evidence of desk appraisals with respect to costed profiles, consistency with the LG Development plan and other sector guidelines and financial feasibility for the four (04) RDLG FY2023/2024 Water and Environment projects was provided and reviewed during this assessment.</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<ul style="list-style-type: none"> • As per the document titled “Rukiga District Water and Sanitation Development Conditional Grant Annual work plan/ Budget for FY 2023/2024 (REF:CR13/7/20) submitted by CAO on 10th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2023, received by Ministry of Local Government and MoFPED on 18th/08/2023, the following were the budget allocations: <ul style="list-style-type: none"> (i) Extension of Ibumba GFS to Omukishenyi in Rwamucucu S/County at a cost of UGX 51,462,901; (ii) Construction of 4 No. 25m3 ferro cement rain water harvesting tanks in Karorwa and Kyerero parishes in Bukinda S/County at a cost of UGX 36,000,000; (iii) Construction of two (2) No. 25m3 cement rain water harvesting tank in Kyogo, Kyabuhangwa, Kashekye and Kibanda parishes in Kamwezi S/County at a cost of UGX 72,000,000; (iv) Site surveying, drilling and Test pumping of one production well (9borehole) in Kahama, Burime in Rwamucucu S/County at a cost of UGX 36,158,000; 	2

(v) Construction of a 2-stance VIP latrine at Kigara RGC in Kamwezi S/County at a cost of UGX 14,000,000;

• **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; three (3) boreholes and two (2) shallow wells from the district water office by the by the LC-III C/Person, Kamwezi S/C, signed by 8 members, stamped and dated by LC-I C/Person Rushojwa village, Kibanda parish on 15th/12/2022; by LC-III C/Person Kamwezi S/C on 16th/12/2022.

(ii) Application for the construction of one (1) VIP latrine at Kabirizi playground from the district water office by the by the LC-I C/Person, Kabirizi S/C, signed by 8 members, stamped and dated by LC-I C/Person kabirizi village on 3rd/08/2022; by LC-III C/Person Kamwezi S/C on 15th/11/2022.

(iii) Request for Motorised Borehole in Kahama Burime Rwamucucu S/County from the district water office by the LC-I C/Person Kahama village, Burime parish in Rwamucucu S/County, signed by 58 members, stamped and dated on 12th/10/2022.

(iv) Request for a water tank at Kasooni Church of Uganda from the district water office by the LC-III C/Person Kamwezi S/County, signed stamped and dated by LC-I C/Person Nyamabare village; LC-I C/Person Rwamasyazo village; LC-II C/Person Kyogo Parish; LC-I C/Person Nyarugita village; LC-I C/Person Nyabyondo village on 20th/05/2023;

(v) Renovation for Gravity Water scheme in Omukishenyi Village by the LC-I C/Person Omukishenyi village, Ibumba Parish, Rwamucucu S/C, signed by 36 members, stamped by LC-II C/Person Ibumba Parish and LC-I C/Person Omukishenyi village dated on 20th/05/2023;

• **Therefore, all the five (05) sampled beneficiary communities applied for the budgeted WSS investments for current FY 2023/2024 and therefore, justifying a score of two (2).**

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 the current FY2023/2024, RDLG Water and Environment department has the following projects:

🏗️ Construction of 2 stance VIP latrine at Kigara RGC in Kamwezi S/C UGX14,000,000

🏗️ Construction of ferro water tank at Kibanda Kamwezi S/C UGX72,000,000

🏗️ Construction of ferro water tank in Nyakasira Bukinda S/C UGX36,000,000

🏗️ Extension of Ibumba GFS in Rwamucucu S/C UGX51,463,000

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

-Technical feasibility

-Environmental and social acceptability requirements

Evidence of field appraisals with respect to technical feasibility and environmental and social acceptability for the four (04) RDLG FY2023/2024 Water and Environment projects was provided for the assessment and reviewed.

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 the extension of water to Mushenyi in Ibumba was carried on 14/7/2023, stamped and signed by both EO and DCDO, after screening the project didn't qualify for a detailed study, therefore a costed ESMP was prepared on 26/7/23 stamped and signed by both EO and DCDO at cost of Ugx 450,000 2. Screening for the construction of 2 VIP latrine at Kigara RGC Kamweza was carried on 3/8/2023, stamped and signed by both EO and DCDO, after screening the project didn't qualify for a detailed study, therefore a costed ESMP was prepared on 4/8/23 stamped and signed by both EO and DCDO at cost of Ugx 400,000 3. Screening for the csit drilling and test pumping one production borehole was carried on 20/6/2023, stamped and signed by both EO and DCDO, after screening the project didn't qualify for a detailed study, therefore a costed ESMP was prepared on 4/8/23 stamped and signed by both EO and DCDO at cost of Ugx 500,000 	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. Rehabilitation of Nyakagabagaba Gravity Flow Scheme in Rwamucucu Sub County- RUKI923/WRKS/2022-2023/00002; Contract Price is UGX 46,312,640/=. 2. Construction of a 2-stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu Sub County- RUKI923/WRKS/2022-2023/00010; Contract Price is UGX 11,351,246/=. 3. Extension of Water to Bukinda Seed Secondary School, Bukinda Sub County- RUKI923/WRKS/2022-23/00012; Contract Price is UGX 28,639,780/=. 	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. Rehabilitation of Nyakagabagaba Gravity Flow Scheme- RUKI923/WRKS/2022-23/00002; approved by the Contracts Committee under Min219/DCC/01/09/2022-23 in a meeting held on 1/9/2022. 2. Rehabilitation of Kabisha Gravity Flow Scheme- RUKI923/WRKS/2022-23/00011; approved by the Contracts Committee under Min219/DCC/01/09/2022-23 in a meeting held on 1/9/2022. 3. Construction of a 2-stance VIP Latrine at Noozi Rural Growth Centre- RUKI923/WRKS/2022-23/00010; approved by the Contracts Committee under Min219/DCC/01/09/2022-23 in a meeting held on 1/9/2022. 	
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 was NO evidence of proper establishment of the PIT for the Water Sector projects within the last FY (2022/23) as per guidelines.</p> <p>A copy of joint appointment dated 22/11/2022 have the Clerk of Works (Assistant Engineering Officer), DCDO, Senior Environment Officer and District Labour Officer, Contract Manager (District Natural Resources Officer) and Contract Supervisor (District Water Officer) appointed by the CAO. However, there was no appointment of the Project Manager by the CAO. The projects below were sampled:</p>	0
			<ol style="list-style-type: none"> 1. Rehabilitation of Nyakagabagaba GFS in Rwamucucu S/C. 2. Extension of Water to Bukinda Seed Secondary School. 3. Construction of a 2 stance VIP Latrine at Noozi Rural Growth Centre. 	
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>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was some evidence that the four (4) water facilities I sampled and visited in two (2) S/Counties and presented below were constructed as per the standard Technical Designs provided by the DWO in the BOQs and Technical drawings:</p> <p>i. Construction of a 2 Stance VIP Latrine at Noozi Rural Growth Centre in Rwamucucu S/C;</p> <ul style="list-style-type: none"> • The latrine was generally constructed according to the technical design drawings with two (2) stances and a urinal. • The facility had ramps on both sides for people living with disabilities (PWDs), 900-1000mm wide 	2

- The door width was 900 and corridor way was 1300mm.
- Screen/ brick wall was 190mm thick
- It had a well-ventilated/ aerated screen wall (1700mm high) constructed for privacy protection of users and the urinal drains with a soak pit.
- The latrine was open at the time of visit and thus I verified the stance internal dimensions (1000mmx1350mm).
- Veranda was 390-400mm wide
- Corridor was 1300mm wide

ii. Rehabilitation and Extension of Water to Bukinda Seed Secondary School in Bukinda S/C;

- The supply line had a total of 18 single-spout Public Stand Posts (PSPs) and they were all functioning well.

a. PSP 1 (single spout) at Bukinda Seed School

- The surrounding environment clean with a soak pit.
- The drainage channel was (180x240x180)mm.
- The water collection platform was 1070mm x 1230mm x 175mm
- The height of the water delivery pipe from the ground was 600mm.

b. PSP 2 (single spout) in Rwencakara village

- The surrounding environment clean with a blocked soak pit.
- The drainage channel was (170x230x170)mm.
- The water collection platform was 960mm x 780mm x 170mm
- The height of the water delivery pipe from the ground was 660mm.

c. PSP 3 (single spout) at Kakituru village

- The surrounding environment clean with a soak pit.
- The drainage channel was (170x110x170)mm.
- The water collection platform was 970mm x 780mm x 170mm
- The height of the water delivery pipe from the ground was 570mm.

• Overall, all the four (4) 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).

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

Maximum 14 points on this performance measure

e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2

There is NO Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects. Monthly technical supervision of WSS infrastructure projects was carried out by the relevant technical officers (i.e. Project Supervisor, Project Manager, District Environment Officer and District Community Development Officer) as seen from the Minutes of Meetings and joint inspection reports. The projects sampled included;

1. **Extension of Water to Bukinda Seed Secondary School-** with Minutes of meeting dated: 2/12/2022 and joint inspection reports dated: 30/12/2022, 3/2/2023, 14/02/2023. However, monthly reports for January, March to May 2023 were missing. Monthly Minutes of meetings for January-May 2023 were missing.
2. **Rehabilitation of Nyakagabagaba Ground Flow Scheme-** with Minutes of meetings dated: 2/12/2022 and joint inspection reports dated: 28/12/2022, 30/1/2023, 4/5/2023. However, monthly reports for February to April 2023 were missing. Monthly Minutes of meetings for January-May 2023 were missing.
3. **Construction of a 2-stance VIP Latrine at Noozi Rural Growth Centre-** with joint inspection reports dated: 30/12/2022. However, monthly reports for January to April 2023 were missing and no records for Monthly Minutes of meetings.

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

Maximum 14 points on this performance measure

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

o If 100 % contracts paid on time: Score 2

o If not score 0

Five (05) payments of RDLG FY2022/2023 Water and Environment infrastructure projects were sampled to test certification and the timeliness of payment for works executed.

Payment to Tur Holdings Ltd for rehabilitation of Kabisha GFS in Kashambya S/C (UGX13,396,320) – Requisition dated 12/06/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 29/05/2023 and payment effected on 28/06/2023 (16 days).

Payment to Zeph Construction Co. Ltd for Extension of water to Bukinda Seed School in Bukinda S/C (UGX20,211,066) – Requisition dated 08/02/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 10/02/2023 and payment effected on 05/04/2023 (57 days).

Payment to Wish Big Structures Ltd for rehabilitation of Nyakagabagaba GFS in Rwamucucu S/C (UGX15,671,331) – Requisition dated 12/06/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 04/05/2023 and payment effected on 28/06/2023 (16 days)

Payment to Wish Big Structures Ltd for rehabilitation of Nyakagabagaba GFS in Rwamucucu S/C (UGX20,716,002) – Requisition dated 10/03/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 20/03/2023 and payment effected on 08/06/2023 (88 days)

Payment to Ampey General Contractors Co. Ltd for construction of 2 stance VIP latrine at Noozi Rural growth centre at Rwamucucu S/C (UGX9,696,657) – Requisition dated 07/02/2023, certified by Water Officer, CDO, Internal Auditor, Environment Officer and District Engineer on 10/02/2023 and payment effected on 05/04/2023 (58 days)

Though in all the five (05) sampled projects certification before payment was duly effected, 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 the LG 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. **Rehabilitation of Nyakagabagaba Gravity Flow Scheme-** RUKI923/WRKS/2022-23/00002; approved by the Contracts Committee under Min219/DCC/01/09/2022-23 in a meeting held on 1/9/2022. The contract was awarded on 7/11/2022. The Contracts Committee approved the evaluation report on 1/9/2022.
2. **Extension of Water to Bukinda Seed Secondary School-** RUKI923/WRKS/2022-23/00012; approved by the Contracts Committee under Min219/DCC/01/09/2022-23 in a meeting held on 1/9/2022. The contract was awarded on 7/11/2022. The Contracts Committee approved the evaluation report on 1/9/2022.
3. **Construction of a 2-stance VIP Latrine at Noozi Rural Growth Centre-** RUKI923/WRKS/2022-23/00010; approved by the Contracts Committee under Min219/DCC/01/09/2022-23 in a meeting held on 1/9/2022. The contract was awarded on 8/11/2022. The Contracts Committee approved the evaluation report on 1/9/2022.

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 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

In the log book on 20/1/23, the focal person recorded a grievance cutting of water transmission and distribution pipes extending water to Bukinda seed S.S the complaints were community members from Rwampazi and Rwenderema villages of Ibugwe, the minutes dated 25/1/23, to resolve a complaint from the community.

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 no evidence that the DWO and the Environment Officer disseminated guidelines on water source & catchment protection and natural resource management to CDOs</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>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 10/4/2023, water source protection plans & natural resource management plans for WSS facilities constructed were reviewed 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>	<p>• There was evidence that most 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:</p> <p>(i) Land title for Bukinda Seed Secondary School in Bukinda S/C for 0.8540 Ha of land at Buzooba, Rukiga County, Rukiga District for extension of Water</p> <p>(ii) MoU for Construction of Nyakagaba Gravity Flow Scheme (Source protection and tank construction) between the landowner (Monday Charity) and Rukiga DLG in presence of two (2) witnesses signed and stamped by CAO on 24th/08/2022</p> <p>(iii) MoU for Construction of 2-stance VIP latrine at NooZi RGC between the community of Noozi village, Rwamucucu S/C and Rukiga DLG in presence of two (2) witnesses signed and stamped by CAO on 15th/09/2022</p> <p>(iv) MoU for rehabilitation of Kabisha Gravity Flow Scheme (Source protection and tank construction) between the landowner (Kembabazi Gerevazio) and Rukiga DLG in presence of two (2) witnesses signed and stamped by CAO on 14th /09/2022</p> <p>• There was evidence that all WSS facilities budgeted for FY 2022/2023 were implemented on land where Rukiga DLG had proof of consent , and therefore, justifying a score of three (3).</p>	3

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 ten (10) RDLG FY2022/2023 investment projects was tested to check for E&S certification of projects before payment:

Construction of 2 stance VIP latrine at Kyogo HCIII – E&S certificate dated 24/04/2023.

Construction of maternity ward at Mparo HCIV – E&S certificate dated 23/04/2023.

Construction of 5 stance VIP latrine at Ibugwe P/S – E&S certificate dated 17/12/2022.

Completion of 5 stance VIP latrine at Noozi RGC – E&S certificate dated 05/02/2023.

Rehabilitation of Kabisha GFS – E&S certificate dated 28/05/2023.

Construction of 5 stance VIP latrine at Nyakatura P/S – E&S certificate dated 30/01/2023.

Completion of agricultural veterinary laboratory at DLG HQ – E&S certificate dated 19/12/2022

Phased construction maternity ward at Kiyogoore, Mparo T/C – E&S certificate dated 14/08/2022.

Construction of 5 stance VIP latrine at Kanyabugunga, Kashambya S/C – E&S certificate dated 28/06/2023.

Extension of water to Bukinda Seed S.S – E&S certificate dated 03/04/2023

For all the samples tested, E&S certification was effected in accordance with the requirements.

Score: 2

Safeguards in the Delivery of Investments

Maximum 10 points on this performance measure

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

Score 2, If not score 0

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

1. Monitoring for extension of water to Bukinda seed S.S and rehabilitation of Nyakagabagaba gravity flow scheme was carried out on 22/2/2023, signed and stamped by both EO and DCDO, monthly reports were reviewed dated 22/2/23, the project started on 14/12/22 and ended on 14/2/23

**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), Ms. Kamayonza Sylvia availed a document dated 30th June 2023, titled “Rukiga District local government data on irrigated land and irrigation potential assessment- June 23”, containing both beneficiaries and non-beneficiaries of micro-scale irrigation grant.</p> <p>One of the beneficiaries is Mr. Behangaana Deus (irrigation demo host farmer-1.5 acres) at Kirera village, Burime parish, Rwamucucu subcounty while non-beneficiaries include Kigezi potato farmers’ cooperative Micro-scale irrigation at Crescent’s farm (Kishongati village, Muhanga ward Muhanga TC-5acres)</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>According to the document dated 30th June 2023, titled “Rukiga District local government data on irrigated land and irrigation potential assessment- June 23”, the acreage changed as follows;</p> <p>Previous FY (2022/2023) =44.5acres</p> <p>Previous FY but 1(2021/2022) =38acres</p> <p>Percentage increment=$((44.5-38)/38) \times 100=17.11\%$</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>Rukiga DLG Micro-scale irrigation LLG performance for FY2022/2023 was 87%. This put it in the range “Above 70%”</p>	4

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0	According to the Budget Performance Report for the production department for FY 2022/2023, Rukiga DLG was allocated UGX 78,620,037 entirely for complementary activity under microscale irrigation program. This amount did not include a development component.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	For RDLG FY2022/2023, the Micro-scale irrigation program was still in initial stages (for Phase II LGs), funds had just been released and approved farmers were not yet selected.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	<p>The SAE, Ms. Kamayonza Sylvia availed the following;</p> <p>BOQs dated 1st February 2023 for the irrigation system Demo at Kirera village, Rwamucucu Subcounty prepared by the SAE, Ms. Kamayonza Sylvia having an estimate of UGX23,370,000</p> <p>BOQs/supplier quote for the Irrigation system demo at Kirera village, Rwamucucu subcounty under UgIFT, dated 8/2/2023, prepared by Kaftec investments ltd having an estimate of UGX23,369,600.</p> <p>Resulting into a percentage variation = $((23,369,600 - 23,370,000) / 23,700,000) \times 100 = 0\%$</p>	1
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	<p>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 	<p>The SAE availed completion certificate dated 12/06/2023 issued to Kaftec investment ltd for design, supply and installation of micro-scale demo at Kirera Burime Rwamucucu (contract no. RUK/WRKS/2022-2023/00014 for the same contract that was signed on 3rd May, 2023.</p> <p>Therefore, 100% the planned irrigation demonstration sites where contracts were signed during the previous FY were installed/completed within the previous FY</p>	2
	Maximum score 6			

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 	Rukiga District Local Government had the sub counties of	
			<ol style="list-style-type: none"> 1. Bukinda 2. Kamwezi 3. Kashambya 4. Rwamcucu 	
			and the town councils of	
			<ol style="list-style-type: none"> 1. Muhanga 2. Mparo 	
			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 17 staff out of the expected 30 computing to a percentage of 56.7% .	
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	The SAE Ms. Kamayonza Sylvia provided the list of 1 installed irrigation demonstration facility (located in Kirera Village, Kabucucu S/C). This was visited and checked and was found to be complete with all the essential components as entailed in the Microscale irrigation program guideline 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	The SAE Ms. Kamayonza Sylvia provided the list of 1 installed irrigation demonstration facility (located in Kirera Village, Kabucucu S/C). This was visited and tested and was found to be u and running. Therefore, the only microscale Irrigation system installed during the previous FY (100%) is functional.	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

5

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0

There was evidence that information on the position of extension workers in Rukiga District was accurate.

2

The sub counties of Kamwezi Sub County, Bukinda Sub County, and Muhanga Town Council were sampled for assessment.

The following extension workers were on the staff list of Kamwezi Sub County, consistent with information from HRM:

1. Kabahizi Everest, Agriculture Officer
2. Agaba Amon, Fisheries Officer
3. Turyagyenda Robert, Assistant Animal Husbandry Officer

The following extension workers were on the staff list of Bukinda Sub County

1. Agaba Loice, Agricultural Officer
2. Niwakora Precious, Assistant Veterinary Officer
3. Sajabi Richard, Fisheries Officer

The following extension workers were on the staff list of Muhanga Town Council:

1. Turihohabwe Moses, Assistant Animal Husbandry Officer
2. Agaba Amon, Fisheries Officer
3. Tuhaise Prisca, Agricultural Officer

5

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0

The SAE Ms. Kamayonza Sylvia provided the list of 1 installed irrigation demonstration facility (located in Kirera Village, Kabucucu S/C). This was visited and tested and was found to be u and running. Therefore, the information on established irrigation demonstration site installed and functioning is accurate.

2

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	The following evidences were availed to confirm that information is collected quarterly on; newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer Expression of Interest (EOI);	2
	Maximum score 6		<p>Quarter 4 report dated 28th June, 2023 prepared by SAE which had awareness raising events for local leaders at LLG level in five LLGs, Awareness raising for farmers, 111 Expression of Interests for all the six LLGs, 115 preparations of farm visit, 29 farm visits conducted in all the six LLGs and monitoring the functionality of demo site,</p> <p>Quarter 3 report dated 29th March, 2023 prepared by SAE which had awareness raising events for local leaders at LLG level in five LLGs, Awareness raising for farmers, 114 Expression of Interests.</p> <p>Quarter 2 report dated 30th Dec, 2022 prepared by SAE which had awareness raising for farmers.</p> <p>Quarter 1 report dated 30th September, 2022 prepared by SAE which had awareness raising for farmers.</p>	
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	<p>The SAE accessed MIS showing that last entry was on 13th July, 2023 i.e., Tabaruka Brian of Rutooma village, Nyakagabaga S/C, Rwamucucu s/c. Also from the MIS, it was noted that the DLG had achieved 170 a target of 91 EOIs, of which 131 were successful.</p> <p>Therefore, the LG has entered up to-date LLG information into MIS and has reached and surpassed their target EOIs.</p>	1
	Maximum score 6			
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	The four Quarterly reports for the previous FY availed are in conformity to the MIS information, for example EOIs submitted as of 30th June 2023 stood at 111 both on the MIS and in the fourth quarter report implying that the LG has prepared a quarterly report using information compiled from LLGs in the MIS.	1
	Maximum score 6			

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>d) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0</p>	<p>The District Production Officer, Mr. Gainamungu Ismail Isingoma availed a document dated 6th July 2023 and “titled Performance gaps identified in production department FY 2022/2023”, prepared by himself, whereby the following actions were recommended for improvement;</p> <ol style="list-style-type: none"> 1. Submit the identified staff with capacity gaps to the district training committee 2. 2 staff identified for mentorship by colleagues to start immediately 3. Improved monitoring and support supervision to staff in LLGs in form of technical backstopping to improve performance in the gaps identified already. <p>However, these proposed actions were very generic and not specific to lowest performing LLGs, hence not substantive enough as evidence of approved PIPs for the lowest performing LLGs.</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0</p>	<p>PIP implementation report was not availed</p>	0

Human Resource Management and Development

7

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

Maximum score 6

a) Evidence that the LG has:
i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0

According to the performance contract of Rukiga DLG, the production department had an extension budget of UGX433,916,321, allocated according to the guidelines for agro-industrialization program conditional grant to district local governments, FY 2023/2024. According to this guideline, 25% of the grant is to be utilized for development expenditure while 75% of the grant is to be used on recurrent operational expenditure. Accordingly UGX325,437,241 was allocated to recurrent operational expenditures while UGX108,479,080 was allocated to development expenditure.

However, no source document was availed confirming the staffing norm of the department, making it hard to judge whether or not the budgeting was as per staffing norm.

0

7

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

Maximum score 6

ii Deployed extension workers as per guidelines score 1 or else 0

The DPO availed a staff list showing 17 extension staff at LLG levels. No additional document was availed for review, making it impossible to judge whether or not the DLG has budgeted for and deployed extension workers as per guidelines.

0

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

Maximum score 6

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

There was evidence that extension workers were working in LLGs where they were deployed.

Review of the staff list, attendance registers and monitoring reports at Kamwezi Sub County showed that the following LLG extension workers were actually physically working at Kamwezi Sub County:

1. Kabahizi Everest, Agriculture Officer
2. Agaba Amon, Fisheries Officer
3. Turyagyenda Robert, Assistant Animal Husbandry Officer

These were physically working at Bukinda Sub County:

1. Agaba Loice, Agricultural Officer
2. Niwakora Precious, Assistant Veterinary Officer
3. Sajabi Richard, Fisheries Officer

These were physically at Muhanga Town Council:

1. Turihohabwe Moses, Assistant Animal Husbandry Officer
2. Agaba Amon, Fisheries Officer
3. Tuhaise Prisca, Agricultural Officer

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 Kamwezi Sub County, Bukinda Sub County, and Muhanga Town Council.

Names of some of the LLG extension workers displayed included:

1. Kabahizi Everest, Agriculture Officer
2. Agaba Amon, Fisheries Officer
3. Turyagyenda Robert, Assistant Animal Husbandry Officer

found at Kamwezi Sub County;

1. Agaba Loice, Agricultural Officer
2. Niwakora Precious, Assistant Veterinary Officer
3. Sajabi Richard, Fisheries Officer

at Bukinda Sub County; and

1. Turihohabwe Moses, Assistant Animal Husbandry Officer
2. Agaba Amon, Fisheries Officer
3. Tuhaise Prisca, Agricultural Officer

at Muhanga 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 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. Sajabi Richard, Fisheries Officer posted to Bukinda and Rwamucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on June 30, 2023.
2. Kyomugisha Emily, Agricultural Officer posted to Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 30, 2023.
3. Kukundakwe Benjamin, Assistant Veterinary Officer posted to Kashambya Sub County was appraised by Agaba Tito, Senior

- Assistant Secretary on June 30, 2023.
4. Turinawe Dismus, Assistant Animal Husbandry Officer posted to Mparo Town Council was appraised by Rwamango Hassan, Principal Assistant Town Clerk on June 28, 2023.
 5. Arinaitwe Innocent, Agricultural Officer posted to Mparo Town Council was appraised by Rwamango Hassan, Principal Assistant Town Clerk on June 30, 2023.
 6. Asimire Ameria, Fisheries Officer posted to Mparo and Kashambya Sub County was appraised by Agaba Tito, Senior Assistant Secretary on June 30, 2023.
 7. Agaba Wilfred, Assistant Animal Husbandry Officer posted to Rwamucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on June 22, 2023.
 8. Katwesigye Leonard, Agricultural Officer posted to Rwamucucu Sub County was appraised by Akampa George, Ag. Senior Assistant Secretary on June 30, 2023.
 9. Turihohabwe Moses, Assistant Animal Husbandry Officer posted to Muhanga Town Council was appraised by Akomuhanagi Eudia Mutabazi, Principal Assistant Town Clerk on June 12, 2023.
 10. Tuhaise Prisca, Agricultural Officer posted to Muhanga Town Council was appraised by Akomuhanagi Eudia Mutabazi, Principal Assistant Town Clerk on June 14, 2023.
 11. Turyagyenda Robert, Assistant Animal Husbandry Officer posted to Mparo Town Council was appraised by Rwamango Hassan, Principal Assistant Town Clerk on June 30, 2023.
 12. Agaba Amon, Fisheries Officer posted to Kamwezi and Muhanga Sub County was appraised by Akomuhanagi Eudia Mutabazi, Principal Assistant Town Clerk on June 15, 2023.
 13. Kabahizi Everest, Agricultural Officer posted to Kamwezi Sub County was appraised by Kakaire Herbert, Senior Assistant Secretary on June 30, 2023.
 14. Niwakora Precious, Assistant Animal Husbandry Officer posted to Bukinda Sub County was appraised by Mbabazi Paddy Rwahika, Senior Assistant Secretary on June 21, 2023.
 15. Agaba Loice, Agricultural Officer posted to Bukinda Sub County was appraised by Mbabazi Paddy

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	There was no evidence that the District Production Coordinator had taken corrective action based on the appraisals.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	The DPO availed a document with title "Production & Marketing department Training database 2022/2023FY". According to this document several trainings were conducted for example; training on safe use and handling of pesticides was conducted at the district headquarters from 5th -10th June, 2023, facilitated by MAAIF and District production office attended by 32 participants; Awareness on microscale irrigation attended by 147 participants at the LLGs from 13th - 20th Feb 2023, facilitated by the DPO and SAE, etc.	1
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	The DPO availed a document with title "Production & Marketing department Training database 2022/2023FY". According to this document several trainings were conducted for example; training on safe use and handling of pesticides was conducted at the district headquarters from 5th -10th June, 2023, facilitated by MAAIF and District production office attended by 32 participants; Awareness on microscale irrigation attended by 147 participants at the LLGs from 13th - 20th Feb 2023, facilitated by the DPO and SAE, etc.	1

Management, Monitoring and Supervision of Services.

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

Maximum score 10

a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services):
Score 2 or else 0

RDLG Micro-scale irrigation program is in its second year of running 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%.

In the budget of FY2023/2024, the following allocations have been made:

Capital Development is
UGX146,440,499 (75%)

Complementary services
UGX48,813,499 (25%)

TOTAL BUDGET UGX195,253,998
(100%)

The allocations were made in accordance with Micro-scale irrigation grant allocation 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

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

RDLG 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 RDLG, the financial breakdown was as follows:

Awareness – LG Leaders UGX7,322,080 (15%)

Procurement UGX4,881,345 (10%)

Awareness - Farmers UGX9,762,700 (20%)

Farm Visits UGX7,321,995 (15%)

Irrigation Demos UGX9,762,690 (20%)

Farmer Field Schools UGX9,762,690 (20%)

TOTAL Complementary Services UGX48,813,499.

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

Rukiga DLG FY2023/2024 Micro scale irrigation budget of UGX195,253,998 is government grant gotten through a supplementary budget and is 100% GoU funded. It doesn't yet have a co-funding element embedded.

There was no evidence that the co-funding is reflected in the LG FY2023/2024 Budget and allocations made as per laid down Micro-scale irrigation guidelines, though effort is being made to go this direction.

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>As at the time of this assessment, for FY2023/2024, Rukiga DLG Micro scale irrigation budget was still 100% GoU funded without an element of co-funding.</p> <p>UGX195,253,998 and is 100% GoU funded.</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>The DPO availed minutes for Seasonal review meeting held on 16/01/2023(received by CAO's office on 17th January,2023) at the district headquarters, under minute No. Min 4/2023 (page 2-4), the DPO and SAE made presentations to the DTPC regarding farmer co-funding.</p> <p>Therefore, the DPO availed minutes for Seasonal review meeting held on 16/01/2023(received by CAO's office on 17th January,2023) at the district headquarters, under minute No. Min 4/2023 (page 2-4), the DPO and SAE made presentations to the DTPC regarding farmer co-funding.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	<p>According to the Monthly report of June 2023 dated 30th June 2023, the DPO reported that he monitored the irrigation demo in kirera, Rwamucucu, whereby he reported the findings on functionality of the demo.</p> <p>Therefore, 1/1 (100%) of installed micro scale irrigation equipment was monitored in the previous FY.</p>	2

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>The following reports were availed by the SAE as evidence of overseeing farmer training during warranty period;</p> <ol style="list-style-type: none"> 1. Monitoring of micro-scale irrigation demonstration in kirera, Burime, Rwamucu for July, dated 28/7/2023 whereby some emitters of the drip system were not working well and replaced, and the farmer was advised to fence the site. 2. Monitoring of micro-scale irrigation demonstration in kirera, Burime, Rwamucu for July, dated 28/9/2023 whereby the district committed to train the farmer on irrigation and maintenance of the irrigation equipment. <p>The host farmer for the demo site was interviewed and testified that he has received the trainings to achieve servicing and maintenance(O&M)</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 following evidences were availed</p> <ol style="list-style-type: none"> 1. Extension staff training on micro-scale irrigation at the district head quartered dated 19th January 2023 on page 4, the SAE made presentations to the extension staff regarding the criteria for selection of farmers. 2. Extension staff training on micro-scale irrigation at the district headquarters dated 29th May 2023 on page 4, the SAE made presentations to the extension staff regarding the eligibility criteria for farmers to be selected. 3. Certificates: training of on use of irri-track e.g., for all the five modules (Haise Prisca), Katwesigye Leonard and Agaba Loyce-0773063660-Bukinda S/C) <p>Additionally, the following extension staff ; Haise Prisca, Muhanga TC--0779166083, Katwesigye Leonard Rwamucucu S/C-0781723277, Agaba Loyce, Bukinda S/C-0773063660, were interviewed and they testified to have received the listed trainings on different aspects of Microscale irrigation e.g. preparation of farms visit, conducting farm visits, etc.</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>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>The SAE availed the following evidences;</p> <ol style="list-style-type: none"> 1. A report on farmer field day at demo site with farmers, dated 10/05/2023 received by CAO's office on 7th July 2023 attended by district officials including CAO and farmers. 2. Attendance list dated 10/05/2023 for farmer field day at demo site 3. In a departmental monthly meeting conducted on 23/02/2023 under minute number Min5/2023, the DPO guided on establishment of farmer field schools 	2
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>a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0</p>	<p>The following evidences were availed;</p> <ol style="list-style-type: none"> 1. Report on radio talk shows dated 20/04/2023, states that the SAE, DAO and Agricultural Officer Mparo TC conducted radio talk shows on 6th, 13th and 20th April, 2023 on Rukiga FM, photos attached. 2. Report title Microscale Irrigation awareness creation in all sub-counties from 13th to 20th February, 2023 by SAE with photos attached indicating that awareness creation was conducted in all the six LLGs. 3. Report title Microscale Irrigation awareness creation in all sub-counties from 17th to 20th January, 2023 by SAE with photos attached indicating that awareness creation was conducted in all the six LLGs. 4. Attendance list for awareness raising-Kashambya S/C dated 15/02/2023 <p>Therefore, Rukiga DLG conducted activities to mobilize farmers as per guidelines.</p>	2

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>	2
		<p>The SAE availed the following evidences;</p> <ol style="list-style-type: none"> 1. An attendance list for micro-scale irrigation meeting for local leaders dated 14/02/2023 attended by among others the LCII Chairperson of Kigara Parish Mr. Nkurunungi Charles (0774949439) 2. A report on awareness creation on microscale irrigation attendance list dated 13/02/2023 signed by among others Mr. Akampa George, the SAS Rwamucucu S/C (0784939019) and Mr. Rwamango Hassan, Town Clark Mparo town council (0774317929). 3. Attendance list for awareness raising-Kashambya S/C dated 15/02/2023 4. Report title Microscale Irrigation awareness creation in all sub-counties from 17th to 20th January, 2023 by SAE with photos attached indicating that awareness creation was conducted in all the six LLGs. <p>Therefore, the district has trained staff and sensitized political leaders at District and LLG levels</p>	

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>	2
		<p>The DPO availed a document with a title "Inventory report", dated 30/05/2023 containing the details of location and specifications of equipment installed at the demo site.</p> <p>Therefore, there was evidence that that DLG had an updated register of equipment supplied in the previous FY.</p>	

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</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>The SAE, Ms. Kamayonza Sylvia, availed printouts of submitted EOIs containing the details of all the farmers who expressed interest, having farmers for both current and previous FYs, the last entry was on 13th July, 2023.</p>	2
	<p>Maximum score 8</p>		<p>The database was queried for the following random farmers; Bumusime Cabon from Kakituro village, Kandago Parish, Bukinda S/C, Byamukama Simon, Nyaruhanga village, Kigara parish, Kamwezi S/C sampled and found on the database. The finding was that they existed in the database as well.</p>	
			<p>Therefore, the LG keeps an up-to-date database of applications (EOIs) for the current and previous FY at the time of the assessment.</p>	
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. Agreement to proceed for Quotation form for Musiimenta Christine dated 30/07/2023, Dr. Mugisha Ambrose dated 2th -10-2023 Grams Tumwesigye and Rakatangu Caleb dated 12/6/2023, . 2. Farm visit report dated 19/06/2023, prepared by the SAE 	2
	<p>Maximum score 8</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) 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) dated 12/10/2023 as listed below:</p> <ol style="list-style-type: none"> 1. Micro Scale Irrigation Scheme with a Budgeted cost of UGX 24,000,000/= 	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 Rukiga DLG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF) as per Form LG PP 9 dated 5/4/2023. The listed potential bidders include:</p> <ol style="list-style-type: none"> 1. Sprinktech Ltd 2. Kaftech Investments Ltd <p>Furthermore, through memo dated 24/2/2023, Rukungiri DLG provided Rukiga DLG with a list of pre-qualified providers for the FY (2022/23) received from MAAIF. This provision was based on memo dated 25/5/2021 from the Permanent Secretary informing the CAOs of various District Local Governments of the pre-qualified suppliers for the Micro-scale Irrigation program selected by MAAIF. Therefore, the list of pre-qualified suppliers from MAAIF used by Rukungiri DLG is the same as that used by Rukiga DLG and it comprised of the following suppliers:</p> <ol style="list-style-type: none"> 1. Davis and Shirtliff 2. Associated Design and Build Engineers Ltd 3. Sprinktech 4. Adritex Uganda Limited 5. Kaftech Investments Limited 	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>There is evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria.</p> <p>Under Min. No. 233/RDCC/17/02/2022-23 in a meeting held on 17/2/2023 the selection of the irrigation equipment supplier based on the set criteria was completed.</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>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> <p>Design, supply and installation of micro-scale irrigation demonstration for one selected farmer in Kirera Village Rwamucucu S/C-RUKI923/WRKS/2022-23/00014; Approved by the Contracts Committee under Min. No. 246/RDCC/11/04/2022-23 in a meeting held on 11/4/2023.</p>	1

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	This indicator is Not Applicable because only one bidder returned the bid to the Procurement unit. Therefore, the contract was awarded to that bidder. The name of the bidder is Kaftech Investments Limited.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	The SAE Ms. Kamayonza availed the design for the demo site located at Behangana Deus' farm in Kirera Village, Burime Parish Rwamucucu S/C. The design had 120m pump, 1000Litre tank and all the three technologies ie drip, sprinklers and drag hose. Upon inspection of the demo, it was found to conform to the design. Therefore, the irrigation demonstration site installed is in line with the design.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	The DPO availed the following evidences that the relevant technical officers conducted regular technical supervision of the irrigation demonstration site. 1. Supervision report on microscale irrigation demo at Mr. Behangana Deu's farm in Burimbe Parish Rwamucucu S/C dated 8/5/2023 during construction/installation emitter was found faulty and replaced. 2. According to the site book, the SAE monitored the demo site on 6th June, 12th June, 20th June 2023 during installation and continued monitoring after hand over.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	From the site book at the irrigation demonstration site at Mr. Behangana Deus' farm in Kirera Village, Burime Parish, Kabucucu S/C, the SAE monitored the installation on 6th June, 12th June, 20th June 2023. During hand over on 20th June, the system was tested for functionality.	1

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	From the site book at the irrigation demonstration site at Mr. Behangana Deus' farm in Kirera Village, Burime Parish, Kabucucu S/C, the SAE monitored the installation on 6th June, 12th June, 20th June 2023. During hand over on 20th June.	1
Maximum score 18				
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	For FY2022/2023, RDLG Micro Scale Irrigation program being in its infancy stage had one vendor who supplied equipment for the three farmer demos. Payment to this vendor was made as follows:	2
Maximum score 18				
			Payment to Kaftech Investments Co. Ltd for supply and installation of equipment for farmer demos (UGX22,201,120) - Requisition dated 14/06/2023, certified by Environment Officer, CDO, Production Officer, Agricultural Engineer, Internal Auditor and CAO on 14/06/2023 and payment effected on 28/06/2023 (9 days)	
			The payment was made within the mandatory 14 days deadline.	
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 is Evidence that the LG has a complete procurement file for the micro scale irrigation project with all records as required by the PPDA i.e. evaluation Reports and Minutes of the Contract Committee, and contract documents.	2
Maximum score 18				
			The following project was sampled accordingly;	
			<p>Design, Supply and Installation of Micro-Scale Irrigation Demonstration at Kirera Village Rwamucucu S/C - RUKI923/WRKS/2022-23/00014; approved by the Contracts Committee under Min. No. 246/RDCC/11/04/2022-23 in a meeting held on 11/4/2023. The evaluation report was approved by the contracts committee on 11/4/2023. The contract was awarded on 3/5/2023.</p>	

Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0</p>	<p>There was evidence that the Local Government had displayed details of the nature and avenues to address grievance prominently in multiple public areas</p>	2
			<p>On the main notice board of production, a display was reviewed dated 15/7/22, showing the avenues to address grievances, names and contacts of the people responsible to record grievances from the subcounty to district level, I.e. at the district Mrs. Dorothy Mbaguta DCDO, contact 0787350088, is responsible for recording grievances at the district</p>	
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>i). Recorded score 1 or else 0</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 microscale irrigation grievance were recorded</p>	1
			<p>In the log book, the people of Burime community complained about the criteria being used to select the benefices of the irrigation scheme program.</p>	
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</p>	1
			<p>In the minutes dates 26/5/2023, the complaint was investigated during the meeting attended by grievance committee members, the minutes were signed and stamped by PAS and DCDO</p>	
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>	1
			<p>In a letter dated 19/5/2023, addressed to grievance committee, the production officer responded to grievance about criteria of selection.</p>	

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 micro-scale irrigation grievances were reported</p> <p>In the log book, the complaint was reported and sensitisation meeting was organized, for the people to understand the criteria of selection</p>	1
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Environment and Social Requirements

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>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.</p> <p>score 2 or else 0</p>	<p>The SAE availed an MoU between Rukiga DLG and Behangana Deus William of Kirera village, Burime parish Rwamucucu S/C, dated 10th January, 2023 as evidence that they have disseminated Micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p>	2
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	<p>There was evidence that Environmental, Social and Climate Change screening carried out and where required, ESMPs developed, prior to installation of irrigation equipment and Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents</p> <p>1. Environmental, Social and Climate Change screening for micro scale irrigation demo at Mr. Behangana Deus in Kirera Village was carried out on 15/8/2022, stamped and signed by both EO and DCDO after screening a costed ESMP was prepared at cost of Ugx 1,600,000. Proc ref No RUKI1923/WRKS/2022-2023/00014 a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents preliminary works at cost of Ugx 1,000,000</p>	1
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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. Monitoring for micro scale irrigation demo for Mr. Behangana Deus in Kirera Village was carried out on 10/5/2023, signed and stamped by both EO and DCDO, monthly report was reviewed dated 10/5/2023, the project started on 3/5/2023 and ended on 12/6/2023	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 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 1. E&S Certification forms for micro scale irrigation demo at Mr. Behangana Deus in Kirera Village was completed on 10/6/2023, stamped and signed by EO and DCDO, payments were made on 28/6/2023.	1
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 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 1. E&S Certification forms for micro scale irrigation demo at Mr. Behangana Deus in Kirera Village was completed on 10/6/2023, stamped and signed by EO and DCDO, payments were made on 28/6/2023.	1

**Crosscutting Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	There was evidence that the position of Chief Finance Officer was substantively filled by Mwebesa Jackson appointed by the Chief Administrative Officer in a letter dated January 27, 2022 ref.: unreferenced, as directed by the District Service Commission under Minute No. 006/2022. Mwebesa Jackson was appraised by Asimwe John, Chief Administrative Officer on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	There was no evidence that the position of District Planner was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	There was no evidence that the position of District Engineer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	There was no evidence that the position of District Natural Resources Officer was substantively filled and there was no secondment from the line ministry.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	There was no evidence that the position of District Production Officer was substantively filled and there was no secondment from the line ministry.	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	There was evidence that the position of District Community Development Officer was substantively filled by Mbaguta Dorothy Okello appointed by the Chief Administrative Officer in a letter dated June 18, 2018 ref.: DSC 28/5/18 as directed by the District Service Commission under Minute No. 19/2018. Mbaguta Dorothy Okello was appraised by Asimwe John, Chief Administrative Officer on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	There was evidence that the position of District Commercial Officer was substantively filled by Agaba Nelson appointed by the Chief Administrative Officer in a letter dated January 27, 2022 ref.: unreferenced, as directed by the District Service Commission under Minute No. 066/2022. Agaba Nelson was appraised by Asimwe John, Chief Administrative Officer on June 30, 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	There was evidence that the position of Senior Procurement Officer was substantively filled by Musiimenta Milka appointed by the Chief Administrative Officer in a letter dated October 24, 2022 ref.: unreferenced, as directed by the District Service Commission under Minute No. 011/2022. Musiimenta Milka was appraised by Aijuka Timothy, Clerk to Council on June 30, 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	There was evidence that the position of Procurement Officer was substantively filled by Aheirwe Adella appointed by the Chief Administrative Officer in a letter dated May 04, 2023 ref.: unreferenced, as directed by the District Service Commission under Minute No. 1/04/2023. Aheirwe Adella was appraised by Mwebesa Jackson, Chief Finance Officer on June 28, 2023.	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>i. Principal Human Resource Officer, score 2 or else 0</p>	<p>There was evidence that the position of Principal Human Resource Officer (Administration) was substantively filled by Kananura Nicholas appointed by the Chief Administrative Officer in a letter dated October 24, 2022 ref.: unreferenced, as directed by the District Service Commission under Minute No. 013/2022. Kananura Nicholas was appraised by Asiimwe John, Chief Administrative Officer on June 30, 2023.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>j. A Senior Environment Officer, score 2 or else 0</p>	<p>There was evidence that the position of Senior Environment Officer was substantively filled by Byaruhanga John appointed by the Chief Administrative Officer in a letter dated June 18, 2018 ref.: DSC 28/5/18 as directed by the District Service Commission under Minute No. 19/2018. Byaruhanga John was appraised by Agaba Nelson, Ag. District Natural Resources Officer on June 06, 2023.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>There was evidence that the position of Senior Land Management Officer was substantively filled by Agumisiriza Nelson appointed by the Chief Administrative Officer in a letter dated May 28, 2018 ref.: DSC 28/5/18 as directed by the District Service Commission under Minute No. 19/2018. Agumisiriza Nelson was appraised by Asiimwe John, Chief Administrative Officer on June 30, 2023.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p>There was evidence that the position of Senior Accountant was substantively filled by Tusaasiirwe Brita appointed by the Chief Administrative Officer in a letter dated October 24, 2022 ref.: unreferenced, as directed by the District Service Commission under Minute No. 011/2022. Tusaasiirwe Brita was appraised by Mwebesa Jackson, Chief Finance Officer on June 30, 2023.</p>	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>There was no evidence that the position of Principal Internal Auditor 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>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>There was evidence that the position of Principal Human Resource Officer (Secretary DSC) was substantively filled by Ahimbisibwe Charles appointed by the Chief Administrative Officer in a letter dated September 16, 2022 ref.: CR/161/01 as directed by the District Service Commission under Minute No. 004/2022. Ahimbisibwe Charles was appraised by Asimwe John, Chief Administrative Officer on June 24, 2023.</p>	2
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG Maximum score is 15</p>	<p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).</p>	<p>There was evidence that the LG had recruited a Senior Assistant Secretary (Sub-Counties) and a Town Clerk (Town Councils) in all LLGs.</p> <p>Rukiga District LG had 4 sub counties of Bukinda; Kamwezi; Kashambya; Rwamcucu, and 2 town councils of Muhanga; and Mparo. The substantively appointed staff included:</p> <ol style="list-style-type: none"> 1. Akomuhangi Eudiah Mutabazi, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated January 03, 2011 ref.: DSC 28/59/01 as directed by the District Service Commission under Minute No. 88/2010 (2) and posted to Muhanga Town Council. Akomuhangi Eudiah Mutabazi was appraised by Asimwe John , Chief Administrative Officer on June 21, 2023. 2. Rwamango Hassan, Principal Township Officer appointed by the Chief Administrative Officer in a letter dated September 19, 2023 ref.: as directed by the District Service Commission under Minute No. 12/08/2023 and posted to Mparo Town Council. Rwamango Hassan was appraised by Asimwe John , Chief Administrative Officer on June 30, 2023. 3. Mbabazi Paddy Rubahika, Senior Assistant Secretary appointed 	5

by the Chief Administrative Officer in a letter dated September 19, 2023 ref.: as directed by the District Service Commission under Minute No. 12/08/2023 and posted to Bukinda Sub County. Mbabazi Paddy Rubahika was appraised by Tumwesigire Gideon, Principal Assistant Secretary on June 30, 2023.

4. Kakaire Herbert, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated January 03, 2014 ref.: DSC 28/59/01 as directed by the District Service Commission under Minute No. 130/2013 and posted to Kamwezi Sub County. Kakaire Herbert was appraised by Tumwesigire Gideon, Principal Assistant Secretary on June 30, 2023.
5. Agaba Tito, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated January 17, 2007 ref.: CR/160/1 as directed by the District Service Commission under Minute No. 91/2006 (c)(v) and posted to Kashambya Sub County. Agaba Tito was appraised by Tumwesigire Gideon, Principal Assistant Secretary on June 30, 2023.
6. Musimenta Allen Kakuru, Senior Assistant Secretary appointed by the Chief Administrative Officer in a letter dated September 19, 2023 ref.: as directed by the District Service Commission under Minute No. 12/08/2023 and posted to Rwamcucu Sub County. Musimenta Allen Kakuru was not due for appraisal, having assumed duty on September 19, 2023.

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 evidence that the LG had recruited a Community Development Officer and a Senior Community Development Officer in case of Town Councils, in all LLGs.

The substantively appointed staff included:

1. Ahumuza Isabella, Community Development Officer appointed by the Chief Administrative Officer in a letter dated June 18, 2018 ref.: DSC 28/5/18 as directed by the District Service

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- Commission under Minute No. 19/2018 and posted to Bukinda Sub County. Ahumuza Isabella was appraised by Mbabazi Paddy Rwahika, Senior Assistant Secretary on June 21, 2023.
2. Kato Evas, Senior Community Development officer appointed by the Chief Administrative Officer in a letter dated May 28, 2018 ref.: DSC 28/5/18 as directed by the District Service Commission under Minute No. 19/2018 and posted to Mparo Town Council. Kato Evas was appraised by Rwamango Hassan, Principal Assistant Town Clerk on June 30, 2023.
 3. Arinaitwe Clement, Community Development Officer appointed by the Chief Administrative Officer in a letter dated September 19, 2023 ref.: as directed by the District Service Commission under Minute No. 12/08/2023 and posted to Kamwezi Sub County. Arinaitwe Clement was appraised by Rwamango Hassan, Principal Assistant Town Clerk on June 27, 2023.
 4. Natukunda Deborah, Community Development Officer appointed by the Chief Administrative Officer in a letter dated May 04, 2023 ref.: as directed by the District Service Commission under Minute No. 1/4/2023 and posted to Kashambya Sub County. Natukunda Deborah was appraised by Agaba Tito, Senior Assistant Secretary on June 22, 2023.
 5. Kukundakwe Nicholas, Community Development Officer appointed by the Chief Administrative Officer in a letter dated September 19, 2023 ref.: as directed by the District Service Commission under Minute No. 12/08/2023 and posted to Muhanga Town Council. Kukundakwe Nicholas was appraised by Akomuhangi Eudia Mutabazi, Principal Assistant Town Clerk on June 15, 2023.
 6. Kyakunzire Phoebe, Community Development Officer appointed by the Chief Administrative Officer in a letter dated June 18, 2018 ref.: DSC 28/5/18 as directed by the District Service Commission under Minute No. 19/2018 and posted to Rwamcucu Sub County. Kyakunzire Phoebe was

appraised by Akampa George,
Ag. Senior Assistant Secretary
on June 30, 2023.

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 that the LG had recruited a Senior Accounts Assistant or an Accounts Assistant in all LLGs.

The substantively appointed staff included:

1. Atuheire Doreen, Senior Accounts Assistant appointed by the Chief Administrative Officer in a letter dated December 06, 2019 ref.: as directed by the District Service Commission under Minute No. 30/2019 (e) and posted to Bukinda Sub County Atuheire Doreen was appraised by Mbabazi Paddy Rwahika, Senior Assistant Secretary on June 13, 2023.
2. Twebaze Ben Richard, Accounts Assistant appointed by the Chief Administrative Officer in a letter dated October 25, 2005 ref.: CR 156/5 as directed by the District Service Commission under Minute No. 97/2005 and posted to Mparo Town Council. Twebaze Ben Richard was appraised by Rwamango Hassan, Principal Assistant Town Clerk on June 30, 2023.
3. Bikorwomuhangi Isaac, Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated April 14, 2021 ref.: as directed by the District Service Commission under Minute No. 005/2021 and posted to Kamwezi Sub County. Bikorwomuhangi Isaac was appraised by Kakaire Herbert, Senior Assistant Secretary on March 31, 2023.
4. Tugumizemu Ronald , Senior Assistant Accountant appointed by the Chief Administrative Officer in a letter dated May 04, 2023 ref.: as directed by the District Service Commission under Minute No. 3/04/2023 and posted to Kashambya Sub County. Tugumizemu Ronald was appraised by Agaba Tito, Senior Assistant Secretary on June 23, 2023.
5. Musime Justus, Senior Treasurer appointed by the Chief Administrative Officer in a letter dated June 18, 2018 ref.: DSC2018/5/18 as directed by the District Service Commission under Minute No. 19/2018 and posted to Muhanga Town

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Council. Musime Justus was appraised by Akomuhangi Eudia Mutabazi, Principal Assistant Town Clerk on June 24, 2023.

6. Ndengejeho Geoffrey, Accounts Assistant appointed by the Chief Administrative Officer in a letter dated October 25, 2005 ref.: CR 156/5 as directed by the District Service Commission under Minute No. 97/2005 and posted to Rwamcucu Sub County. Ndengejeho Geoffrey was appraised by Akampa George, Ag. Senior Assistant Secretary on June 30, 2023.

Environment and Social Requirements

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>a. Natural Resources department,</p> <p>score 2 or else 0</p>	<p>For RDLG Natural Resources what was budgeted for FY2022/2023 was UGX287,365,466. What was spent according to the report of the year ended 30 June 2023 was UGX271,600,838. The ratio of the expenditure to the budgeted funds was 94.5%, which was less than 100%.</p>	0
3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>b. Community Based Services department.</p> <p>score 2 or else 0.</p>	<p>For RDLG Community Based Services what was budgeted for FY2022/2023 was UGX127,007,378. What was spent according to the report of the year ended 30 June 2023 was UGX116,353,348. The ratio of the expenditure to the budgeted funds was 91.6%, which was way less than 100%.</p>	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>a. If the LG has carried out Environmental, Social and Climate Change screening,</p> <p>score 4 or else 0</p>	<p>There was evidence that LG had carried out environmental, Social and Climate Change screening for project implemented using the DDEG for the previous FY</p> <ol style="list-style-type: none"> 1. Environmental, Social and Climate Change screening for the construction of VIP latrine at Kyogo Heath center II was carried out on 6/9/2022, signed and stamped by both the EO and DCDO. 	4

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>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),</p> <p>score 4 or 0</p>	<p>The project implemented using the DDEG (ie construction of VIP latrine at Kyogo Heath center II was carried out on 6/9/2022) 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.</p>	4
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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 LG has a Costed ESMPs for project implemented using the Discretionary Development Equalization Grant (DDEG)</p> <ol style="list-style-type: none"> 1. For the construction of VIP latrine at Kyogo Heath center II, a costed ESMP was prepared on 10/11/2022 at a cost of Ugx 500,000 signed and stamped by both EO and DCDO. 	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>Rukiga DLG had an unqualified audit opinion for its FY2022/2023 final accounts.</p>	10
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6	Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).	If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),	As per the submissions at the IAG office and the records at Rukiga DLG, two reports on the implementation status of IAG and OAG recommendations for FY2021/2022 were submitted to the office of the Internal Auditor General both on 13/03/2022. The reports contained actions taken on 27 IAG and AG recommendations.	0
	maximum score is 10	score 10 or else 0.	The submissions to the IAG were made beyond the previous FY February end deadline.	
7	Evidence that the LG has submitted an annual performance contract by August 31st of the current FY	If the LG has submitted an annual performance contract by August 31st of the current FY,	According to the MoFPED inventory of submissions and records at the DLG, Rukiga DLG Performance Contract for FY 2023/2024, signed by the Accounting Officer (CAO) was submitted on 03/07/2023.	4
	Maximum Score 4	score 4 or else 0.	This was before the mandatory August 31st deadline.	
8	Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,	According to the MoFPED inventory of submissions and records at the DLG, Rukiga DLG Annual Performance Report for FY 2022/2023, signed by the Accounting Officer (CAO) was submitted on 10/08/2023.	4
	maximum score 4 or else 0	score 4 or else 0.	This was before the mandatory August 31 deadline.	

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

Maximum score is 4

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

score 4 or else 0.

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

Quarter 1 report on 28/10/2022

Quarter 2 report on 21/03/2023

Quarter 3 report on 26/06/2023

Quarter 4 report on 10/08/2023

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

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
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Human Resource Management and Development

1				30
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New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.

a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0

There was evidence that the position of District Education Officer was substantively filled by Beyengera Vastina appointed by the Chief Administrative Officer in a letter dated July 10, 2019 ref.: as directed by the District Service Commission under Minute No. 19/2019. Beyengera Vastina was appraised by Asimwe John , Chief Administrative Officer on June 30, 2023.

*The Maximum Score of
70*

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.

The Maximum Score of 70

b) All District/Municipal Inspector of Schools, score 40 or else 0.

There was evidence that the LG had substantively appointed Inspectors of Schools as follows:

1. There was evidence that the position of Principal Inspector of Schools was substantively filled by Ndyabegira Christopher appointed by the Chief Administrative Officer in a letter dated October 24, 2022 ref.: as directed by the District Service Commission under Minute No. 011/2022. Ndyabegira Christopher was appraised by Beyendera Vastina, District Education Officer on June 30, 2023.
2. There was evidence that the position of Senior Inspector of Schools was substantively filled by Kyomugisha Catherine appointed by the Chief Administrative Officer in a letter dated May 04, 2023 ref.: as directed by the District Service Commission under Minute No. 01/04/2023. Kyomugisha Catherine was appraised by Tumwijukye Moses, District Education Officer on June 29, 2023.
3. There was evidence that the position of Inspector of Schools was substantively filled by Aheirwe Vaster appointed by the Chief Administrative Officer in a letter dated December 20, 2021 ref.: as directed by the District Service Commission under Minute No. 016/2021 (a-o). Aheirwe Vaster was appraised by Kyomugisha Catherine, Senior Inspector of Schools on June 30, 2023.
4. There was evidence that the position of Inspector of Schools was substantively filled by Katungi Jackson appointed by the Chief Administrative Officer in a letter dated January 27, 2022 ref.: as directed by the District Service Commission under Minute No. 066/2022 (a-f). Katungi Jackson was appraised by Ndyabegira Christopher, Principal Inspector of Schools on June 28, 2023.

Environment and Social Requirements

2	<p>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)</p> <p>The Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that the LG carried out Environmental, Social and Climate Change screening/Environment for all Education projects for the previous FY</p> <ol style="list-style-type: none"> 1. Environmental, Social and Climate Change screening for the construction of 5 stance VIP latrine at Kitaburaza P/s, was carried out on 11/4/2022, signed and stamped by both the EO and DCDO, costed ESMP was prepared at cost of Ugx 970,000 2. Environmental, Social and Climate Change screening for the construction of 5 stance VIP latrine at Kashambya P/s, was carried out on 7/8/2022, signed and stamped by both the EO and DCDO, costed ESMP was prepared at cost of Ugx 450,000 3. Environmental, Social and Climate Change screening for the construction of 5 stance VIP latrine at Nyakafura P/s, was carried out on 20/3/2022, signed and stamped by both the EO and DCDO, costed ESMP was prepared at cost of Ugx 550,000 	15
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2	<p>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)</p> <p>The Maximum score is 30</p>	<p>If the LG carried out:</p> <p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>Education projects ie (screening for the construction of 5 stance VIP latrine at Kitaburaza P/s, was carried out 11/4/2022, construction of 5 stance VIP latrine at Kashambya P/s, construction of 5 stance VIP latrine at Nyakafura P/s, was carried out 20/3/2022), that were 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>	15
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**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 evidence that the position of District Health Officer was substantively filled by Musimenta Emmanuel appointed by the Chief Administrative Officer in a letter dated December 20, 2021 ref.: unreferenced, as directed by the District Service Commission under Minute No. 016/2021 (a-o). Musimenta Emmanuel was appraised by Asiimwe John, Chief Administrative Officer on June 07, 2023.	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>	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 Tushabomwe Kate Nturize appointed by the Chief Administrative Officer in a letter dated October 24, 2022 ref.: unreferenced, as directed by the District Service Commission under Minute No. 013/2022. Tushabomwe Kate Nturize was appraised by Musimenta Emmanuel, District Health Officer on June 26, 2023.	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 evidence that the position of Assistant District Health Officer Environmental Health was substantively filled by Ahumuza Gilbert appointed by the Chief Administrative Officer in a letter dated October 24, 2022 ref.: unreferenced, as directed by the District Service Commission under Minute No. 011/2022. Ahumuza Gilbert was appraised by Musimenta Emmanuel, District Health Officer on June 27, 2023.	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>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	There was evidence that the position of Senior Environmental Health Officer was substantively filled by Twinomugisha Daniel appointed by the Chief Administrative Officer in a letter dated September 19, 2023 ref.: unreferenced, as directed by the District Service Commission under Minute No. 12/08/2023. Twinomugisha Daniel was appraised by Rwamango Hassan, Town Clerk on June 26, 2023.	10

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>There was evidence that the position of Senior Health Educator was substantively filled by Kemigisha Pheonah appointed by the Chief Administrative Officer in a letter dated September 19, 2023 as directed by the District Service Commission under Minute No. 12/008/2023. Kemigisha Pheonah was appraised by Mucunguzi Godfrey, Senior Medical Officer on June 23, 2023.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>There was evidence that the position of Biostatistician was substantively filled by Ahimbisibwe Patrick appointed by the Chief Administrative Officer in a letter dated April 14, 2021 as directed by the District Service Commission under Minute No. 005/2021. Ahimbisibwe Patrick was appraised by Ahumuza Gilbert, Assistant District Health Officer on June 26, 2023.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>There was evidence that the position of District Cold Chain Technician was substantively filled by Nasasira Eliad appointed by the Chief Administrative Officer in a letter dated My 28, 2018 ref.: DSC 28/5/18 as directed by the District Service Commission under Minute No. 19/2018. Nasasira Eliad was appraised by Tushabomwe Kate Nturize, Assistant DHO Maternal Health on June 18, 2023.</p>	10
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>		

- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

j. Health Educator, score 20 or else 0

Applicable to MCs only.

Maximum score is 70

Environment and Social Requirements

- 2 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.
- Maximum score is 30
- There was evidence** LG carried out Environmental, Social and Climate Change screening for all Health projects for the current FY
1. Environmental, Social and Climate Change screening construction of mortuary at Mparo HC IV was carried on 23/10/2023, signed and stamped by both EO and DCDO, after screening the project didn't qualify for detailed study therefore a costed ESMP was prepared on 25/10/23 at cost of Ugx 1,370,000
 2. Environmental, Social and Climate Change screening construction of 5 stance VIP latrine at Mparo HC IV was carried on 20/10/2023, signed and stamped by both EO and DCDO, after screening the project didn't qualify for detailed study therefore a costed ESMP was prepared on 20/10/23 at cost of Ugx 500,000
 3. Environmental, Social and Climate Change screening construction of 5 stance VIP latrine at Kamwezi HC IV was carried on 16/10/2023, signed and stamped by both EO and DCDO, after screening the project didn't qualify for detailed study therefore a costed ESMP was prepared on 20/10/23 at cost of Ugx 550,000
- 15**
- 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.
- Maximum score is 30
- Health projects** i.e. (screening for the construction of mortuary at Mparo HC IV was carried on 23/10/2023, construction of 5 stance VIP latrine at Mparo HC IV was carried on 20/10/2023, construction of 5 stance VIP latrine at Kamwezi HC IV was carried on 16/10/2023), 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.
- 15**

**Micro-scale Irrigation
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer <i>score 70 or else 0.</i>	There was evidence that the position of Senior Agriculture Engineer was substantively filled by Kamayonza Sylvia appointed by the Chief Administrative Officer in a letter dated October 24, 2022 as directed by the District Service Commission under Minute No. 013/2022. Kamayonza Sylvia was appraised by Gainamungu Ismail, Principal Agricultural Officer on June 30, 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 <i>score 30 or else 0.</i>	There was evidence that the LG had carried out Environmental, Social and Climate Change screening for all micro-scale irrigation projects Environmental, Social and Climate Change screening for micro scale irrigation demo at Mr. Behangana Deus in Kirera Village was carried out on 15/8/2022, stamped and signed by both EO and DCDO after screening a costed ESMP was prepared at cost of Ugx 1,600,000.	30

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 evidence that the position of Civil Engineer (Water) was substantively filled by Mutabazi Deogratiuous appointed by the Chief Administrative Officer in a letter dated March 17, 2020 as directed by the District Service Commission under Minute No. 5/2019. Mutabazi Deogratiuous was appraised by Asimwe John, Chief Administrative Officer on June 30, 2023.	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	There was evidence that the position of Assistant Water Officer for Mobilization was substantively filled by Arineitwe Clement assigned by the Chief Administrative Officer in a letter dated June 26, 2023 ref.: CR/161/04. Arineitwe Clement was appraised by Mutabazi Deogratiuous, District Water Officer on June 28, 2023.	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 Sunday Gilbert appointed by the Chief Administrative Officer in a letter dated April 14, 2021 as directed by the District Service Commission under Minute No. 005/2021. Sunday Gilbert was appraised by Mutabazi Deogratiuous, District Water Officer on June 27, 2023.	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 no evidence that the position of Natural Resources Officer was substantively filled and there was no secondment from the line ministry.	0

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>10</p> <p>There was evidence that the position of Environment Officer was substantively filled by Ariho Emmanuel appointed by the Chief Administrative Officer in a letter dated August 21, 2020 as directed by the District Service Commission under Minute No. 14(A)/2020. Ariho Emmanuel was appraised by Ahumuza Nelson, Ag. District Natural Resources Officer on June 06, 2023.</p>
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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>10</p> <p>There was evidence that the position of Forestry Officer was substantively filled by Baga John appointed by the Chief Administrative Officer in a letter dated December 20, 2021 as directed by the District Service Commission under Minute No. 016/2021 (d). Baga John was appraised by Agumisisriza Nelson, Ag. District Natural Resources Officer on June 30, 2023.</p>
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Environment and Social Requirements

2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.</p>	<p>10</p> <p>There was evidence that the LG carried out Environmental, Social and Climate Change screening/Environment 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 extension of water to Bukinda seed S.S was carried out on 15/8/2022, stamped and signed by both the EO and DCDO 2. Environmental, Social and Climate Change screening for the rehabilitation of Kabisha gravity flow scheme was carried out on 25/8/2022, stamped and signed by both the EO and DCDO
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2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	<p>The water projects i.e. (extension of water to Bukinda seed S.S was carried out on 15/8/2022, rehabilitation of Kabisha gravity flow scheme was carried out on 25/8/2022) 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	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	<ul style="list-style-type: none"> • According to Rukiga DWO, at the end of FY 2022/2023, there was 16 operational piped water supply systems including: Nyakagabagaba GFS with a total of 10 taps serving Rwamucucu S/C, and Kabisha GFS with 13 PSPs in Kashambya S/C. • However, Rukiga DLG Water department had not acquired water abstraction permits for all piped water supply systems. • Therefore, Rukiga DLG specifically the Water Department did not get water abstraction permits issued by DWRM thereby justifying a score zero (0) 	0