



LGMSD 2022/23

Sembabule
District

(Vote Code: 551)

Assessment	Scores
Crosscutting Minimum Conditions	82%
Education Minimum Conditions	100%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	100%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	78%
Educational Performance Measures	88%
Health Performance Measures	65%
Water & Environment Performance Measures	93%
Micro-scale Irrigation Performance Measures	87%

**Crosscutting
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Service Delivery Outcomes of DDEG investments Maximum 4 points on this performance measure	<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	There was evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project: In the previous FY, the district planned for only one project under DDEG (Pg.9 of the Approved Budget) which was expansion (Annex-to) of the District Administration Block at UGX 65,000,000. That phase was implemented and completed as reported on Pg. 10 of the Annual Performance Report.	4

N23_Service Delivery Performance

Maximum 6 points on this performance measure

The average score in the overall LLG performance assessment increased from previous assessment.

- By more than 5%, score 3
- 1 to 5% increase, score 2
- If no increase, score 0

NB: If the previous average score was 95% and above, Score 3 for any increase.

There was evidence that the average score in the overall LLG performance assessment increased 14.59% from previous assessment as extracted from the records in the Office of the District Planner:

1 Mateete S/C improved by 1% from 92% to 93%;

2 Lwemiyaga S/C declined by 3% from 89% to 92%;

3 Sembabule T/C improved by 2% from 88% to 90%;

4 Lwebitakuli S/C improved by 3% from 86% to 89%;

5 Lugusulu S/C declined by 2% from 85% to 83%;

6 Mijwala S/C improved by 10% from 85% to 95%;

7 Mateete T/C improved by 8% from 78% to 86%;

8 Mitima S/C improved by 25% from 68% to 93%;

9 Ntuusi T/C improved by 19% from 66% to 85%;

10 Mabindo S/C declined by 48% from 66% to 18%;

11 Bulongo S/C improved by 24% from 64% to 88%;

12 Katwe S/C improved by 26% from 55% to 81%;

13 Kyeera S/C improved by 29% from 50% to 79%;

14 Kawanda S/C improved by 36% from 48% to 84%;

15 Nabitanga S/C improved by 24% from 48% to 72%;

16 Mitete S/C improved by 41% from 41% to 82%; and

17 Nakasenyi S/C improved by 47% from 37% to 84%

The average score improved by 14.59% from 67.41% to 82.00%

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>There was evidence that the DDEG-funded investment projects implemented in the previous FY were completed as per the performance contract (with AWP) and as per other reports at the district by the end of the FY.</p> <p>In the previous FY, the district planned for only one project under DDEG (Pg.9 of the Approved Budget) which was expansion (Annex-to) of the District Administration Block at UGX 65,000,000. That phase was implemented and completed as reported on Pg. 10 of the Annual Performance Report.</p>	3
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3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>There was evidence that the 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>In the previous FY, the district planned for only one project under DDEG (Pg.9 of the Approved Budget) which was expansion (Annex-to) of the District Administration Block at UGX 65,000,000. That phase was implemented and completed as reported on Pg. 10 of the Annual Performance Report.</p>	2
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3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,</p> <p>score 2 or else score 0</p>	<p>There was evidence that the variations in the contract price for the DDEG funded infrastructure investment for the previous FY was within +/-20%. The project was Extension of CAO's office whose estimate was Ugx 65,000,000 and contract price Ugx 61,115,500 and hence variation was -5.98%</p>	2
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Performance Reporting and Performance Improvement

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,</p> <p>score 2 or else score 0</p>	<p>Three LLGs of Mateete TC, Mateete and Mijwala Sub Counties were sampled to ascertain the accuracy of information on filled position as follows;</p> <p>Mateete TC staff list had 21 filled positions, the list obtained from the HR the division had 21 names. Mateete SC staff list had 9 filled positions, the HR list had 9 names; and Mijwala SC list had 11 filled positions and the HR had 11 names</p> <p>Information on filled position in the sampled LLG was accurate</p>	2
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4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. 	<p>There was evidence that infrastructure constructed using the DDEG was in place as per reports produced by the LG:</p> <p>In the previous FY, the district planned for only one project under DDEG (Pg.9 of the Approved Budget) which was expansion (Annex-to) of the District Administration Block at UGX 65,000,000. That phase was implemented and completed as reported on Pg. 10 of the Annual Performance Report.</p>	2
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p>	<p>There was no evidence that the LG conducted credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise according to the data-extract below as provided by OPM:</p> <p>1 Lwemiyaga SC: The LG Assessors scored 94%, and IVA Scored 95%, variance of +01%, Credible;</p> <p>2 Lwebitakuli SC: the LG Assessors scored 89%, and IVA Scored 74%, variance of -15%, Not Credible;</p> <p>3 Mabindo SC: the LG Assessors scored 18%, and IVA Scored 51%, variance of +33%, Not Credible; and</p> <p>4 Sembabule TC: The LG Assessors scored 93%, and IVA Scored 91%, variance of -02%, Credible</p>	0
5	<p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	<p>There was no evidence that the DLG had developed performance improvement plans for at least 30% of the lowest-performing LLGs for the current FY, based on the previous assessment results. The District Planner did not present any PIPs for verification.</p> <p>The average score was 82% and the following 3-LLGs scored below average:</p> <p>1 Mabindo S/C scored 18%;</p> <p>2. Kyeera S/C scored 79%; and</p> <p>3. Nabitanga S/C scored 72%;</p>	0

Note: if there are no reports produced to review: Score 0

NB: The Source is the OPAMS Data Generated by OPM.

5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	There was no evidence that the District implemented any PIPs for the 30 % lowest performing LLGs in the previous FY since there was no PIP in place: The average score was 82% and the following 3-LLGs scored below average: 1. Mabindo S/C scored 18%; 2. Kyeera S/C scored 79%; and 3. Nabitanga S/C scored 72%;	0
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Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED. Score 2 or else score 0	The LG submitted the staffing requirements for the coming FY to the MoPS, as per the submission letter CR/SEMB/156, dated 25th September 2023	2
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7	Performance management Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): Score 2 or else score 0	Information on the tracking and analysis of staff attendance was not presented for review	0
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7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>The LG had 10 Heads of Department. They were appraised by the CAO, Mahaba Malik:</p> <p>1. CFO, Musinguzi Charles Barigye – 30th June 2023; 2. District Engineer, Konde Stanley – 3th June 2023; 3. District Planner – Byaruhanga David – 30th June 2023; 4. District Health Officer, Matovu Charles – 30th June 2023; 5. District Natural Resources Officer, Mugabe Gregory – 30th June 2023; 6. District Community Development Officer, Musoke Twaha – 30th June 2023; 7. District Commercial Officer, Dungu Simon Peter – 30th June 2023; Deputy CAO; 8. Deputy CAO, Nagingo Hellen – 30th June 2023; 9. District Education Officer, Kiggwe Muhammed – 29th June 2023; and 10. District Production Officer – Byarugaba Simon – 26th June 2023></p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>Administrative rewards and sanctions were implemented as per the minutes of meetings examined. They were held on the following dates;</p> <p>1. 6th December 2022, during which irregular attendance to work and abscondments from duty by three Officers was discussed.</p> <p>2. 4th May 2023, during which, abscondments from duty by 24 officers, insubordination and late coming by 2 officers was discussed and each one given opportunity to respond to the alleged offices. The cases were referred to the DSC for action</p> <p>A report was submitted to MoPS as per the submission letter, CR/SEMB/57/2 dated 22nd May 2023</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>The Consultative Committee (CC) for staff grievance redress was established as per the appointment letters dated 2nd May 2022, a copy of which was availed tor review. The Committee was functional as per the minutes of the meeting held on 12th May 2023, during which issues relating to unpaid salary and loan deductions from staff salaries were discussed</p>	1

8	Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: Score 1.	Twenty eight new employees were recruited during the months of November and December 2022; and May 2023. They all accessed the payroll within the prescribed time period. 10 names were sampled on the district recruitment list and the IPPS payroll, as follows; 1. Namwanga Betty, Parish Chief, was appointed on 10th October 2022 and accessed during December 2022; 2. Mulindwa, Ronald, Parish Chief, was appointed on 10th October 2022 and accessed during December 2022; 3. Ampaire Peace was appointed on 10th November 2022 and accessed during December 2022; 4. Tukwasibwe Richard, Senior, Assistant Secretary, was appointed on 30th May 2023 and accessed during June 2023; 5. Muhenda Ibrahim, Driver, was appointed on 30th May 2023 and accessed during June 2023; 6. Nakyejwe Mildred, Enrolled Nurse, was appointed on 30th May 2023 and accessed during June 2023; 7. Nyesiga Fabiano, Town Agent, was appointed on 30th October 2022 and accessed during December 2022; 8. Musoki Mary, Parish Chief, was appointed on 30th May 2023 and accessed during June 2023; 9. Ninsiima Prisca, Parish Chief, was appointed on 30th May 2023 and accessed during June 2023; and 10. Abaho Nathan was appointed on 30th May 2023 and accessed during June 2023	1
9	Pension Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: Score 1.	Nineteen (19) employees retired during FY 2022/2023. Eight names were sampled on the district recruitment list and the IPPS payroll, to establish whether they accessed the payroll, within the prescribed time period as follows; 1. Nantongo Nassali retired on 25th December 2022 and accessed payroll on 1st February 2023; 2. Kasolo Gyavira took early retirement on 1st September 2022 and accessed on 1st October 2022; 3. Nabatanzi Immaculate took early retirement on 1st September 2022 and accessed on 1st October 2022; 4. Kateregga Dickens took early retirement on 1st September 2022 and accessed on 1st October 2022; 5. Kiwanuka Ibrahim took early retirement on 1st September 2022 and accessed on 1st October 2022; 6. Luwaga Samuel, retired on 1st September 2022 and accessed on 1st October 2022; 7. Namujumbi Maria retired on 11th April 2023 and accessed on 1st May 2023; and 8. Yatuwa Theopista retired on 30th September 2022 and accessed on 1st November 2022	1

Management, Monitoring and Supervision of Services.

<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in the previous FY:</p> <p>The district received DDEG funds only in Q1 & Q2 which were disbursed to LLGs as follows:</p> <p>Q2 cash limits were received on Sep. 30, 2022, and disbursed to LLGs on Nov. 15, 2022 (beyond 5 working days), and</p> <p>Q3 cash limits were received on Dec. 29, 2022, and disbursed to LLGs on Jan. 02, 2023 (within 5 working days)</p> <ul style="list-style-type: none"> 1 Lwemiyaga Sub County UGX 18,935,108 2 Mateete Sub County UGX 26,591,949 3 Lugusulu Sub County UGX 9,842,613 4 Mijwala Sub County UGX 21,008,836 5 Lwebitakuli Sub County UGX 45,095,979 6 Bulongo Sub County UGX 2,584,563 7 Kawanda Sub County UGX 2,584,563 8 Kyeera Sub County UGX 2,584,563 9 Mabindo Sub County UGX 2,584,563 10 Mitima Sub County UGX 2,584,563 11 Nabitanga Sub County UGX 2,584,563 12 Nakasenyei Sub County UGX 2,584,563 13 Katwe Sub County UGX 2,584,563 14 Mitete Sub County UGX 2,584,563 15 Mateete Town Council UGX 17,456,465 16 Sembabule Town Council UGX 12,141,915 17 Ntuusi Town Council UGX 2,457,627 <p>Total UGX 176,791,559</p>
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N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score: 2 or else score 0

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

The district received DDEG funds only in Q1 & Q2 which were warranted as follows:

Q2 cash limits were issued on 30/09/2023 and Warrant No. 926AW-2023-17 was prepared on 18/10/2022 (beyond 5 working days); and

Q3 cash limits were issued on 29/12/2023 and Warrant No. 926AW-2023-23 was prepared on 30/01/2023 (beyond 5 working days)

N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

There was no evidence that the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:

The district received DDEG funds only in Q1 & Q2 which were disbursed to LLGs as follows:

Q2 cash limits were received on Sep. 30, 2022, and disbursed (and communicated) to LLGs on Nov. 15, 2022 (beyond 5 working days), and

Q3 cash limits were received on Dec. 29, 2022, communicated on Jan. 03, 2023, and disbursed to LLGs on Jan. 30, 2023 (beyond 5 working days)

1 Lwemiyaga Sub County UGX 18,935,108

2 Mateete Sub County UGX 26,591,949

3 Lugusulu Sub County UGX 9,842,613

4 Mijwala Sub County UGX 21,008,836

5 Lwebitakuli Sub County UGX 45,095,979

6 Bulongo Sub County UGX 2,584,563

7 Kawanda Sub County UGX 2,584,563

8 Kyeera Sub County UGX 2,584,563

9 Mabindo Sub County UGX 2,584,563

10 Mitima Sub County UGX 2,584,563

11 Nabitanga Sub County UGX 2,584,563

12 Nakasenyi Sub County UGX 2,584,563

13 Katwe Sub County UGX 2,584,563

14 Mitete Sub County UGX 2,584,563

15 Mateete Town Council UGX 17,456,465

16 Sembabule Town Council UGX 12,141,915

17 Ntuusi Town Council UGX 2,457,627

Total UGX 176,791,559

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the District conducted mentorship and supervision concurrently on all LLGs in the District at least once per quarter consistent with guidelines</p> <p>The following mentorship and supervision reports were verified in the District Planner’s Office:</p> <p>Q-1 report was dated 5th Oct. 2022;</p> <p>Q-2 report was dated 26th Jan. 2023;</p> <p>Q-3 report was 13th Apr. 2023; and</p> <p>Q-4 report was dated 23rd Jun. 2023</p> <p>The mentorship was in the followings areas:</p> <ul style="list-style-type: none"> -Minute writing -Report writing and sharing od information -Linkage between Development planning and Budgets -Analyzing and integrating cross cutting issues 	2
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District to make recommendations for corrective actions and followed-up</p> <p>Q-1 report was dated 5th Oct. 2022;</p> <p>Q-2 report was dated 26th Jan. 2023;</p> <p>Q-3 report was 13th Apr. 2023; and</p> <p>Q-4 report was dated 23rd Jun. 2023</p> <p>All four reports were discussed by TPC on 23/06/2023 Agenda No.7 and Minute No. 07/SEMB/DTPC/06/23 and two recommendations were made:</p> <ul style="list-style-type: none"> i. Need to prioritize refresher causes for both civil servants and politicians; and ii. Monitoring reports should be discussed quarterly and promptly 	2

Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p>	<p>There was evidence that the District maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <ol style="list-style-type: none"> 1. Land UGX 21,141,800 2. Non-Residential Buildings UGX 7,359,936,331 3. Residential buildings UGX 721,939,525 4. Roads and bridges UGX 1,175,798,843 5. Other structures UGX 728,259,241 6. Light Vehicles UGX 34,822,500 7. Heavy Vehicles UGX 33,100,000 8. Motor Cycles UGX 78,749,618 9. ICT Equipment UGX 25,513,334 <p>Total UGX 14,359,636,712</p>
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>There was no evidence that the District has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets</p> <p>The BoS survey report was produced on 8th Aug. 2023, duly signed by the CAO.</p> <p>The report had 11 recommendations on Pg. 4 but none had been implemented by the time of assessment:</p> <ol style="list-style-type: none"> 1. Asset Registers of LLGs not updated; 2. Several assets were without identification numbers or engravement 3. Huge stockpile of unserviceable assets
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Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

There was evidence that District had a functional physical planning committee in place which had submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD during the previous FY

Minutes of Q1 dated 18/08/2022 were submitted to Masaka Zonal Office on 13/11/2022;

Minutes of Q2 dated 20/10/2022 were submitted to Masaka Zonal Office on 13/11/2022;

Minutes of Q3 dated 27/02/2023 were submitted to Masaka Zonal Office on 13/11/2023; and

Minutes of Q4 dated 24/05/2023 were submitted to Masaka Zonal Office on 13/11/2023

The physical planning committee was fully of 14 Members:

CAO (Chairman), 6 S/C Chiefs, Physical Planner, Head of Natural Resources, CDO, Staff Surveyor, District Engineer, DEO, District Agric Officer, DWO, DHO and The Environmental Officer, 3-Town Clerks of Matete, Ntusi and Sembabule T/Cs

Copies of Appointment Letters dated 07/03/2018 (CR/ADM/a56) were verified

There was no Building Plans Registration book that was presented for verification

The Physical Development Plan is still being developed.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the District had conducted a desk appraisal on 16/08/2021 for the only DDEG-funded project 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. (desk appraisal form was verified)</p> <p>During the year, the district only implemented one DDEG Funded Projects: (Pg.9 of the Approved Budget) which was expansion (Annex-to) of the District Administration Block at UGX 65,000,000.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>During the year, the district only implemented one DDEG Funded Projects: (Pg.9 of the Approved Budget) which was expansion (Annex-to) of the District Administration Block at UGX 65,000,000. A field appraisal form dated 30/08/2021 was verified</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>There was evidence that project profiles with costing have been developed and discussed by TPC on 23/02/2023 (Agenda No.8, Minute No. DTPC/02/22) for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines</p> <p>The DDEG projects planned for 2023/24 include the following:</p> <ul style="list-style-type: none"> i. Completion of the(Annex) CAOs Office at the Administration Block UGX 30,000,000 (Pg. 164 of the DDP); ii. Construction of a five stance lined pit Latrine at st Herman Kasana P/S UGX 20,000,000 (Pg. 170 of the DDP); and iii. Roofing of the Laboratory and Science Building at Lwemiyaga SSS. UGX 35,000,000 	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that Sembabule District Local Government screened for environmental and social risks/impact and put mitigation measures where required before projects funded by the DDEG are approved for construction. There were four DDEG projects implemented by the DLG the previous FY. These were:</p> <ul style="list-style-type: none"> 1) Construction of an Annex at the District Administration Block; 2) Procurement of assorted furniture for Administration; 3) Procurement of 3 motorcycles for Health workers; and 4) Rehabilitation of Ntuusi HC IV – Kabukongote – Bigo byamugyenye Road to community access Health services. <p>The Procurement projects did not require any environmental screening. Rehabilitation of Ntuusi HC IV – Kabukongote – Bigo byamugyenye Road was screened in 2021 – 2022. The screening Form indicated that screening was done on 06/07/2021 by Byarugaba David, District Environment Officer.</p> <p>So the only DDEG project implemented the previous FY that needed screening was Construction of an Annex at the District Administration Block. This was done on 11th July 2022. The screening Form was prepared by Natukunda Russet, DEO and Mukwaba Bilal the CDO and reviewed by Mugabe Gregory the NRO.</p>	2

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan Score 1 or else score 0	There was no evidence of any DDEG funded projects incorporated in the LG approved procurement plan in the current FY.	0
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	There was no evidence of any minute of the contracts committee meeting to determine the approval of any DDEG funded projects for the current FY.	0
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	There was evidence of letter dated referenced CR/ADM/156/1 August 5, 2022 from the CAO appointing the District Engineer, the CDO, the District Environment officer, District labour officer on the PIT for DDEG projects.	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	There was evidence that the Expansion of the CAOs office, implemented using DDEG followed the standard technical design. There was evidence of Architectural and structural drawings prepared by the LG Engineer. The sampled dimensions were the external dimensions of the office were 7.2 m x 7,2m which were as per the drawings.	1

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was evidence that the LG provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. The was evidence of Joint Supervision report for: Constriction of a 2 classroom block with lightening arrester at Makukulu UMEA PS, dated March 29, 2023 conducted by the DEO, CDO, the LG Engineer, and the LG Planner; Constriction of a 2 classroom block with lightening arrester at Mabindo PS, dated February 14, 2023 conducted by the DEO, CDO, the LG Engineer, and the LG Planner; and Expansion of the CAO's office , dated June, 2023 conducted by the DEO, CDO, the LG Engineer, and the LG Planner	2
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement): Score 1 or else score 0	<ul style="list-style-type: none"> • There was evidence that payments to contractors were not within specified timeframes as per contract. The sampled payments were for: Payment for Construction of Staff house at Basheka HC III, where the requisition was made on May 18, 2023, the payment was certified by the DHO on June 20, 2023, and payment was effected November 28, 2023 under voucher no. 6439540(6 months); and Payment for Construction of 2 classroom block at Makuku UMEA PS, where the requisition was made on March 13, 2023, the certificate was prepared by the DEO on April 6, 2023, and payment was effected August 17, 2023 under voucher no. 5880755 (5 months) 	0
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law: Score 1 or else 0	There was evidence of complete procurement files with record as required. The sampled projects were: SEMB926/WRKS/2022-23/00014 Construction of A 2-class room block with office, store and lightening arrester at Nabusajja PS, whose requisition was made on August 8, 2022, advert was made on August 29, 2022, evaluation was completed on October 13, 2022, and contract signed on November 18, 2022 at an award price of Ugx 80,018,337; SEMB926/WRKS/2022-23/00003 Completion of a staff House at Busheka HC III, whose requisition was made on August 18, 2022, advert was made on August 29, 2022, evaluation was completed on October 13, 2022, and contract signed on November 18, 2023 at an award price of Ugx78,383,600; and SEMB926/WRKS/2022-23/00019 Construction of one stance VIP lined pit latrine at Kabundi RGC, whose requisition was made on August 3, 2022, advert was made on August 25, 2022, evaluation was completed on October 13, 2022 and contract signed on November 18, 2022 at an award price of Ugx 19,880,900.	1

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. A letter dated 2/07/2022 written by Mahaba Malik, CAO Sembabule appointed:</p> <p>i) Najjingo Hellen as Chairperson to the Grievance Redress Committee; and</p> <p>ii) Four members to the Committee. These were:</p> <p>Nabuuma Aisha – Secretary;</p> <p>Nnatebwa Damalie – Member;</p> <p>Munoga Farouk – Member; and</p> <p>Matovu Borad – Member.</p>	2
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 the 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. A Blue Counter Book titled: 'Grievance Register Book' was used to record grievances. It had columns for: Dispute No., Date Reported, Complaint, Defendant, Matter in Dispute and Comments/Resolution.</p> <p>The first case recorded therein was Ref. 01/DCDO/2022 dated 19/19/2022 of Ndyabahiika Billhan who reported dumping of Medical Waste on his Farm. The Comment/Resolution was that on 24th/9/2020 the DHO and SHI went and inspected the magnitude of the impact on the Farm and waste collected and waste collected and managed for proper and safe disposal.</p> <p>They also created and gazette a place for proper management of Medical Waste at the facility.</p> <p>The last recorded case was dated 8/07/2023, Ref: 11/DCDO/2023. It was that of the orphans of the late Issa Ishungisa against a one Bagamba Deo who was accused of buying the orphans land from the mother of the orphans.</p> <p>It was documented that the two parties could not come to an agreement from the several mediations and the case was forwarded to Court by the DCDO. However, the RDC tried to settle the matter and wanted it out of Court.</p>	2

14	Grievance redress mechanism operational.	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.	The Grievance Redress Mechanism was advertised on the Main Noticeboard of the District. There was a Suggestion Box at the Main Building. The DLG GRM staff together with CDO had held two Radio talk Shows. The first Talk Show was at Mbabule FM, on 8th November 2021, 7:00 - 9:00 p.m. The second Talk Show was at Miracle FM on 6th December 2021, 7:00 - 9:00 p.m.	1
	Maximum 5 points on this performance measure	If so: Score 1 or else 0		
15	Safeguards for service delivery of investments effectively handled.	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	There was evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: The following Environment, Social and Climate change interventions were derived from Pages 73 to 100 of the DDP: -Plan to plant 5,000 trees around all infrastructure projects; -Promote conservation of water catchment areas; -procurement of waste management equipment; and -creation of environmental public awareness These had been costed on different profiles annexed to the DDP for total cost projection UGX 90,500,000	1
	Maximum 11 points on this performance measure			
15	Safeguards for service delivery of investments effectively handled.	b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management score 1 or else 0	There was evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines during mentorship and support supervision as indicated on Page 3, Paragraph 8 of the Q1-Supervision report dated 05/10/2022	1
	Maximum 11 points on this performance measure			

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 Sembabule District Local Government incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY. Costing for construction of an Annex at the District Administration Block was done by the District Engineer, Konde Stanley and Natukunda Russet, DEO on 11/7/2022 and this was included in the BoQ document. The costing had a series of sections valued differently, including a section on 'accidents due to lightening' costed at UGX2,430,000/-	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 of projects with costing of the additional impact from climate change. One such project was the Global Climate Change Alliance Plus (GCCA) where the DLG implemented a project of FAO through the Ministry of Water and Environment (MWE) with local Sembabule District Farmers Association (SEDFA) as Implementing Partners. Framers provided requests to the DLG and then these were submitted for onward processing. During monitoring, costs were seen of how much the monitoring team was paid - a value of UGX5,830,640/-. The number of trees planted was 20,400, valued at UGX30,600,000/.	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	The land where the extension for CAO's office was build is on Sembabule Administration Block that is located is on Plot 4, Block 83 Mawogola County, Sembabule. But the Land Title is in the names of UGANDA LAND COMMISSION and not Sembabule District Local Government. There was no Letter of Consent or MoU between the Commission and the DLG.	0

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 Sembabule District Local Government Environmental Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs, and provided monthly reports. There were three 'Monitoring for the implementation of Environmental and Social Mitigation Measures' for Extension of the CAOs office. They were written by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO. They were dated as follows: 1) 18th Dec. 2022; 2) 18th Feb. 2023; and 3) 21/03/2023. This last report included all DDEG projects, not only CAO's office.	1
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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 Sembabule District Local Government had 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. E & S Compliance Certification dated 28 June 2023 prepared by the District Engineer of Sembabule (the name was not printed on the Payment Form, only signature), verified by the District Planner, CDO, Environment Officer and CFO and approved by CAO was availed. The certification was for Extension of the CAOs office.	1
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Financial management

16	LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment: Score 2 or else score 0	There was evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment. The last reconciliations had been made for the month of Oct. 2023 for the following current accounts: -Sembabule District General Fund A/C No. 3100067722 had been reconciled by the Accountant on 7th Nov. 2023 and checked by the Finance Officer on the same day -Sembabule UWEP Recovery Fund A/C No. 3100067723 had been reconciled by the Accountant on 7th Nov. 2023 and checked by the Finance Officer on the same day -Sembabule YLP Collection Fund A/C No. 4010507301 had been reconciled by the Accountant on 7th Nov. 2023 and checked by the Finance Officer on the same day	2
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that LG had produced all quarterly internal audit (IA) reports for the previous FY</p> <p>Q-I report was produced on 27th Oct. 2022;</p> <p>Q-II report was produced on 27th Jan. 2023;</p> <p>Q-III report was produced on 27th Apr. 2023; and</p> <p>Q-IV report was produced on 27th Jul. 2023</p> <p>Some of the findings included:</p> <ul style="list-style-type: none"> -Unaccounted for funds amounting to UGX 61,259,400 -Payment vouchers that had not been stamped "PAID" -Low recovery rate of Youth Livelihood Funds and UWEF revolving 	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>There was evidence that the LG had provided information to the 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>Q-I report was produced on 27th Oct. 2022 and distributed to the District Chairman and to DPAC on 28/10/2022;</p> <p>Q-II report was produced on 27th Jan. 2023 and distributed to the District Chairman and to DPAC on the same day 27/01/2023;</p> <p>Q-III report was produced on 27th Apr. 2023 and distributed to the District Chairman and to DPAC on 28/04/2023; and</p> <p>Q-IV report was produced on 27th Jul. 2023 and distributed to the District Chairman and to DPAC on 28/07/2023</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>There was evidence that internal audit reports for the previous FY had been submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed and followed up on actions</p> <p>Q-I report was produced on 27th Oct. 2022 was discussed by DPAC on 31/10/2022;</p> <p>Q-II report was produced on 31st Jan. 2023 and discussed by DPAC on 15/02/2023;</p> <p>Q-III report was produced on 27th Apr. 2023 and had also been discussed by DPAC on 20/09/2023; and</p> <p>Q-IV report was produced on 27th Jul. 2023 and discussed by DPAC together with Q3 report on 20/09/2023</p> <p>Some of the issues discussed included:</p> <ul style="list-style-type: none"> -Unaccounted for funds amounting to UGX 61,259,400 -Payment vouchers that had not been stamped "PAID" -Low recovery rate of Youth Livelihood Funds and UWEP revolving 	1
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>There was evidence that the revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) was within +/- 10 %</p> <p>Deriving from Pg. 51 of the final accounts - Statement of Revenues Collected, the district planned to collect UGX 627,023,378.00 but actually collected only UGX 637,033,360.00 representing 102% performance hence budget surplus of 2%.</p>	2
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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)

Maximum 2 points on this Performance Measure.

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

- If more than 10 %: score 2.

- If the increase is from 5% -10 %: score 1.

- If the increase is less than 5 %: score 0.

There was evidence that LG's own source revenue increased by 95% (more than 10%) in the last financial year compared to the one before the previous financial year (last FY year but one)

From Pg. 21 of the final accounts -Statement of Financial Performance:

The local revenue performance increased by UGX 310,461,127.00 (95%) from UGX 326,572,233.00 to UGX 637,033,360.00

Local revenue administration, allocation, and transparency

Maximum 2 points on this performance measure.

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

There was evidence that the LG remitted the mandatory LLG share of local revenues during the previous FY:

The total local revenue realized during the year was UGX 637,033,360.00(Pg.20 of the Annual Financial Statements) out of which UGX 244,889,481 was the LLG share for the year, this was disbursed to the LLGs as follows:

1 Lwemiyaga Sub County UGX 80,750,985

2 Mateete Sub County UGX 3,565,875

3 Lugusulu Sub County UGX 1,232,375

4 Mijwala Sub County UGX 6,251,265

5 Lwebitakuli Sub County UGX 16,190,081

6 Bulongo Sub County UGX 52,934,253

7 Kawanda Sub County UGX 11,736,250

8 Kyeera Sub County UGX 4,215,500

9 Mabindo Sub County UGX 2,736,635

10 Mitima Sub County UGX 1,009,000

11 Nabitanga Sub County UGX 10,115,577

12 Nakasenyi Sub County UGX 2,339,300

13 Katwe Sub County UGX 1,776,525

14 Mitete Sub County UGX 2,523,750

15 Mateete Town Council UGX 22,781,900

16 Sembabule Town Council UGX 13,225,000

17 Ntuusi Town Council UGX 11,505,210

Total UGX 244,889,481

Transparency and Accountability

21

LG shares information with citizens

Maximum 6 points on this Performance Measure

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

There was evidence of a notice board with procurement information. The sampled information was for: successfully farmers for microscale irrigation systems dated March 25, 2023; Tender for prequalification for works, services and frameworks contracts for 2023-24 dated June 6, 2023; and Best evaluated bidders for the design, supply and installation of Micro scale irrigation systems dated October 24, 2024.

2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>There was evidence that the LG disseminated performance assessment results and implications as the results were pasted on the district notice boards on 15/08/2023 by the District Planner.</p> <p>The district maintained its 9th position in the national ranking</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>There was no evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feedback on the status of activity implementation. The district has a weekly 2-hour slot at Miracle 96.2 FM & Radio Mbabule 101.1 FM for accountability-related talk shows however, there was no evidence of participation</p>	0
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>There was evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal</p> <p>The district had copies of tax rates in file and on notice boards signed by the District Chairman on 31st May 2022.</p> <p>The rates were approved by council on 31/05/2023, Agenda No.7, Minute No. Semb/CL/07/05/2022</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 district has an active file for IGG correspondence IGG/213/2 and there was a status report dated 16/05/2023 in file of the outstanding investigations had been presented to council.</p> <p>The status report dated 16/05/2023 (CR/SEMB/167/2) was submitted to the District Chairman on 16/05/2023 it contained 9 cases being investigated</p> <p>This had been presented to council on 30/05/2023 Agenda No.11, Minute No. Semb/CL/11/05/2023</p> <p>MSK/04/11/2015 for disciplinary action against the labor officer who refused to handover office;</p> <p>MSK/04/08/2016 disciplinary action against Emma Kiwanuka for forgery; and</p> <p>MSK/10/11/2015 disciplinary action against Teddy Namaganda over forgery</p>	1

**Educational
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>The number of candidates that registered for PLE in 2020 was 5088.</p> <p>The number of absentees was 183 so the number that sat for PLE was 4905.</p> <p>The number of candidates that passed in Div. 1 was 417 = 8.50%</p> <p>The number of candidates that passed in Div. 2 was 2217 = 45.20%</p> <p>The number of candidates that passed in Div. 3 was 1022 = 20.83%</p> <p>The number of candidates that passed between Div. 1 and 3 was 3656 = 74.50%</p> <p>The number of candidates that registered for PLE in 2022 was 5221.</p> <p>The number of absentees was 223 so the number that sat for PLE was 4998.</p> <p>The number of candidates that passed in Div. 1 was 626 = 12.52%</p> <p>The number of candidates that passed in Div. 2 was 2318 = 49.40%</p> <p>The number of candidates that passed in Div. 3 was 906 = 18.12%</p> <p>The number of candidates that passed between Div. 1 and 3 was 3850 = 77.03%</p> <p>There was a performance increment of 2.53%</p>	2

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

Maximum 7 points on
this performance
measure

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

- If improvement by
more than 5% score 3

- Between 1 and 5%
score 2

- No improvement score
0

The number of candidates that registered for
UCE in 2020 was 1094.

The number of absentees 60 was so the
number that sat for UCE was 1034.

The number of candidates that passed in Div.
1 was 81 = 7.83%

The number of candidates that passed in Div.
2 was 213 = 20.59%

The number of candidates that passed in Div.
3 was 268 = 25.91%

The number of candidates that passed
between Div. 1 and 3 was 562 = 54.35%

The number of candidates that registered for
UCE in 2022 was 1110.

The number of absentees 34 was so the
number that sat for UCE was 1076.

The number of candidates that passed in Div.
1 was 67 = 6.22%

The number of candidates that passed in Div.
2 was 247 = 22.95%

The number of candidates that passed in Div.
3 was 320 = 29.73%

The number of candidates that passed
between Div. 1 and 3 was 634 = 58.98%

Percentage performance improvement was
4.63%

N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment.

Maximum 2 points

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

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

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

There was evidence that the average score in the education LLG performance improved by 10% between the previous year but one and the previous year

1 Bulongo S/C improved by 10% from 70% to 60%;

2 Katwe S/C improved by 10% 70% from 60%;

3 Kawanda S/C improved by 20% from 70% to 80%;

4 Kyeera S/C improved by 30% from 50% to 80%;

5 Lugusulu S/C improved by 30% from 70% to 100%;

6 Lwebitakuli S/C declined by 20% from 100% to 80%;

7 Lwemiyaga S/C remained static at 80%;

8 Mabindo S/C declined by 70% from 70% to 0%;

9 Mateete S/C improved by 20% from 80% to 100%;

10 Mateete T/C sustained the score at 100%;

11 Mijwala S/C improved by 40% from 30% to 70%;

12 Miteete S/C improved by 40% from 40% to 80%;

13 Mitima S/C improved by 50% from 50% to 100%;

14 Nabitanga S/C sustained the score at 100%;

15 Nakasenyi S/C improved by 20% from 40% to 60%;

16 Ntuusi T/C remained at 100% for both years; and

17 Sembabule T/C declined by 20% from 100% to 80%

The average performance improved by 10% from 70% to 80%

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</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>From the budget performance report of the education sector for FY 2022/2023 (page 2) dated 30/10/2023, there was evidence that the development budget of Ug. Shs. 990,302,000 was used on eligible activities as follows;</p> <ol style="list-style-type: none"> 1. Construction of a 2 classroom block at Mabindo PS Nakasenyi sub county at Ug. Shs. 71,740,208. 2. Construction of a 2 classroom block at Makukuulu PS Lwemiyaga sub county at Ug. Shs.75,137,680. 3. Construction of a 2 classroom block at Nabusanjja PS Mijwaala sub county at Ug. Shs.80,018,337. 4. Construction of a 5 stance latrine at Lumegere PS Lwemiyaga sub county at Ug. Shs. 19,956,160. 5. Construction of a 5 stance latrine at Nambirizi PS Miwala sub county at Ug. Shs. 19,500,000. 	2
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p>	<p>There was evidence that the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors:</p> <p>VN 5171773 of 03/05/2023 being payment of UGX 28,713,968 to M/S Flabumat Technical Services U Ltd against Certificate No.2 for the Construction of 2-Classroom Blocks at Kitahira P/School</p> <p>The payment certificate was signed by DEO on 27/02/2023 and by CDO and the Environment Officer on 03/03/2023</p> <p>VN 4744249 of 05/04/2023 being payment of UGX 47,131,999 to M/S Nenim Contractors Co. Ltd against Certificate No.1 for the construction of 2-Classroom Block at Katwe P/S</p> <p>The payment certificate was signed by DEO, CDO and the Environment Officer on 28/02/2023</p> <p>VN 6432524 of 28/06/2023 being payment of UGX 66,658,699 to M/S Kiyinda carpentry Workshop Ltd against Certificate No.1 for the construction of a 2-Classroom Block at Nsumba P/S</p> <p>The payment certificate was signed by DEO on 18/05/2023 together with CDO and the Environment Officer same day</p>	2

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	There was evidence that the variations in the contract price for the funded education infrastructure investments for the previous FY were within +/-20% of the Engineer's estimate. The sampled projects were: the Construction of A 2-class room block with office, store and lightening arrester at Nabusajja PS, whose estimate was Shs 80,000,000 and contract price Shs 80,018,337, and hence the variation was +0.022%; the Construction of 2-classroom block with lightening arrester at Katwe PS, whose estimate was Shs 73,000,000 and contract price Shs 72,909,958, and hence the variation was -0.123%.; and the Construction of 2-classroom block with lightening arrester at Mucwa PS, whose estimate was Shs 73,000,000 and contract price Shs 76,548,842, and hence the variation was +4.86%	2
	Maximum 8 points on this performance measure			
3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY	The LG did not have a project for Seed Secondary School in the previous FY	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0 		

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

Maximum 6 points on this performance measure

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

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

From the information in the teacher staff list and staffing structure for schools, there was evidence that the LG had recruited 97% primary school teachers in 181 out of 187 registered primary schools following the prescribed MoEs guidelines. The guidelines provide for a minimum of ; a headteacher and at least 7 teachers in a school with a primary7 class, and at least a teacher per class in a school without a primary 7 class. A total of 40 primary schools had no primary 7 classes. The 6 primary schools that had a primary 7 class but did not meet the requirement of a headteacher and 7 teachers were:

1) Bukasa Primary School had a headteacher and 6 teachers ;

2) Birimuye Primary School had a headteacher and 6 teachers ;

3) Kidokolo Primary School had a headteacher and 6 teachers;

4) Kiterede Primary School had a headteacher and 6 teachers;

5) Lubaale Primary School had a headteacher and 6 teachers and

6) Mtima Primary School had a headteacher and 6 teachers.

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

Maximum 6 points on this performance measure

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

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

The basic requirements and minimum standards set out in the DES guidelines are;

Classrooms: The classroom pupil ratio is 1: 53

Latrine stances: A latrine stance pupil ratio of 1:40

Desk: A desk pupil ratio of 1:3

The LG has 187 UPE schools with an enrollment of 67,284 learners.

The LG has classrooms $1064 \times 53/67,284 = 83.81\%$

The LG has stances $1513 \times 40/67,284 = 89.94\%$

The LG has desks $13,082 \times 3/67,284 = 58.32\%$

Twenty three out of one hundred eighty seven schools have a minimum of 4 teacher accommodation units; 12.29%

Average percentage 60.96

Average percentage for is = %The LG has 9 USE schools with an enrollment of 4208 learners.

The LG has 69 classrooms $69 \times 53/4208 = 86.90\%$

The LG has 140 stances $140 \times 140/4208 > 100\%$

The LG has 1835 desks $3 \times 1835/4208 > 100\%$

Five out of nine schools have a minimum of 4 teacher accommodation units; $5/9 = 55.55\%$

Average percentage for is = 85.60%

Average percentage of schools that meet the standards was 73.28%

Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>From the teacher deployment list for the current FY (dated 26/10/2023) and from the teacher deployment list displayed the notice boards of sampled schools, there was evidence that the LG accurately reported on teachers and where they are deployed. For sampled schools the names of teachers in the LG staff deployment list were found on the school staff lists and the attendance books at school were being signed.</p>	2
			<p>Lutunku PS Kawanda sub county (rural) had 11 teachers: Nalusiba Slyvia, Ajilong Marion Okoche, Kasujja Isma, Mutinye Patrickson, Biira Robinah, Nuwagaba Innocent, Matumbwe Frank, Kintu Emmanuel, Nahweera Christine, Kabugho Judith and Nakandi Hanifa.</p>	
			<p>Kyaabi PS (Kawanda sub county (peri urban) had 9 teachers: Orikiriza Glorius, Ssemanda Richard, Bagabo Vicent, Nalwanga Teddy, Muganda Isack, Nyamwiza Jonas, Namayanja Oliva, Nimusiima Eunis and Kyarisiima Prossy.</p>	
			<p>Sembabule CU PS Sembabule TC (urban) had 14 teachers: Wabi Absolom, Nagasha rhona, Nsamba Ratib, Nalwanga May, Ademun Sarah, Namanda Prosscovia, Bekunda Ian Boris, Nankemba Cissy, Ocheng Gerald, Orikiriza Penlope, Orimwesiga Siston, Nampiira Jane, Ninsiima Immaculate and Orisingura Philemon.</p>	
5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>From the consolidated LG school asset register and from the asset register of the sampled schools, there was evidence that the LG has a school asset register accurately reporting on the infrastructure in all registered primary schools. All the sampled schools had asset registers as follows;</p> <p>Lutunku PS had 8 classrooms, 15 latrine stances, 68 desks and 5 teacher accommodation units.</p> <p>Kyabi PS had 6 classrooms, 5 latrine stances, 92 desks and 4 teacher accommodation units.</p> <p>Sembabule CU PS had 9 classrooms, 9 latrine stances, 132 desks and 1 teacher accommodation units.</p>	2

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> • If 100% school submission to LG, score: 4 • Between 80 – 99% score: 2 • Below 80% score 0 	<p>From the list of registered primary schools in the performance contract and from the 187 reports submitted to the DEO, there was evidence that all registered primary schools (100%) complied with the MoES annual budgeting and reporting guidelines and submitted reports to the DEO by January 30. From the sampled schools, Lutunku PS submitted on 20/01/2023, Kyaabi PS submitted on 16/01/2023 and Sembabule CU PS submitted on 16/01/2023.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0 	<p>From circular letter from the DEO to all primary school headteachers dated 16/8/2023 instructing school inspectors to support headteachers to prepare SIPs and from school improvement plans found at the sampled schools of Lutunku PS, Kyaabi PS and Sembabule CU PS, there was evidence that UPE schools were supported to prepare school improvement plans.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>From list of schools from LG performance contract and from the submittal letter from CAO acknowledged by the PS MoES on 28/11/2022, there was evidence that the LG collected and compiled EMIS return forms for all the 187 (100%) registered schools from the previous FY</p>	4

Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p>	<p>From the performance contract, the number of 1583 teachers on the staff list dated 26/10/2023 and from the Annual workplan dated 08/08/2023 (page 1), there was evidence that the LG budgeted Ug. Shs. 11,652,539, 960 for a headteacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P7 for the current FY</p>	4
	<p>Maximum 8 points on this performance measure</p>	<p>Score 4 or else, score: 0</p>		
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p>	<p>From the list of schools, staff lists and staff attendance registers from sampled schools, there was evidence that the LG has deployed teachers as per sector guidelines in the current FY. For the sampled schools the deployment of teachers was as follows;</p>	3
	<p>Maximum 8 points on this performance measure</p>	<p>Score 3 else score: 0</p>	<p>Lutunku PS Kawanda sub county (rural) had 11 teachers: Nalusiba Slyvia, Ajilong Marion Okoche, Kasujja Isma, Mutinye Patrickson, Biira Robinah, Nuwagaba Innocent, Matumbwe Frank, Kintu Emmanuel, Nahweera Christine, Kabugho Judith and Nakandi Hanifa.</p>	
			<p>Kyaabi PS (Kawanda sub county (peri urban) had 9 teachers: Orikiriza Glorius, Ssemanda Richard, Bagabo Vicent, Nalwanga Teddy, Muganda Isack, Nyamwiza Jonas, Namayanja Oliva, Nimusiima Eunis and Kyarisiima Prossy.</p>	
			<p>Sembabule CU PS Sembabule TC (urban) had 14 teachers: Wabi Absolom, Nagasha rhona, Nsamba Ratib, Nalwanga May, Ademun Sarah, Namanda Prosscovia, Bekunda Ian Boris, Nankemba Cissy, Ocheng Gerald, Orikiriza Penlope, Orimwesiga Siston, Nampiira Jane, Ninsiima Immaculate and Orisingura Philemon.</p>	
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p>	<p>From the list of teachers dated October 2023 disseminated on the LG notice board showing names of teachers and the schools they had been deployed and from the notice boards of sampled schools of Lutunku PS 11 teachers; Kyaabi PS 9 teachers and Sembabule CU PS 14 teachers, there was evidence that teacher deployment data had been disseminated.</p>	1
	<p>Maximum 8 points on this performance measure</p>	<p>score: 1 else, score: 0</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.

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

The LG had 187 primary schools. Ten appraisal reports of Head Teachers were sampled to establish their dates of appraisal, They were appraised by the Principal Assistant Secretary, Nagingo Hellen as follows;

1. Kinywamazzi PS - (Lwabitakuli SC), Nambalirwa Zaina - 6th December 2022; **2.** Kangabatayi PS (Mateete SC) Kabugo Aziza, - 27th December 2022; **3.** Nsozi PS (Nabitanga SC), Besiga David - 28th December 2022; **4.** Kabasanda PS (Mitete SC), Namale Annet - 12th December 2022; **5.** Lwesankala Muslim PS (Lwemiyaga SC), Busulwa Ahmet - 29th December 2022; **6.** Kabaale Parents PS (Mijwala SC), Nalubega Demiteria - 12th December 2022; **7.** Serinya PS (Kawanda SC), Muyomba Alex - 22nd November 2022; **8.** Makooole PS (Kyeera SC), Bukenya Simon - 28th December 2022; **9.** Senyange PS (Nakasenyi SC), Kasesa Nasimu - 28th December 2022; and **10.** Lugusuulu PS (Lugusuulu SC), Turyahikayo Julius - 29th December 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

The LG had 9 Secondary schools. 8 appraisal reports were presented for reviewed. Seven of them were appraised by the Principal Assistant Secretary, Nagingo Hellen, as follows;

1. Mateete SS (Mateete SC), Matovu Musa - 23rd December 2022; **2.** Kawanda SS (Kawanda SC), Muheezi Patrick - 28th December 2022; **3.** Mawogola High School, Bukulula (Mateete SC), Buule Abdul - 15th December 2022; **4.** Uganda Martyrs Kigoma SS (Mijwera SC), Nakacwa Maxencia - 15th December 2022; **5.** Lwemiyaga SS (Lwemiyaga SC), Tulinzibwe Edson - 28th December 2022; **6.** St. Anne's Ntuusi SS (Ntuusi SC), Namujumbi Maria Kiwanuka - 12th December 2022; **7.** Sembabule (CoU) SS (Sembabule TC), Rev. Samuel Mbogo - 20th December 2022;

8. The eighth HT, who was for Lwabitakuli Seed SS, Byaruhanga Sulaiman's appraisal "Performance Plan" dated 21st June 2023, signed by Bitakaramiere Pius was also presented. This appraisal was later than the deadline of 31/12/2022; and **9.** Lwabitakuli Secondary school Head Teacher position was vacant. The Head Teacher had passed on.

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>The Education Department had 5 members of staff. They were all appraised by Principal Assistant Secretary, Nagingo Hellen, on the following dates;</p> <p>1 . Senior Inspector of Schools, Nampewo Victor - 28th June 2023; 2. Education Officer, Mugambe Rashid - 28th June 2023; 3. Education Officer, Binaisa Godfrey - 28th June 2023; and 4. Senior Education Officer, Naabayizzi Mary - 27th May 2023.</p> <p>Inspector of Schools Mweteise Boaz was new and not available at the time of appraisal.</p>	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>From the training plan for the FY 2022/2023 (dated 30/09/2022), there was evidence that the LG prepared a training plan to address capacity gaps at LG and school levels. The training plan catered for staff at the department, senior women teachers, SMC members and headteachers in financial management.</p>	2
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Management, Monitoring and Supervision of Services.

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>From the submittal letter by CAO received by PS MoES on 28/11/2022, there was evidence that the LG confirmed in writing the list of 187 schools, their enrolment of 67,284 UPE and 4,208 USE learners by December 15th.</p>	2
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9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines. If 100% compliance, score:2 else, score: 0</p>	<p>From the annual workplan FY 2022/2023 (page 2) there was evidence that the LG made an allocation of Ug. Shs. 94,392,000 to inspection and monitoring functions in line with the sector guidelines.</p> <p>Monitoring: $4,500,000 + (100,000 \times 187 \text{ schools}) = 23,200,000$</p> <p>Inspection: $4,000,000 + (112,000 \times 187 \text{ schools}) = 24,944,000$</p> <p>Total for monitoring and inspection was $23,200,000 + 24,944,000 = 48,144,000$.</p> <p>The budgeted sum of Ug. Shs. 94,392,000 is greater than Ug. Shs. 48,144,000.</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>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters If 100% compliance, score: 2 else score: 0</p>	<p>There was no evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters:</p> <p>Q1 cash limits were issued on 08/07/2023 and Warrant No. 926AW-2023-5 was prepared on 09/08/2022 (beyond 5 working days);</p> <p>Q2 cash limits were issued on 30/09/2023 and Warrant No. 926AW-2023-18 was prepared on 18/10/2022 (beyond 5 working days);</p> <p>Q3 cash limits were issued on 29/12/2023 and Warrant No. 926AW-2023-24 was prepared on 30/01/2023 (beyond 5 working days); and</p> <p>Q4 cash limits were issued on 06/04/2023 and Warrant No. 926AW-2023-26 was prepared on 28/04/2023 (beyond 5 working days)</p>	0
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED. If 100% compliance, score: 2 else, score: 0</p>	<p>There was no evidence that the LG had invoiced and the DEO communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>Q1 cash limits were issued on 08/07/2023 and was publicized and invoiced on 14/07/2022 (beyond 3 working days);</p> <p>Q2 cash limits were issued on 30/09/2023 and was publicized and invoiced on 02/10/2022 (within 3 working days);</p> <p>Q3 cash limits were issued on 29/12/2023 and was publicized and invoiced on 02/01/2023 (within 5 working days); and</p> <p>Q4 cash limits were issued on 06/04/2023 and was publicized and invoiced on 11/04/2023 (beyond 5 working days)</p>	0
<p>Maximum 8 points on this performance measure</p>				
<p>Maximum 8 points on this performance measure</p>				
<p>Maximum 8 points on this performance measure</p>				

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> • If 100% compliance, score: 2, else score: 0 	<p>From the inspection plan prepared and submitted to DES by CAO on 11/08/2022, there was evidence that the LG education department had prepared an inspection plan for school inspections.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0 	<p>From school list in the PBS, LG inspection plan from the previous FY and LG inspection and monitoring reports from the previous three school terms, there was evidence that the LG inspected and monitored 187 (100%) schools in the previous three school terms as follows;</p> <p>Term 3 2022: 187 schools were inspected and monitored, report compiled and submitted to DES on 12/12/2022.</p> <p>Term 1 2023: 187 schools were inspected and monitored, report compiled and submitted to DES on 18/05/2023.</p> <p>Term 2 2023: 187 schools were inspected and monitored, report compiled and submitted to DES on 13/09/2023.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>From minutes of meeting held on 29/12/2022 (Min. 3/12/2022 it was reported that some schools did not have enough furniture (desks) and yet their enrollment was high. these schools included Kitahira PS, Makukuulu PS, Bwogero PS, Miseenyi PS and Bituntu PS. After a discussion it was recommended that the inspectors of schools incharge of those schools visit the schools and verify the number of desks required by each school and report back in the next meeting.</p> <p>Minute of meeting held on 30/01/2023 (Min. 6/1/2023) verified the number of desks needed per school and the meeting recommended that the DEO prioritizes these schools when allocating desks that had been budgeted for in the FY 2023/2024.</p> <p>From the delivery not from CAO dated 28/02/2023, there was evidence that the LG delivered desks to the schools as follows; Kitahia PS 36 desks, Makukuulu PS 36 desks, Bwogero PS 36 desks, Biruutu PS 44 desks and Misenyi PS 36 desks.</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>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</p>	<p>From sampled schools there was evidence that copies of inspection feedback reports were given to schools as follows;</p> <p>Lutunku PS Kawanda sub county (rural), copies of feedback reports dated 14/03/2023, 08/06/2023 and 16/10/2023 were evidenced at school.</p> <p>Kyaabi PS Kawanda sub county (peri urban), copies of feedback reports dated 14/03/2023, 08/06/2023 and 25/10/2023 were evidenced at school.</p> <p>Sembabule CU PS Sembabule TC (urban) copies of feedback reports dated 21/06/2023, 19/07/2023 were evidenced.</p> <p>Term 3 2022 inspection report for 187 schools (100%) was submitted to DES on 12/12/2022.</p> <p>Term 1 2023 inspection report for 187 schools (100%) was submitted to DES on 18/08/2023.</p> <p>Term 2 2023 inspection report for 187 schools (100%) was submitted to DES on 13/09/2023.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence that education sector matters at Health Education and Social Services met four times during the year and that the committee reports were presented to council:</p> <ol style="list-style-type: none"> 1. Committee report of 10/08/2022 was discussed by council on 30/08/2022 under Agenda No.8, Minute Semb/CL/08/08/2022; 2. Committee report of 21/12/2022 was discussed by council on 30/03/2023 under Agenda No.9, Minute Semb/CL/09/03/2023; 3. Committee report of 10/03/2023 was also discussed by council on 30/03/2023 under Agenda No.9, Minute Semb/CL/09/03/2023; 4. Committee report of 29/05/2023, had been discussed by council on 30/05/2023 discussed under Agenda No.8, Minute No. Semb/CL/08/05/2023 <p>Some of the issues discussed included:</p> <ol style="list-style-type: none"> i. Plan to revamp several school infrastructure ii. Provision of lunch to learners iii. Perversive number of private schools with expired licences iv. Understaffing in secondary schools 	2

11	Mobilization of parents to attract learners <i>Maximum 2 points on this performance measure</i>	Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, <i>score: 2 or else score: 0</i>	From training report of SMC members from all the 17 sub counties in the LG held from 17th to 18th April 2023 by DEO (photos of participants attached) and from mobilization report by DEO at Lumegere PS (attendance list attached) prepared on 13/12/2022, there was evidence that the LG conducted activities to mobilize, attract and retain children at school.	2
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Investment Management

12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i>	From the consolidated LG school asset register up dated on 07/08/2023 and from the asset register of the sampled schools, there was evidence that the LG has a school asset register accurately reporting on the infrastructure in all registered primary schools. The information from the consolidated school asset register was consistent with that from the three sampled schools as follows; Lutunku PS had 8 classrooms, 15 latrine stances, 68 desks and 5 teacher accommodation units. Kyabi PS had 6 classrooms, 5 latrine stances, 92 desks and 4 teacher accommodation units. Sembabule CU PS had 9 classrooms, 9 latrine stances, 132 desks and 1 teacher accommodation units.	2
12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i>	There was evidence that the LG has conducted a desk appraisal on 16/08/2021 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, some of the projects implemented included: i. The Construction of 2-Classroom Blocks at Kitahira P/School at UGX 28,713,968; ii. The construction of 2-Classroom Block at Katwe P/S for UGX 47,131,999; and iii. The construction of a 2-Classroom Block at Nsumba P/S for UGX 66,658,699	1

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0</p>	<p>There was 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; a field appraisal report of 30/08/2021 was verified</p> <p>some of the projects implemented included:</p> <p>i. The Construction of 2-Classroom Blocks at Kitahira P/School at UGX 28,713,968;</p> <p>ii. The construction of 2-Classroom Block at Katwe P/S for UGX 47,131,999; and</p> <p>iii. The construction of a 2-Classroom Block at Nsumba P/S for UGX 66,658,699</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, score: 1, else score: 0</p>	<p>LG Education department did not incorporate Seed Secondary school in the procurement plan for the current FY.</p>	0
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, score: 1, else score: 0</p>	<p>There was evidence of minute (b) of the contracts committee meeting which sat on October 4, 2023 to approve commencement of the procurement of the education sector projects.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. score: 1, else score: 0</p>	<p>There was evidence of letter dated referenced CR/ADM/156/1 August 5, 2022 from the CAO appointing the District Engineer, the CDO, the District Environment officer, District labour officer on the PIT for Education projects.</p>	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>Score: 1, else, score: 0</p>	<p>The LG did not have a project for Seed Secondary Schools.</p>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>The LG did not have a project for Seed Secondary Schools and hence no assessment was carried out.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i></p>	<p>There was evidence of site inspection reports on joint technical supervision involving engineers, environment officers, CDOs. The sampled reports were for: Construction of a 2 classroom block with lightening arrester at Katahira PS, dated May 10, 2023 which involved the LG Engineer, the CDO, the Environment officer and the Engineering assistant; Construction of a 2 classroom block with lightening arrester at Mabindo PS, dated February 14, 2023 which involved the LG Engineer, the CDO, the Environment officer and the Engineering assistant; and Construction of a 2 classroom block with lightening arrester at Makukulu PS, dated March 29, 2023 which involved the LG Engineer, the CDO, the Environment officer and the Engineering assistant</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>There was no evidence that the sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract:</p> <p>VN 5171773 of 03/05/2023 being payment of UGX 28,713,968 to M/S Flabumat Technical Services U Ltd against Certificate No.2 for the Construction of 2-Classroom Blocks at Kitahira P/School</p> <p>Payment was requested on 22/02/2023, and was effected on 03/05/2023 (beyond 10 working days)</p> <p>VN 4744249 of 05/04/2023 being payment of UGX 47,131,999 to M/S Nenim Contractors Co. Ltd against Certificate No.1 for the construction of 2-Classroom Block at Katwe P/S</p> <p>Payment was requested 10/02/2023, and was effected on 05/04/2023 (beyond 10 working days)</p> <p>VN 6432524 of 28/06/2023 being payment of UGX 66,658,699 to M/S Kiyinda carpentry Workshop Ltd against Certificate No.1 for the construction of a 2-Classroom Block at Nsumba P/S</p> <p>Payment was requested 19/05/2023, and was effected on 28/06/2023 (beyond 10 working days)</p>	0

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	There was LG Education department submitted a procurement plan on April 25, 2023.	1
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13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA <i>Law score 1 or else score 0</i>	The LG did not have a project for Seed Secondary Schools.	1
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Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, <i>score: 3, else score: 0</i>	The GRM was displayed on the Education Department Noticeboard. There was a Grievance Log Book at the Department. The first and second cases recorded were not dated but the third was dated 02/7/18. The first case was that of Mulindwa Emmy as complainant against The Headteacher as defendant. Mulidwa complained of being erroneously deleted from the staff list and not paid his salary. It was resolved that the teacher be reinstated on the Payroll. The Headteacher was made to apologize for the mistake. The Teacher apologized and case was closed. The latest case was dated 30/1/2023. It was that of Nalubega Violet Rebecca, Headteacher. She complained of unfavourable condition of the Learning institution. It was recorded that the request was to be considered in line with the Budget provision.	3
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15	Safeguards for service delivery. <i>Maximum 3 points on this performance measure</i>	Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation <i>Score: 3, or else score: 0</i>	From copy of the circular (with copies of educational guidelines attached) dated 05/07/2022 to all headteachers, from sample schools and letter of consent/MoU for Kasaana Muslim PS (consent letter dated 14/08/2022), there was evidence that the LG disseminated the Education guidelines to provide for access to land (without incumbrance), proper siting of schools 'green' schools, energy and water conservation.	3
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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 Sembabule District Local Government had in place a costed ESMP and this is incorporated within the BoQs and contractual documents. Costed values attached to screening Forms prepared by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO and reviewed by Mugabe Gregory the DNRO were presented and these cross-checked in BoQs for Education projects sampled as follows:

- 1) Construction of a two class room block with a lightening arrester at Kirama P/S was dated 24/06/2022;
- 2) Construction of a two class room block with an office & lightening arrester at Nabusajja P/S was dated 25/07/2022;
- 3) Construction of a two class room block with an office, store & a lightening arrester at Kasaana Muslim P/S was dated 20/07/2022;
- 4) Construction of a two class room block with an office, store & a lightening arrester at Kakiika P/S was dated 14/07/2022;
- 5) Construction of a two class room block with a lightening arrester at Mabindo C/U P/S was dated 21/06/2022;
- 6) Construction of a two class room block with a lightening arrester at Makukulu P/S was dated 23/06/2022;
- 7) Construction of a two class room block with a lightening arrester at Nsumba United P/S was dated 24/06/2022;
- 8) Construction of a two class room block with a lightening arrester at Kitahira P/S was dated 23/06/2022;
- 9) Construction of a two class room block with a lightening arrester at Kalukungu P/S was dated 22/07/2022;
- 10) Construction of a two class room block with a lightening arrester at Katwe P/S was dated 19/07/2022;
- 11) Construction of a 5 stance Lined VIP Latrine at Nambirizi RC P/S was dated 04/09/2022; and
- 12) Construction of a 5 stance Lined VIP Latrine at Kigaaga Pentecostal P/S was dated 04/09/2022.

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p>	<p>There was evidence of land ownership for school projects for the previous FY projects implemented by Sembabule DLG. Evidence presented included the following written agreements:</p> <p>1) Letter of Consent/MoU for Kirama primary School dated 20th Aug. 2022, signed by Nampijja Margaret the Head Teacher and Binemugisha Yakobo the Chairman SMC;</p> <p>2) Letter of Consent/MoU for Nsumba United Pentecostal primary School dated 22nd Aug. 2022, signed by Byamugisha Nyabuguru Robert the Head Teacher and Rev. Yokaana Bwiire the Chairman SMC;</p> <p>3) Letter of Consent/MoU for Kasongi primary School dated 17th Aug. 2022, signed by Kampikaho Margaret the Head Teacher and Mugula Francis the Chairman SMC;</p> <p>4) Letter of Consent/MoU for Mabindo C/U primary School dated 23rd Aug. 2022, signed by a Head Teacher who did not print his/her name and Mwesezi Wilson the Chairman SMC; and</p> <p>5) Letter of Consent/MoU for Kasaana Muslim primary School dated 14th Aug. 2022, signed by Najjingo Hadijah the Head Teacher and Katende Mukiibi Meddie the Chairman SMC.</p>	1
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i></p>	<p>There was evidence that Sembabule District Local Government Environment Officer and CDO conducted support supervision and monitoring. Three SFG Monitoring Reports written by Musoke Twaha, CDO and Natukunda Rosette, Environment Officer were presented dated:</p> <p>1) 13/01/2023;</p> <p>2) 08/02/2023; and</p> <p>3) 19/05/2023.</p>	2

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

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

Score: 1, else score:0

There was evidence that Sembabule District Local Government had 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 Education projects. E & S Compliance Certification all dated 28 June 2023 prepared by the District Engineer of Sembabule (the name was not printed on the Payment Form, only signature), verified by the District Planner, CDO, Environment Officer and CFO and approved by CAO was availed.

Sampled certification was for the following Education projects:

- 1) Construction of a two class room block with a lightening arrester at Mabindo C/U P/S;
- 2) Construction of a two class room block with a lightening arrester at Makukulu P/S;
- 3) Construction of a two class room block with a lightening arrester at Nsumba United P/S;
- 4) Construction of a two class room block with a lightening arrester at Kitahira P/S; and
- 5) Construction of a two class room block with a lightening arrester at Kalukungu P/S.

**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 that the Sembabule District Local Government attained a 20% or more increase in the coverage of institutional deliveries. The total number of institutional deliveries in the three sampled health facilities in FY 2021/22 was 963 increasing by 9.9% to 1,058 in FY 2022/23.</p> <p>1. Ntuusi HCIV (585) – (628); 2. Busheka HCIII (82) – (158); 3. Lwemiyaga HCIII: (296) – (272)</p> <p>Total 2022/23 (1,058) – Total 2021/22 (963)/963 = 9.9%</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>There was evidence that the average score in Health for LLG performance was 90%, the assessment results are as follows:</p> <p>1 Bulongo S/C scored 100%; 2 Katwe S/C scored 70%; 3 Kawanda S/C scored 100%; 4 Kyeera S/C scored 100%; 5 Lugusulu S/C scored 100%; 6 Lwebitakuli S/C scored 100%; 7 Lwemiyaga S/C scored 100%; 8 Mabindo S/C scored 0%; 9 Mateete S/C Scored 100%; 10 Mateete T/C Scored 100%; 11 Mijwala S/C Scored 100%; 12 Miteete S/C Scored 70%; 13 Mitima S/C Scored 100%; 14 Nabitanga S/C Scored 70%; 15 Nakasenyi S/C Scored 100%; 16 Ntuusi T/C Scored 100%; and 17 Sembabule T/C Scored 100%</p> <p>The average performance score was 90%</p>	2

2	N23_Service Delivery Performance: Average score in the Health LLG performance assessment.	b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:	RBF was not implemented in 2022/23.	0
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> • 75% and above; score 2 • 65 – 74%; score 1 • Below 65; score 0 		
3	Investment performance: The LG has managed health projects as per guidelines.	a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.	<p>There was evidence that the LG budgeted and spent all the health development grant of UGX 2,099,123,000 for the previous FY on eligible activities as per the health grant and budget guidelines, as reported on Page of the Q4 Report. Two infrastructure projects were implemented:</p> <p>Upgrade of Ntete H/C II to H/C III at UGX 281,876,102;</p> <p>Completion of Busheka H/C III at UGX 69,996,555; and</p> <p>Supply of Medical Laboratory and research Equipment UGX 800,000,000</p>	2
	Maximum 8 points on this performance measure			
3	Investment performance: The LG has managed health projects as per guidelines.	b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0	<p>There was evidence that the DHO, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers</p> <p>Two infrastructure projects were implemented:</p> <p>VN 6429673 of 28/06/2023 being payment of UGX 281,876,102 to M/S Charm Partners Ltd against Certificate No.1 for the upgrade of Ntete H/C II to H/C III</p> <p>The payment certificate was signed by the DHO on 20/06/2023 together with the CDO and the Environment Officer on the same day 20/06/2023</p> <p>VN 6439540 of 28/06/2023 being payment of UGX 69,996,555 to M/S Nenin Contractors Company Ltd against Certificate No.1 for the completion of Busheka H/C III</p> <p>The payment certificate was signed by DHO on 19/05/2023 together with the CDO and the Environment Officer on the same day</p>	2
	Maximum 8 points on this performance measure			

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 was evidence that the variations in the contract price of the Completion of a staff House at Busheka HC III are within +/-20% of the LG Engineers estimates. The estimate was Ugx 78,000,000 and the award price Ugx 78,383,600 hence the variation was +0.491%. The procurement of construction of the HCIIIs at Nteete and Kyeera at Ugx 1,843,701,240 had been reportedly handled by another entity so the estimate was not known and therefore the variation could not be ascertained.	2
3	Investment performance: The LG has managed health projects as per guidelines.	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY	The construction of the HC IIIs at Ntete and Kyeera was at an estimate of 85%. At both sites, the roofing had been completed, the plastering done, windows and doors fixed and the contractor was at the finishing level.	1
	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 		
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure	Sembabule DLG has 6 HCIII and 2 HCIV. There was no evidence that the Sembabule LG had recruited staff for all HCIIIs and HCIVs as per staffing structure. The average number of staff for the 5 HCIII was 63.2% (range 31.6-73.7%), and that for the 2 HCIVs was 67.7% (54.2% and 81.3%).	0
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 		
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.	There was evidence that the LG health infrastructure construction projects met the approved MoH Facility Infrastructure Designs. The sampled dimensions for: Kyera HC III were for the delivery room which were 5.0 x 5.4m and the delivery room which were 6.0 x 5.0 m: Ntete HC III were for the Pre Natal room which were 4.8 x 3.0 m and the mid wife's room which were 2.4 x 3.0 m. All the dimensions conformed to the designs dimensions.	2
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> • If 100 % score 2 or else score 0 		

Performance Reporting and Performance Improvement

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was no evidence that the health workers were in place as indicated in the staff list from the District Health Office and that this matched the list on the noticeboard at the three sampled facilities:</p> <p>1) Busheka HCIII: (Health facility list dated 06 July 2023 had 11/12 as Gumisiriza Amos, an enrolled nurse on the DHO list was not on the health facility list. There were two staff on the health facility list that were not on the DHO list - Birungi Agnes a health assistant and Tumuhimbise Grace an enrolled midwife;</p> <p>2) Lwebitakuli HCIII (dated 2023/24 had 12/12 staff); and</p> <p>3) Matete HCIII (Health facility list dated 2023/24 13/13 staff)</p>	0
5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was evidence that the information submitted in the PBS on construction status and functionality was accurate. The Annual PBS (2022/23) report under vote 926 includes on the specified pages for each project i) Upgrading of Ntete HCII to HCIII pages 155-156 of 163; ii) Upgrading of Kyeera HCII to HCIII pages 125-126 of 163; iii) Completion of construction of a staff house at Busheka pages 138 of 163; iv) Upgrading of Lwebitakuli HCIII to HCIV pages 53 of 163, matched the items on the projects for funding submitted by the health department (dated 07/04/22).</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was evidence that the annual work plans and budgets of the three sampled facilities were submitted by 31st March of the previous FY for only one out of the three sampled health facilities. The submission dates for the sampled health facilities were:</p> <p>1) Ntuusi HCIV (29/03/2022);</p> <p>2) Busheka HCIII (24/03/2022); and</p> <p>3) Lwemiyaga HCIII (18/03/22)</p> <p>However, the available budgets conformed to the prescribed formats in the planning guidelines (i.e., allocation of 30% to health promotion and disease prevention) for only two out of the three (Busheka HCIII - 63.7% & Lwemiyaga HCIII - 59.5%). The allocation by Ntuusi HCIV to health promotion and disease prevention was only 8.7%.</p>	0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>All three of the sampled health facilities had submitted annual budget performance reports before 15/07/23. The specific submission dates for each sampled health facility were as follows: 1) Lwemiyaga HCIII (14/07/23); 2) Busheka (10/07/23); and 3) Ntuusi HCIV (10/07/23).</p>	2
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no evidence that the three sampled health facilities - Lwemiyaga HCIII, Busheka HCIII, and Ntuusi HCIV had incorporated performance issues identified in the DHMT monitoring and assessment reports.</p>	0
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Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.

Maximum 14 points on this performance measure

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 that the three sampled health facilities 1) Ntuusi HCIV 2) Busheka HCIII, and 3) Lwemiyaga HCIII had submitted timely monthly 7 days following the end of the month. Although all the quarterly reports were submitted on time the submission of the Q3 report for Ntuusi HCIV (05/03/23) and the Q4 report for Lwemiyaga HCIV (05/06/23) were reportedly submitted 25 days before the quarter had ended which **invalidated the timeliness**. The detailed records for both categories of reports are listed below:

Monthly reports

1. Ntuusi HCIV: 06/08/2022, 06/09/2022, 05/10/2022, 03/11/2022, 04/12/2022, 06/01/2023, 03/02/2023, 05/03/2023, 05/04/2023, 03/05/2023, 04/06/2023, 06/07/2023;

2. Busheka HCIII: 02/08/2022, 03/09/2022, 04/10/2022, 02/11/2022, 05/12/2022, 04/01/2023, 02/02/2023, 05/03/2023, 04/04/2023, 02/05/2023, 05/06/2023, 06/07/2023; and

3. Lwemiyaga HCIII: 07/08/2022, 05/09/2022, 07/10/2022, 07/11/2022, 06/12/2022, 04/01/2023, 05/02/2023, 07/03/2023, 05/04/2023, 04/05/2023, 07/06/2023, 06/07/2023.

Quarterly reports

1. Ntuusi HCIV: 06/10/2022, 07/01/2023, **05/03/2023**, 03/07/2023;

2. Busheka HCIII: 04/10/2022, 04/01/2023, 05/04/2023, 06/07/2023; and

3. Lwemiyaga HCIII: 07/10/2022, 06/01/2022, 06/04/2023, **05/06/2023**.

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

Maximum 14 points on this performance measure

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

Note: Municipalities submit to districts

RBF was not implemented in 2022/23.

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>RBF was not implemented in 2022/23.</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>There was evidence that the DHO had compiled and submitted all quarterly (4) Budget Performance Reports within the first month of the following quarter:)</p> <p>The quarterly reports were submitted as follows:</p> <ul style="list-style-type: none"> -Q1 was submitted on 12th Oct. 2022 through the PBS (within one month); --Q2 was submitted on 13th Jan. 2023 through the PBS (within one month); -Q3 was submitted on 14th Apr. 2023 through the PBS (within one month); and -Q4 was submitted on 13th Jul. 2023 through the PBS Tool (submitted within one month) 	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>There was no evidence that Sembabule LG had developed and approved a Performance Improvement Plan for the lowest performing health facilities as this was reportedly not done.</p>	0
	<p>Maximum 14 points on this performance measure</p>			

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

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>There was no evidence that the Sembabule district LG had budgeted for health workers as per the guidelines. The PBS (Performance Budgeting System) indicates a budget of UGX 3,823,416 for an average staffing level of 48.76% for the current FY.</p>	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>There was no evidence that the Sembabule district LG had deployed for health workers as per the guidelines. The overall average for filled positions for HCII, HCIII and HCIV was only 45.5%. The average number of staff for the 2 HCIV is 60.4% (range 3.8-77.1%; 6 HCIII was only 59.6% (range 31.6-68.4-%); and the 15 HCII 23.0% (range 11.1%-33.3%).</p>	0
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7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).	b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0	There was evidence from the arrival and departure register that health staff in the sampled health facilities: Busheka HCIII (12/12 staff); 2) Lwebitakuli HCIII (10/12 staff); and 3) Matetete HCIII (11/12 staff) on the deployment list for current FY were working where they were deployed. At Lwebitakuli HCIII, the two missing staff had been re-deployed as follows: Nuwagaba Abias a clinical officer had been on study leave for the previous two years and Ssenkandwa Herman, a Health Information Assistant had been transferred to the district. At Mateete HCIII, the one missing staff Ssebirumbi Isma, a porter had been transferred to the district headquarters.	3
	Maximum 9 points on this performance measure			
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).	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 that the list of health workers deployed at the sampled facilities for the current FY 2023/24 was displayed on the health facility notice boards at three of the sampled health facilities - Busheka HCIII (06/07/23 11/128 staff); 2) Lwebitakuli HCIII (2023/24, 12/12 staff); and 3) Matete HCIII (2023/24, 13/13 staff).	2
	Maximum 9 points on this performance measure			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	a) Evidence that the DHO/MMOHs has: i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0	The LG had 23 health facilities. Ten appraisal Reports were sampled to establish the dates of appraisal for Officers In Charge of Health Centers. The sampled Officer were appraised on the following dates, by the Principal Assistant Secretary; 1. Muwonge Robert, Lwabitakuli HC III - 30th June 2023; 2. Naggayi Maria, Mitima HC II - 30th June 2023; 3. Akampurira Gilbert, Ntuusi HC IV- 30th June 2023; 4. Nakayenga Mary Gareth - 30th June 2023; 5. Mubiru Jude, Mitete HC III - 30th June 2023; 6. Kiwanuka Mathew, Busheka HC III - 30th June 2023; 7. Luyima Adam Abdusalaam, Lwemiyaga HC III - 30th June 2023; 8. Kansiime Jonathan, - Lugusuulu HC III 30th June 2023; 9. Kisoro Milton Nabubolo, Kyaabi HC III - 30th June 2023; and 10. Nankindu Shadia, Keizooba HC II - 30th June 2023	1
	Maximum 6 points on this performance measure			

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	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	The LG had 530 Health Workers. Ten appraisal Reports were sampled to establish the dates of appraisal for health workers. They were appraised by their respective Officers In Charge, (OC) as follows; 1. Enrolled Nurse, Namyalo Agnes (Kyaabi HC II) – 30th June 2023, was appraised by Kisoro Milton - OC; 2. Enrolled Midwife, Tumuhimbise Juvita (Ntuusi HC IV) – 30th June 2023, was appraised by Tibili Ruth - Senior Assistant Nursing Officer; 3. Senior Clinical Medical Officer, Negesa Bernadette (Sembabule HC IV) – 30th June 2023, was appraised by Dr. Kalinzi Deo - Medical Officer; 4. Health Assistant, Nagaba Adrian (Lwemiyaga HC III) – 30th June 2023, was appraised by Luyima Adam Abdusalaam, OC; 5. Enrolled Midwife, Talemwa, Dorothy (Lwabitakuli HC III) - 30th June 2023, was appraised by Muwonge Robert OC; 6. Health Assistant, Nanziri Cissy Mutebi (Mateete HC III) – 30th June 2023, was appraised by Mubiru Jude, Clinical Officer; 7. Laboratory Technician, Mbaju Richard (Ntuusi HC IV) – 30th June 2023, was appraised by Dr. Akampurira Gilbert, Senior Medical Officer; 8. Enrolled Midwife, Namyalo Mariam (Ntete HC II) – 30th June 2023, was appraised by Nakayenga Mary-Enrolled Nurse, OC; 9. Enrolled Nurse, Namuyingo Francis (Sembabule HC IV) – 30th June 2023, was appraised by Nakanjako Asha – Nursing Officer; and 10. Enrolled Nurse, Nassuna Jacinta (Busheka HC III) – 30th June 2023, was appraised by Kapere Elima – Medical Officer	1
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	The DHO took corrective actions to enhance the performance of the department, as per the letter DR/MED/114 dated 10th July 2023, titled “Submission of Performance Improvement Plan for 2023	2
	Maximum 6 points on this performance measure			

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>There were 6 activities in the Sembabule LG Health Department Training Plan for FY 2022/23. These activities were: 1) Health Care Waste Management Training 2) VHT training in HIV, TB, and Malaria, 3) Training of HW on HIV treatment and prevention 4) Training of VHTs in ICCM 5) Training in IDSR third edition 6) Training of HW on zoonotic diseases like Rift Valley fever, anthrax. Three reports were provided as evidence of training activities having been conducted and these included: 1) Training on the 2022 revised consolidated guidelines for the prevention and treatment of HIV in Uganda (June 2023) for 13 health facilities. 2) Training report of village health team on malaria, HIV, TB (11/12/2022); 3) Training of health staff on health care waste management (24/11/2022).</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was evidence that Sembabule local government had documented the training activities for the previous FY. There are 2 training reports provided during the assessment: 1) Training on the 2022 revised consolidated guidelines for the prevention and treatment of HIV in Uganda (June 2023) for 13 health facilities. 2) Training report of village health team on malaria, HIV, TB (11/12/2022); 3) Training of health staff on health care waste management (24/11/2022).</p>	1

Management, Monitoring and Supervision of Services.

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was no evidence that the CAO had notified the MoH of status of health facilities whether correct or wrong. Instead, the letter provided dated 31st August 2023 notified the PS the list of health facilities that would be considered in the subsequent FY 2024/25 and was received by MoH by 9th September 2023.</p>	0
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>There was 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)</p> <p>Deriving from Pg.31 of the approved budget, the allocation of the PHC NWR Grant for LLHF allocation made for DHO was UGX 66,353,308 out of which UGX 11,280,000 was allocated to health monitoring representing 17% allocation (morethan 15% allocation)</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>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p>	<p>There was no evidence that the LG made timely warranting of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget</p> <p>Q1 cash limits were issued on 08/07/2023 and Warrant No. 926AW-2023-5 was prepared on 09/08/2022 (beyond 5 working days);</p> <p>Q2 cash limits were issued on 30/09/2023 and Warrant No. 926AW-2023-18 was prepared on 18/10/2022 (beyond 5 working days);</p> <p>Q3 cash limits were issued on 29/12/2023 and Warrant No. 926AW-2023-24 was prepared on 30/01/2023 (beyond 5 working days); and</p> <p>Q4 cash limits were issued on 06/04/2023 and Warrant No. 926AW-2023-26 was prepared on 28/04/2023 (beyond 5 working days)</p>	0
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>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>There was no evidence that 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:</p> <p>Q1 cash limits were received on 08/07/2023 and was communicated and invoiced on 14/07/2022 (beyond 5 working days);</p> <p>Q2 cash limits were received on 30/09/2023 and was communicated and invoiced on 02/10/2022 (within 5 working days);</p> <p>Q3 cash limits were issued on 29/12/2023 and was communicated and invoiced on 02/01/2023 (within 5 working days); and</p> <p>Q4 cash limits were received on 06/04/2023 and was communicated and invoiced on 11/04/2023 (within 5 working days)</p>	0
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>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>There was no evidence 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:</p> <p>Q1 cash limits were received on 08/07/2023 and was publicised and invoiced on 14/07/2022 (beyond 5 working days);</p> <p>Q2 cash limits were received on 30/09/2023 and was publicised and invoiced on 02/10/2022 (within 5 working days);</p> <p>Q3 cash limits were issued on 29/12/2023 and was communicated and invoiced on 02/01/2023 (within 5 working days); and</p> <p>Q4 cash limits were received on 06/04/2023 and was publicised and invoiced on 11/04/2023 (within 5 working days)</p>	0

10

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

The reports presented were for Extended DHMT quarterly performance review meetings. The meetings were held on the following dates for each quarter: Q1: 28/07/22; Q2: 20/12/22 Q3: 27/01/23; Q4: 20/06/23. Two of the reports (Q1 and Q2) were at the start of the quarter which does not meet the criteria for a quarterly performance review meeting. Additionally, the reports lacked content on the trends of key service delivery indicators.

Each report includes progressive reports e.g., Q3 noted that the need for health facilities to update vaccine control books and this was reported under Minute 6/6/Jan/2023 as having been accomplished. Q1 report dated 28/07/22 noted under Minute 5/7/22 that the district engineer had carried out an evaluation and submitted to the Ministry of health in response to a need to expand the stores.

2

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>There are 23 GoU health facilities and 3 PNPF providers – a total of 26. There was evidence that the quarterly performance review meetings were attended by most health facility in-charges, implementing partners, and other departments as shown in the attendance lists for the meetings by quarter.</p> <p>Q1: Health facility in charges (26/26); Implementing Partners (RHSP), DHT (9/9); Other departments (Education, CAO, DISO, Planner, Chairperson, Finance, RDC;</p> <p>Q2: Health facility in charges (26/26); Implementing Partners (RHSP), DHT (9/9); Other departments (Human Resource, Education, Audit, DISO, Finance, Community, CAO, LCV);</p> <p>Q3: Health facility in charges (21/26); Implementing Partners (RHSP), DHT (6/9); Community, CAO, Chairman LCV, Planner, Education, Finance; and</p> <p>Q4: Health facility in charges (23/26); Implementing Partners (RHSP), DHT (8/9); Other departments (Education, Community, Finance, Secretary for Health, LCV, CAO).</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>Sembabule LG has two HC4 – Ntuusi HCIV and Sembabule HCIV. There was evidence that the LG had supervised both during the previous FY.</p> <p>Q1 Ntuusi (report dated 22/09/22), Sembabule (report dated 22/09/22); Q2: Ntuusi (report dated 20/12/22), Sembabule (report dated 20/12/22); Q3 Ntuusi (report dated 30/03/22), Sembabule (report dated 30/03/22); Q4: Ntuusi (report dated 26/05/23), Sembabule (report dated 26/03/23).</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>There was evidence that the LG supervised the three sampled facilities during the previous FY. The supervision dates for the sampled health facilities are as follows:</p> <p>1) Busheka HCIII: Q4 (14th -18th June 2023), Q3 (23rd-31st March 2023), Q2 (21st-25th October 2022), Q1 (18-22nd July 2022);</p> <p>2) Lwemiyaga HCIII; Q4 (12-18th May 2023), Q3 (20th-24th March 2023), Q2 (6-13th December 2022), Q1 (15th-27th September 2022); and</p> <p>3) Lwebitakuli HCIII: Q4 (14th-18th June 2023), Q3 (23rd-31st March 2023), Q2 (21st-25th October 2022), Q1 (18-22nd July 2022).</p>	1

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was evidence in the facility support supervision books that the three sampled health facilities had received recommendations from health department and implemented them as follows:</p> <ol style="list-style-type: none"> 1. Busheka HCIII: In Q1 the HSD had recommended that A facility signpost be installed. The evidence of implementation was observed on-site during the assessment as a signpost was in place. 2. Lwebitakuli HCIII: In Q1 on 13/07/23 the HSD had recommended that the health facility display funds allocated to the health facility on the noticeboard. The display of PHC quarterly releases was observed on-site during the assessment. 3. Matete HCIII: In Q3 the HSD recommended that a second cleaner be recruited and deployed to improve hygiene around the health facility. Subsequently, a second cleaner was recruited as observed by the payment voucher (PHC voucher dated 20/06/23). 	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence that guidance was provided to health facility in-charges on secure, safe storage and disposal of medicines and health supplies during 2022/23 during each of the quarters as follows: Q1 16/23; Q2 11/23; Q3 19/23; and Q4 6/23. Two health facilities - <u>Kasalu and Mitima HCIIIs were not visited at all during the previous FY.</u> Only the two HCIVs were consistently guided at least once each quarter.</p>	0
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>There was evidence that the LG allocated 34% (more than 30%) of the District Health Office budget to health promotion and prevention activities.</p> <p>Deriving from Pg.31 of the approved budget, the allocation for PHC/NW for DHO's office was UGX 66,353,308 out of which UGX 22,446,733 was allocated to health promotion representing 34% allocation</p>	2

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	There was evidence that the DHT had implemented health promotion, disease prevention, and social mobilization activities in the previous FY. The activities included disease surveillance at the health facility level and health promotion in the residential communities. Examples of the topics reported on by quarter are as follows: Q1: Report dated 18/08/22 - describes health education sessions on HIV/AIDS, malaria, and TB to 6 schools in Mawogola HSD. The recommendation included the integration of HIV/AIDS with other routine services especially during integrated child health days and more sensitization programmes; Q2: 25/10/22 - Describe the implementation of integrated child health days targeting measles and rubella; Q3: Activity reported dated 28th of March 2023 indicates that 297 VHTs were sensitized on routine immunization; and Q4: Report dated 30/05/23 - on the Community sensitization on water, sanitation, and hygiene using drama shows in Mpumudde and Kikoma Trading Centres.	1
	Maximum 4 points on this performance measure			
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	There was evidence that the follow-up action were taken on health promotion, disease prevention and social mobilization aspects. . In the first quarter, a Report dated 18/08/22 - cited two recommendations - the integration of HIV/AIDS with other routine services especially during integrated child health days and more sensitization programmes. A report dated 14/06/23, noted the implementation of a drive on community awareness on MVD, EVD and C-19 vaccination through mobile public address system. During the second quarter, after the implementation of child health days, a recommendation was made to provide T-shirts to motivate the VHTs and quality megaphones for the effective implementation of community mobilization. Subsequently as per the distribution lists dated 10 - 25/11/22, 504 VHTs received T-shirts.	1
	Maximum 4 points on this performance measure			

Investment Management

12	0	<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 no evidence that the Assets register details health facilities and equipment in the LG relative to the medical equipment list and service standards. Although the file contained all individual registers for the 23 GoU health facilities, some records were incomplete. 6/23 only had information on the physical infrastructure (HMIS 101) and lacked that for equipment (HMIS 102). Only one individual record was complete and in addition to HMIS 101 and 102 also included records of machinery, ICT equipment, and land. The names of the health facilities in the register were:</p>
<p>Maximum 4 points on this performance measure</p>	<p>1 Kabundi HCII, 2 Kampala HCII, 3 Kayunga HCII, 4 Keeizooba HCII, 5 Mitima HCII, 6 Ntete HCII, 7 Bulongo HCII, 8 Kalushonshomezi HCII, 9 Kyeera HCII, 10 Makoole HCII, 11 Mitete HCII, 12 Kasalu HCII, 13 Kagango HCII, 14 Kasambya HCII, 15 Kabale HCII, 16 Kyabi HCIII, 17 Matete HCIII, 18 Lugusulu HCIII, 19 Busheka HCIII, 20 Lwebitakuli HCIII, 21 Lwemiyaga HCIII, 22 Semababule HCIV, 23 Ntuusi HCIV.</p>			
12	1	<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>There was evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from Pg.194 of the third LG Development Plan (LGDPIII); (ii) desk appraisal by the LG on 16/08/2021; and (iii) eligible for expenditure under sector guidelines and funding source (desk appraisal forms dated 16/08/2021 were verified)</p>
<p>Maximum 4 points on this performance measure</p>	<p>(ii) desk appraisal by the LG; and</p>	<p>Construction of Mortuary at Ntussi H/C IV at UGX 25,000,000;</p>		
<p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)):</p>	<p>Renovation of staff house at Busheka H/C-III at 11,000,000; and</p>	<p>Upgrade of Ntete H/C-II to III at UGX 866,000,000</p>		
<p>score 1 or else score 0</p>				

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>There was evidence that the LG had conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions, a field appraisal form dated 30/08/2021 was verified for the following projects:</p> <p>Construction of Mortuary at Ntussi H/C IV at UGX 25,000,000;</p> <p>Renovation of staff house at Busheka H/C-III at 11,000,000; and</p> <p>Upgrade of Ntete H/C-II to III at UGX 866,000,000</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence that Sembabule District Local Government had the health facility investments screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist. The DLG implemented six Health projects the previous FY, namely:</p> <ol style="list-style-type: none"> 1) Construction of a maternity ward at Mateete HC III; 2) Upgrading of Nteete HC II in Nakasenyi SC to Health center III status and construction of staff house; 3) Completion for the construction of a staff house at Busheka HC III; 4) Processing of land title for Makoole HC II; 5) Procurement of a Projector and accessories; and 6) Upgrading of Lwebitakuli HC III to HC IV Status <p>For Busheka HC III, the work was of only completing the construction. The screening was done the year before (FY2020 - 2021) and did not need to be repeat. For projects (4) and (5) above, they did not require any screening. For the remaining projects, screening was done and Screening Forms prepared by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO and reviewed by Mugabe Gregory the DNRO were presented as follows::</p> <ol style="list-style-type: none"> 1) Construction of a maternity ward at Mateete HC III was dated 30/08/2023; 2) Upgrading of Nteete HC II in Nakasenyi SC to Health center III status and construction of staff house was dated 27/06/2022; and 3) Upgrading of Lwebitakuli HC III to HC IV Status was dated 10/04/2023. 	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was evidence that the LG health department submitted all procurement requests to PDU on April 20, 2023.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence that LG Health department submitted procurement requests on August 30, 2023.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>There was evidence of minute 5 of the contracts committee meeting which sat on October 21, 2022 and approved the procurement of the health infrastructure investments for the previous FY. There was also evidence of a letter referenced ADMN.7/135/01, dated February 27, 2023 from the Solicitor General's office clearing the procurement of the Construction of a HC IIIs at Ntete and Kyeera.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence of letters from the CAO, appointing PITs for the Health infrastructure projects. The sampled letter were: a letter dated August 5, 2022 appointing the LG Engineer, the DHO, the CDO, the environment officer, the labour officer, and the District planner on the implementation of the of the project for Kyeera HC III; and a letter dated August 5, 2022 appointing the LG Engineer, the DHO, the CDO, the environment officer, the labour officer, and the District planner on the implementation of the project for Ntete HC III</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the LG health infrastructure construction projects met the approved MoH Facility Infrastructure Designs. The sampled dimensions for: Kyera HC III were for the delivery room which were 5.0 x 5.4m and the delivery room which were 6.0 x 5.0 m: Ntete HC III were for the Pre Natal room which were 4.8 x 3.0 m and the mid wife's room which were 2.4 x 3.0 m. All the dimensions conformed to the designs dimensions.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was no evidence of Clerk of works records</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>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 evidence of monthly site meetings by project site committee for the construction of Kyeera and Ntete HC IIIs. The sampled meetings were: site meeting held on August 29, 2023 at Kyeera HC III and attended by the District Engineer, the DHO, the District planner, the Labour officer, and the environment officer; site meeting held on September 27, 2023 and attended by the District Engineer, the DHO, the District planner, the Labour officer, and the environment officer; site meeting held on September 27, 2023 at Kyeera HC III and attended by the District Engineer, the DHO, the District planner, the Labour officer, and the environment officer; site meeting held on August 31, 2023 at Ntete HC III and attended by the District Engineer, the DHO, the District planner, the Labour officer, and the environment officer; and site meeting held on September 26, 2023 at Ntete HC III and attended by the District Engineer, the DHO, the District planner, the Labour officer, and the environment officer</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence of attendance register of the monthly site meetings to confirm the participation of the environment Officer and CDO in the monitoring and supervision activities. The sampled meetings were held on: August 29, 2023 at Kyeera HC III; September 27, 2023 at Kyeera HC III; August 31, 2023 at Ntete HC III, and September 26, 2023 at Ntete HC II</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>There was evidence that the DHO verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days):</p> <p>The district had only two infrastructure projects planned in health:</p> <p>VN 6429673 of 28/06/2023 being payment of UGX 281,876,102 to M/S Charm Partners Ltd against Certificate No.1 for the upgrade of Ntete H/C II to H/C III</p> <p>Payment was requested 23/06/2023, and was effected on 28/06/2023 (within 10 working days); and</p> <p>VN 6439540 of 28/06/2023 being payment of UGX 69,996,555 to M/S Nenin Contractors Company Ltd against Certificate No.1 for the completion of Busheka H/C III</p> <p>Payment was requested 18/05/2023, and was effected on 28/06/2023 (beyond 10 working days)</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was no evidence of a complete procurement file for the Construction of a HC IIIs at Nteete and Kyeera. The procurement had reportedly been handled by another entity and hence the LG did not have the full set of records.</p> <p>There was however complete procurement file for SEMB926/WRKS/2022-23/00003 Completion of a staff House at Busheka HC III, whose requisition was made on August 18, 2022, advert was made on August 29, 2022, evaluation was completed on October 13, 2022, and contract signed on November 18, 2023 at an award price of Ugx78,383,600</p>	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>The GRM was displayed on the Health Department Noticeboard.</p> <p>There was a Grievance Log Book at the Department. The first case was dated 20/07/18. It was of a one Labson Ssemambo – Father of the late Dr. Ssentenza Edward against Sembabule LG as the defendant. It concerned failure by the District to pay Pension & Gratuity of his son.</p> <p>It was recorded that the LG HR explained to the Complainant that by the time his son died, he had abandoned duty and was no longer an employee of the District. The case was forwarded to Public Service for more guidance.</p> <p>The latest case was dated 15/01/2023. The Complainant was Buganda Land Board and defendant was The District health Officer. It concerned the DHO constructing a water harvesting Tank for Makoole Health Centre on land that never belonged to the facility. It was recorded that mediation was done between Buganda Land Board and DHO and the Board was compensated and land sold to the facility.</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 that the LG has disseminated guidelines on health care / medical waste management to health facilities. A distribution list with Activity: ‘Distribution of HCWM/IPC Guidelines to Health Facilities’ was presented. It was dated 11/01/2023. The distribution list showed ten facilities that received the Guidelines. The first was Karunshonsomezi HC II where Muttaka Isaya signed acknowledging receipt whereas the last on the list was Busheka HC III David Sebyuma signed acknowledging receipt.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There was evidence that Sembabule DLG had in place a functional system for Medical waste management. An MOU between Sembabule DLG and Green Label Services was available. The space for the date was not filled but the MOU was signed by Najjingo Hellen for CAO Sembabule and Dr. Grace Mugume on behalf of Green Label Services Limited. The MOU was witnessed by Dr. Matovu Charles, DHO on behalf of Sembabule DLG.</p>	2

15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence that Sembabule District Local Government conducted training and created awareness in healthcare waste management. A report titled: 'REPORT ON TRAINING OF HEALTH STAFF ON HEALTH CARE WASTE MANAGEMENT' was presented. It was dated 21/11/2022. It was prepared by Ssebugwawo William, HCWM Focal Person and Reviewed by Dr. Matovu Charles, District Health Officer.</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 Sembabule District Local Government had costed ESMPs that were incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY. Costing was done for:</p> <p>1) Upgrading of Nteete HC II in Nakasenyi SC to Health center III status and construction of staff house was dated 03/08/2022; and</p> <p>2) Upgrading of Lwebitakuli HC III to HC IV Status was dated 10/04/2023.</p> <p>Mateete HC III was initially costed as Construction of a maternity Ward. Later, instead of construction, it turned out that the DLG decided to upgrade the whole Health Centre from HC III to HC IV. So initial costing values were rendered otiose.</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was proof of documentation on land ownership for Health Centres. Land titles were as follows:</p> <p>1) For Mateete HC IV, it is located on Plot 49, Block 107, Mawogola, Sembabule;</p> <p>2) For Nteete HC III, the registration process had been started and an Offer Letter dated 20th Day of December 2022 was availed; and</p> <p>3) For Rwebitakuli HC IV, it was located on Plot 199, Block 103 at Rwebitakuli, Mawogola.</p>	2

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was evidence that Sembabule District Local Government Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provided monthly reports. Monitoring Reports prepared by Natukunda Rosette the Environment Officers were presented as follows:</p> <ol style="list-style-type: none"> 1) Upgrading of Nteete HC II to III, dated 15/10/2023; 2) Upgrading of Nteete HC II to III, dated 26th June 2023; and 3) Implementation of Health Projects 2022/2023 – upgrade of Lwebitakuli HC III to IV. 	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There was evidence that 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.</p> <p>E & S Compliance Certification prepared by the District Engineer of Sembabule (the name was not printed on the Payment Form, only signature), verified by the DHO, District Planner, CDO, Environment Officer and CFO and approved by CAO was availed. The certification was for:</p> <ol style="list-style-type: none"> 1) Nteete HC III dated 28 June 2023; 2) Rwebitakuli HC IV dated 28 June 2023; and <p>For Mateete HC IV, implementation was forwarded to the Current FY, and no payment had been effected so far.</p>	2

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>According to Management Information System of the Ministry of Water and Environment, the functionality of Sembabule district rural water sources is 82%.</p>	1
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>According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCs) is 100%.</p>	2

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

Maximum 8 points on this performance measure

a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;

- Above 80%, score 2
- 60% - 80%, score 1
- Below 60%, score 0

The LG average score in the water and environment LLGs performance assessment for the current. FY was 70%

- 1 Bulongo S/C 80%;
- 2 Katwe S/C 80%
- 3 Kawanda S/C 30%
- 4 Kyeera S/C 80%
- 5 Lugusulu S/C 80%
- 6 Lwebitakuli S/C 70%
- 7 Lwemiyaga S/C 100%
- 8 Mabindo S/C 0%
- 9 Mateete S/C 80%
- 10 Mateete T/C N/A
- 11 Mijwala S/C 100%
- 12 Miteete S/C 80%
- 13 Mitima S/C 80%
- 14 Nabitanga S/C 80%
- 15 Nakasenyi S/C 80%
- 16 Ntuusi T/C N/A
- 17 Sembabule T/C N/A

The average score was 70%

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

Based on the Ministry MIS, Sembabule District has six sub counties and three Town council namely Lwemiyaga Sub county (with a coverage of 22%); Ntusi Sub County (with a coverage of 27%); Lugusulu Sub County (with a coverage of 19%); Lwebitakuli Sub county (with a coverage of 23%); Mateete Sub county (with a coverage of 87%); and Mijwala Sub county (with a coverage of 21%). The Town Councils are Sembabule Town Council, Lwebitakuli TC, and Lwemiyaga TC. Sembabule District had average water coverage of 36% which implies that five sub counties of Lwemiyaga Sub county (with a coverage of 22%); Ntusi Sub County (with a coverage of 27%); Lugusulu Sub County (with a coverage of 19%); Lwebitakuli Sub county (with a coverage of 23%); and Mijwala Sub county (with a coverage of 21%). had a water coverage below the district average. Annual Report (also Fourth Quarter Report) was presented for review during assessment.

Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref - CR/WKS/750/04/2023 dated July 05th, 2023 and received at the Ministry of Water and Environment on July 06th, 2023. Letter was signed for Chief Administrative Officer by Mr..Arthur Hakiza Nzeimana with copies to the LCV Chairperson - Sembabule, and the Resident District Commissioner- Sembabule..

According to the above named report, of the 8 projects planned, all of which were implemented in the year namely:

- Construction of Brick Masonry Rain Water Harvesting Tanks (#03);
- Construction of Public Latrine (#02) at a cost of UGX 40,000,000/= ;
- Construction of Makoole piped water supply scheme Phase I reservoir (#01) at a cost of UGX UGX 190,000,000/=; and
- Construction of Piped water supply scheme (#02) 6.1 km - Lwabitakuli-Nabiseke at a cost of UGX 350,908,733/=;

All these 8 projects were planned in sub counties with coverage below district average and all of them (100%) were implemented in the year which is a score of 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

Annual Work Plan 2022-2023 submitted under cover letter Ref - CR/WRS/2022-23/01 dated July 26th, 2022 and received at the Ministry of Water and Environment on August 08th, 2022. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor - Sembabule.

o If not score 0

According to this work plan 8 projects were planned namely:

- Construction of Makoole Min Solar Water System in Kyela Sub County at a cost of UGX 190,000,000/=;
- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Nakatele in Lugusuru Sub County at a cost of UGX 20,000,000;
- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Lwabitakuli Seed School in Lwabitakuli Sub County at a cost of UGX 20,000,000;
- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Katwe Catholic Church in Katwe Sub County at a cost of UGX 20,000,000;
- Extension of Lwibitakuli-Nabiseke piped water system in Lwibitakuli Sub County at a cost of UGX 175,454,367/=; and
- Construction of Two 5-stance public Pit Latrine (#02) at Kabundi RGC in Mateete Sub County, and Nambirizi Rural Growth Center in Mijwala Sub County at a cost of UGX 40,000,000/=

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

- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Lwabitakuli Seed School in Lwabitakuli Sub County at a cost of UGX 19,220,040/=. Vice Contract No. Semb 926/Works/2022-2023/00018 by Ms. Marunga Engineering Services Ltd signed on November 18th, 2022 - this was different from the engineering estimates by 4%;
- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Katwe Catholic Church in Katwe Sub County at a cost of UGX 19,220,040/=. Vice Contract No. Semb 926/Works/2022-2023/00017 by Ms. Marunga Engineering Services Ltd signed on November 18th, 2022 - this was different from the engineering estimates by 4%; and
- Construction of one 5-stance public Pit Latrine (#01) at Kabundi RGC in Mateete Sub County at a cost of UGX 19,880,900/=. Vice Contract No. Semb 926/Works/2022-2023/00019 by Ms. Marunga Engineering Services Ltd signed on November 18th, 2022 - this was different from the engineering estimates by 1%.

Variations in the contract prices of all the three sampled WSS infrastructure investments for the previous FY was within +/- 20% of engineer's estimates.

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

Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/WRS/2022-23/01 dated July 26th, 2022 and received at the Ministry of Water and Environment on August 08th, 2022. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor - Sembabule.

According to this work plan 8 projects were planned namely:

- Construction of Makoole Min Solar Water System in Kyela Sub County;
- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Nakatele in Lugusuru Sub County;
- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Lwabitakuli Seed School in Lwabitakuli Sub County;
- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Katwe Catholic Church in Katwe Sub County;
- Extension of Lwibitakuli-Nabiseke piped water system in Lwebitakuli Sub County; and
- Construction of Two 5-stance public Pit Latrine (#02) at Kabundi RGC in Mateete Sub County, and Nambirizi Rural Growth Center in Mijwala Sub County

Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref – CR/WKS/750/04/2023 dated July 05th, 2023 and received at the Ministry of Water and Environment on July 06th, 2023. Letter was signed for Chief Administrative Officer by Mr..Arthur Hakiza Nzeimana with copies to the LCV Chairperson - Sembabule, and the Resident District Commissioner- Sembabule..

According to the Fourth Quarter Report, all 8 planned projects (100%) mentioned above were implemented before the end of the year 2022/2023 FY.

3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>According to Management Information System of the Ministry of Water and Environment, the functionality of the district rural water sources is 82 % while functionality in the previous year was still 79%. This represents an increase of 3% in the functionality of water facilities in the district.</p>	2
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCS) is 100% while facilities with functional WSCs in the previous year was still 94%. This represents an increase (6%) in the functionality of water user committees in the district.</p>	2

Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>Annual Work Plan 2022-2023 submitted under cover letter Ref – CR/WRS/2022-23/01 dated July 26th, 2022 and received at the Ministry of Water and Environment on August 08th, 2022. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor - Sembabule.</p> <p>According to this work plan 7 projects were planned namely:</p> <ul style="list-style-type: none"> • Construction of Makoole Min Solar Water System in Kyela Sub County; • Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Nakatele in Lugusuru Sub County; • Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Lwabitakuli Seed School in Lwabitakuli Sub County; • Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Katwe Catholic Church in Katwe Sub County; • Extension of Lwibitakuli-Nabiseke piped water system in Lwebitakuli Sub County; and 	3
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- Construction of Two 5-stance public Pit Latrine (#02) at Kabundi RGC in Mateete Sub County, and Nambirizi Rural Growth Center in Mijwala Sub County

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

Three projects were sampled during the assessment. They included:

- Construction of 50 cubic meters Brick Masonry Rain Water Harvesting Tank at Katwe Catholic Church, Katwe Parish in Katwe Sub County. RWHT is located at coordinate: 36M0324167, UTM9977744, at Altitude 1299m. Met with Prossy Nampijja, Member of beneficiary community. The Tank has small defect of a leaky surface which will be rectified before end of defect liability period;
- Construction of Two 5-stance public Pit Latrine (#02) at Kabundi RGC in Mateete Sub County, and Nambirizi Rural Growth Center in Mijwala Sub County. RWHT is located at coordinate: 36M0330427, UTM9982588, at Altitude 1275m.

Met with Mr. Kimera Yunus, Latrine Care Taker – Tel: 0701482051 according to whom the system was working well; and

- Extension of Lwibitakuli-Nabiseke piped water system in Lwebitakuli Sub County. The second Public Stand Post is located at coordinate: 36M0313384, UTM9970531. Met with Ms. Sarah Katongole – PSP attendant – Tel: 0701482051 according to whom the system was working well.

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

Maximum 7 points on this performance measure

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

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

- First Quarter Report submitted under cover letter Ref – CR/WKS/750/14/2022 dated October 03rd, 2022 and received at the Ministry of Water and Environment on October 07th, 2022. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor – Sembabule;
- Second Quarter Report submitted under cover letter Ref – CR/WKS/750/02/2023 dated January 13th, 2023 and received at the Ministry of Water and Environment on January 27th, 2023. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor – Sembabule;
- Third Quarter Report submitted under cover letter Ref – CR/WKS/750/03/2023 dated April 13th, 2023 and received at the Ministry of Water and Environment on April 17th, 2023. Letter was signed for Chief Administrative Officer by Mr. Kakulu Michael with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, and the Internal Auditor – Sembabule; and
- Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref – CR/WKS/750/04/2023 dated July 05th, 2023 and received at the Ministry of Water and Environment on July 06th, 2023. Letter was signed for Chief Administrative Officer by Mr. Arthur Hakiza Nzeimana with copies to the LCV Chairperson - Sembabule, and the Resident District Commissioner- Sembabule..

There was evidence attached on the reports that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation situation, functionality of facilities and WSCs, safe water collection and storage and community that was attached to each of the four Quarterly Reports.

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

Maximum 7 points on this performance measure

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

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

- First Quarter Report submitted under cover letter Ref – CR/WKS/750/14/2022 dated October 03rd, 2022 and received at the Ministry of Water and Environment on October 07th, 2022. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor – Sembabule;
- Second Quarter Report submitted under cover letter Ref – CR/WKS/750/02/2023 dated January 13th, 2023 and received at the Ministry of Water and Environment on January 27th, 2023. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor – Sembabule;
- Third Quarter Report submitted under cover letter Ref – CR/WKS/750/03/2023 dated April 13th, 2023 and received at the Ministry of Water and Environment on April 17th, 2023. Letter was signed for Chief Administrative Officer by Mr. Kakulu Michael with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, and the Internal Auditor – Sembabule; and
- Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref – CR/WKS/750/04/2023 dated July 05th, 2023 and received at the Ministry of Water and Environment on July 06th, 2023. Letter was signed for Chief Administrative Officer by Mr. Arthur Hakiza Nzeimana with copies to the LCV Chairperson - Sembabule, and the Resident District Commissioner- Sembabule..

The above mentioned reports were reviewed. There was evidence found in the respective quarterly reports to show that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities etc.) The District MIS is contained in the Mwater which was last updated on November 18th, 2023.

5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>There was evidence of PIP for the lowest 25% least performing sub county in the previous year. The PIP was dated January 5th, 2023. The least performing district included Katwe (curved from Lwebitakuli) sub county with 30%, Kawanda (Curved from Lugusuru) sub county with a performance of 30%, Kyeera (Curved from Lwemiyaga) sub County with a performance of 0%, Mitete Sub County with a performance of 30% and Nakasenyei (curved from Lwebitakuli) with a performance of 0%.</p>	2
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Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>The District Water Officer budgeted for the 3 approved and filled positions in the water office, as per the works Department staff structure, as follows;</p> <p>1. Civil Engineer – Water, Ronald Lule – UGX 48,000,000 annual; 2. Assistant Engineering Officer, Mutaawe Merigeldo UGX 26,400,000 annual; and 3. Borehole Technician, Kenneth Mukonyezi – UGX 4,933,372 annual</p>	2
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>The Environment and Natural Resources Officer budgeted for critical staff in the Natural Resources department, as per the department staff structure, as follows;</p> <p>1. District Natural Resource Officer, Mugabe Gregory UGX 78,000.000 annual; 2. Senior Environment Officer, Kiwanuka Emmanuel Champion UGX 51,000,000, annual; 3. Environment Officer, Byarugaba Francis UGX 48,000,000 annual; 4. Forest Officer, Bukenya Henry UGX 48, 000,000, annual; 5. Forest Ranger, Karakire Abel UGX 4,533,372 annual; 6. Forest Ranger, Mwanani Ronald UGX 4,533,372 annual; and 7. Forest Ranger, Tuhirirwe David UGX 4,533,372 annual.</p>	2

7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>The DWO staff were appraised during the previous FY, as follows;</p> <p>1. The Water Officer, Lule Ronald, was appraised by the District Engineer Konde Kennedy,, on 30th June 2023; 2. The Assistant Water Officer, Tandeka James was appraised by the Water Officer, Lule Ronald; and 3. the Borehole maintenance Technician Mukonyezi Kenneth was appraised by the water Officer Lule Ronald on 30th June 2023.</p>	3
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p>	<p>There was evidence that of Capacity needs assessment of staff was conducted as part of the annual staff appraisal. There was evidence of training plan made- it was dated June 30th, 2023.</p>	3

Management, Monitoring and Supervision of Services.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> • a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district: • • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3 • If 80-99%: Score 2 • If 60-79: Score 1 • If below 60 %: Score 0 	<p>Based on the Ministry MIS, Sembabule District has six sub counties and three Town council namely Lwemiyaga Sub county (with a coverage of 22%); Ntusi Sub County (with a coverage of 28%); Lugusulu Sub County (with a coverage of 19%); Lwebitakuli Sub county (with a coverage of 22%); Mateete Sub county (with a coverage of 85%); and Mijwala Sub county (with a coverage of 21%). The Town Councils are Sembabule Town Council, Lwebitakuli TC, and Lwemiyaga TC. Sembabule District had average water coverage of 37% which implies that five sub counties of Lwemiyaga Sub county (with a coverage of 22%); Ntusi Sub County (with a coverage of 28%); Lugusulu Sub County (with a coverage of 19%); Lwebitakuli Sub county (with a coverage of 22%); and Mijwala Sub county (with a coverage of 21%). had a water coverage below the district average. Annual work plan 2023-24 was presented for review during assessment.</p> <p>Annual Work Plan 2023-2024 submitted under cover letter Ref: CR/WKS/2023-24/07/01 dated July 03rd, 2022 and received at the Ministry of Water and Environment on July 06th, 2023. Letter was signed for Chief Administrative Officer by Mr. Arthur Hakiza Nzeimana with copies to the Chairperson LCV - Sembabule, the Resident District Commissioner – Sembabule, the Chief Finance Officer – Sembabule, and the Chief Internal Auditor - Sembabule.</p> <p>According the above named annual work</p>	2
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plan, 30 Hardware projects planned in 2023/2024 are contained in the work plan and reflected in the Budget Annexed to the work plan. The projects included:

- Rehabilitation of Boreholes (#020) at a cost of UGX 145,981,407/=;
- Airlifting with compressed air and pump testing for 72 hours of 2 existing boreholes at a cost of UGX 28,023,381/=;
- Construction of 30 cubic meter Brick Masonry Rain Water Harvesting Tanks (#04) at a cost of UGX 80,000,000/=;
- Construction of lined five stance pit latrine with a urinal at Miteete RGC and Lwabitakuli RGC at a cost of UGX 40,000,000/=;
- Construction of a Mini Solar water system for the trading centers of Makoole and Mpumusse-Kyatuuba (Makoole Phase II) at Kyera and Bulongo Sub County; and
- Extension of Piped Water Scheme (Nambirizi - Kyatulo) and Plant 50 trees - Mijwala) at a cost of UGX 201,793,572/=.

Of these projects, 28 were planned in locations with water coverage below the district average rural water coverage namely:

- Rehabilitation of Boreholes (#018) at a cost of UGX 131,383,266/=;
- Airlifting with compressed air and pump testing for 72 hours of 2 existing boreholes at a cost of UGX 28,023,381/= at Kyatuba and Lusalira;
- Construction of 30 cubic meter Brick Masonry Rain Water Harvesting Tanks (#04) at a cost of UGX 80,000,000/=;
- Construction of lined five stance pit latrine with a urinal at Miteete RGC and Lwabitakuli RGC at a cost of UGX 40,000,000/=;
- Construction of a Mini Solar water system for the trading centers of Makoole and Mpumusse-Kyatuuba (Makoole Phase II) at Kyera and Bulongo Sub County at a cost of UGX 408,112,500/=; and
- Extension of Piped Water Scheme (Nambirizi - Kyatulo) and Plant 50 trees - Mijwala) at a cost of UGX 201,793,572/=.

This means that of the total budget of UGX 903,910,860/= (UGX 889,312,719/= which translates to 98% of the total budget for hard ward projects) was budgeted for activities in sub counties with water coverage below the district average coverage.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>There was evidence that the DWO conducted sub county advocacy meetings during which he publicized to the LLGs their respective allocations sources to be constructed in the current financial year 2023/2024. The Advocacy meeting was conducted November 15th, 2023</p>	3
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>There was evidence that the District Officer Monitored Water Facilities in the district on a quarterly basis.</p> <p>As per the Annual Work Plan 2022-2023 and Annual Activity Report 2022-2023, the implemented projects included:</p> <ul style="list-style-type: none"> • Rehabilitation of Boreholes (#020), • Airlifting with compressed air and pump testing for 72 hours of existing boreholes(#02), • Construction of 30 cubic meter Brick Masonry Rain Water Harvesting Tanks (#04), • Construction of lined five stance pit latrine with a urinal at Miteete RGC and Lwabitakuli RGC (#02), • Construction of a Mini Solar water system for the trading centers of Makoole and Mpumusse-Kyatuuba (Makoole Phase II) at Kyera and Bulongo Sub County, and • Extension of Piped Water Scheme (Nambirizi – Kyatulo) and Plant 50 trees – Mijwala). <p>This evidence that these projects were contained in the Form 1 data sheets and monitoring reports some of which are outlined below:</p> <ul style="list-style-type: none"> • Supervision Report for Borehole Rehabilitation Dated May 15th, 2023 prepared by the Borehole Technician; • Supervision Report for Borehole Rehabilitation Dated June 29th, 2023 prepared by the Borehole Technician; • Supervision Report for Monitoring implementation of Environmental and Social Aspects for Lwebitakuli – Nabiseken Piped Water Scheme and Lwabitakuli Seed School Rain Water Harvesting Tank dated April 12th, 2023; and • Supervision Report for Monitoring Construction of Makoole Mini Solar Piped Water System - Dated January 31st, 2023 	4

prepared by Lule Ronald – the District Water Officer.

Besides, the above mentioned evidence for the new facilities, evidence on the quarterly monitoring of all existing facilities and their status was backed by data on functionality collected quarterly and contained on the Form 4 that were submitted on a quarterly basis as below:

- Quarter 1 submitted to the Ministry on July 07th, 2022;
- Quarter 2 submitted to the Ministry on January 27th, 2023;
- Quarter 3 submitted to the Ministry on April 17th, 2023; and
- Quarter 4 submitted to the Ministry on July 06th, 2023.

9

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

Maximum 8 points on this performance measure

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

2

There was evidence that the DWO conducted quarterly DWSCC meetings comprised of a four sets of minutes which were presented to the assessor for review namely:

- Minutes of the DWSCC Meeting held at Christor Center on August 22nd, 2022 – meeting was attended by 25 participants, six of whom were female. The meeting was chaired by Ms. Najjingo Hellen and minutes were taken by Ntambazi Bashir;
- Minutes of the DWSCC Meeting held at Christor Center on December 15th, 2022 – meeting was attended by 22 participants, five of whom were female. The meeting was chaired by Mr. Ronald Lule and minutes were taken by Ntambazi Bashir;
- Minutes of the DWSCC Meeting held at Council Hall on March 29th, 2023 – meeting was attended by 25 participants, two of whom were female. The meeting was chaired by Ms. Kyobutung Pamela and minutes were taken by Ntambazi Bashir; and
- Minutes of the DWSCC Meeting held at Christor Center on June 27th, 2023 – meeting was attended by 28 participants, nine of whom were female. The meeting was chaired by Mr. Arthur Hakiza Nzeimana and minutes were taken by Ntambazi Bashir.

The same evidence was contained in the software reports attached to the respective Quarterly reports as outlined below:

- First Quarter Report submitted under cover letter Ref – CR/WKS/750/14/2022 dated

October 03rd, 2022 and received at the Ministry of Water and Environment on October 07th, 2022. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor - Sembabule;

- Second Quarter Report submitted under cover letter Ref - CR/WKS/750/02/2023 dated January 13th, 2023 and received at the Ministry of Water and Environment on January 27th, 2023. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor - Sembabule;

- Third Quarter Report submitted under cover letter Ref - CR/WKS/750/03/2023 dated April 13th, 2023 and received at the Ministry of Water and Environment on April 17th, 2023. Letter was signed for Chief Administrative Officer by Mr..Kakulu Michael with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, and the Internal Auditor - Sembabule; and

- Annual Report (Also Fourth Quarter Report) submitted under cover letter Ref - CR/WKS/750/04/2023 dated July 05th, 2023 and received at the Ministry of Water and Environment on July 06th, 2023. Letter was signed for Chief Administrative Officer by Mr..Arthur Hakiza Nzeimana with copies to the LCV Chairperson - Sembabule, and the Resident District Commissioner- Sembabule..

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

Maximum 8 points on this performance measure

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

There was evidence that the DWO publicized to the LLGs their respective allocations per source to be constructed in the current financial year 2023/2024. This evidence was contained in an unreferenced Cover Letter copy of which was on the Local Government Notice Board (DWO Notice Board) and had been sent to the respective sub counties through the Senior Assistant Secretaries (SAS). It was dated July 06th, 2023 and signed by the District Water Officer Mr. Lule Ronald. The letter was copied to the District Chairperson-Sembabule, RDC-Sembabule, DISO Sembabule, Chief Administrative Officer- Sembabule, and DE/ DNR/SEO-Sembabule.

According to the reviewed communication, the respective allocation for the different projects in various sub counties were indicated out as follows:

- Construction of a Mini-Solar Water System for the Trading Centers of Makoole (Makoole PHASE 2) and Mpumudde in Kyela Sub County - UGX 408,112,500;
- Brick Masonry Rain Water Harvest Tank, Kyebando diary, Kabundi PS P/S and Lwemiyaga Junior School) and Kirama P/S - UGX 80,000,000/=;
- Construction of Lined 5-Stance Pit Latrine with a Urinal at Miteete RGC and at Lwebitakuli RGC at a Cost of UGX 40,000,000/=;
- Piped Water Extension (Nambirizi-Kyatulo 4.5Km and plant 50 trees - Mijwala Sub County - UGX 201,793,572/=;
- Rehabilitation of 11 boreholes at a cost of UGX 35,469,788/=;
- Promotion of Hygiene and Sanitation (MBSIA APPROACH) at a cost of UGX 14,814,815/=; and
- Airlifting with compressed air and pumptesting for 72 Hrs of two existing boreholes (Kyetuba Lusalira) at a cost of UGX 28,023,381/=.

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>Annual Work Plan 2022-2023 submitted under cover letter Ref - CR/WRS/2022-23/01 dated July 26th, 2022 and received at the Ministry of Water and Environment on August 08th, 2022. Letter was signed for Chief Administrative Officer by Ms. Najjingo Hellen with copies to the LCV Chairperson - Sembabule, the Resident District Commissioner- Sembabule, the Chief Finance Officer, and the Internal Auditor - Sembabule.</p> <p>According to the budget attached to the work plan, the total NWR budget was UGX 91,138,529/= of which UGX 36,455,412 for activities 6.1-6.19 was spent on software activities which represented 40% of NWR budget.</p>	3
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.</p>	<p>There was evidence that for the previous FY 2022/2023, the District Water Officer in liaison with the Community Development Officer trained Water and Sanitation Committees (WSCs) on their roles on O&M of WSS facilities. This evidence was contained in Report on Formation and Training of Water User Committees of the newly constructed water source. The Report was dated January 25th, 2023, 2023. According to the report, 159 water user committee members - 62 of whom were female were trained for 22 Point water sources in the district. The report was prepared by the Community Development Officer, Mr. Ntanbazi Bashir. Besides, the report on re-establishment and training of old water user committees prepared by the Community Development Officer, Mr. Ntanbazi Bashir dated March 14th, 2023 was reviewed. According to this report, 93 water user committee members - 30 of whom were female - were trained for 11 water user committees.</p>	3

Investment Management

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>There was evidence of existence of an up-to-date LG asset register in the District water Office. The asset Register was last updated on June 30th, 2023. The assets comprised of:</p> <ul style="list-style-type: none"> • 80 valley Dams and Tanks – three of which were non-functional; • 189 Shallow wells – 104 of which are non-functional; • 189 Deep Boreholes – 72 of which are non-functional; and • 675 Rainwater and Harvest Tanks. <p>This information was backed data on functionality collected quarterly and contained on the Form 4 that were submitted on a quarterly basis as below:</p> <ul style="list-style-type: none"> • Quarter 1 submitted to the Ministry on July 07th, 2022; • Quarter 2 submitted to the Ministry on January 27th, 2023; • Quarter 3 submitted to the Ministry on April 17th, 2023; and • Quarter 4 submitted to the Ministry on July 06th, 2023. 	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 (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>There was evidence that the LG DWO had conducted a desk appraisal for all WSS projects in the budget on 16/08/2021 to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source the appraisal forms were verified:</p> <p>Construction of a mini solar piped water system at Makoole for UGX 332,999,000;</p> <p>Extension of piped water system from Nambirizi to Kyatulo for UGX 201,794,000; and</p> <p>Construction of 4 Rain water cement ferro-tanks at UGX 80,000,000</p>	4

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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

Annual Work Plan 2023-2024 submitted under unreferenced cover letter dated August 02nd, 2023 and received at the Ministry of Water and Environment on October 22nd, 2023. Letter was signed by Chief Administrative Officer Mr. Nsubuga Isa Hood with copies to the Chairperson LCV/ Sembabule, the Resident District Commissioner - Sembabule, and Secretary Technical Service, Sembabule.

21 Hardware projects planned in 2023/2024 were contained in the work plan and reflected in the Budget Annexed to the work plan. They included:

- Construction of a Mini-Solar Water System for the Trading Centers of Makoole (Makoole PHASE 2) and Mpumudde in Kyela Sub County - UGX 408,112,500;
- Brick Masonry Rain Water Harvest Tank, Kyebando diary, Kabundi PS P/S and Lwemiyaga Junior School) and Kirama P/S - UGX 80,000,000/=;
- Construction of Lined 5-Stance Pit Latrine with a Urinal at Miteete RGC and at Lwebitakuli RGC at a Cost of UGX 40,000,000/=;
- Piped Water Extension (Nambirizi-Kyatulo 4.5Km and plant 50 trees - Mijwala Sub County - UGX 201,793,572/=;
- Rehabilitation of 11 boreholes at a cost of UGX 35,469,788/=; and
- Airlifting with compressed air and pumptesting for 72 Hrs of two existing boreholes (Kyetuba Lusalira) at a cost of UGX 28,023,381/=.

Letters of request or Application Forms for all of these projects planned for 2023/2024 were available during the field visit of the assessment, three of which were sampled as follows:

- Request letter for Rain Water Harvesting Tank at Lwemiyanga Junior School - Letter was Signed on February 18th, 2023 by Mugume George -Director;
- Request letter for Rain Water Harvesting Tank at Kyebando Village Local Council - Letter was Signed on March 22nd, 2022 by Jjuuko Maulisio-Tel 0781402879; and
- Request letter for Borehole Rehabilitation at Lusaana LC 1- Letter was signed on July 15th, 2023 by Kibira Mike -Tel 0782235576, Secretary and Mukasa John Chairperson Lusaana LC 1- Tel 0759596372.

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>There was evidence that the LG had conducted field appraisal on 30/08/2021 to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. field appraisal forms for the following projects were verified:</p> <p>Construction of a mini solar piped water system at Makoole for UGX 332,999,000;</p> <p>Extension of piped water system from Nambirizi to Kyatulo for UGX 201,794,000; and</p> <p>Construction of 4 Rainwater cement ferro-tanks at UGX 80,000,000</p>	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There were seven Water and Environment projects implemented the Current FY by Sembabule DLG. They were all screened. Screening Forms prepared by Byarugaba Francis the District Environment Officer, Ntambazi Bashir the CDO and reviewed by Mugabe Gregory the DNRO were presented as follows:</p> <ol style="list-style-type: none"> 1) Construction of a Water Tank at Kirama primary School, dated 23/06/2023; 2) Construction of a Water Tank at Lwemiyaga Junior School, dated 22/06/2023; 3) Construction of a Water Tank at Kabundi Primary School, dated 20/06/2023; 4) Construction of a 5-stance lined latrine at Rwebitakuri Trading Centre, dated 19/06/2023; 5) Construction of a 5-stance lined latrine at Mitete Cooperative Society premises, dated 19/06/2023; 6) Construction of a Rain Water harvesting Tank at Kyebandi Diary, dated 21/06/2023; and 7) Extension of piped water from Nambirizi to Kyattulo village dated 20/06/2023. 	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 was evidence that the water infrastructure investments were incorporated in the LG approved approved plan. The sampled investments were: Construction of 50 cubic meter masonry water harvesting tank at Katwe catholic parish; Extension of piped water system Lwebitakuli - Nabisenke & piped water at Lwebitakuli seed school; and Rehabilitation of 10 boreholes.</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>There was evidence of Minute 5 (c) of the contracts committee meeting which sat on October 21, 2022 and approved the procurement of the water supply and public sanitation infrastructure for the previous FY.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was no evidence that the LG established the Project Implementation team for the Water and sanitation investments.</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>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 no evidence of standard technical designs provided by the DWO.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was no evidence that the District Engineer participated in supervising WSS</p>	0

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <p>o If 100 % contracts paid on time: Score 2</p> <p>o If not score 0</p>	<p>There was evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <p>VN 5905441 of 15/06/2023 being payment of UGX 17,163,496 to M/S Marunga Engineering Services Ltd against Certificate No.1 for the construction of 50m3 RWHT Tanks at Nakatere P/S</p> <p>The payment certificate was signed by DWO on 05/04/2023 together with CDO and the Environment Officer on the same day 05/04/2023</p> <p>VN 6441596 of 28/06/2023 being payment of UGX 24,791,200 to M/S Marunga Engineering Services Ltd against Certificate No.1 for the construction of a 5-Stance Pit Latrine with Urinal at Nambirizi RGC</p> <p>The Payment certificate was signed by DWO, CDO and the Environment Officer on the same day 07/06/2023</p> <p>VN 5905441 of 28/06/2023 being payment of UGX 18,066,838 to M/S Marunga Engineering Services Ltd against Certificate No.1 for the construction of 50m3 RWHT Tanks at Lwebitakuli Seed S/S</p> <p>The payment certificate was signed by DWO on 06/04/2023 and by the CDO and the Environment Officer on 04/04/2023</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>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:</p> <p>Score 2, If not score 0</p>	<p>There was evidence of complete procurement files with record as required. The sampled projects were: SEMB926/WRKS/2022-23/00016 Construction of 50cum rain harvesting tank at Nakatere PS, whose requisition was made on August 15, 2022, advert was made on August 25, 2022, evaluation was completed on October 13, 2022, and contract signed on November 18, 2022 at an award price of Ugx 19,220,040; SEMB926/WRKS/2022-23/00002 Construction of Makoole Mini pipes water system Phase 1, whose requisition was made on August 15, 2022, advert was made on August 25, 2022, evaluation was completed on October 13, 2022, and contract signed on November 18, 2023 at an award price of Ugx 192,953,250; and SEMB926/WRKS/2022-23/00019 Construction of one stance VIP lined pit latrine at Kabundi RGC, whose requisition was made on August 3, 2022, advert was made on August 25, 2022, evaluation was completed on October 13, 2022 and contract signed on November 18, 2022 at an award price of Ugx 19,880,900.</p>	2

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>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:</p> <p>Score 3, If not score 0</p>	<p>The GRM is displayed on the Education Department Noticeboard.</p> <p>There was a Grievance Log Book at the Department in form of a file folder that was mixed with other grievance issues like minutes of Grievance Committee meetings.</p> <p>The first case was that of Buganda Land Board as the complainant. It was dated 15/01/2022. It concerned land for Tank that the DHO rose at Mukoole (the same grievance seen at Health). The solution was to subdivide the portion for Health Centre and Reservoir Tank to be constructed.</p> <p>The log had the last case dated 12/06/2022. It concerned Nabiseke Community (Nabiseke Piped Water Supply) concerning uncovered trenches. It was agreed to cover the trenches immediately after laying the pipes. They recorded that the Contractor should burry trenches immediately after laying the pipes to avoid damages on people and their animals.</p>	3
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that the DWO and the Environment Officer disseminated guidelines on water source & catchment protection and natural resource management to CDOs. A dissemination list titled: Dissemination of Water and Environment Guidelines was availed. It was dated 20/07/2023. The Guidelines were disseminated to twelve recipients. The first recipient was Lule Ronald, DWO and the last was a one Nambazi Bashi, CDO Malule.</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There was evidence that water source protection plans and Natural resource management plans for WSS Facilities constructed in the previous FY were prepared and implemented. A Document titled: 'Water Source Management/Protection Plan of the Water facilities for 2023/2024 FY' was availed. It was dated 26 July 2023 and was written to the CAO for the attention of the District Water Officer. The document was authored by Byarugaba Francis the Senior Environment Officer and Ntabazi Bashir the CDO.</p> <p>The attachment was the Water Source Management Plan for 203/24 FY.</p>	3

Safeguards in the Delivery of Investments

Maximum 10 points on this performance measure

b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:

Score 3, If not score 0

There was evidence to show some WSS projects are implemented on land where the LG had proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances. All the eight projects implemented were implemented on land with clear agreements, Memorandum of Understanding, and/ or land use consent agreements. Three of the projects were sampled as below:

- For Latrine Construction at Bugaba, land agreement was signed on October 14th, 2022. It was signed by Ziwa Sulaiman;
- For Public Stand Post in Kisaana. Land Agreement was signed on May 04th, 2023 signed by Katongole Deogratius; and
- For Public Stand Post in Nabiseke. Agreement was signed by Nanyanzi Teleza on May 04th, 2023.

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

There was evidence that E&S Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:

VN 5905441 of 15/06/2023 being payment of UGX 17,163,496 to M/S Marunga Engineering Services Ltd against Certificate No.1 for the construction of 50m3 RWHT Tanks at Nakatere P/S

The payment request was raised on 13/03/2023 and was effected on 15/06/2023

The payment certificate was signed by DWO on 05/04/2023 together with CDO and the Environment Officer on the same day 05/04/2023 (before payment was made)

VN 6441596 of 28/06/2023 being payment of UGX 24,791,200 to M/S Marunga Engineering Services Ltd against Certificate No.1 for the construction of a 5-Stance Pit Latrine with Urinal at Nambirizi RGC

The payment request was raised on 13/03/2023 and payment was effected on 28/06/2023

The Payment certificate was signed by DWO, CDO and the Environment Officer on the same day 07/06/2023 (before payment was made)

VN 5905441 of 28/06/2023 being payment of UGX 18,066,838 to M/S Marunga Engineering Services Ltd against Certificate No.1 for the construction of 50m3 RWHT Tanks at Lwebitakuli Seed S/S

The payment request was raised on 27/03/2023 and was effected on 28/06/2023

The payment certificate was signed by DWO on 06/04/2023 and by the CDO and the Environment Officer on 04/04/2023 (before payment was made)

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. Monitoring Reports prepared by Byarugaba Francis the Senior Environment Officer and Ntabazi Bashir the CDO were presented for Water projects for FY 2022/23 dated:

- 1) 8/2/2023;
- 2) 22/01/23;
- 3) 15/02/2023;
- 4) 27/06/23023; and
- 5) 13/01/2023.

**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>There was evidence of 17 beneficiaries with 18.02 acres and 130 non beneficiaries with 118.13 acres in the financial year 2021/2022. There was evidence of 9 beneficiaries with 9.06 acres and 70 non beneficiaries with 104 acres in the financial year 2022/2023</p>	2
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>There was evidence that the LG had not increased acreage of newly irrigated land where in the financial year 2021/2022 the acreage was 136.15 acres which decreased to 113.85 acres in the financial year 2022/2023 giving a percentage decrease of -16.3%</p>	0

N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4

a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:

- Above 70%, score 4
- 60% - 70%, score 2
- Below 60%, score 0

There was evidence that the average score in the micro-scale irrigation for LLG performance assessment was 90%

- 1 Bulongo S/C 100%
 - 2 Katwe S/C 80%
 - 3 Kawanda S/C 100%
 - 4 Kyeera S/C 80%
 - 5 Lugusulu S/C 100%
 - 6 Lwebitakuli S/C 80%
 - 7 Lwemiyaga S/C 80%
 - 8 Mabindo S/C 0%
 - 9 Mateete S/C 80%
 - 10 Mateete T/C 100%
 - 11 Mijwala S/C 100%
 - 12 Miteete S/C 100%
 - 13 Mitima S/C 100%
 - 14 Nabitanga S/C 100%
 - 15 Nakasenyi S/C 80%
 - 16 Ntuusi T/C 100%
 - 17 Sembabule T/C 100%
- The average score was 90%

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

Maximum score 6

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

There was evidence that the development component of micro-scale irrigation grant amounting to 1,296,634,908/= for the financial year 2022/2023 had been used on eligible activities. Sampled activities included;

1. VN 6426127 of 28/06/2023 being payment of UGX 43,989,700 to M/S Balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment for demo sites at Lutunku Community Polytechnic and at Jez Junior School

2. VN 6438709 of 28/06/2023 being payment of UGX 12,843,050 to M/S Anjana Projects Ltd against Certificate No.1 for the supply and installation of irrigation equipment for a farmer (Frank Ssekimpi)

3. VN 6438708 of 28/06/2023 being payment of UGX 12,592,250 to M/S Anjana Projects Ltd against Certificate No.1 for the supply and installation of irrigation equipment at the farm of Kakooza G. William

4. Awareness raising of leaders both at district and LG as detailed in report dated 28/04/2023 and attendance lists dated 20/3/2023 (20 attendees) for Sembabule TC, 10/4/2023 (20 attendees) for Lugusuulu SC, 27/4/2023 (attendance not defined) for Lwebitakuli SC, 9/6/2023 (attendance not defined) for Sembabule district.

5. Farm visits to farmers with farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) dated 09/09/2020 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) dated 04/10/2020 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) dated 22/09/2020 of Kawanda SC who had successful expressions of interests

6. Awareness raising of farmers at LLG level dated 30/6/2023 with attendance lists dated 22/6/2023 (20 attendees), 4/01/2023 with attendance lists dated 2/1/23 (25 attendees) and 3/01/2023 (17 attendees)

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	<p>There was evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers:</p> <p>VN 6426127of 28/06/2023 being payment of UGX 43,989,700 to M/S Balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment for demo sites at Lutunku Community Polytechnic and at Jez Junior School</p> <p>Payment was requested on 29/05/2023, and was effected on 28/06/2023 (beyond 10 working days)</p> <p>The payment certificate was signed by the Engineer on 29/05/2023 but not CDO and the Environment Officer</p> <p>Acceptance Forms were signed on 23/06/2023</p> <p>VN 6438709 of 28/06/2023 being payment of UGX 12,843,050 to M/S Anjana Projects Ltd against Certificate No.1 for the supply and installation of irrigation equipment for a farmer (Frank Ssekimpi)</p> <p>Payment was requested on 13/06/2023, and was effected on 28/06/2023 (beyond 10 working days)</p> <p>The payment certificate was signed by the Engineer on 13/06/2023 but not CDO and the Environment Officer</p> <p>Acceptance Forms was signed on 23/06/2023</p> <p>VN 6438708 of 28/06/2023 being payment of UGX 12,592,250 to M/S Anjana Projects Ltd against Certificate No.1 for the supply and installation of irrigation equipment at the farm of Kakooza G. William</p> <p>Payment was requested on 02/01/2023, and was effected on 28/06/2023 (beyond 10 working days)</p> <p>The payment certificate was signed by the Engineer on 21/06/2023 but not CDO and the Environment Officer</p> <p>Acceptance Form was signed on 23/06/2023</p>	1
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	<p>There was evidence of contracts done by Anjana Projects Limited who had a contract sum of 112,487,500/= and the Agricultural Engineers estimate was 90,300,000/= creating a variation of -24.6% which falls outside the -/+20% variation of Agricultural Engineers Estimate.</p>	0
	Maximum score 6			

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY	There was evidence that 9 contracts were signed, installed and completed under procurement reference numbers Semb926/wrks/2022-2023/00027 by Anjana Projects Limited in the financial year 2022/2023.	2
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 	Sampled installed and completed systems included farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) completed on 29/05/2023 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) completed on 29/05/2023 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) completed on 15/5/2023 of Kawanda SC who had successful expressions of interests. This gave a percentage completion rate of 100% in the previous financial year	
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	a) Evidence that the LG has recruited LLG extension workers as per staffing structure	The LG had 64 approved positions of extension workers, 30 were filled and 34 vacant. The filled positions constituted 47% of the staff establishment	0
	Maximum score 6	<ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 		
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	There was evidence that irrigation demonstration site(s) in different LLGs met standards as defined by MAAIF such as the existence of a water source, transmission and distribution lines from an approved supplier like gentex with accessories such as pipes and fittings and a power source for sampled farmers with farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) of Kawanda SC	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	There was evidence that the micro-scale irrigation systems installed during last FY are functional with the existence of a water source, transmission and distribution lines from an approved supplier like gentex with accessories such as pipes and fittings and a power source for sampled installed irrigation facilities with farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) of Kawanda SC	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	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>Three LLGs of Mateete TC, Mateete and Mijwala Sub Counties were sampled to ascertain the accuracy of information on filled position of extension Workers as follows;</p> <p>Mateete TC staff list had 2 names of extension workers, Agriculture Officer, Nalubili Margaret and Veterinary Officer, Sebyoto Rogers. The list obtained from HR also had the same 2 names</p> <p>Mateete SC staff list had 4 names: Agriculture Officer Namazzi Annet, Assistant Agriculture Officer, Kawooya Abdul, Assistant Veterinary Officer, Musoke Francis and Fisheries Officer, Mutebi Ronald. The list obtained for HR also had the same 4 names.</p> <p>Mijwala SC list had 2 extension workers, Agriculture Officer, Balikuddembe Patrick and Veterinary Officer, Sitenda Nabadda. The list obtained from HR had 3 names. Agriculture Officer, Balikuddembe Patrick, Veterinary Officer, Sitenda Nabadda; and Assistant Agriculture Officer, Nakamaanya Irene.</p> <p>Information on filled position of extension workers in the sampled LLG was not accurate.</p>	0
5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p>The was evidence that information on established irrigation demonstration site(s) installed and functioning was accurate because of the existence of a water source, transmission and distribution lines from an approved supplier like gentex with accessories such as pipes and fittings and a power source for sampled facilities with farmer farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) of Kawanda SC</p>	2
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>There was evidence of quarterly reports dated 10/10/2022 for First quarter, 21/03/2023 for second quarter, 29/05/2023 for third quarter and 06/07/2023 for Fourth quarter.</p> <p>There was evidence of expression of interest for sampled farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) dated 09/09/2020 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) dated 04/10/2020 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) dated 22/09/2020 of Kawanda SC who had successful expressions of interests</p>	2

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	There was evidence of quarterly reports dated 10/10/2022 for First quarter, 21/03/2023 for second quarter, 29/05/2023 for third quarter and 06/07/2023 for Fourth quarter. There was evidence of 961 expressions of interest where 659 were successful having 85.7% male and 14.3% female with 302 unsuccessful EOIs. There was evidence of 329 farm visits prepared where 265 were successful farm visits, 64 unsuccessful and 2 ongoing	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	There was evidence that the LG had prepared quarterly report using information compiled from LLGs such as Mitete SC, Matete SC, Matete TC, Katwe SC, Nakasenyei SC, Lwebitakuli SC, Mabindo SC, Migyara SC, Sembabule TC, Kawanda SC, Rugusuru SC, Mitima SC, Ntuzi TC, Bulongo SC, Nabitanga SC, Lwemiyaga SC, Kyeera SC, Mitima SC in the MIS dated 10/10/2022 for First quarter, 21/03/2023 for second quarter, 29/05/2023 for third quarter and 06/07/2023 for Fourth quarter.	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	There was evidence that LG developed an approved Performance Improvement Plan for the lowest performing LLGs such as Lwebitakuli SC, Matete SC dated 5/7/2023 approved and signed by the District Production Officer in 5/7/ 2023	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	There was no evidence that LG Implemented Performance Improvement Plan for lowest performing LLG of Lwebitakuli SC and Matete SC	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	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	<p>There was evidence of a 378,471,694 /= budget for extension non wage, 1,184,175.098 conditional wage, 575,242.096 unconditional wage and 51,087,565 production development budget for the financial year 2023/2024 for extension workers/services. The staffing norms provided for 44 extension workers but only 40 extension workers are filled up giving a 90.9% position fill up</p>	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	<p>ii Deployed extension workers as per guidelines score 1 or else 0</p>	<p>There was evidence of deployed extension workers as per guidelines with list below;</p> <p>Head quarters</p> <p>Kawooya Kalungi Emmanuel-DPO</p> <p>Ssali Angelo-PVO</p> <p>Nangumba GW-SVO</p> <p>Nakiwewa Oliver Norah-AHO</p> <p>Awula Daniel-SEO</p> <p>Kyakuwa Jude Nnyombi-LT</p> <p>Byarugaba Simon-PAO</p> <p>Jjemba Robert Mayanja-SAO</p> <p>Kawuki Ivan-SAE</p> <p>Wasswa Peter-SFO</p> <p>Muyimbwa Robert-FO</p> <p>Katende Leonard-SAA</p> <p>Mukwaya Jude-AIO</p> <p>Nakajubi Florence-Sec</p> <p>Namuli Fauza-OA</p> <p>Mugarura Bosco-Driver</p> <p>Mijwala SC</p> <p>Lule Godfrey Ssenkungu-AVO</p> <p>Nabade Sitenda-VO</p> <p>Balikudembe Patrick-AO</p> <p>Nakamanya Iren-AAO</p> <p>Bulongo SC</p> <p>Numda Joseph- AVO</p> <p>Bainomugisha Augustus-AAO</p> <p>Lwemiyaga SC</p> <p>Nansawula Janat-AVO</p> <p>Ndagga Tom-VO</p>	1

Kaweesi Daniel-AO
Ssekiziyivu Leonard Tamale-AAO
Matete SC
Musoke Francis-AVO
Ssebyoto Rogers-VO
Nalubiri Margaret-AO
Namazzi Annet-AO
Kawooya Abdul-AAO
Mutebi Ronald- AFO
Lugusuru SC
Sampo George William-AVO
Tumugabirwe Dan-VO
Muhoozi Godfrey-AO
Nakwooza Hindu-AAO
Lwabitakuli SC
Balwany Achiles-AVO
Katerega Julius-VO
Mutesasira Godfrey Mwanje-AO
Moding Maureen-AAO
Ntuusi TC
Sserwada Robert-VO
Mugarura Peter-AO
Muhereza Benjamin Tikotiko-AFO
Ssembabule TC
Muwanga James-VO
Nakintu Juliana-AO

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

Extension workers were working in LLGs where they were deployed, in the sampled LLGs of Mateete TC, Mateete and Mijwala Sub Counties They presented their activity reports for review as follows;

Mateete TC. Agriculture Officer, Nalubili Margaret, presented activity report dated 30th September 2022, 31st December 2022, 31st March 2023 and 31st June 2023 and Veterinary Officer, Sebyooto Roger's reports were dated 18th November 2022, 24th January 2023, 9th March 2023 and 22nd June 2023

Mijwala SC. The Agriculture Officer, Balikuddembe Patrick 's reports were dated were dated 30th September 2022, 30th December 2022, 31st March 2023 and 30th June 2023

Mateete SC. Agriculture Officer, Namazzi Annet and Assistant Agriculture Officer Kawooya Abdul (joint report) presented reports dated 30th September 2022, 4th April 2023, and 22nd June 2023. Fisheries Officer, Mutebi Ronald's report was dated 20th June 2023

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

Extension workers deployment had been publicized and disseminated to the sampled LLGs as per the lists displayed on the noticeboards, as follows;

1. Mateete TC. Agriculture Officer, Nalubili Margaret Tel. 0703 625 317 and Veterinary Officer, Sebyooto Roger Tel. 0782 706 997; **2. Mijwala SC.** Agriculture Officer, Balikuddembe Patrick Veterinary Officer, Sitenda Nabadda and Assistant Agriculture Officer Nakamaanya Irene; and **3. Mateete SC.** Agriculture Officer, Namazzi Annet Tel 0756721 099. Assistant Agriculture Officer Kawooya Abdul Tel 0782 012 980. Fisheries Officer, Mutebi Ronald 0753 004 707

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>The LG had 30 filled positions of extension worker. Ten appraisal reports were sampled to establish the dates of their appraisals. Extension workers were appraised by the respective technical heads at the district HQs.</p> <p>1. Veterinary Officer, Katerega Julius of Lwabitakuli SC, was appraised by the Principal Veterinary Officer, Ssali Angelo, on 30th June 2023; 2. Agriculture Officer, Mugarura Peter of Ntuusi TC, was appraised by the Senior Agriculture Officer, Jemba Robert, on 30th June 2023; 3. Agriculture Officer, Nakintu Juliana of Sembabule TC, was appraised by the Senior Agriculture Officer, Jemba Robert, on 30th June 2023; 4. Agriculture Officer, Balikuddembe Patrick of Mijwala SC, was appraised by, Senior Agriculture Officer, Jemba Robert, on 30th June 2023; 5. Assistant Agriculture Officer, Nakawooza Hindu of Lugusuulu SC, was appraised by Senior Agriculture Officer, Jemba Robert, on 30th June 2023; 6. Assistant Agriculture Officer, Modingi Maureen of Lwabitakuli SC, was appraised by Senior Agriculture Officer, Jemba Robert, on 30th June 2023; 7. Assistant Veterinary Officer, Bulwanyi Achillies of Lwabitakuli SC, was appraised by the Principal Veterinary Officer, Ssali Angelo, on 30th June 2023; 8. Assistant Fisheries Officer, Muhumuza Benjamin Tikotiko of Nabitanga SC, was appraised by the Fisheries Officer, Muyimbwa Robert, on 30th June 2023; 9. Assistant Agriculture Officer, Kaweesi David of Lwemiyaga SC, was appraised by the Senior Agriculture Officer, Jemba Robert, , on 30th June 2023; and 10. Veterinary Officer, Tumugabirwe Dan of Lugusuulu SC, was appraised by the Principal Veterinary Officer, Ssali Angelo on 30th June 2023</p>	1
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>The District Production Officer took corrective action arising from the appraisal process as per the letter CR/ADM/210/5 dated 5th July 2923, addressed to the CAO and titles "Submission of Performance Improvement Plan for the FY 2023/24</p> <p>It outlined performance gaps in the 3 sectors of production, fisheries, veterinary and agriculture, focusing on staff competences and related support facilitators that enhance performance</p>	1
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	<p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p>	<p>There was evidence that training activities were conducted in accordance to the training plans at District level with monthly reports dated 10/12/2022 by Bainomugisha Augustus (Bulongo SC) and 15/12/2022 by Mugarura Peter (Ntuusi SC)</p>	1

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	There was evidence of training activities documented in the training database by extension officers dated 25/7/23 with Byarugaba Simon (8 trainings) of Headquarters, Kawesi Daniel (8 trainings) of Rwemiyaga SC and Nakawoza Hindu (8 trainings) of Lugusuulu SC.	1
	Maximum score 4			

Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0	<p>There was evidence that the LG had appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services:</p> <p>Deriving from Pg. 26 of the Approved Budget, the district budgeted for UGX 1,529,902,084 during that year which was allocated as follows:</p> <p>75% Capital Development UGX 1,147,426,563</p> <p>25% Complimentary Services UGX 382,475,521</p> <p>Total UGX 1,529,902,084</p>	2
	Maximum score 10			

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>There was evidence that budget allocations of UGX 382,475,521 have been made towards complementary services in line with the sector guidelines; this was further allocated as follows (Pg.26 of the Approved Budget):</p> <p>10% for public awareness UGX 38,247,552;</p> <p>15% for monitoring of procurements UGX 57,371,328; and</p> <p>75% mobilisation of farmers UGX 286,856,641</p> <p>Total UGX 382,475,521</p>	2
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>There was evidence that the co-funding of UGX 276,215,040 was reflected on Pg.26 of the LG Budget and duly allocated as per guidelines within the total IPF of UGX 1,529,902,084 (total projection of the year)</p>	2
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>There was evidence that the LG had used the farmer co-funding of UGX 276,215,040 following the same rules applicable to the micro scale irrigation grant since the co-funding collection had been integrated into the annual budget of UGX 1,529,902,084 and duly allocated</p>	2
Maximum score 10				

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>There was evidence that the LG had disseminated information on use of the farmer co-funding through sensitization meetings and minute reports dated 10/12/2022, 15/12/2022 and 29/12/2022 where leaders attended of which DPO and DTPC and LLGs were party to the meetings.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	<p>There was evidence of monitoring and supervision reports by DPO dated 31/08/2022 for quarter one, 20/12/2022 for quarter two, 30/05/2023 for quarter three and 29/07/2023 for quarter four. Quarterly reports also form part of the supervision and monitoring reporting dated 10/10/2022 for First quarter, 21/03/2023 for second quarter, 29/05/2023 for third quarter and 06/07/2023 for Fourth quarter. Field visits indicated evidence of adequacy and efficiency of micro irrigation equipment in terms of water conservation for the sample IDs SMB/2020-09-09/M/2562 (Ssango Manday) dated 09/09/2020 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) dated 04/10/2020 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) dated 22/09/2020 of Kawanda SC who had successful expressions of interests. There was evidence of equipment inventory report dated 12/7/23</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was evidence of trainings of farmers about the servicing and maintenance of equipment at sites where installations were completed in the financial year 2022/2023 with farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) completed on 29/05/2023 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) completed on 29/05/2023 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) completed on 15/5/2023 of Kawanda SC who had successful expressions of interests. There was evidence of hands on trainings dated 30/5/2023, 15/6/2023,6/3/2023, 15/3/23,21/2/23 and 9/12/22.</p>	2

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	There was evidence of that the LG had provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines through hands on training reports dated 30/5/2023 (22 attendees by Agricultural Engineer in Kawanda SC), 15/6/2023 (21 attendees by Agricultural Engineer in Sembabule TC), 6/3/2023 (21 attendees) in Mijwala SC by Agricultural Engineer, Reports detailing sensitization on micro scale irrigation programme sampled and dated dated 10/12/2022 by Bainomugisha Augustus (Bulongo SC) and 15/12/2022 by Mugarura Peter (Ntuusi SC)	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	There was evidence that the LG had established and run farmer field schools/irrigation demo sites as per the guidelines with training dated 19/12/2022 and farmer field schools situated in Ntuusi TC (Bulongo Kabewo) with report dated 30/6/23 and Lugusuulu SC (NFLC Kampiligisa) as per report dated 4/4/23	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	There was evidence that the LG had conducted activities to mobilize and sensitize farmers as per guidelines (i.e. farmer meetings, radio talk shows, farmer-to-farmer events, demonstrations by irrigation equipment suppliers) meetings and minute report dated dated 10/12/2022 by Bainomugisha Augustus (Bulongo SC) and 15/12/2022 by Mugarura Peter (Ntuusi SC). There was no evidence of radio talk shows	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was evidence that the district had trained staff and sensitized political leaders at District and LLG levels (mobilizing farmers to participate on irrigation and irrigated agriculture) meetings and minute report dated dated 28/04/2023 and attendance lists dated 20/3/2023 (20 attendees) for Sembabule TC, 10/4/2023 (20 attendees) for Lugusuulu SC, 27/4/2023 (attendance not defined) for Lwebitakuli SC, 9/6/2023 (attendance not defined) for Sembabule district.	2

Investment Management

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>There was evidence of a register containing delivery notes of equipment such as solar modules, pipes and accessories, pumps and tanks with the last update dated 12/7/23</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>There was evidence that the LG kept an up-to-date database of applications (EOIs) for the current and previous FY at the time of the assessment with EOIs from sampled farmers with farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) dated 09/09/2020 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) dated 04/10/2020 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) dated 22/09/2020 of Kawanda SC who had successful expressions of interests</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>There was evidence that the district had carried out farm visits to farmers that submitted complete expressions of Interest (EOI) with sampled farmers with farmer IDs</p> <ol style="list-style-type: none"> 1. SMB/2020-09-09/M/2562 (Ssango Manday) dated 09/09/2020 of Mitete SC 2. SMB/2020-10-04/M/7982 (Wangi Arthur) dated 04/10/2020 of Katwe SC 3. SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) dated 22/09/2020 of Kawanda SC 	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>The Agricultural Engineer publicized the eligible farmers under the micro scale irrigation program, as per the letter dated 27th June 2022, listing the farmers registered to benefit from the micro scale irrigation program. The list had 34 names, including the following;</p> <ol style="list-style-type: none"> 1. Mujuni Fredrick of Kyambadde village Kanoni parish; 2. Kusasira Norah of Kanoni parish Kasaana village, Kanoni parish; 3. Ssenyonjo Joseph of Kasaalu Kyoja village, Kasaalu parish; 4. Twessigye Essau of Kidokolo village, Kidokolo parish; 5. Bambakiri Tebandeke of Nsese village, Lwabaana parish 6. Bazanye Rod Onesmus of Kyinyansi village, Kikoma Village; 7. Kayondo Jumah of Kasekera village, Nsoga parish and; 8. Sseremba Richard of Kikoma village, Kikoma parish 	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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.	There was evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY at Ugx 1,200,000,000.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	There was evidence that the LG requested quotations from Balton (U) Ltd and Anjana Projects Limited, which are on the list of suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF) for Sembabule district.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was evidence of evaluation reports dated March 15, 2023 for the design, supply and installation of micro irrigation schemes to Dezi Oswald Byuma, Kimbowa Kivumbi, and Kakooza George to confirm that the supplier were chosen basing on the set criteria.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	There was evidence of minute 5 (c) of the contracts committee meeting which sat on April 26, 2023 to approve the procurement of the the micro-scale irrigation systems.	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 witness before commencement of installation score 2 or else 0	There was evidence of signed the contract with the lowest priced technically responsive irrigation. The sampled contracts were: Design, Supply and installation of small scale irrigation systems for Dezi Oswald Byuma at Ugx16,624,000 signed with Balton (U) Ltd; Design, Supply and installation of small scale irrigation systems for Kimbowa Kivumbi at Ugx 13,942,500 signed with Anjana Projects Limited, and Design, Supply and installation of small scale irrigation systems for Kakooza George at Ugx 13,255,000 signed with Anjana Projects 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	There was no evidence that the irrigation demonstration site(s) installed were in line with the design output sheet (generated by the MIS/IrriTrack App. Note that this sheet was not provided however the contracts were a design, supply and install	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	There was evidence that the LG had conducted regular technical supervision by Senior Agricultural Engineer for the irrigation demonstration sites with reports dated 25/9/22 for quarter one, 16/12/2022 for quarter two, 16/3/23 for quarter three, 29/6/23 for quarter four.	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	There was evidence that the LG had overseen the irrigation equipment supply, installation and testing for functionality with supervision reports dated 25/9/22 for quarter one, 16/12/2022 for quarter two, 16/3/23 for quarter three, 29/6/23 for quarter four sampled that included sampled farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) completed on 29/05/2023 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) completed on 29/05/2023 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) completed on 15/5/2023 of Kawanda SC	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	There was evidence that the LG had overseen the irrigation equipment hand-over to the Approved host/beneficiary Farmer with sampled signed acceptance form of irrigation system dated 23/6/2023 for Mugabi Cephass (SMB/2020-08-24/M/940) and Wangi Arthur (SMB/2020-10-04/M/7982) dated 23/6/2023	1

Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines

Maximum score 18

i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0

There was no evidence that the Local Government made payments to the suppliers within specified timeframes subject to the presence of the Approved farmer's signed acceptance form:

VN 6426127 of 28/06/2023 being payment of UGX 43,989,700 to M/S Balton Uganda Ltd against Certificate No.1 for the supply and installation of irrigation equipment for demo sites at Lutunku Community Polytechnic and at Jez Junior School

Payment was requested on 29/05/2023, and was effected on 28/06/2023 (beyond 10 working days)

Acceptance Forms were signed on 23/06/2023

VN 6438709 of 28/06/2023 being payment of UGX 12,843,050 to M/S Anjana Projects Ltd against Certificate No.1 for the supply and installation of irrigation equipment for a farmer (Frank Ssekimpi)

Payment was requested on 13/06/2023, and was effected on 28/06/2023 (beyond 10 working days)

Acceptance Forms was signed on 23/06/2023

VN 6438708 of 28/06/2023 being payment of UGX 12,592,250 to M/S Anjana Projects Ltd against Certificate No.1 for the supply and installation of irrigation equipment at the farm of Kakooza G. William

Payment was requested on 02/01/2023, and was effected on 28/06/2023 (beyond 10 working days)

Acceptance Form was signed on 23/06/2023

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0</p>	<p>There was evidence of complete procurement files for the Micro scale irrigation projects with record as required. The sampled projects were: SEMB926/WRKS/2022-23/00027 Design, Supply and installation of small scale irrigation systems in Sembabule for Dezi Oswald Byuma, whose requisition was made on January 3, 2023, advert was made on February 20, 2023, evaluation was completed on March 15, 2023, and contract signed on March 28, 2023 at an award price of Ugx 16,624,000; SEMB926/WRKS/2022-23/00027 Design, Supply and installation of small scale irrigation systems in Sembabule for Kimbowa Kivumbi, whose requisition was made on January 3, 2023, advert was made on February 20, 2023, evaluation was completed on March 15, 2023, and contract signed on March 28, 2023 at an award price of Ugx 13,942,500; and SEMB926/WRKS/2022-23/00027 Design, Supply and installation of small scale irrigation systems in Sembabule for Kakooza George, whose requisition was made on January 3, 2023, advert was made on February 20, 2023, evaluation was completed on March 15, 2023, and contract signed on March 28, 2023 at an award price of Ugx 13,255,000.</p>	2
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Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0</p>	<p>There was evidence that the Local Government had displayed details of the nature and avenues to address grievance in public areas with notice dated 20/7/2022</p>	2
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 Micro-scale irrigation grievances have been recorded. A Log Book was availed where grievances had been recorded. The first complaint in the Log Book was that of a one Mande Mutwalibu dated 15/6/2012 who complained of encroachment on his Water Source by Mukyala Nakawooya Florence. It was recorded that the File was forwarded to the Chairperson Grievance Committee Production Department.</p> <p>The last case recorded was on 29th/06/2023 and was filed by three staff namely, AOs of Ntuusi, Lwemiyaga and Lugusuru. Details of the complaint were mixed up in the Log Book by the one who recorded the complaint and it was not possible to say whether the complaint was investigated and feedback given.</p>	1

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	<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>	There was evidence that Sembabule DLG Micro-scale irrigation grievances had been investigated. The case of Balikuddembe recorded on 1/6/2022 was investigate and It was resolved that 'the acreage be reduced to at least one acre to realize reduced co-funding'.	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	<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>	There was no evidence that Micro-scale irrigation grievances had been responded to. The Log Book did not have a column for Feedback and the Irrigation Officer said most response was verbal.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	<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>	There was evidence that Micro-scale irrigation grievances have been reported on in line with LG grievance redress framework. Though Feedback was not recorded, it was clear that verbal communication was done, and available evidence indicated that the DLG tried their best to follow the GRM system.	1

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc. score 2 or else 0	There was evidence that LGs had disseminated Micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agro-chemicals and safe disposal of chemical waste containers. Farm visits for sampled farmers with farmer IDs SMB/2020-09-09/M/2562 (Ssango Manday) dated 09/09/2020 of Mitete SC, SMB/2020-10-04/M/7982 (Wangi Arthur) dated 04/10/2020 of Katwe SC and SMB/2020-09-22/M/4331 (Batte Frank Sekimpi) dated 22/09/2020 of Kawanda SC	2
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	There were costed ESMPs that were incorporated into designs, BoQs, bidding and contractual documents. The costing was done and attached to screening Forms prepared by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO and reviewed by Mugabe Gregory the DNRO. Those presented as costed and included in BoQs were as follows: 1) Establishment of small scale irrigation sites. Screening was done on 20/6/2023 for DEZ junior school in Mateete sub county, and on 22/6/2022 for Lutuunku Polytechnic school in Kawanda sub county; and 2) For individual Farmers as follows: Kintu Hassan Ssalongo of Rwebitakuri Centre dated 4th /04/2022; Mr. Kakooza George of Kazooba LC I dated 04/04/2022; and Mr. Wanje Arthur of Rugusuru village dated 06/04/2022.	1
15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	There was evidence of Monitoring of irrigation impacts. A Report titled: 'MONITORING FOR COMPLIANCE WITH ENVIRONMENTAL, SOCIAL AND CLIMATE CHANGE DURING INSTALLATION (OF) IRRIGATION EQUIPMENT UNDER UGIFT MICROSCALE IRRIGATION PROGRAM' was availed. The report was dated 6/6/2023. It was written by Natukunda Russet Mujuni the Environment Officer and Mulindwa Moses the CDO.	1

Safeguards in the delivery of investments	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	<p>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.</p> <p>E & S Compliance Certification prepared by Kawuki Ivan the District Senior Agricultural Engineer of Sembabule, Byarugaba Simon the District Production Coordinator, Opio Stanley the Chief Internal Auditor, Natukunda Rosette the Environment Officer, Mulindwa Moses the CDO and approved by Arthur Hakiza the CAO was availed. The certification was for Design, Supply and Installation of a Drag Hose on Solar Irrigation System on:</p> <ol style="list-style-type: none"> 1) Wangi Arthur Farm in Kabasaki village, Lugusulu Parish, Katwe sub county dated 29th May 2023; 2) Kakooza George William of Kazoba 'A' village, Lwensankala Parish, Lwemiyaga sub county dated 29/05/2023; 3) Mwesigwa Francis of Karunshonshomezi 'A' village, Karunshonshomezi Parish, Bulongo sub county dated 13/06/2023; 4) Sango Manday of Luuma 'A' village, Manyama Parish, Mitete sub county dated 29/05/2023; and 5) Kiyombo Abart of Kitooke village, Ntyazo Parish, Nabitanga sub county dated 14/06/2023.
Maximum score 6	score 1 or else 0	

15

Safeguards in the delivery of investments

Maximum score 6

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

There was 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.

E & S Compliance Certification prepared by Kawuki Ivan the District Senior Agricultural Engineer of Sembabule, Byarugaba Simon the District Production Coordinator, Opio Stanley the Chief Internal Auditor, Natukunda Rosette the Environment Officer, Mulindwa Moses the CDO and approved by Arthur Hakiza the CAO was availed. The certification was for Design, Supply and Installation of a Drag Hose on Solar Irrigation System on:

1) Wangi Arthur Farm in Kabasaki village, Lugusulu Parish, Katwe sub county dated 29th May 2023;

2) Kakooza George William of Kazoba 'A' village, Lwensankala Parish, Lwemiyaga sub county dated 29/05/2023;

3) Mwesigwa Francis of Karunshonshomezi 'A' village, Karunshonshomezi Parish, Bulongo sub county dated 13/06/2023;

4) Sango Manday of Luuma 'A' village, Manyama Parish, Mitete sub county dated 29/05/2023; and

5) Kiyombo Abart of Kitooke village, Ntyazo Parish, Nabitanga sub county dated 14/06/2023.

**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	The Chief Finance Officer, Musinguzi Charles Businge, was substantively Appointed as per the appointment letter dated 1st August 2011, DSC Min. no.55/2011	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	The District Planner, Byaruhanga David, was substantively appointed as per the appointment letter dated 24th July 2017, Min.no. 421/2017.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	The District Engineer, Konde Kennedy, was substantively appointed as per the appointment letter dated 2nd August 2019, Min no. 142/2019	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.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The position is scored under the Natural Resources Department	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The District Production Officer, Byarugaba Simon, was substantively appointed as per the appointment letter dated 20th May 2023, DSC Min. no. 39/2023	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.	f. District Community Development Officer/Principal CDO, score 3 or else 0	The Community Development Officer was not substantively appointed. Duties were performed by the Senior Probation Officer, Musoke Twaha, as per the appointment letter dated 4th January 2005, DSC Min. no. 17 (c) /3/2004/21	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.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The District Commercial Officer, Dungu Simon Peter, was substantively appointed as per the appointment letter dated 6thn December 2012, DSC Min, no. 5(d)/02/2010	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The Senior Procurement Officer, Tumuheiryge Geoffrey, was substantively appointed as per the appointment letter dated 27th February 2010, DSC Min. no. 5 (d)/02/2010T	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	The Procurement Officer, Birungi Naomi, was substantively appointed as per the appointment letter dated 5th May, 2015, DSC Min. no. 5/02/2015.	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.	i. Principal Human Resource Officer, score 2 or else 0	The Principal Human Resource Officer, Namutebi Josephine, was substantively appointed as per the appointment letter dated 8th May 2015, DSC Min. no. 522/2015	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	The Senior Environment Officer, Byarugaba Francis was substantively appointed as per the appointment letter dated (th May 2013, DSC Min. no. 331/2013	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	The Senior Land Management Officer, Champion Emmanuel Kananura, was substantively appointed as per the appointment letter dated 17th May 2022, DSC Min. no. 72/2022	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	The Senior Accountant, Ndagire Harriet, was substantively appointed as per the appointment letter dated 23rd August 2013, DSC Min. no. 390/2013	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	The Principal Internal Auditor, Opiio Stanley, was substantively appointed as per the appointment letter dated 14th September 2016, DSC min. no. 18/2013	2

New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the

District/Municipal Council departments. Maximum score is 37.

n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0

The Principal Human Resource Officer (Secretary DSC), Nakato Josephine, was substantively appointed as per the appointment letter dated 17th February 2011, DSC Min.no.24/2010

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

Maximum score is 15

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

The LG had 17 LLGs, 14 Sub Countries and 3 Town Councils. The appointment details of SASs and TCs were as follows;

SAS

1. Kabiito Hussein, Lwabitakuli SC, appointment letter dated 22nd February 2010, DSC Min. no. 5/(g)/02/2010/2, **2.** Tukwasibwe Richard, Mitima SC, appointment letter dated 30th May 2023, DSC Min. no. 34/2023; **3.** Kyobutungu Pamela, Lugusuulu SC, appointment letter dated 4th July 2017, DSC Min. no. 283.1/2017; **4.** Wamiti Yusuf, Mijwala SC, appointment letter 11th June 2012, DSC Min. no. 190/2012; **5.** Muganga Julius, Lwenyange SC, appointment letter dated 6th March 2012, DSC Min. no. 116/2012; **6.** Namyalo Reste, Mitete SC, appointment letter dated 1st March 2019, DSC Min. no. 78/2019; **7. Ziwa Ronald, Parish Chief, performed duties** of a SAS at Mabindo SC, as per his appointment letter dated 2nd April 2019, DSC Min. no. 80.01/2019; **8. Akankwasa Andrew, performed duties** of the SAS, at Kawanda SC, appointment letter dated 2nd April 2019, DSC min. no. 80. 02/2019; **9. Mpagi Moses, Parish Chief performed duties** of the SAS at Kyeera SC, appointment letter dated 1st March 2019, DSC Min. no. 764 /2019; **10. Tayebwa Benson, Parish Chief, performed duties** of SAS at Mateete SC, appointment letter dated 1st March 2019, DSC Min. no. 76.1/2019 **11. Twessigye Pasam, Parish Chief, performed duties** of the SAS at Nakasenya SC, appointment; **12** Letter dated 1st March 2019, DSC Min. no. 762/2019 **12. Namayanja Fatuma, performed duties** of the SAS at Katwe SC, appointment letter dated 23rd August 2019, DSC Min. no. 627/2019; **13. Kawooya Sabastian, Parish Chief, performed duties** of the SAS at Bulongo SC, appointment letter dated 1st March 2019, DSC Min. no. 77/2019; and **14. Kalibigambwe John, Parish Chief, performed** duties of the SAS at Nabitanga SC, appointment letter dated 2nd April 2019, DSC Min. no. 80.03/2019.

TCs

15. Naluyima Hamida (Mateete TC was substantively appointed as per the appointment letter dated 26th July 2023, DSC Min, no, 68/2023

16. Tindyebwa William (Sembabule TC, was substantively appointed as per the appointment letter dated 20th December 2010, DSC Min. no. 238/2010; and 17. Kakuru Michael, (Ntuusi TC) was substantively appointed as per the Acting Appointment letter dated 1st September 2022, DSC Min.no. 289/2019

Eight SAS were not substantively appointed

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.

The LG had LLGs, 14 Sub Countries and 3 Town Councils. The appointment details of S/CDO and CDOs were as follows;

S/CDOs

1. Nabuuma Josephine - Sembabule TC - appointment letter dated 22nd February 2021, DSC Min. no. 07/2021; **2.** Mulungi Godfrey Kakiga - Matete TC - appointment letter dated 13th April 2018, DSC Min no. 504/2018; **3.** Nalwadda Maddy, CDO performed duties of the S/DCO at Ntuusi TC, appointment letter dated 13th April 2018, DSC Min. no. 527/2018

CDOs

4. Nanziri Betty - Mijwala SC - appointment letter dated 27th August 2012, DSC Min. no. 227/2012; **5.** Sseremba Gabriel - Lyamiyaga SC - appointment letter dated 27th August 2013, DSC Min. no. 367/2013; **6.** Mulindwa Moses - Lugusuulu SC - appointment letter dated 13th April 2018, DSC Min. no. 529/2018; **7.** Ntambazi Bashir - Mateete SC - appointment letter dated 13th April 2018, DSC Min. no. 258.2018; **8.** Masembe Kawalya Rogers - Nabitanga SC - appointment letter dated 20th April 2021, DSC Min. no. 79/2021; **9.** Lutaka Hweire James, performed duties of CDO at Mateete SC - appointment letter dated 28th May 2012, DSC Min. no. 173/2012; **10.** Natulinda Christine, Assistant CDO, performed duties of the CDO at Sembabule TC , appointment letter dated 23rd August 2018, DSC Min. no. 629/2018; **11.** Nalwadda Maddy, - Lwabitakuli SC - appointment letter dated 13th April 2018, DSC min. no. 527/2018; **12.** Bulongo SC CDO position was vacant; **13.** Mabindo SC CDO position was vacant; **14.** Mitima SC CDO position was vacant; **15.** Kawanda SC CDO position was vacant; and **16.** Nabitanga SC CDO position was vacant; **17.** Ntete SC CDO position was vacant.

One S/CDO and ONE CDO were not substantively appointed and seven CDO positions were vacant

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.	Senior Accounts Assistant or an Accounts Assistant appointment details were as follows; 1. Kakuru Godfrey, Mateete SC, appointment letter dated 1st January 2011, DSC Min. no. 26/2010; 2. Asiimwe Grace, Sembabule TC, appointment letter dated 8th March 2015, DSC Min. no. 58/2015; 3. Sekanjako Paul, Bulongo SC, appointment letter dated 22nd May 2006, DSC Min no 191/2006; 4. Kagamba Nohah; 4. Bulongo SC, appointment letter dated 3rd January 2013, DSC Min. no. 287.1/2012; 5. Nakakawa Aisha, Mateete TC, appointment letter dated 3rd July 2023, DSC Min.no 54/2023; 6 . Kamuhabwe Caleb, Mitima SC, appointment letter dated 2nd February 2006, DSC Min. no. 27/ (d)/4/2006; 7. Kaweesa Jackson, Mabindo SC, appointment letter dated 3rd January 2012 DSC Min. no. 287/2011; 8. Tumanyire Faith, Lwabitakuli SC, appointment letter dated 1st April 2002, DSC Min.no. 24 C/2002; 9. Kyambadde Vincent, Sembabule TC, appointment letter dated 19th February 2010, DSC, Min. no. 34/2010; 10. Kyeera SC Accounts Assistant position was vacant; 11. Kawanda SC - Accounts Assistant position was vacant ; 12. Katwe SC - Accounts Assistant position was vacant ; 13. Lwemiyaga SC - Accounts Assistant position was vacant ; 14. Mitima SC - Accounts Assistant position was vacant ; 15. Nakasenyi SC, Accounts Assistant position was vacant; 16. Ntuusi TC - Accounts Assistant position was vacant; and 17. Mitete SC - Accounts Assistant position was vacant .	0
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Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: a. Natural Resources department, score 2 or else 0	The LG had released only 98% of funds allocated in the previous FY to Natural Resources department Pg.22 of the annual financial statement: Statement of Appropriations The budget for Natural Resources was UGX 366,863,445 out of which only UGX 359,166,202 was disbursed representing 98% of the budget.	0
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: b. Community Based Services department. score 2 or else 0.	There was evidence that the LG had released 100% of funds allocated in the previous FY to the Community-Based Services department. Deriving from Pg.22 of the annual Financial Statements: Statement of Appropriations, The budget for Community-Based Services was UGX 753,195,175 out of which only UGX 328,504,199 was received and wholly disbursed to the department (100%). The district did not receive UGX 424,690,976 from the Luwero-Rwenzority Social Action Fund	2

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0

There was evidence that Sembabule District Local Government carried out Environmental, Social and Climate Change screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG). There were four DDEG projects implemented by the DLG the previous FY. These were:

- 1) Construction of an Annex at the District Administration Block;
- 2) Procurement of assorted furniture for Administration;
- 3) Procurement of 3 motorcycles for Health workers; and
- 4) Rehabilitation of Ntuusi HC IV - Kabukongote - Bigo byamugyenyi Road to community access Health services.

The Procurement projects did not require any environmental screening. Rehabilitation of Ntuusi HC IV - Kabukongote - Bigo byamugyenyi Road was screened in 2021 - 2022. The screening Form indicated that screening was done on 06/07/2021 by Byarugaba David, District Environment Officer.

So the only DDEG project implemented the previous FY that needed screening was Construction of an Annex at the District Administration Block. This was done on 11th July 2022. The screening Form was prepared by Natukunda Rosette, DEO and Mukwaba Bilal the CDO and reviewed by Mugabe Gregory the NRO.

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0

Screening results did not indicated the need for ESIA

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;

score 4 or 0

There was evidence that Sembabule District Local Government had costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG). Costing for Construction of an Annex at the District Administration Block was done by the District Engineer, Konde Stanley and Natukunda Rosette, DEO on 11/7/2022. The costing had different sections valued differently, including a section on 'accidents due to lightening' costed at UGX2,430,000/-

Maximum score is 12

Financial management and reporting

5

Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.

Maximum score is 10

If a LG has a clean audit opinion, score 10;

If a LG has a qualified audit opinion, score 5

If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0

From the list of Audit Opinions for FY 2022/2023, issued by the Auditor General on 17th Jan. 2024, Sembabule DLG (Vote No.926) received a clean (un-qualified) audit opinion for the year.

10

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).

maximum score is 10

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),

score 10 or else 0.

There was evidence that the LG had provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for 2021/22 on 23/11/2022 [before end of February 2023 (PFMA s. 11 2g)] CAO's forwarding letter Ref. CR/ADM/250 dated 21/11/2022

Some of the issues included:

i. Unaccounted for funds amounting to UGX 85,541,425

ii. Failure to recover YLP funds amounting to UGX 1,302,761,300; and

iii. Failure to recover UWEP funds amounting to UGX 888,696,600

10

7	Evidence that the LG has submitted an annual performance contract by August 31st of the current FY Maximum Score 4	If the LG has submitted an annual performance contract by August 31st of the current FY, score 4 or else 0.	There was evidence that the LG had submitted the annual Performance Contract and Procurement Plan for 2023/2024 within the time limit on 8th Aug. 2023 through the PBS system; a printed physical copy was verified and also on https://budget.finance.go.ug/	4
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 maximum score 4 or else 0	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year, score 4 or else 0.	There was evidence that The LG submitted the Annual Performance Report for the year 2022/2023 to PSST on 27th Jul. 2023 (before August 31, 2023). A copy was verified on https://budget.finance.go.ug/	4
9	Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year Maximum score is 4	If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year, score 4 or else 0.	There was evidence that the LG did submit all the Annual Performance Reports for the year 2022/2023 to PSST before August 31, 2023. The following reports were verified on https://budget.finance.go.ug/ as well: Q1 report was submitted through the PBS on 23rd Dec. 2022; Q2 was submitted through the PBS on 14th Jan. 2023; Q3 was submitted through the PBS on 27th Apr. 2023; and Q4 was submitted through the PBS on 27th Jul. 2023 (before 31st Aug. 2022) All reports were submitted through the PBS	4

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The District Education, Kiggwe Muhammed, was substantively appointed as per the appointment letter dated 25th April 2019, DSC Min. no. 86/2019	30
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The Education Department had 2 Inspectors of Schools. They were both substantively appointed as per their appointment letters examined, as follows; 1. Senior Inspector of Schools, Nampewo Victor, appointment letter dated 23rd May 2023, DSC Nin. No. 30/2023; and 2. Mweteise Boaz, Inspector of Schools, appointment letter dated 29th September 2023, DSXC Min no. 139/2023	40

Environment and Social Requirements

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

If the LG carried out:
a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

There was evidence that Sembabule District Local Government carried out Environmental, Social and Climate Change screening for all Education projects implemented the previous FY. There were fifteen Education projects implemented by Sembabule DLG in the previous FY. Screening Forms prepared by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO and reviewed by Mugabe Gregory the DNRO were presented as follows:

The Maximum score is 30

1) Construction of a two class room block with a lightening arrester at Kirama P/S was dated 20/06/2022;

2) Construction of a two class room block with an office & lightening arrester at Nabusajja P/S was dated 25/07/2022;

3) Construction of a two class room block with an office, store & a lightening arrester at Kasaana Muslim P/S was dated 20/07/2022;

4) Construction of a two class room block with an office, store & a lightening arrester at Kakiika P/S was dated 14/07/2022;

5) Construction of a two class room block with a lightening arrester at Mabindo C/U P/S was dated 20/06/2022;

6) Construction of a two class room block with a lightening arrester at Makukulu P/S was dated 22/06/2022;

7) Construction of a two class room block with a lightening arrester at Nsumba United P/S was dated 21/06/2022;

8) Construction of a two class room block with a lightening arrester at Kitahira P/S was dated 22/06/2022;

9) Construction of a two class room block with a lightening arrester at Kalukungu P/S was dated 22/07/2022;

10) Construction of a two class room block with a lightening arrester at Katwe P/S was dated 19/07/2022;

11) Construction of a 5 stance Lined VIP Latrine at Nambirizi RC P/S was dated 04/09/2022; and

12) Construction of a 5 stance Lined VIP Latrine at Kigaaga Pentecostal P/S was dated 04/09/2022.

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

If the LG carried out:
b. Social Impact Assessments (ESIAs) ,
score 15 or else 0.

Screening results did not indicated the need for ESIA

The Maximum score is 30

**Health Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.</p>	<p>The District Health Officer, Matovu Charles, was substantively appointed as per the appointment letter dated 19th October 2017, DSC Min.no. 420/2017</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>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>The Assistant District Health Officer Maternal, Child Health and Nursing , Nanyonga Justine, was substantively appointed, as per the appointment letter dated 28th June 2021, DSC min. no.116/2021</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>The Assistant District Health Officer - Environmental Health, Sebugwawo Wilson, was substantively appointed, as per the appointment letter dated 16th November 2021, DSC Min. no. 16th November 2021, DSC Min. no. 193/2021</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>Principal Health Inspector position was vacant</p>	0

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>The Senior Health Educator was not substantively appointed. Duties were performed by the Assistant Health Educator, Kayondo Bashir, as per his appointment letter dated 1st December 2010, DSC Min. no. Min. 18</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>The Biostatistician, Nakazzi Sarah, was substantively appointed, as per the appointment letter dated 29th June 2015, DSC Min. no. 80/2015</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>The District Cold Chain Technician, Nankya Irene, was substantively appointed, as per the appointment letter dated 16th December 2021, DSC Min, no.196/2021</p>	10
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>		

- 1 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.
- There was evidence that Sembabule District Local Government carried out Environmental, Social and Climate Change screening for all health projects for the previous FY. There were six projects implemented, namely:
- 1) Construction of a maternity ward at Mateete HC III
 - 2) Upgrading of Nteete HC II in Nakasenyi SC to Health center III status and construction of staff house
 - 3) Completion for the construction of a staff house at Busheka HC III
 - 4) Processing of land title for Makoole HC II
 - 5) Procurement of a Projector and accessories
 - 6) Upgrading of Lwebitakuli HC III to HC IV Status
- For Busheka HC III, the work was of only completing the construction. The screening was done the year before (FY2020 – 2021) and did not need to be repeat. For projects (4) and (5) above, they did not require any screening. For the remaining projects, screening was done and Screening Forms prepared by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO and reviewed by Mugabe Gregory the DNRO were presented as follows:
- 1) Construction of a maternity ward at Mateete HC III was dated 30/08/2023;
 - 2) Upgrading of Nteete HC II in Nakasenyi SC to Health center III status and construction of staff house was dated 27/06/2022; and
 - 3) Upgrading of Lwebitakuli HC III to HC IV Status was dated 10/04/2023.

15

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)

Maximum score is 30

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

Screening results did not indicated the need for ESIA

**Micro-scale
Irrigation Minimum
Conditions**

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

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The Senior Agricultural Engineer. Kawuki Ivan was substantively appointed on probation, as per the appointment letter dated 21st February, 2018. DSC Min. no. 486/2018.</p>	70
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Environment and Social Requirements

2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p>	<p>There was evidence that Sembabule District Local Government carried out Environmental, Social and Climate Change screening for Micro-scale Irrigation projects implemented the previous FY. The screening was done and Screening Forms prepared by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO and reviewed by Mugabe Gregory the DNRO. It was as follows:</p> <p>1) Establishment of small scale irrigation sites. Screening was done on 20/6/2023 for DEZ junior school in Mateete sub county, and on 22/6/2022 for Lutuunku Polytechnic school in Kawanda sub county; and</p> <p>2) For individual Farmers as follows:</p> <p>Kintu Hassan Ssalongo of Rwebitakuri Centre dated 4th /04/2022;</p> <p>Mr. Kakooza George of Kazooba LC I dated 04/04/2022;</p> <p>Mr. Wanje Arthur of Rugusuru village dated 06/04/2022.</p> <p>Screening results did not indicated the need for ESIA</p>	30
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Water & Environment Minimum Conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The Civil Engineer (Water). Lule Ronald, was substantively appointed, as per the appointment letter dated 21st December 2017, DSC Min. no. 418/2017	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The Assistant Water Officer for mobilization, Ntabaazi Bashir was substantively appointed as per the appointment letter dated 13th April 2018, DSC Min.no. 528 2018	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The Borehole Maintenance Technician, Mukonyezi Kenneth, was substantively appointed, as per the appointment letter dated 10th October 2002, DSC Min. no. /88 (c) /3	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The Natural Resources Officer, Mugabe Gregory, was substantively appointed, as per the appointment letter dated 7th June 2021, DSC Min .no. 100/2021	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>	e. 1 Environment Officer, score 10 or else 0.	The Environment Officer, Natukunda Rosette, was substantively appointed, as per the appointment letter dated 26th May 2017, DSC Min, no, 203/2017.	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>	f. Forestry Officer, score 10 or else 0.	The Forestry Officer, Bukenya Henry, was substantively appointed, as per the appointment letter dated 22nd December 2016, DSC Min. no. (2016)	10
Environment and Social Requirements				
2	Evidence that the LG has carried out Environmental. Social and Climate Change	If the LG:	There was evidence that Sembabule District Local	10

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

a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.

Government carried out Environmental, Social and Climate Change screening for all Water and Environment projects for the previous FY. There were nine projects implemented, namely:

1) Piped water Extension (Lwebitakuli-Nabiseke 6km) and plant 50 trees AND extension of piped water to Lwebitakuli seed secondary school

2) Rain water harvest tank (Katwe parish, Nakatere P/S and Lwebitakuli seed Sec. school)

3) Construction of 2 lined five stance pit latrines with a urinal at Kabundi & Nambirizi RGC

4) Construction of a mini-solar water system at the trading center, of Makooole

5) Supply of two tablets for data capture and storage

6) Supply of an incubator for water samples

7) Supply of borehole rehabilitation materials

8) Boreholes overhauled and old parts replaced with stainless steel/PPR materials plus reconstruction of platforms for 10 bore No. B/Hs and 10 repaired with old GI materials

9) Airlifting and Pump testing of two existing boreholes

For all these, it is only projects 1 - 4 above that required environmental screening. The screening was done and Screening Forms prepared by Natukunda Rosette and Byarugaba Francis the Environment Officers, Musoke Twaha the CDO and reviewed by Mugabe Gregory the DNRO. Screening was done as follows:

1) Piped water Extension (Lwebitakuli-Nabiseke 6km) and plant 50 trees

and extension of piped water to Lwebitakuli seed secondary school was done on 06/07/2022;

2) Rain water harvest tank (Katwe parish, Nakatere P/S and Lwebitakuli Seed Sec. school) was done on 04/07/2022;

3) Construction of 2 lined five stance pit latrines with a urinal at Kabundi & Nambirizi RGC were both done on 12/07/2022; and

4) Construction of a mini-solar water system at the trading center, of Makoole was done on 07/07/2022.

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.

Screening results did not indicated the need for ESIA

10

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

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

Projects implemented did not require Abstraction Permits. They were:

1) Piped water Extension (Lwebitakuli-Nabiseke 6km) and extension of piped water to Lwebitakuli seed secondary school is an extension from National Water and did not need the extraction Permit as it was extension from National Water and Sewerage Corporation (NWSC);

2) Rain water harvest tank (Katwe parish, Nakatere P/S and Lwebitakuli Seed Sec. school) did not need any Extraction Permit since it was harvesting rain water; and

3) Construction of 2 lined five stance pit latrines with a urinal at Kabundi & Nambirizi RGC did not need an Extraction Permit since it was not extracting any water from the ground.