



LGMSD 2021/22

Kabale District

(Vote Code: 512)

Assessment	Scores
Crosscutting Minimum Conditions	77%
Education Minimum Conditions	70%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	55%
Micro-scale Irrigation Minimum Conditions	70%
Crosscutting Performance Measures	54%
Educational Performance Measures	64%
Health Performance Measures	60%
Water & Environment Performance Measures	59%
Micro-scale Irrigation Performance Measures	8%

**Crosscutting
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): • If so: Score 4 or else 0 	<p>Two DDEG funded infrastructure projects were sampled and field visited. These were:</p> <p>Renovation of Central Registry at KDLG HQ – Kazungu UGX11,000,000</p> <p>Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba S/Cs UGX24,295,214</p> <p>Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.</p> <p>The health centre at Kyanana was visited during the assessment and the renovations were confirmed. It was found in a functional state. The Registry being at the DLG headquarters was easily checked and the renovations confirmed.</p>	4
2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> o by more than 10%: Score 3 o 5-10% increase: Score 2 o Below 5 % Score 0 	Not applicable to this round of assessment.	0

Service Delivery Performance

Maximum 6 points on this performance measure

b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.

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

Kabale DLG implemented four (04) DDEG funded projects in FY2020/21.

Renovation of Central Registry at KDLG HQ, Kazungu UGX11,000,000

Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba S/Cs UGX24,295,214

Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.

Purchase and supply of iron guage-28 iron sheets and roofing nails for primary schools UGX23,000,000.

The LG's 4th Performance Report for FY 2020/21 shows that DDEG was spent 100% by the end of the year. The total amount budgeted was UGX72,295,214 and UGX72,295,214 was spent by the close of the FY.

The projects were completed 100% according to Kabale DLG FY2020/2021 fourth quarter performance report. The completion certificates for the three projects were seen and reviewed.

Investment
Performance

Maximum 4 points on
this performance
measure

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:

Score 2 or else score 0.

Kabale DLG had four DDEG funded projects in FY2020/21.

Renovation of Central Registry at KDLG HQ – Kazungu UGX11,000,000

Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba S/Cs UGX24,295,214

Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.

Purchase and supply of iron guage-28 iron sheets and roofing nails for primary schools UGX23,000,000.

The LG's 4th Performance Report for FY 2020/21 shows that DDEG was spent 100% by the end of the year. The total amount budgeted was UGX72,295,214 and the same was spent. The completion certificates for the two projects were seen and reviewed.

The total DDEG budget for FY2020/21 was UGX90,369,018 and 80% was spent on infrastructure projects as per the guidelines.

These projects were eligible under DDEG guidelines (Code 048104, Table 7, page 8).

The LG's 4th Performance Report for FY 2020/21 shows that DDEG was spent 100 by the end of the year. The completion certificates for the following projects were seen and reviewed.

Investment
Performance

Maximum 4 points on
this performance
measure

b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/- 20% of the LG Engineers estimates,

score 2 or else score 0

The DDEG funds were spent on 2 infrastructure investments and 1 supplies investment. The variations in the contract price for the 2 infrastructure projects reviewed was within +/-20% of the LG Engineers estimates.

Below are the details of the projects reviewed.

1. Project Name: Renovation of OPD at Kyanamira HC III

Contract No: KABA512/2020/21/WRKS/00020

Contract Price: UGX 15,048,540

Engineer's Estimate 15,000,000

Price Variation: UGX 48,540

Percent Variation: 0.3%

Comment: Variation below 20%

2. Project Name: Renovation of the district Registry.

Contract No: KABA512/2020/21/WRKS/00008

Contract Price: UGX 7,511,736

Engineer's Estimate: UGX 10,450,000

Price Variation: UGX 2,938,264

Percent Variation: -0.28%

Comment: Variation below 20%

Performance Reporting and Performance Improvement

Accuracy of reported
information

Maximum 4 points on
this Performance
Measure

a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,

score 2 or else score 0

Out of the **12 Lower Local Governments** the Assessor **sampled 3 LLGs** to establish the accuracy of reported information. The sampled LLGs included the sub counties of ***Kitumba and Kamungunguzi as well as Ryakarimira Town Council.***

The Assessor reviewed the "Approved Staff Establishment List" provided by the PHRO and conducted field visits to the sampled LLGs to compare and verify the accuracy of the reported information. On the overall, the Assessor noted that the information about staffing (numbers of staff deployed, names and titles) were consistent with the information indicated on the staff establishment list at the PHRO office. Details of findings at the sampled LLGs were as indicated below:

Kitumba Subcounty: The Assessor established that the numbers of staff deployed by names, titles and file reference numbers indicated at the staff list at the Subcounty were the same as those indicated

on the staff list provided by the PHRO. For example; the position of **SAS** was held by **Mr. Byorugando Wilson** (who was present at station at the time of the field visit together with the key staff of Community Development Officer and the Senior Accounts Assistant. The **CDO** was **Tumwegyese Scholar** while the position of **Senior Accounts Assistant** was held by **Tumwesigye Louis**.

Extension Workers: The Positions of Agriculture and Veterinary Officers were substantively filled by; **Akankunda Loida** an Agricultural Officer, **Olinga David** an Assistant Veterinary Officer, while the position of Fisheries Officer was vacant. The position of **Entomology Officer** was not provided for at Subcounty level. The above information was accurate and consistent with the information provided by the PHRO.

Kamunganguzi Subcounty: The Assessor established that the information about staffing was consistent with the information indicated on the established staff list; for instance, the position of **SAS** was substantively held by **Kyomuhangi Lydia**, while the Community Development Officer position was substantively held by **Akankwasa Florence** and **Kyalisuma Lucky** held the position of Senior Accounts Assistant.

Extension Workers:

While the customized staff structure provides for a Position of Animal Husbandry Officer; the position at **Kyamuganguzi Subcounty** was filled by an **Assistant Veterinary Officer Babigumira Barnet**, while the position of **Agricultural Officer** was substantively filled by **Orishiba Alex**.

The above information was consistent with the information provided by the PHRO (ref. the approved customized staff establishment).

Byakarimira Town Council: The Assessor reviewed the staff establishment list provided by Town Clerk and established that the information was consistent with the information indicated on the staff establishment list provided by the PHRO. The Position of Town Clerk was substantively held by **Ampaire Alex**, while the position of Senior Community Development Officer was held by **Sunday Hilary**. The position of Treasurer was substantively filled by **Amwesigye Hardad**.

Extension Workers:

The Positions of extension workers of Agricultural Officer and Veterinary Officers were respectively filled by **Muheki Good**, an Assistant Agricultural Officer, and **Twinomujuni Allan** an Assistant Veterinary Officer.

On the overall, while the information provided by the PHRO was consistent with (was accurate) the information verified at the LLGs, the Assessor however, noted that NOT ALL positions were filled substantively as per minimum staffing standards.

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>For the three (03) Kabale DLG FY2020/2021 DDEG funded infrastructure projects:</p> <p>Renovation of Central Registry at KDLG HQ – Kazungu UGX11,000,000</p> <p>Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba S/Cs UGX24,295,214</p> <p>Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.</p> <p>The 4th Quarter performance report put the level of completion for these projects at 100% and the actual level of completion as verified during site visits was found to be consistent with what was in the reports.</p>	2
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Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>The Assessor was provided with evidence to confirm that Kabale DLG consolidated and submitted the staffing requirements for the coming FY to MoPS by September 30th, with copy to the respective MDAs and MoFPED. The PHRO presented a copy of the CAO's letter to the PS MoPs; Ref: "Submission of Recruitment Plan for Kabale District for FY 2022/2023 dated 27th July 2021", that was received and endorsed by MoPs on 9th August, 2021 and the PS MoPs responded on 30th August, 2021 by letter ref. no. ARC 6/293/05.</p>	2
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7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>There was evidence provided to the Assessor to confirm that Kabale DLG conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service). Despite the lock-down in the later quarters of the period under review and the guidance provide to LGs the PS Ministry of Public Service Letter to accounting Officers via Circulars 6 and 7 of 2020 dated 7th April, 2020, the PHRO presented to the Assessor a "Staff Attendance Record Book" that was in use and was opened on 9th July, 2020 and on the day of the assessment -12th November 2020- 18 staff had registered.</p> <p>The PHRO in addition, presented a file of "Monthly attendance analysis" which contained some quarterly staff attendance analysis reports and an "Annual Staff Attendance Report" that was prepared by the HRO dated 28th June, 2021.</p>	2
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>The Assessor reviewed personal files of all Heads of Department (HoD) at Kabale District to establish whether they were all appraised during the previous FY as per guidelines issued by MoPS.</p> <p>The review revealed that all Heads of Departments were appraised during the previous FY as indicated by the appraisal status for each HoD indicated below:</p> <p>Appraised HoDs.</p> <p>1. Chief Finance Officer: <i>Mujuni Julius. Banji</i>; File Ref. No. CR/M/191; was appraised by the CAO on 30th August, 2021. Both the Performance Agreement and Report were on file and endorsed by the CAO.</p> <p>2. District Planner: <i>Kakuru Boaze</i>: CR/K/223 was appraised by the CAO on 15th July, 2021. Both the Performance Agreement and Report were on file and endorsed by the CAO.</p> <p>3. District Engineer: <i>Bagamuhumda Turinowe</i>: CR/B/11 was appraised by the CAO on the 15th July, 2021. Both the Performance Agreement and Report were on file and endorsed by the CAO.</p> <p>4. District Natural Resources Officer: <i>Akatwijuka Rogers</i>: CR/A/243; was appraised by the CAO on 15th, July 2021. Copies of duly signed Performance Agreement and Report were on file.</p> <p>5. District Production and Marketing Officer: <i>Mwebesa Beda</i>; CR/M/188 was appraised by the CAO on 15th July, 2021. Both the Performance Agreement and Report were on file and duly endorsed by the CAO.</p> <p>6. District Community Development</p>	1

Officer: Namara Christopher, CR/N/022; was appraised by the CAO on 18th July, 2021. Both the Performance Agreement and Report were on file and duly endorsed by the CAO.

7. District Commercial Officer: Natumanya Erasmus; CR/N/87, was appraised by the CAO on 26th July, 2021. Copies of endorsed Performance Agreement form and Report were on file.

8. Acting District Education Officer: Tumwijukye Moses; CR/T/ 461; was appraised by the CAO on the 30th August, 2021. Both the Performance Agreement and Report were on file and duly endorsed by the CAO.

9. Acting District Health Officer: Dr. Bisigensi Alfred was appraised by the CAO on the 30th August, 2021. Both the Performance Agreement and Report were on file and duly endorsed by the CAO.

7	Performance management Maximum 5 points on this Performance Measure	ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines: Score 1 or else 0	No Evidence was provided to confirm that Kabale District implemented administrative rewards and sanctions on time as provided for in the guidelines.	0
7	Performance management Maximum 5 points on this Performance Measure	iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional. Score 1 or else 0	There was evidence presented to the Assessor to confirm that Kabale District had established a Functional Consultative Committee. The Assessor was presented by a copy of a letter dated 18th October, 2021 issued by the CAO, appointing members to the Consultative Committee that included: the Community Development Officer, Principal Human Resource Officer (Secretary), District Health Officer; Senior Environment Officer, Senior Education Officer, District Water Officer and Senior Procurement Officer. The Assessor reviewed a set of minutes of the committee of the meeting held on 25th October, 2021.	1

Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

There was evidence to confirm that all the newly recruited staff at Kabale District accessed the salary pay roll not later than two months after appointment.

The Assessor reviewed the list of newly recruited staff during FY 2020/2021, which was provided by the PHRO and established that **44 staff** were recruited during the previous FY. The Assessor took a random sample of **9 staff** and established that they had all accessed the salary payroll not later than two months after appointment as indicated below:

- **Kyomuhangi Aron;** a Deputy Headteacher was appointed on 20th May, 2021 and accessed the salary payroll of July 2021 under IPPS no. 1128563.
- **Ndyomugabe Boniface;** an Education Officer, was appointed on 20th May, 2021 and accessed the salary payroll of July 2021 under IPPS no. 1128436.
- **Nyesiga Christopher;** an Office Attendant, was appointed on 27th April, 2021 and accessed the salary payroll of June 2021 under IPPS No. 1088184.
- **Karungi Georgina;** an Office Attendant was appointed on 27th May, 2021, and accessed the salary payroll of June 2021 under IPPS No.1087913
- **Bahara Jacqueline;** an Office attendant, was appointed on 27th May, 2021 and accessed the salary payroll of June 2021 under IPPS no. 1087915
- **Namara Harriet;** an Internal Auditor was appointed on 15th July, 2020 and accessed the salary payroll of August 2020 under IPPS no, 749818

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.

The Assessor reviewed the list of retired staff (contains details of name of retiree, date of birth, date of retirement, position held at retirement among other details) and requested the PHRO to avail the Pension Pay Slips for each one of the retired staff to ascertain whether they all accessed the pension pay roll not later than two months after retirement. ***The Assessor confirmed that all the retired staff accessed the pension payroll not later than two months after retirement as indicated in the examples below:***

Nine (9) staff retired during the previous FY. The Assessor took a random sample of **5 files** of the retired staff, reviewed them and ascertained that they **all accessed** the pension payroll not later than two months after retirement, as indicated below:

- **Rwambuka Julius;** retired as a Headteacher on 1st September, 2020 and accessed the pension payroll of October 2020 under IPPS No. 676165.
- **Arigye Ambrose;** retired as an Education Assistant on 16th August ,2020 and accessed the Pension payroll of October 2020 under IPPS No, 436727.
- **Asiimwe Florence;** retired as a Deputy Headteacher on 15th August, 2020 and accessed the pension pay roll of October 2020 under IPPS. No. 437306
- **Kihembo Robert;** retired as a Senior Accounts Assistant on 1st September, 2020 and accessed the Pension Payroll of October, 2020 under IPPS No. 747975.
- **Kyomuhangi Lady;** Retired as an Education Assistant on 16th June, 2021 and accessed the August,2021 pension payroll under IPPS.No.436746.

Management, Monitoring and Supervision of Services.

10

Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

Annual FY 2020/21 DDEG budget for LLGs was 155,233,000. What was transferred to 8 Sub counties and 2 Town Councils during the FY according to the financial report was UGX155,233,000. This means 100% was transferred to LLGs.

10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: (within 5 working days from the date of receipt of expenditure limits from MoFPED):</p> <p>Score: 2 or else score 0</p>	<p>For Quarter 1, the MoFPED circular is dated 9th July 2020, the CAO warranted on 17th July 2020, and the funds were sent to the LLGs on 12th August 2020 (8 days).</p> <p>For Quarter 2, the MoFPED circular is dated 6th October 2020, the CAO warranted on 7th October and the funds were sent on 22nd October 2020 (1 day).</p> <p>For Quarter 3, the MoFPED circular is dated 8th January, the CAO warranted 12th January 2021 and the funds were sent on 19th January 2021 (4 days).</p> <p>The funds were warranted and sent timely, within the 5 day time limit, after considering the allowance of 4 days as guided by MoFPED.</p>	2
10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>Three LLGs were sampled for the purpose of verifying whether Kabale DLG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of funds release in each quarter.</p> <p>Field visits were made to three sampled LLGs. At all the 3 sampled LLGs (Kitumba, Kyamuganguzi and Ryakarimira town Council), there was no evidence adduced by the SAS and /or the Senior accounts Assistants in form of copies of DDEG quarterly release letters for FY 2020/2021, to confirm that the communication about DDEG releases was sent within five days from the receipt of the funds on the district accounts.</p> <p>The SAS / TC and /or the Senior Accounts Assistants explained that they normally receive phone calls from the Finance/Accounts office alerting them of the releases/deposits on their Subcounty/TC collection accounts and by displays of the released amounts per Subcounty that are pinned on the Public Notice Boards at the district headquarters.</p>	0
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>No evidence was provided for any activities carried out in the previous FY2020/21 in support supervision or mentoring.</p>	0

11	Routine oversight and monitoring	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:	No evidence was provided for any activities in support supervision or mentoring.	0
	Maximum 4 points on this Performance Measure		No evidence was therefore available for TPC discussion of the reports on these activities.	

Score 2 or else score 0

Investment Management

12	Planning and budgeting for investments is conducted effectively	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:	The LG had a manual assets register, formatted as required in the LG Accounting Manual.	2
	Maximum 12 points on this Performance Measure		The manual was also updated and a number of assets sampled including buildings, computers, furniture and motor vehicles were found in the register.	

Score 2 or else score 0

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

12	Planning and budgeting for investments is conducted effectively	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:	A Board of Survey report dated 30th August 2021 with 5 recommendations was availed. The information included acquisition of land titles for some LG lands and disposal of some assets including some furniture and equipment.	1
	Maximum 12 points on this Performance Measure		As on the day of assessment on 11 to 12th November 2021, a number of recommendations of the Board of Survey had been implemented and others in the process being implemented. surveying was going on for a number of LG lands and 42 land titles had already been acquired. A disposal of assets, one of the key recommendations in the report, was carried out on 23rd February 2021. Capacity building of health centre staff was going on and effort had been made to update the assets register.	

Score 1 or else 0

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>Kabale DLG has a 13 member Physical Planning Committee, according to the minutes of meetings and the appointment letters on file.</p> <p>Evidence of only one set of minutes for Quarter 4 of FY2020/2021 which met on 29/04/2021, submitted to MoLHUD on 03/05/2021 was availed. Even then these minutes had an attendance list which was not signed by the attendees.</p> <p>The submission being only one fell short of the required number of four (04).</p>	0
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>Kabale DLG had four (04) DDEG funded projects in its FY2020/21 annual workplan.</p> <p>Renovation of Central Registry at KDLG HQ – Kazungu UGX11,000,000</p> <p>Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba S/Cs UGX24,295,214</p> <p>Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.</p> <p>Purchase and supply of iron guage-28 iron sheets and roofing nails for primary schools UGX23,000,000.</p> <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> -Derived from the LG Development Plan -Consistent with sector guidelines & DDEG objectives -Financially feasible -Having costed project profiles. <p>No evidence was provided concerning a desk appraisal for the projects of FY2021/22.</p>	0

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>Kabale DLG had four (04) DDEG funded projects in its FY2020/21 budget.</p> <p>Renovation of Central Registry at KDLG HQ – Kazungu UGX11,000,000</p> <p>Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba S/Cs UGX24,295,214</p> <p>Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.</p> <p>Purchase and supply of iron guage-28 iron sheets and roofing nails for primary schools UGX23,000,000.</p> <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <p>-Technical feasibility</p> <p>-Environmental and social acceptability requirements.</p> <p>No evidence was provided concerning a field appraisal for the projects of FY2021/22.</p>	0
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>Kabale DLG AWP for FY2021/22 has a number of investment projects for the year, which were costed. The draft annual workplan was discussed in a TPC meeting on 12/03/2021 and later in the standing committee for Health, Education and CBO on 05/05/2021. The priorities which included the costed projects were approved.</p>	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the LG during the desk and field-based appraisals had screened projects for the current FY for environmental and social impact and mitigation measures put in place where required</p> <p>For the Current FY, only one screening report for the renovation of OPD in Kyanamira Health centre III in Kyanamira subcounty dated 1/7/2021 was presented for review. The Environment officer stated that the Renovation of Central Registry at KDLG HQ – Kazungu and Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba were not screened.</p>	0

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>The LG planned to implement 3 infrastructure projects using DDEG funds for the current FY and were all incorporated in the LG approved procurement plan. For example;</p> <p>Renovation of OPDs at Nyanja, Kyanamira, Kahugye HC IIs at a budget of 70M under the Health sector appearing as item 34,33 and 35 respectively in the procurement plan.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p>By the time of assessment, the procurement process for the infrastructure projects to be implemented in the current FY using DDEG was still ongoing for 1 project but contracts had been awarded for the 2 projects as follows;</p> <p>1. Renovation of OPD at Nyanja HC II, procurement still awaits approval from council on reallocation of funds according to the technical recommendation from the D/Engineer.</p> <p>2. Renovation of OPD at Kyanamira HC III, Contracts committee minutes dated 17/8/2021 under Minute CC02/2021/2022/6(ix) approved and awarded to Bona Co, Ltd at contract price of UGX23,819,720</p> <p>3. Renovation of OPD at Kahungye HC II, Contracts committee minutes dated 17/8/2021 under Minute CC02/2021/2022/6(vi) approved and awarded to Habasamuhiire and Sons Ltd at contract price of UGX 26,100,184.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>An incomplete Project Implementation team was seen established according to the individual appointment letters dated 12/2/2021 and 20/10/2020 addressed to members for the Health, education and water sector investments but missing the clerk of works and project managers.</p>	0

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p>	<p>The infrastructure projects implemented using DDEG followed the standard technical designs provided by the District Engineer. During a visit made to the project sites, it was observed as bellow;</p> <p>1. Renovation of the district Registry. The contractor complied with the Engineer's designs by fixing of high grade tiles on the floor, painting of internal walls, fixing of curtains in existing windows with accessories, supply of 2 wooden lockable shelves and locking of 2 existing ones.</p> <p>2. Renovation of OPD at Kyanamira HC III. The contractor complied with the Engineer's designs by re-roofing the structure with pre-painted 28-gauge iron sheets, installation of the ring beam, replacement of 11 windows and 4 doors with metallic ones, re-screeding with installation of tiles.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0</p>	<p>During critical stages of projects implementation for the FY2020/21, technical supervision involving the relevant officers. i.e., environment officer, DCDO was not done. This was only done by the D/Engineer alone according to supervision reports dated 31/5/2021,24/9/2020, 30/7/2020 for the seed Sec. Sch, 28/1/2021, 4/5/2021, 1/2/2021 for the water projects, 30/4/2021,19/5/2021,8/6/2021 for the health sector projects etc.</p>	0

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

From the procurement files and payment vouchers, it was established that LG verified works (certified) and initiated payments of contractors within specified timeframes as per contract. For example;

1. Renovation of OPD phase I at Kyanamira HC III.

(KABA512/2020/21/WRKS/00020)

- Contractor: Bonnar Co., Ltd
- Engineer's certificate No.1
- Contractor's claim dated 20/6/2021
- Amount: UGX 11,731,031
- Paid on: 7/7/2021

2. Renovation of the district Registry.

(KABA512/2020/21/WRKS/00008)

- Contractor: EXTECH Technical services Ltd
- Engineer's certificate No.1
- Contractor's claim dated 21/4/2021
- Amount: UGX 52,645,565
- Paid on: 6/5/2021

3. Construction of Buhara Seed Sec. School (MoES/UgIFT WRKS/2018-2019/0119)

- Contractor: Geses (U) Ltd
- Engineer's certificate No.5
- Contractor's claim dated 14/6/2021
- Amount: UGX 206,376,238
- Paid on: 24/6/2021

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	<p>All the contracts had complete procurement files in place for each contract with all records as required by the PPDA Law. For example;</p> <ul style="list-style-type: none"> • Renovation of OPD phase I at Kyanamira HC III. (KABA512/2020/21/WRKS/00020) • Minutes of Contracts Committee meeting dated:1/4/2021 • Evaluation report dated 1/4/2021 • Min. of approval: CC08/2020-2021(11) • Contract sum: UGX 15,048,540 • Contract agreement signed on: 27/4/2021 • Contractor: Bonnar Co., Ltd • Renovation of the district Registry. (KABA512/2020/21/WRKS/00008) • Minutes of Contracts Committee meeting dated: 8/9/2020 • Evaluation report dated 7/9/2020 • Min. of approval: CC04/2020-2021(6)ii • Contract sum: UGX 7,511,736 • Contract agreement signed on: 17/12/2020 • Contractor: Bango Engineering Services Ltd • Construction of Buhara Seed Sec. School (MoES/UgIFT WRKS/2018-2019/0119) • Minutes of Contracts Committee meeting dated:14/6/2019 • Evaluation report dated24/5/2019 • Min. of approval: CC12/2018-2019(6)a • Contract sum: UGX 2,172,381,450 • Contract agreement signed on: 11/7/2019 • Contractor: Geses (U) Ltd
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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>The District presented a letter signed by the CAO designating personnel to sit on the grievance committee. However the letter designating a person to coordinate response to feedback on behalf of the District was not presented for review during assessment.</p>	0
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>From the Designated Community grievance Focal Person, a log/register of Grievances was reviewed. The grievance log/register had specified the type of grievance, period, affected person, site, investigation, response and remarks. However the Grievance mechanism specifying how issues are recorded, investigated and responded to was not developed, and had not been displayed at the district notice board.</p>	0
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>The Grievance mechanism had not been published on the noticeboard, nor shared with communities by the time of assessment. There was no evidence to show that the mechanism/procedure through which grievances can be recorded, investigated and responded to, had been shared with communities by the time of assessment.</p> <p>The Focal person informed the assessment that aggrieved persons approach the Chief Administrative Officer to register complaints, rather than reporting issues to him. This indicates there is lack of knowledge regarding how the District receives, records, investigates and responds to complaints from aggrieved parties</p>	0

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0</p>	<p>Kabale DLG Development Plan III encompasses aspects of environment, social and climate change interventions on Page 81 in its Section 2.4.3 – Climate Change Issues, Section 3.3.5 – Climate Change, Natural Resources, Environment and Water Management and Page 116 in the summary – Environment and Natural Resources.</p> <p>In the LG Workplan for FY2021/22, the aspects are in the Section 83 on Natural Resource Management – including DLG wetland planning, regulation and promotion, tree planting and afforestation, training in forestry management etc.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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</p> <p>score 1 or else 0</p>	<p>DDEG guidelines were disseminated to LLGs through an extended TPC on 15/10/2020 to 18/10/2020, as per distribution sheet which was seen during the assessment. The guidelines were signed for by the recipients who included S/C chiefs and Town Clerks.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>ESMPs for the Previous FY that would have captured the costed environmental and social mitigations were not presented for review during assessment.</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p>	<p>There were no projects with costing of the additional impact from climate change</p>	0

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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:</p> <p>Score 1 or else score 0</p>	<p>There was no evidence of land ownership where DDEG Projects are implemented</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 1 or else score 0</p>	<p>There was evidence of supervision by the environmental officer and CDO as provided in these reports:</p> <p>Monitoring report for the construction of VIP latrine at Nyamushungwa Primary School in Kaharo Subcounty dated 28/6/2020. Signed by both Environment Officer and DCDO</p> <p>Monitoring for Kahondo Health II to be upgraded three to verify the progress for the construction works of the maternity ward. Located in Rukore Village kahondo Parish Maziba Subcounty. 10th/6/2021 Signed by the Environment Officer and the DCDO.</p> <p>Environmental and social monitoring report for the construction of maternity ward at Kitooma Health Centre II to III Located Rwabihindu, Kitooma Parish In Rubaya 10/6/2021</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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:</p> <p>Score 1 or else score 0</p>	<p>There was no 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</p> <p>For the 3 sampled projects, only one payment certificate for the Construction of a 5 stance VIP latrine at Nyamushungwa primary school costed at UGX19,520,628 certified by DEO, CDO and Environmental officer on 18/01/2021 was presented for review.</p>	0

Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>On the day of assessment on 11th November 2021, the three (03) bank accounts of the DLG were reconciled to date. Here below were their statuses:</p> <p>Treasury single account (TSA) – Reconciled to 29/10/2021.</p> <p>General fund account – Reconciled to 31/10/2021</p> <p>Revenue account reconciled to 31/10/2021</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The four quarterly reports of FY 2020/21 were produced by the Internal Audit department. Quarter 1 report is dated 27/05/2021, Quarter 2 dated 28/05/2021, Quarter 3 dated 10/09/2021 and Quarter 4 dated 14/10/2021. There was evidence that the reports were submitted to CAO, LGPAC and RDC/LCV Chair through dated receipt stamps.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The four quarterly internal audit reports for FY2020/21 did not contain a section for follow-up on the status of implementation of prior findings/ recommendations.</p> <p>The Internal Auditor did not have any separate follow-up report on actions taken on previous audit recommendations.</p>	0

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 the internal audit reports for FY2020/21 were submitted to CAO, LGPAC and RDC/LCV Chair through the Registry on the following dates.</p> <p>Quarter 1 report is dated 27/05/2021 submitted on 31/05/2021</p> <p>Quarter 2 dated 28/05/2021, submitted on 31/05/2021</p> <p>Quarter 3 dated 10/09/2021 submitted on 10/09/2021</p> <p>Quarter 4 dated 14/10/2021 submitted on 04/11/2021.</p> <p>There was however no evidence that the reports of FY2020/21 have been discussed by the LG-PAC.</p>	0
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Kabale DLG OSR budget for FY 2020/21 was UGX475,160,000. What was collected was UGX402,149,150. Excluding sale of assets proceeds which were UGX55,220,000 the revenue for FY2020/21 was UGX346,929,150. This was 73% of what was budgeted and falls out of the +/-10% range.</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>According to the financial reports, Kabale DLG OSR performance for FY 2019/20 was UGX200,369,107. Performance for FY 2020/21 was UGX402,149,150. Excluding sale of assets proceeds which were UGX55,220,000 the revenue for FY2020/21 was UGX346,929,150. The increase was UGX 146,560,043 which was 73.1%, which was greater than 10%.</p>	2
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>According to Kabale DLG financial records, for FY 2020/21 the total local revenue collected was UGX346,929,150. Of this LST which usually the tax remitted to LLGs, was UGX110,744,750. During the FY, 2020/21, the amount remitted to LLGs was UGX107,937,127 which was 97.4%. This was higher than the mandatory 65%.</p>	2

Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>The procurement plan for the FY 2021/22 was seen displayed on the District notice board. Among others, there were notices on display at the notice board dated 2/12/2020, 18/8/2021, 18/8/2021 for the award of the Renovation of OPD at Kyanamira HC III at a contract price of UGX37,558,102 awarded to Bonnar Co., Ltd, Renovation of OPD at Kahungye HC II, at a contract price of UGX 53,158,764 awarded to Habasa Muhire and Sons Ltd, Construction of Kakomo Sec. School at a contract price of UGX 62,8549,932 awarded to Geses (U) Ltd respectively. Etc..</p>	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 no evidence that the LG's performance assessment results for FY2020/21 were published on the LG noticeboard or website.</p>	0
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>No evidence was seen concerning the conducting of Barazas, radio talk shows or other fora to provide feed-back on status of activity implementation.</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>No evidence not seen/available to confirm that the LG made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal.</p>	0

Reporting to IGG

Maximum 1 point on this Performance Measure

a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0

No specific single report has been written by the LG to the IGG about the investigation cases during FY2020/21, and the LG leadership informed us that there were no outstanding issues with the office of the IGG.

A check through the LG's IGG file established that the following communications have been made by the CAO to the IGG:

On 09/09/20 about alleged irregular receipt of allowances by Mr Donald Mwinzerwa and Mpirweruhanga Norah.

On 25/01/21 about non-payment of pension to Geoffrey Byaruhanga.

On 04/02/21 about non-payment of pension to Geoffrey Byaruhanga.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>We obtained and reviewed the PLE results for 2019 and 2020 and calculated the percentage change in performance. We noted that the PLE performance increased by 4.3% as evidenced below:</p> <p>□ 2,709 out of 3,200 (84.6%) pupils who sat PLE in 2019 passed between grade 1 and 3 (Div1 (210), Div 2(1,711) and Div3 (788)=2,709. This excludes absentees (2,236-36)=3,200. We noted that UNEB results combine both District and Municipal Council results.</p> <p>□ 2,936 out 3,299 (88.9%) pupils who sat PLE in 2020 passed between grade 1 and 3 (Div1 (379), Div2 (1,923), & Div3 (634)=2,936. This excludes absentees (3,333-34)=3,299</p> <p>□ Thus a percentage increase of 4.3% which is between 1&5 % hence the score is 2.</p>	2
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>We obtained and reviewed the UCE results for 2019 and 2020 and calculated the percentage improvement in performance for USE schools in Kabale DLG. We noted that the UCE performance increased by 12.3% as evidenced below:</p> <p>□ 564 out of 1,324(42.6%) students who sat UCE in 2019 passed between grade 1 and 3 (Div1 (58), Div2 (131) & Div3 (375)=564. We noted that in the previous performance assessment non USE schools were considered and also included secondary schools in the municipality.</p> <p>□ 745 out 1,357 (54.9%) students who sat UCE in 2020 passed between grade 1 and 3 (Div1 (129), Div2 (273) & Div3 (343)=745. This excludes absentees (0)</p> <p>□ Thus, performance improvement of 12.3%</p>	3

2	<p>Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 2 • Between 1 and 5% score 1 • No improvement score 0 	To be scored Zero for all LGs in Y1 & Y2	0
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>There was evidence that the education development grant was used on eligible activities as per sector guidelines.</p> <p>The review of the LG quarterly performance report (Q4) FY 2020/21 (page18) revealed that the approved sector development grant of 1,551,073,000Ugx was released in FY 2020/21 and spent on capital investments representing 100% of approved budget of 1,551,073,000Ugx.</p> <p>Specific details outlined below:</p> <ul style="list-style-type: none"> □ Construction of Buhara Seed SSS at a cost of 724,742,000Ugx under Output:078280. □ Supply of science kits and ICT equipment to Buhara Seed SSS at a cost of Shs. 258,022,000 □ Completion and payment of retention for construction of Kakomo SSS administration block at Shs.190,000,000 □ Etc. 	2

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

Maximum 8 points on
this performance
measure

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

Five (5) KDLG Education projects were
sampled to check certification of
infrastructure projects under Education.

Construction of a 5 stance VIP latrine at
Kabere P/S (UGX19,057,320) – certified by
DEO, CDO and environmental officers on
19/11/2020.

Construction of a 5 stance VIP latrine at
Nyamushungwa P/S (UGX19,520,628) –
certified by DEO, CDO and environmental
officers on 18/01/2021.

Construction of an administration block at
Kakomo Sec. School (UGX92,358,259) –
certified by DEO, CDO and environmental
officers on 22/06/2021. Requisition date
03/06/2021 and payment 29/06/2021.

Construction of Buhara Seed Sec. School
(UGX189,152,241) – certified by DEO, CDO
and environmental officers on 20/10/2020.

Construction of 5 stance VIP latrine at
Bwama P/S (UGX186,440,822) – certified
by DEO, CDO and environmental officers
on 23/11/2020.

Certification for education projects was
done in accordance with the guidelines.

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

Maximum 8 points on this performance measure

c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0

The variations in the Education sector contract prices were within +/-20% of the MoWT estimates. i.e.

1. Construction of Buhara Seed Sec. School (MoES/UgIFT WRKS/2018-2019/0119)

Contract Price: UGX 2,172,381,450

Engineer's Estimate: UGX 2,162,016,123

Price Variation: UGX 21,600,828

Percentage Variation: 1%

Comment: Variation below 20%

2. Project Name: Construction of an Administration block at Kakoma SS. (KABA512/2020/21/WRKS/00008)

- Contract Price: UGX 185,000,000

- Engineer's Estimate: UGX 190,000,000

- Price Variation: UGX 5,000,000

- Percentage Variation: 2.6%

- Comment: Variation below 20%

3. Construction of 5-stance VIP latrine at Bwama P/S (KABA512/2020/21/WRKS/00008)

- Contract Price: UGX 23,732,160

- Engineer's Estimate: UGX 23,818,300

- Price Variation: UGX -86,140

- Percentage Variation: -0.36%

- Comment: Variation below 20%

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

Maximum 8 points on this performance measure

d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY

- If 100% score 2

- Between 80 – 99% score 1

- Below 80% score 0

According to the LG annual budget performance report, by the end of the previous FY 2020/21, the education sector infrastructural project for the construction of Buhara Seed Sec. School is reported at 62% budget performance on page 74 which below 80%.

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0 	<p>The approved structure of primary school teachers in Kabale DLG stands at 1,342, of which 1,337 positions were filled and 05 not filled as per the circular on status of primary schools dated 1st November 2021 signed and stamped by Ag.District Education Officer (Tumwijukye Moses). Therefore the filled positions represent 99.6% i.e. 1,337/1,342. The score is 2</p>	2
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>The LG education department maintained a consolidated schools' asset register for FY 2019/20. It was reported that the department did not compile the consolidated asset register for FY2020/21 due to Covid 19 lockdown as per letter dated 27th October 2021</p> <p>The asset register for FY 2019/20 only covered the (113) UPE schools and captured the number of classrooms, number of latrines, number of desks and teacher accommodation as per the format 1, (page 60) provided in the Education and sports planning, budgeting and implementation guidelines for LGs (FY 2021-2022).</p> <p>The review of the consolidated schools' asset register for FY 2019/20 revealed that no single school was meeting all the basic requirements and minimum standards set out in the DES guidelines i.e. classroom: pupil ratio of 1:53, desk: pupil ratio of 1:3, latrine stance: pupil ratio of 1:40 and permanent accommodation for at least (4) teachers.</p> <p>For example, only (6) out of (113) UPE schools met the requirement for permanent accommodation for at least (4) teachers during FY 2019/20 i.e. Buhara PS, Mayebe PS, Kamuganguzi PS, Bwama PS, Mwisi PS and Kagunga PS respectively. Further analysis of the above schools indicated that:</p> <p>i) Buhara PS met all the minimum standards apart from the latrine stance: pupil ratio (1:57)</p> <p>ii) Muyembe PS met all the minimum standards apart from the latrine stance: pupil ratio (1:219)</p> <p>iii) Kamuganguzi PS met only (1) out of the (4) minimum standards (classroom 1:60, Latrine stance 1:87 & desk 1:6)</p> <p>iv) Bwama PS met only (1) out of the (4) minimum standards (classroom 1:60, Latrine stance 1:141 & desk 1:5)</p>	0

v) Kagunga PS met all the minimum standards apart from the classroom : pupil ratio (1:64)

Further evidence from sampled 03 UPE schools revealed that; (i) Kasheregyenyi PS had a classroom: pupil ratio of 1:44; latrine stance: pupil ratio of 1:22, desk: pupil ratio of 1:2 and teacher accommodation (2), (ii) Mwisi PS had a classroom: pupil ratio of 1:66; latrine stance: pupil ratio of 1:34, desk: pupil ratio of 1:3 and teacher accommodation (4) and (iii) Nyabushabi PS had a classroom: pupil ratio of 1:39; latrine stance: pupil ratio of 1:215, desk: pupil ratio of 1:3 and teacher accommodation (3)

Performance Reporting and Performance Improvement

5

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

Maximum 4 points on this performance measure

a) Evidence that the LG has accurately reported on teachers and where they are deployed.

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

The list of primary school teacher deployment obtained from the DEO's office revealed that (1,337) teachers were deployed in (113) UPE schools in Kabale District.

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

□ The number of teachers (20) on the DEO's deployment list was consistent with the number of teachers on the school staff list (20) in Mwisi primary school, Kitumba S/C

□ The number of teachers (11) on the DEO's deployment list was consistent with the number of teachers on the school staff list (11) in Kasheregyenyi PS, Kamuganguzi S/C

□ The number of teachers(14) on the DEO's deployment list was consistent with the number of teachers on the school staff list (14) in Nyabushabi PS, KynamiraS/C

It was verified that the total number of teachers as indicated on the DEO's deployment list was consistent with the number of teachers on the school staff lists in all the (3) sampled UPE schools i.e. Nyabushabi PS, Mwisi PS, and Kasheregyenyi PS as indicated above. Therefore the information on deployment list of teachers is 100% accurate.

2

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

Maximum 4 points on this performance measure

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

- If the accuracy of information is 100% score 2

- Else score: 0

The information on the LG education department consolidated asset register for FY 2019/20 and school asset registers of the sampled 3 UPE schools was verified in the sampled 03 UPE schools and found not to be consistent in 2 out of the 3 sampled UPE schools. Specific details as indicated below:

□ Kasheregyenyi PS: The education department consolidated school asset register for FY 2019/20 indicated that the school had (10) classrooms, (10) latrine stances, (143) desks and teacher accommodation (1) while the school asset register had (7) classrooms, (14) latrine stances, (153) desks and teacher accommodation (2). Information not consistent

□ Mwisi PS: The education department consolidated school asset register for FY 2019/20 indicated that the school had (11) classrooms, (26) latrine stances, (325) desks and teacher accommodation (2) while the school asset register had (17) classrooms, (33) latrine stances, (325) desks and teacher accommodation (4). Information not consistent

□ Nyabushabi PS: The education department consolidated school asset register for FY 2019/20 indicated that the school had (11) classrooms, (2) latrine stances, (138) desks and teacher accommodation(3) while the school asset register had (11) classrooms, (2) latrine stances, (138) desks and teacher accommodation(3). Information consistent

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>There was noncompliance to MoES annual budgeting and reporting guidelines. There was no evidence of submitted annual school reports and budgets highlighting; (i) school performance, (ii) a reconciled cash flow statements, (iii) an annual budget and expenditure report, and (iv) an asset register to DEO by January 30th. The LG claimed that they never received copies of the (2) sector guidelines from the MoES i.e. Planning, budgeting and implementation guidelines for LGs for education sector (May 2019) and Budgeting and implementation guidelines for primary and secondary schools (May 2019)</p> <p>We also found no copies in the sampled 03 UPE schools i.e. Nyabushabi PS, Mwisi PS and Kasheregyenyi PS respectively. Thus school head teachers had not submitted the annual school reports as required in the LG management of service delivery performance assessment manual (September 2020)</p>	0
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>We obtained and reviewed inspection reports and found no evidence that education department supported the UPE schools to prepare and implement SIPs in line with inspection recommendations. It was further noted that the school inspection staff were not aware of the SIP format provided in the budgeting and implementation guidelines for primary and secondary schools-page 21 since the LG never received the two sector guidelines.</p> <p>All the (3) UPE schools (Kasheregyenyi, Mwisi and Nyabushabi) visited had no school improvement plans in place. It was noted that schools never received the budgeting and implementation guidelines for primary and secondary schools (May 2019)</p>	0
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>The list of government aided primary schools (113) captured in Kabale district Performance contract FY 2020/21 is consistent with the number of schools (113) in excel data sheet (OTIMS) for FY 2020/21</p>	4

Human Resource Management and Development

7

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

Maximum 8 points on this performance measure

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:

Score 4 or else, score: 0

Kabale DLG budgeted for a head teacher and minimum of (7) teachers per school or a teacher per class in all the (113) Government aided primary schools.

Total of (1,339) primary teachers were budgeted for as per the approved work plan FY 2021/22 (page 82). The total wage bill provision for general staff salaries was UGX9,818,138,000 as per the LG Approved Budget Estimates for FY 2021/22. We noted that 109 out of 113 UPE schools had classes up to P7, (3) schools had classes up to P6 and (1) school had up to P5. While 102 out of 113 UPE schools had substantive head teachers.

4

7

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

Maximum 8 points on this performance measure

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

Score 3 else score: 0

The education department primary school deployment list for FY 2021/22 obtained from the DEO indicated that a total of (1,337) teachers were deployed in (113) UPE schools in FY 2021/22 as per sector guidelines e.g. all the (113) UPE schools had a minimum of (7) teachers per school or a minimum of one teacher per class for schools with less than P.7

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

□ Kasheregyenyi PS: The number of teachers (12) on deployment list 2021 is consistent with the number of teachers (12) on the school staff list.

□ Mwisi PS: The number of teachers (20) on deployment list 2021 is consistent with the number of teachers (20) on the school staff list.

□ Nyabushabi PS: The number of teachers (13) on deployment list 2021 is consistent with the number of teachers (13) on the school staff list.

It was established that deployment of teachers followed the MoES staffing norms including; All the 3 sampled UPE schools had a substantive head teacher and a minimum of (7) teachers while the teacher: pupil ratio was within the recommended ratio of 1:53, i.e. Nyabushabi PS (1:33), Mwisi PS (1:56) and Kasheregyenyi PS had (1:26) respectively.

3

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

Maximum 8 points on this performance measure

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

score: 1 else, score: 0

The teacher deployment data had been displayed on school notice board in all the 03 sampled UPE schools as indicated below:

□ Kasheregyenyi PS (Kamuganguzi S/C) deployment staff list displayed on the notice-board had (12) teachers including the head teacher

□ Mwisi PS (Kitumba S/C) deployment staff list displayed on the notice-board had (20) teachers including the head teacher i.e. Male (8) and Female (12)

□ Nyabushabi PS (Kynamira S/C) deployment staff list displayed on the notice-board had (13) teachers including head teacher i.e. Male (5) and Female (8)

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

Kabale district has a total of **113** Government Aided primary schools. The Assessor took a random sample of **10** schools to establish whether all Primary School Headteachers were appraised for the period under review (calendar year 2020) and Appraisal Reports were submitted to HRM with a copy to the DEO.

The review revealed that ***all Headteachers for Primary schools were appraised*** for the period under review as indicated by the sample below:

1. **Bariyo Justus**; Headteacher at ***Buhara Primary School***; was appraised by the Chairperson School Mgt. Committee on 2nd February, 2021 and the DEO endorsed the report on 1st March, 2021.

2. **Twibise Christine Ruth**; Headteacher ***Kyobugombe Primary School***, was appraised by the SMC chairperson on 3rd February, 2021. The Subcounty Chief and the DEO endorsed the report on 19th February, 2021.

3. **Muhozi Samson**; Headteacher; ***Kitooma Primary School***, was appraised by the SMC chairperson on 23rd February, 2021. The Subcounty Chief and the DEO endorsed the report on the same date.

4. **Kamuhanda George**; Headteacher at ***Mukooki Primary school*** was appraised by the SMC Chairperson on 18th January, 2021 and the Subcounty Chief signed the report on 27th January, 2021.

5. **Turyasingura Reuben**; Headteacher at ***Kyanamira Primary School***, was appraised by the SMC Chairperson on 17th February, 2021. The Subcounty Chief and the DEO signed the report on the same date.

6. **Kemigisha Bibian**; Headteacher at **Bukora Primary school** was appraised by the SMC Chairperson on 16th February, 2021 and the Subcounty Chief and DEO signed on 17th February, 2021.

7. **Murangira Peace**; Headteacher at **Mayengo Primary School** was appraised by the SMC Chairperson on 23rd February, 2021 and the Subcounty Chief signed on 23rd January, while the DEO endorsed the report on 26th February, 2021.

8. **Sabiiti Patrick**; Headteacher at **Kimogo Primary School**; was appraised by the SMC Chairperson on 18th February, 2021. The Subcounty Chief and the DEO signed the report on 24th February, 2020.

9. **Byaruhanga Erias**; Headteacher at **Mazzini Mixed Primary School**, was appraised by the SMC Chairperson on 25th February, 2021. The Subcounty Chief signed the report on 26th February, 2021, while the DEO endorsed the report on 6th March, 2021.

10. **Mushabe Bammwe Mary**; Headteacher at **Kakwiso Primary school** was appraised by the SMC Chairperson on 24th February 2021. The Subcounty Chief signed the report on 24th February, 2021 while the DEO endorsed the report on the 5th March, 2021.

8

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was no evidence presented to the assessor to confirm that all Secondary school teachers were appraised. There were no copies appraisal reports that were submitted by the DCAO or Chair Board of Governors (BoD) to HRM.

While the HRO explained that the DCAO conducted some appraisals for secondary school Headteachers, the appraisal reports were taken away by the appraised Headteachers (without making copies for the district) and submitted at the relevant offices at the Ministry of Education and Sports. The Assessor could not verify that allegation.

0

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

Maximum 8 points on this performance measure

c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0

The Assessor reviewed personal files of all the **Education Management Staff** and ascertained that the DEO appraised all the education management staff as indicated below:

- **District Inspector of Schools: Tumwijekye Moses**, file no. CR/T/461, was appraised by the DEO on 31st August, 2016 and the CAO endorsed the report on the same date.

- **Inspector of Schools: Nabaasa Wilberforce**; File No. CR/N/146 was appraised by the DEO on 7th August, 2021 and the CAO signed the report on 14th September, 2021.

- **Senior Education Officer: Ampeirwe Robert**; File No. CR/A/171 by the DEO on 17th August, 2021 and the CAO endorsed the appraisal report on 24th August, 2021.

- **Sports Officer: Orikiriza Gilbert**, file no. CR/O/016 was appraised by the DEO on 30th August, 20 and the DEO signed the report on 14th September, 2021.

- **Education Officer in charge of Guidance and Counseling: Komugisha Catherine**, File No. CR/K/064, was appraised by the DEO on 8th July, 2021 and the CAO endorsed the report on 17th July, 2021.

- **Senior Inspector of Schools: The position was vacant at the time of the assessment.**

- **Education Officer Special Needs: The position was vacant at the time of assessment.**

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

Maximum 8 points on this performance measure

d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0

We obtained and reviewed the Training Plan for education and sports department FY 2020/21. Training areas included; diploma in education (primary) for education assistant II, Bachelors of primary education for head teachers, degree in library and records management for records assistant, master degree for Ag.Inspector of schools, etc. We noted that all training programmes are under self sponsorship arrangement hence staff not bonded.

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>We noted from DEO, that the district was compliant and had no errors for correction regarding the submitted school lists and enrolment data. Therefore there was no need of communicating corrections/revisions of school lists and enrolment numbers submitted in PBS as well as adjusting the IPFs for Kabale district</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>The review of the LG quarterly budget performance QTR 4 FY 2020/21 indicated that a total of 56,700,000Ugx (100%) was spent under output 078402 for monitoring and supervision of secondary education (page 76). No funds were spent on output 078401. The money was spent as per sector guidelines i.e. monitoring and inspection of all education institutions in Kabale district, conducted sensitization of parents, teachers and pupils on the importance of nutrition of their children and the need for school feeding, and sensitized school stakeholders on their specific roles in schools in a bid to improve academic performance.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>The timeliness of warranting for schools' capitation grants was tested in the three terms as follows:</p> <p>Term1 (which is quarter 3) cash limits were communicated through MoFPED circular dated 8th January. The CAO warranted 12th January 2021 and the funds were sent on 19th January 2021.</p> <p>For Term 2 (which is quarter 4), MoFED circular is dated 31st March 2021 and the CAO warranted on 4th April 2021 and disbursements to LLGs and facilities were made on 9th April 2021</p> <p>For Term 3 (which is quarter 1), the MoFPED circular is dated 9th July 2020, the CAO warranted on 17th July 2020 and the funds were sent to the LLGs and facilities on 12th August 2020.</p> <p>In all the three cases, the 5 days deadline was met after adding the 4 days allowance.</p>	2

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

Maximum 8 points on this performance measure

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

There was evidence that the DEO communicated capitation releases to schools within three working days of release as per details below:

□ Third quarter (FY2020/21) capitation grant funds amounting to Shs.427,724,071 was invoiced and displayed on departmental notice-board on 2nd February 2021 and the CAO warranted payment on 10th February 2021.

□ Fourth quarter (FY 2020/21) capitation grant funds amounting to Shs.898,567,491 was invoiced and displayed on the departmental notice-board on 18th May 2021

□ Releases of non-wage for QTR 1 FY 2020/21 amounting Shs.31,486,708 for UPE capitation grant was invoiced and displayed on the departmental notice board on 14th July 2020 and transferred to schools on 15th July 2020

There was evidence of posting of capitation grant releases for QTR 2, 3 and 4 during FY 2020/21 on school notice-boards in all the (3) sampled UPE schools i.e.

□ Nyabushabi PS – Shs.3,716,000 for Term II 2020, October 2020 (SOPs) shs.1,500,000 and Shs.1,034,000 for Term III 2021, etc.

□ Mwisi PS – Term I2020=2,260,000, Term II=Shs. 1,892,000 and Term III=2,858,333

□ Kasheregyenyi PS: Term I=1,682,000 and Term II=2,780,000

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>The education department held the inspection preparatory meeting on 8th August 2020. Discussed allocation of schools to inspectors under Min.5/2020 for Term I-2020. Specific details here below:</p> <ul style="list-style-type: none"> ☐ Inspector of Schools-Nabaasa Wilberforce (34 schools) ☐ Inspector of Schools-Nabaasa Wilberforce (34 schools) ☐ SEO-Ampeire Robert (24 schools) ☐ Education officer- Orikiriza Gilbert (19 schools) ☐ DEO-Moses Tumijukye (25 schools) ☐ Education officer (Guidance & counseling)-Kyomugisha Catheline (17 schools). <p>The meeting was attended by DEO, SIS, SEO, SO and EO.</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>Kabale district education department had one school inspection report entitled: Joint monitoring and inspection exercise on compliance of SOPs following the re-opening for semi candidate classes in all education institutions of Kabale district dated 21st April 2021. This was conducted in response to DES circulars to all education institutions dated 24th November 2020 and 1st February 2021.</p> <p>Number of schools/institutions covered:</p> <ul style="list-style-type: none"> ☐ UPE schools: All the 113 schools were covered representing 100% ☐ USE schools: All the 14 secondary schools were covered representing 100% ☐ Technical institutes: All the 2 technical institutes were covered representing 100% ☐ Private primary schools: All the 20 qualifying schools were covered representing 100% ☐ Private secondary schools: All the 10 qualifying schools were covered representing 100% <p>This implies that the coverage was at 100% and the score is 2</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>There was evidence of a joint meeting to discuss inspection report dated 21st May 2021. The meeting was attended by (11) district officials including; RDC, C/person LC V, V/Chairperson, Sec. Health, Education and community services, Sec. Production and marketing, Sec. Finance, planning and works, Ag. Principal inspector of schools, SEO, IO, and EOs. The meeting was chaired by RDC (Chairperson Covid 19 Task Force). The Joint inspection report was presented under Min.III/2021 and discussed under Min IV/2021.</p> <p>Verification was done through the review of inspection files in 3 sampled UPE schools and established that:</p> <p>□ Kasheregyenyi PS in Kamuganguzi S/C had evidence of inspection/monitoring reports (2) dated 15th March 2021 by (IS), and 17th December 2020 by (Luben-AA) .</p> <p>□ Mwisi PS in Kitumba S/C had evidence of one inspection report (2) during FY 2020/21 dated 12th April 2021 by Ag. Principal Inspector of Schools</p> <p>□ Nyabushabi PS in Kynamira had evidence of one inspection/monitoring feedback report during FY 2020/21 dated 27th April 2021</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>There was evidence of DES acknowledgement letter for submission of school inspection report for Term I 2021 dated 28th April 2021. The report was submitted by the Ag. Principal inspector of schools (Tumwijukye Moses) and received by DES secretary (Kirenda Winnie).</p> <p>Findings from the sampled 03 UPE schools indicated evidence of school inspection reports as indicated below</p> <p>□ Kasheregyenyi PS in Kamuganguzi S/C had evidence of inspection/monitoring reports (2) dated 15th March 2021 by (IS), and 17th December 2020 by (Luben-AA) .</p> <p>□ Mwisi PS in Kitumba S/C had evidence of one inspection report (2) during FY 2020/21 dated 12th April 2021 by Ag. Principal Inspector of Schools</p> <p>□ Nyabushabi PS in Kynamira had evidence of one inspection/monitoring feedback report during FY 2020/21 dated 27th April 2021</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>Minutes of the Education, Health and Community Based Services Committee of Council meeting on 10/02/2021 discussed Education service delivery issues including</p> <p>-The unreleased funds for the renovation of Bigaaga P/S and construction of Nyinabirere Skills Development Centre</p> <p>-Pending construction of Buhara Seed School playground</p> <p>-Procurement of iron sheets and roofing nails for primary schools (Min.06/HEC/2021(B)).</p>	2
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11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, score: 2 or else score: 0</p>	<p>There was evidence of community engagement meetings held in FY 2020/ 2021 as indicated below:</p> <p>□ Radio talk show held on 22nd April 2021 on VOK FM. The radio programme aimed at sensitizing parents and other school stakeholders on their roles in communities in relation to maintaining pupils in schools and reducing the rate of absenteeism.</p> <p>□ Report on the Radio talk show held on VOK FM on 12th June 2021 on psycho-social support to children. The radio programme aimed at bringing hope to children that had been affected by domestic violence in their homes as a result of Covid 19 lockdown (closure of schools)</p>	2
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Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, score: 2, else score: 0</p>	<p>There was no up to-date consolidated LG asset register during FY 2020/21. This was confirmed in letter dated 27th October 2021 (stamped and signed by Ag.Senior Inspector of schools-Nabaasa Wilberforce) indicating that the education department did not compile the asset register for FY 2020/21 due to closure of schools as a result of Covid 19.</p>	0
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12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>For FY 2020/21, the KDLG Education department had the following projects:</p> <p>Procurement of iron sheets for primary schools UGX23,000,000</p> <p>Construction of the administration block at Kakomo S. S in Kitumba S/C UGX200,000,000</p> <p>Construction of 5 stance VIP latrines at six primary schools: Nyamushungwa P/S in Kaharo S/C, Kabere P/S in Butanda S/C, Katenga P/S in Kamuganguzi S/C, Rushabo P/S in Rubaya S/C, Kahondo in Maziba S/C and Bwama in Kitumba S/C. UGX139,950,362.</p> <p>No evidence was provided concerning carrying out desk appraisals for Education projects of FY202021.</p>	0
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, <i>score 1 else score: 0</i></p>	<p>For FY 2020/21, the Education department had the following projects:</p> <p>Procurement of iron sheets for primary schools UGX23,000,000</p> <p>Construction of the administration block at Kakomo S. S in Kitumba S/C UGX200,000,000</p> <p>Construction of 5 stance VIP latrine at six primary schools including Nyamushungwa P/S in Kaharo S/C, Kabere P/S in Butanda S/C, Katenga P/S in Kamuganguzi S/C, Rushabo P/S in Rubaya S/C, Kahondo in Maziba S/C and Bwama in Kitumba S/C. UGX139,950,362.</p> <p>No evidence was provided concerning field appraisals for KDLG Education projects of FY202021.</p>	0
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>According to the sector procurement plan for FY 2021/22 submitted to PDU on 25/6/2021, the LG Education department did not budget for construction of a Seed Sec. School and therefore not incorporated in the procurement plan for the current FY. However other infrastructure projects were budgeted for and incorporated in the plan. ie. Construction of 5-stance VIP latrines in 6 primary schools and Completion of Kakomo Secondary school.</p>	1

Procurement, contract management/execution

Maximum 9 points on this performance measure

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*

The school infrastructural projects were approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction.

See details below;

1. Construction of Buhara Seed Sec. School (MoES/UgIFT WRKS/2018-2019/0119)

- Minutes of Contracts Committee meeting dated:14/6/2019

- Evaluation report dated24/5/2019

- Min. of approval: CC12/2018-2019(6)a

- Contract sum: UGX 2,172,381,450

- Contract agreement signed on: 11/7/2019

- Contractor: Geses (U) Ltd

2. Project Name: Construction of an Administration block at Kakoma SS. (KABA512/2020/21/WRKS/00008)

- Minutes of Contracts Committee meeting dated:8/9/2020

- Evaluation report dated 3/9/2020

- Min. of approval: CC04/2020-2021(6)ii

- Contract sum: UGX 185,000,000

- Contract agreement signed on: 20/10/2020

- Contractor: Sango Bay Engineering (U) Ltd

3. Construction of 5-stance VIP latrine at Bwama P/S (KABA512/2020/21/WRKS/00008)

- Minutes of Contracts Committee meeting dated: 8/9/2020

- Evaluation report dated 7/9/2020

- Min. of approval: CC04/2020-2021(6) ii

- Contract sum: UGX 23,732,160

- Contract agreement signed on: 7/10/2020

- Contractor: Andwyc Constructors and Suppliers Ltd

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i>	The PIT constituted on 20/10/2020 for the construction of the education sector projects implemented during the previous FY. i.e.: Construction of an Administration block at Kakoma SS and Construction of 5-stance VIP latrines in 6 Primary schools was incomplete because it missed the project manager and clerk of works on board.	0
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES <i>Score: 1, else, score: 0</i>	<p>Site visit was done to a complete construction of Buhara seed Sec. school.</p> <p>On site were completed structures of three 2-classroom blocks, ICT & Library, Multi-purpose hall, science lab, administration block, a leveled play ground with grass planted and 3 twin staff houses with kitchen & 2-stance latrines. The defects on the floor screed identified had been fixed by the contractor.</p> <p>Spot measurements for ICT and Library structure were taken and were standard as follows;</p> <ul style="list-style-type: none"> • The traces are wooden with pre-painted 26-gauge Iron sheets. • Front door: 1.5m/2.4m standard • Front windows: 1.2M/1.5M standard • Apron:1.5M 	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	For the construction of Buhara Seed Sec. School, minutes of site meetings were availed and reviewed from the project file, these dated 25/3/2021,15/4/2021,3/5/2021 etc.. implying that site meetings were being conducted on a monthly basis as required.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i>	During critical stages of construction of Buhara Seed Secondary school as of FY2020/21, technical supervision involving the environment officer, DCDO was not done. This was only done by the D/Engineer alone according to supervision reports dated 31/5/2021,24/9/2020, 30/7/2020 etc.	0

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

Five (5) KDLG Education infrastructure projects were sampled to check certification and timeliness of payment for projects under Education.

Construction of a 5 stance VIP latrine at Kabere P/S (UGX19,057,320) – certified by DEO, CDO and environmental officers on 19/11/2020. Requisition dated 19/11/2020 and payment dated 17/12/2020 (28 days).

Construction of a 5 stance VIP latrine at Nyamushungwa P/S (UGX19,520,628) – certified by DEO, CDO and environmental officers on 18/01/2021. Requisition dated 19/01/2021 and payment dated 11/02/2021 (22 days).

Construction of an administration block at Kakomo Sec. School (UGX92,358,259) – certified by DEO, CDO and environmental officers on 22/06/2021. Requisition date 03/06/2021 and payment 29/06/2021 (26 days).

Construction of Buhara Seed Sec. School (UGX189,152,241) – certified by DEO, CDO and environmental officers on 20/10/2020. Requisition dated 19/10/2020 and payment dated 22/10/2020 (3 days).

Construction of 5 stance VIP latrine at Bwama P/S (UGX186,440,822) – certified by DEO, CDO and environmental officers on 23/11/2020. Requisition dated 25/11/2020 and payment dated 22/12/2020 (27 days).

Certification for education projects was done in accordance with the guidelines but in 4 out of the 5 sampled projects payment was effected beyond the 14 days limit.

Procurement, contract management/execution

Maximum 9 points on this performance measure

h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, *score: 1, else, score: 0*

The sector procurement plan for last FY was not submitted on time to PDU. i.e., submitted on 21/7/2020 and received in PDU on the same date which is beyond April 30 being the PPDA required deadline.

<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i></p>	<p>The LG had a complete procurement files for the school infrastructure contracts with all records as required by the PPDA Law. For example;</p> <ol style="list-style-type: none"> 1. Construction of Buhara Seed Sec. School (MoES/UgIFT WRKS/2018-2019/0119) <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated:14/6/2019 • Evaluation report dated24/5/2019 • Min. of approval: CC12/2018-2019(6)a • Contract sum: UGX 2,172,381,450 • Contract agreement signed on: 11/7/2019 • Contractor: Geses (U) Ltd 2. Project Name: Construction of an Administration block at Kakoma SS. (KABA512/2020/21/WRKS/00008) <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated:8/9/2020 • Evaluation report dated 3/9/2020 • Min. of approval: CC04/2020-2021(6) ii • Contract sum: UGX 185,000,000 • Contract agreement signed on: 20/10/2020 • Contractor: Sango Bay Engineering (U) Ltd 3. Construction of 5-stance VIP latrine at Bwama P/S (KABA512/2020/21/WRKS/00008) <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated: 8/9/2020 • Evaluation report dated 7/9/2020 • Min. of approval: CC04/2020-2021(6)ii • Contract sum: UGX 23,732,160 • Contract agreement signed on: 7/10/2020 • Contractor: Andwyc Constructors and Suppliers Ltd
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Environment and Social Safeguards

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>From the grievance focal person there were no grievances arising from projects implemented under education department that were recorded, investigated, responded and reported in line with the LG grievance redress framework</p>	3
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was no evidence of education guidelines incorporating E&S developed during FY 2020/21 by the Environment Officer.</p>	0
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0</p>	<p>The BOQ for the construction of the administration block at Kakomo secondary school did not have the costed ESMP incorporated. Rather, the Engineer included Safety health and welfare at work costed 150.000, HIV/AIDS and STD prevention at 100.000, Environmental and Social Safeguards compliance costed at 150.000, Holidays and transport for workers costed at 150.000.</p> <p>The Environmental and social considerations in the BoQ were not a result of costed ESMPs developed by the Environment Officer and Community Development Officer</p>	0
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, score: 1, else score:0</p>	<p>There was no proof of land ownership, access of school construction projects. The District specified that almost all schools are on church founded land and the titles are with the foundation bodies.</p>	0

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i></p>	<p>On file there was a monitoring report for the construction of VIP latrine at Nyamushungwa Primary School in Kaharo Subcounty Dated 28/6/2020. The report was signed by both the Environment Officer and DCDO</p> <p>Monitoring report on environmental and social safeguards for the construction of a VIP Latrine Khondo primary school located in Rwakashendwa village, Rujama parish in Miziba in Kabale District. Dated 2/6/2021</p> <p>Monitoring report on environmental and social safeguards for the construction of a VIP Latrine at bwama primary school kitumba subcounty. 10/6/2021</p> <p>Monitoring report on environmental and social safeguards for the construction of a VIP Latrine at Rushabo primary school located in buramba parish in Butanda subcounty. Dated 30/6/2021</p>	2
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments</p> <p><i>Score: 1, else score:0</i></p>	<p>There was no evidence that all contractor's works were certified by the Environment and Community Development Officer prior to payment.</p> <p>The Environment Officer and the Community Development Officer availed only two contractor payment certificates out of the five sampled projects:</p> <p>Construction of a 5 stance VIP latrine at Nyamushungwa primary school amount worth UGX19,520,628 –certified by DEO, CDO and environmental officers on 18/01/2021.</p> <p>Construction of 5 stance VIP latrine at Bwama primary school amount worth UGX186,440,822 certified by DEO, CDO and environmental officers on 23/11/2020.</p>	0

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 <u>was evidence</u> to confirm that Kabale DLG registered increased utilization of Health Care Services (focus on total d deliveries. The computation of the utilization of Health Care Services was guided by final updated data Collection Checklists dated 26.10.2021 (Page 22) that noted that computation should be based on all the HCIIIs and HCIVs. Findings indicate that Kabale DLG has twelve (12) HC IIIs including PNFPs and two (2) HC IVs. The assessment team reviewed health unit annual reports (HMIS 107) for all HC IIIs and HC IVs for FY 2020/2021 and compared them with FY 2019/2020. The findings were as described below;</p> <p>The total deliveries were; FY 2019/2020=2,525 and FY2020/2021=3,117 which represents an overall increase of 23.4%. Therefore, Kabale DLG registered increased utilization of Health Care Services (23.4%) as per the requirements of the performance measure.</p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>Kabale DLG Annual Performance Report for FY 2020/21 shows that UG 1,823,869,000 was budgeted for the health development while UGX2,195,955,000 was received. The total amount spent was UGX1,379,453,000, leaving a balance of UGX830,501,000. The projects where the Health Development grants were spent included:</p> <p>Upgrading Kahondo HCII to III (still ongoing)</p> <p>Upgrading Kitoma HCII to III (still ongoing).</p> <p>Others which were completed included renovations at Kafunjo HCII, construction of a 2 stance VIP latrine at Kigarama HCII and renovation of the OPD at Karujanga HCII, among others.</p> <p>These activities are eligible under the grant guidelines. They didn't involve purchase of land, procurement of vehicles etc.</p>	2

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

Maximum 8 points on this performance measure

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

Five (05) certifiable payments out of FY2020/21 infrastructure projects of Kabale DLG Health were sampled.

Renovation of Rubaya HCIV (UGX29,765,439) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 30/03/2021.

Upgrade of Kitooma HCII to III (UGX218,265,254) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 15/03/2021.

Construction of a placenta pit at Nyamiryango HCII in Butanda S/C (UGX218,265,254) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 18/01/2021.

Renovation of OPD at Kyasano HCII (UGX12,372,300) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 18/01/2021.

Renovation of OPD at Karujanga HC II (UGX12,567,708) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 18/01/2021.

Certification for health projects was effected in accordance with the guidelines.

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>The contract prices of sampled health infrastructure investments were within +/-20% of the MoWT Engineer's estimates. For example;</p> <p>1. Project Name: Upgrade of Kahondo and Kitooma HC IIs to HC III. (MoH/WRKS/2020-2021/00007/LOT 17)</p> <p>Contract Price: UGX 1,299,197,937</p> <p>Engineer's Estimate 1,300,000,000</p> <p>Price Variation: UGX -802,063</p> <p>Percent Variation: -0.06%</p> <p>Comment: Variation below 20%</p> <p>2. Project Name: Renovation of OPD at Kyanamira HC III</p> <p>Contract No: KABA512/2020/21/WRKS/00020</p> <p>Contract Price: UGX 15,048,540</p> <p>Engineer's Estimate 15,000,000</p> <p>Price Variation: UGX 48,540</p> <p>Percent Variation: 0.3%</p> <p>Comment: Variation below 20%</p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	<p>From the annual budget performance report for FY 2020/21, the 2 health sector projects regarding upgrade of Kitooma and Kahondo HC II to HC III were reported having performed at 73% on page 66 as per the budget which is below 80%.</p>	0

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

Maximum 4 points on this performance measure

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

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

There was **no evidence** to confirm whether Kabale DLG recruited staff for all the Eight (8) government HCIIIs the two (2) HCIVs as per staffing structure. The staff structure obtained from DHO indicated that HC IVs required to have 48 staff while HC IIIs required to have 19 health workers.

According to the FY 2021/2022 approved budget, Generated on 29/06/2021 04:46 1 (page 23), the allocated conditional Sector Conditional Grant (Wage) was 4,019,699,000/= part of which caters for the 176 deployed staff out of the 248 staffing norm for the available HC IIIs and HC IVs. This implies that only **71.0%** of positions of health workers for the available HC IV and HC IIIs were filled. The details of the percentage of health workers positions filled for facilities was as follows;

1. **Buhara Health Centre III**; 16 staff were deployed out of 19 required staffing norms. This represents 84.20% of filled positions.
2. **Butanda Health Centre III**; 11 staff were deployed out of 19 required staffing norms. This represents 57.9% of filled positions.
3. **Bwama Health Centre III**; 7 staff were deployed out of 19 required staffing norms. This represents 36.80%% of filled positions.
4. **Kaharo Health Centre III**; 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.
5. **Kakomo Health Centre III**; 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.
6. **Kamuganguzi Health Centre III**; 18 staff were deployed out of 19 required staffing norms. This represents 94.7%of filled positions.
7. **Kasheregyenyi Health Centre III**; 7 staff were deployed out of 19 required staffing norms. This represents 36.8% of filled positions.
8. **Kyanamira Health Centre III**; 16 staff were deployed out of 19 required staffing norms. This represents 84.20% of filled positions.
9. **Maziba Health Centre IV**; 32 staff were deployed out of 48 required staffing norms. This represents 68.8%of filled positions.
10. **Rubaya Health Centre IV**; 35 Staff were deployed out of 48 required staffing norms. This represents 72.9%of filled positions.

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

Maximum 4 points on this performance measure

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

- If 100 % score 2 or else score 0

The LG implemented 2 projects where Kitooma and Kahondo HC IIs were being upgraded to HC III. From the site visits made to the 2 sites still under construction, it was established that not all conformed to the approved standards as per the MOH facility infrastructure Designs as detailed below;

1. Upgrade of Kitooma HC II to HC III.

From the site visit, it was established that the contractor was still on site and works were still on going. Existing on site was a structure for maternity ward constructed with in the approved standard drawings, a 4-stance VIP latrine, a placenta pit, waste disposal pit, a 1800CC water tank with works on going of terrazzo screed polishing. On spot measurements were taken on the maternity ward structure as follows;

- Front windows were 8 and measured 1.46M/1.45M against standard 1.5M/1.5M.
- From doors were 2 and measured 1.45M/2.33M against standard 1.5M/2.4M.
- Apron was 0.6M standard
- Side ramp measured 1.92M/3.65M

2. Upgrade of Kahondo HC II to HC III.

From the site visit, it was established that the contractor was still on site and works were still on going. Existing on site was a structure for maternity ward constructed with in the approved standard drawings, a 4-stance VIP latrine, a placenta pit, waste disposal pit, a 1800CC water tank with works on going of terrazzo screed installation. On spot measurements were taken on the maternity ward structure as follows;

- Front windows were 8 and measured 1.5M/1.5M standard.
- From doors were 2 and measured 1.5M/2.4M. standard
- Apron was 0.6M standard
- Side ramp measured 1.92M/3.65M

Performance Reporting and Performance Improvement

Accuracy of Reported Information: The LG maintains and reports accurate information

Maximum 4 points on this performance measure

a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0

There was **no evidence** to confirm whether the information given by Kabale DLG on the position of health workers filled was accurate as evidenced by the findings from three (3) randomly sampled health facilities. The assessment team reviewed the staff list for FY 2021/2022 and compared it with the staff lists found at the sampled health facilities. The details of the findings were as follows;

1. **Kaharo HC III;** 18 health workers deployed as per staff list obtained from the DHO. There was an observed deviation between the staff list obtained from the DHO and the list found at the facility. For instance, Tumuhimbise Glorius (Porter) and Kwarikunda Vice (Nursing Assistant) appeared on the list obtained from the DHO but did not found reflected on the facility duty roster at the facility.
2. **Kyanamira HC III;** 15 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility.
3. **Maziba HC IV;** 32 health workers deployed as per staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility.

Therefore, since there was an observed deviation at Kaharo HC III, Kabale DLG did not meet the requirements of this indicator.

Accuracy of Reported Information: The LG maintains and reports accurate information

Maximum 4 points on this performance measure

b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0

There **was evidence to** confirm that that information on health facilities constructed and functional was accurate. The list obtained from the DHO included the following items; 1) Construction and a maternity ward at Kahondo HC III (Upgraded to HC III); Construction of maternity ward, VIP latrine and Placenta pit at Kitooma HC III (Upgraded to HC III),

The assessment team reviewed the annual PBS report (quarter 4) submitted on 28/08/2021 (Page 66) and established that information on the above-mentioned projects was accurate.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was no evidence** to confirm whether health facilities in Kabale DLG prepared and submitted Annual Workplans & budgets to the DHO by March 31st of the FY 2020/2021 as per the LG Planning Guidelines for the Health Sector. The assessment team randomly sampled Annual Workplans & budgets for three health facilities and established the following.

1. **Maziba HC IV:** Submitted its Annual Workplans & budgets for FY 2021/2022 to the DHO on 24th July 2021
2. **Kyanamira HC III:** Submitted its Annual Workplans & budgets for FY 2021/2022 to the DHO on 1st July 2021.
3. **Kaharo III:** Submitted its Annual Workplans & budgets for FY 2021/2022 to the DHO 5th August 2021.

All the Annual Workplans & budgets were for the sampled Health facilities were submitted beyond the recommended date of 31st March of FY 2020/2021 and thus could not attract a score.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was no evidence** to confirm whether health facilities prepared and submitted to the DHO Annual Budget Performance Reports for the FY 2020/2021 by July 15th of as per the Budget and Grant Guidelines. The acting DHO said that he was not aware of the fact that health facilities were required to prepare and submit to his office the annual Budget Performance Reports to his office. By end of day two (2) of the assessment in Kabale DLG, no evidence had been shared with the assessment team with regards to this effect.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There **was evidence** to confirm that health facilities had developed and reported on the implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports. The assessment team randomly sampled PIPs for three (3) facilities and established the following;

1. **Maziba HC IV:** Submitted its PIP on 6th July 2021, 21 endorsed by In-charge, Chairperson HUMC, Ag.DHO and CAO.
2. **Kaharo HC III:** Submitted its PIP on 2nd July 2021 endorsed by In-charge, Chairperson HUMC, Ag.DHO and CAO.
3. **Kyanamira HC III:** Submitted its PIP on 7th July 2021 endorsed by In-charge, Chairperson HUMC, Ag.DHO and CAO.

The assessment team reviewed the improvement plans and DHMT assessment reports and established that performance issues were incorporated as follows;

- The Quarter 4 DHMT assessment report noted at Kaharo HC III HB estimation was not done at all. The review of its PIP (Page 22) indicated that they had planned to purchase HCG testing kits to ensure HB estimation at all times ; costed at 180,000/=
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- The assessment report dated 19th April 2021 indicated that there was limited male involvement in MCH at Maziba HC IV. The review of its PIP (Page 9) noted that the health facility had planned to conduct out community sensitization reaches on ANC and facility deliveries with an annual budget of 1,224,000/=.

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

Maximum 14 points on this performance measure

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

- score 2 or else score 0

There was **no evidence** to confirm whether health facilities in Kabale DLG submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter).

The assessment team randomly sampled three (3) facilities and established that the monthly (and quarterly reports were submitted timely. Findings from the three (3) Facilities randomly sampled for this assessment were as follows.

1. **Kaharo HC III:** The assessment team observed that **some and** not all the monthly reports were submitted timely (7 days following the end of **each month. For instance, the HMIS report for November was submitted on 11th December 2021.**
2. **Maziba HC IV:** The assessment team observed that all the monthly and quarterly HMIS reports were submitted timely (7 days following the end of each month and quarter).
3. **Kyanamira HC III:** The assessment team observed that all the monthly and quarterly HMIS reports were submitted timely (7 days following the end of each month and quarter).

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

Maximum 14 points on this performance measure

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

Note: Municipalities submit to districts

There **was evidence** to confirm that health facilities submitted their RBF invoices timely (By the 15th of the month following the end of the previous Quarter. The assessment team randomly sampled RBF invoices for the 4th Quarter (FY 2020/2021) for three (3) and established that the submission was made timely as follows;

1. **Maziba HC IV:** Made Its submission on 1st July 2021
2. **Kaharo HC III:** Made Its submission on 8th July 2021.
3. **Kyanamira HC III:** Made Its submission on 8th July 2021.

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

Maximum 14 points on this performance measure

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

There was **no sufficient evidence** to confirm whether Kabale DLG submitted timely (by end of 3rd week of the month following the end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities. The assessment team established that RBF invoices for all RBF Health Facilities were submitted to MOH as follows;

1. **Quarter 2:** Submission was made by email to the RBF regional focal point person (Twinomugisha B. Stephen) on twincoxsteve@gmail.com. The submission was made on Thursday, Jan 28, 2021, at 5:29 PM.
2. **Quarter 3:** Submission was made by email to the RBF regional focal point person (Twinomugisha B. Stephen) on twincoxsteve@gmail.com. The submission was made on Thursday, Apr 27, 2021, at 5:32 PM by Besigansi Alfred (besigalfred@yahoo.com), the acting DHO. There was no evidence for submission on the Quarter 1 and 4 invoices shared with the assessment team.

However, the assessment team established that the URMCHIP Implementation Manual (August 2021), page 33 notes that the deadline should be the 28th day of the first month after the end of the quarter and not the 3rd week of the month following the end of the quarter as reflected in the LGMSD manual (Edited). The DHO explained that this is the date (28th day of the first month after the end of the quarter) they follow to ensure that submissions are timely.

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

Maximum 14 points on this performance measure

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

Quarterly reports for the health department were submitted to the Planning unit as follows:

- Quarter one report submitted on 30/10/2020
- Quarter two report submitted on 27/01/2021
- Quarter three report submitted on 27/04/2021
- Quarter four report submitted on 26/07/2021

The reports were submitted within the one month deadline after the quarter.

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The assessment team established that DHMT had developed Performance Improvement Plan (PIP) for the weakest performing health facilities. The Performance Improvement Plan was endorsed by the Ag.DHO and CAO on 23rd July 2021</p>	1
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was evidence to confirm that Kabale DLG had Implemented a Performance Improvement Plan for weakest performing facilities. The assessment team established that the DHMT had implemented activities such as health facility support supervision, holding Quarterly HTMT review meetings and the timely submission of HMIS reports in the FY 2020/2021.</p>	1

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 to confirm whether Kabale DLG health department Budgeted for health workers as per guidelines or in accordance with the staffing norms. The approved staff structure obtained from DHO's office indicates an approved structure of 508 health care workers. The review of the approved Budget Estimates for FY 2021/2022 Generated on 29/06/2021 04:46 (Page 22) revealed that Sector Conditional Grant (Wage) allocation for Kabale DLG health department was 4,019,699,000/= to cater for the 390 health care workers in post. Therefore, Kabale DLG health department did not budget for the health workers as per guidelines /in accordance with the staffing norm since the approved budget did not cater for all the 508 approved health workers.</p>	0
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Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

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

Kabale DLG health department **did not** deploy health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms. The assessment team reviewed deployment lists for FY 2021/2022 and noted that some health facilities did not have at least 75% of staff required) in accordance with the staffing norms. For instance; Maziba HC IV had deployed 32 staff out 48 required as per staffing norms (66.7%) while; Kasheregyenyi Health Centre III and Bwama Health Centre III had deployed 7 staff out 19 required as per staffing norms (36.8%). Therefore, the Kabale DLG health department did not meet the requirements of the indicator.

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

Maximum 9 points on this performance measure

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

The was **evidence to confirm** that health workers were working in health facilities where they are deployed. The assessment team reviewed the deployment list for FY 2021/2022 and compared it with the logs in the attendance book at the randomly sampled health facilities and established that the two were in agreement. The assessment team sampled three health facilities (Maziba IV, Kyanamira HC III and Kaharo HC III) and established that was no variance between the deployment list obtained from DHO's and logs in the staff attendance books found at the health facilities as described below;

1. **Maziba HC IV:** 32 health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.
2. **Kyanamira HC III:** 15 health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.
3. **Kaharo HC III:** 19 health workers deployed as per the deployment obtained from the DHO. The staff list found the health facility was Staff list was in agreement with the list obtained from the DHO.

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

Maximum 9 points on this performance measure

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

There **was evidence** that the Kabale DLG publicized health workers deployment and disseminated by, among others, posting on facility notice boards. The assessment team visited three (3) sampled health facilities and found staff lists for FY 2021/2022 available on the Notice Boards at Maziba HC IV, Kyanamira HC III and Kaharo HC III.

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

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

The Assessor reviewed personal files of health facility Incharges and established that the DHO appraised all the Incharges as indicated in the examples below:

Appraisal of HC IV Incharges by the DHO :

1. **Tumwesigye Ronald;** a Senior Medical Officer and Incharge at **Maziba HC IV**, was appraised by Dr.Besigensi Ronald-the DHO- on 5th July, 2021 and the CAO endorsed the report on 27th July, 2021.
2. **Byamukama Lawrence;** a Senior Clinical Officer and Incharge at **Kakomo HC IV**, was appraised by the DHO on 5th September, 2021 and the CAO endorsed the report on 7th September, 2021

Appraisal of HC III Incharges by the DHO:

1. **Akandinda Patience;** a Clinical Officer and Incharge at **Kaharo HC III**, was appraised by *Dr. Mubanginzi Andrew* the Incharge at Maziba HC IV on 20th July, 2021 and the CAO endorsed the report on 26th August, 2021.
2. **Twesigomwe Janet;** a Senior Clinical Officer at **Kamuganguzi HC III**, was appraised by the DHO on 20th August, 2021 and the CAO endorsed the report on 26th August, 2021.
3. **Arineitwe Edward;** a Senior Clinical Officer at **Kyanamira HC III**, was appraised by Dr. Mubangizi Andrew, the Incharge at Maziba HC IV, on 30th July, 2021. The DHO approved the report on 30th July, 2021, while the CAO endorsed the report on 3rd August, 2021.
4. **Nkurunziza Geoffrey;** a Nursing Officer and Incharge at **Butanda HC III**, was appraised by Dr. Tumwesigye Paddy, the Incharge at Ndorwa West HC IV, on 12th July, 2021. The DHO signed the report on the same date while the CAO endorsed the report on 13th July, 2021.
5. **Tukwase Vention;** a Nursing Officer and Incharge at **Buramba HC III**, was

appraised by Dr. Tumwesigye Paddy, the Incharge at Ndorwa West HC IV on 14th September, 2021. The DHO and the CAO endorsed the report on the same date.

Appraisal of HC II Incharges

1. **Twinomugisha Francis**: a Nursing Officer and Incharge at **Kabindi HC II**, was appraised by Karungi Maureen, a Senior Nursing Officer on 15th July, 2021. The DHO signed the report on the same date, while the CAO endorsed the report on 22nd July, 2021.
2. **Monday Patrick**; a Nursing Officer and Incharge at **Rwene HC II**, was appraised by Dr. Tumwesigye Paddy, Incharge at Ndorwa West HC IV on 4th August, 2021. The DHO signed the report on the same date while the CAO endorsed the report on 14th September, 2021.
3. **Twonyeirwe Sheilla**; Assistant Nursing Officer and Incharge at **Kichumbi HC II**, was appraised by Dr. Tumwesigye Paddy, Incharge at Ndorwa West HC IV on 30th July, 2021. The DHO signed the report on the same date while the CAO endorsed the report on 3rd August, 2021.

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

Maximum 6 points on this performance measure

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

Appraisal of Health Workers by Health facility Incharge:

The Assessor took a sample of three (3) Health workers at the levels of HC IV, III and II and reviewed their personal files to determine whether they were appraised by their respective Incharge. Details of the status of appraisal were as indicated below:

Appraisal of HC IV Health Workers:

1. **Kashemeire Quinn**, a Cold Chain Technician was appraised by Dr. Tumwesigye, a Senior Medical Officer and Incharge at Ndorwa West HC IV, on 3rd August, 2021 and the CAO endorsed the report on 28th August, 2021.
2. **Mutamba Maziba**; a porter at Maziba HC IV, was appraised by Rwego George a Health Inspector on 10th July, 2021.
3. **Rukundo Enock** an Anaesthetic Officer at Maziba HC IV was appraised by Dr. Mubangizi on 2nd August, 2021 and the CAO endorsed the report on 8th August, 2021.

Appraisal of HC III Health Workers by Incharges:

1. **Natukunda Angella**; an Enrolled Nurse at *Kamuganguzi HC III* was appraised by *Twesigomwe Janet*, a Senior Nursing

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Officer at *Kamunganguzi HC III* on 7th July, 2021. The DHO endorsed the report on 10th July, 2021, while the CAO endorsed the report on 4th August, 2021.

2. **Biita Medius Biryatwiita**; an Enrolled Nurse at *Kahabo HC III*, was appraised by *Ekyomugisha Angella* a Senior Nursing Officer on 6th July, 2021. The DHO approved the report on 8th July, 2021, while the CAO endorsed the report on 22nd July, 2021.
3. **Arinaitwe Andrew**; an Enrolled Nurse at *Butanda HC III*, was appraised by *Arinaitwe Edward*, the Incharge at Ndorwa West HC IV on 3rd July, 2021. The DHO approved the report and the CAO endorsed the report on 13th August, 2021.

Appraisal of HC II Health Workers by Incharges :

1. **Tumuhimbise Claire**; an Enrolled Nurse at *Kafunyo HC II*. Was appraised by *Mubangizi Andrew*, the Incharge at Ndorwa East HC IV, on 2nd August, 2021 and the CAO endorsed the report on 20th August, 2021.
2. **Nuwagaba Jovita**, an Enrolled Nurse at *Nyabushabe HC II*, was appraised by *Mubangizi Andrew*, Incharge at Ndorwa East HC IV on 30th July, 2021. The DHO approved the report on 30th June, 2021 while the CAO endorsed the report on 23rd August, 2021.
3. **Natukunda Judith**; an Enrolled Midwife at *Nyanja HC II*, was appraised by *Mubangizi Andrew* the Incharge at Ndorwa East HC IV, on 2nd August, 2021. The CAO endorsed the report on 8th August, 2021.

8

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

Maximum 6 points on this performance measure

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

There was no evidence presented to the Assessor to confirm that correction actions were taken based on appraisal reports.

0

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>There was evidence accessed by the assessment team to confirm that Kabale DLG conducted training of health workers (Continuous Professional Development) in accordance with the training plans as evidenced by the following training;</p> <ul style="list-style-type: none"> Laboratory and surveillance teams training on COVID 19 case detection, RDT testing and reporting. The training report was submitted to the DHO on 9th June 2021. The department held the training and orientation of LOCUM data Clerks and HIAs on 25th/ June 2021. Training of trainers on GBV was held between 25th to 29 May 2021 at the District Council Hall. All the training were documented were highlighted in the training plan found on file in the DHO's office. 	1
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8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was no evidence to confirm whether Kabale DLG had Documented training activities in the training/CPD database. The Biostat said she could not retrieve it from the HRIS system. By the end of day 2 of the assessment exercise in the district, no evidence had been provided to the assessment team in this regard</p>	0
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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 budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence that the CAO 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 FY 2021/2022.</p> <p>Kabale DLG has a total of 45 health facilities receiving PHC NWR grant. The assessment team reviewed the Kabale DLG approved budget for FY 2021/2022 Generated on 29/06/2021 04:46 (Pages 23 to 25) and Grants guidelines on pages 168 to 169 under Vote 512.</p> <p>The assessment team also reviewed the copy of a letter addressed to the MoH dated 19th September 2021 endorsed by CAO (Ntimba Edmond) and Ag, DHO Besugansi Alfred. The letter among others notified MOH of the following inconsistencies; That Kahungye HC II was in Kahungye sub-county and not BUtanda, Karujanga HC II was in Kibuga subcounty and not Maziba Sub-county a; while Mukokye HC II was supposed to be in Maziba Sub-county.</p>	2
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Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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.

Kabale DLG budget for PHC for FY 2020/21 was UGX289,101,000. Total allocation for management and monitoring of activities in the same year was UGX30,356,000 which was 10.5% of the total. This was less than the 15% maximum.

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

Maximum 9 points on this performance measure

c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0

The disbursement of all funds to government funded institutions and facilities follow the four quarterly routine.

For Quarter 1, the MoFPED circular was dated 9th July 2020, the CAO warranted on 17th July 2020 and the funds were sent to the LLGs and facilities on 12th August 2020.

For Quarter 2, the MoFPED circular is dated 6th October 2020, the CAO warranted on 7th October and the funds were sent on 22nd October 2020.

For Quarter 3, the MoFPED circular is dated 8th January, the CAO warranted 12th January 2021 and the funds were sent on 19th January 2021.

For Quarter 4, MoFED circular is dated 31st March 2021 and the CAO warranted on 4th April 2021 and disbursements to LLGs and facilities were made on 9th April 2021.

In all the four quarters, the transfer of PHC NWR grants was effected within the 5 days deadline, after adding the 4 days allowance.

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

Maximum 9 points on this performance measure

d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0

The disbursement of all funds to government funded institutions and facilities follow the four quarterly routine.

For Quarter 1, the MoFPED circular was dated 9th July 2020, the CAO warranted on 17th July 2020 and the funds were sent to the LLGs and facilities on 12th August 2020.

For Quarter 2, the MoFPED circular is dated 6th October 2020, the CAO warranted on 7th October and the funds were sent on 22nd October 2020.

For Quarter 3, the MoFPED circular is dated 8th January, the CAO warranted 12th January 2021 and the funds were sent on 19th January 2021.

For Quarter 4, MoFED circular is dated 31st March 2021 and the CAO warranted on 4th April 2021 and disbursements to LLGs and facilities were made on 9th April 2021.

In all the four quarters, the transfer of PHC NWR grants was effected within the 5 days deadline, after adding the 4 days allowance.

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

Maximum 9 points on this performance measure

e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0

There **was evidence** to confirm that the Kabale DLG had publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED. The assessment team established that Kabale DLG had 45 health facilities. The assessment team observed that a list of the quarterly financial releases (PHC non-wage recurrent releases) was found displayed at the health department notice board. The displayed quarterly financial releases were dated as follows; 8th August 2020, 25th October 2020, 27th January 2021 and 20th April 2021.

However, the assessment team did not find evidence to confirm whether financial releases for the available and displayed quarter was made within 5 working days from the date of receipt of the expenditure limits from MoFPED.

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

Maximum 7 points on this performance measure

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

There **was evidence** to confirm that Kabale DLG health department implemented action(s) recommended by the DHMT Quarterly performance review meetings held during the FY 2020/21. The assessment reviewed four (4) sets) of DHMT quarterly performance review meeting held on the following days; 2nd October 2020, 18th December 2020, 31st March 2021 and 26th June 2021. The assessment team established that actions recommended by the DHMT Quarterly performance review had been implemented as follows;

1. Review of Quarter 3 DHMT performance meeting minutes noted that there was a need for the malaria focal point person to access reporting health facilities and provide support in data cleaning. The DHMT quarterly implementation report noted that the malaria focal point person had conducted targeted supervision to Habubare HC II, Nyamiryango HC III, Kavu HC II and Karweru HC II and among others provided support in data cleaning.
2. Review of Quarter 2 DHMT performance meeting minutes recommended that the DLEP was to place an order to CPHL/UVRI for COVID 19 testing kits. Evidence availed to the assessment team indicated that this was effectively done on 12th December 2020.
3. Review of Quarter 4 DHMT performance review meeting minutes recommended posting staff at Kasheregyenyi HC II to operationalize the laboratory at the facility. Consequently, Tukamushaba Ephraim (Laboratory assistant) was transferred from Kakomo HC IV to Kasheregyenyi HC II in letter dated 26th June 2021.

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

Maximum 7 points on this performance measure

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

There was **no evidence** to confirm if Kabale DLG Health department quarterly performance review meetings involved all health facilities in-charges, implementing partners, DHMTs, key LG departments e.g., WASH, Community Development, Education department. The findings were as follows;

- In a meeting held on 2nd October 2020 (1st Quarter). There were only 14 attendees. The meeting did not involve all health facilities in-charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department.
- In a meeting held on 18th December 2020 (2nd Quarter). There were only 42 attendees (Mainly in-charges). The meeting did not involve, key LG departments e.g., WASH, Community Development, Education department.
- In a meeting held on 31st March 2021 (3rd Quarter). There were only 35 attendees, No evidence of attendance from key LG departments e.g., WASH, Community Development, Education department.
- In a meeting held on 31st March 2021 (3rd Quarter). There were only 35 attendees, No evidence of attendance from key LG departments e.g., WASH, Community Development, Education department.
- In a meeting held on 26th June 2021 (4th Quarter). There were only 12 attendees. No evidence of attendance in all facility in-charges, from key LG departments e.g., WASH, Community Development, Education department.

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

Maximum 7 points on this performance measure

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

If not applicable, provide the score

There **was evidence** to confirm that Kabale DLG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the FY 2020/2021. Kabale DLG had two HC IVs and two PNFP hospitals. Evidence availed to the assessment team confirmed that Rubaya and Maziba HC IVs; Rugarama and Rushoroza Hospitals were supervised at least once every quarter in the FY 2020/2021. The assessment team noted that supervision took place on the following dates; 28th September 2020, 12th December 2020, 5th January 2021 and 26th June 2021.

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <ul style="list-style-type: none"> • If not applicable, provide the score 	<p>There was evidence to confirm that the Kabale DLG DHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower-level health facilities within the FY 2020/2021. Kabale DLG has two Health Subdistricts. These are; Ndorwa East (Based at Maziba HC IV) and Ndorwa West (Based at Rubaya HC IV). Evidence obtained in terms of supervision reports that confirmed that all the 22 lower-level health facilities under Ndorwa East HSD and the 23 lower levels; health facilities under Ndorwa West were supervised in the quarters of FY 2020/2021. Both Kyanamira HC III and Kaharo HC III were supervised at least once a quarter in the FY 2020/2021 by the HSD.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was no evidence to confirm whether Kabale DLG used results/reports from the discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these was followed up during FY 2020/2021</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence to confirm that Kabale DLG provided support to all health facilities in the management of medicines and health supplies, during the FY 2020/2021 as evidenced by the essential medicines and ART SPARS implementation reports submitted on the following dates; 1st October 2020, 4th January 2021, 2nd April 2021 and 2nd July 2021. In addition, r review of the 4th Quarter report indicated that the DHMT had recommended for the DHO to assign a new MMS person to Ndorwa East HSD and that SMMS was to orient the new HSD MSS; and that there was a need Continue internally redistributing drugs to avoid wastage and stockouts.</p>	1

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0	The DHO health office budget for FY 2020/21 was UGX30,356,000. Out of this a total of UGX18,010,000 was allocated to health promotion and prevention activities. This was a proportion of 59.3%. This was above the 30% minimum.	2
	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	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 <u>was evidence</u> that the Kabale DLG DHT led health promotion, disease prevention and social mobilization activities; For instance, the report submitted to DHO on 14th September 2020 indicated that the department had conducted activities aimed at promoting hygiene and sanitation, family planning, community meetings with VHTs among others. The assessment team also reviewed the report titled "promotion of family planning advocacy, community meetings for demand creation" This report was submitted to the DHO on 29th October 2021. Further evidence was availed to confirm that the department held radio talk shows to sensitize the community on COVID 19. Another report-on hygiene and sanitation for the first quarter of FY 202/2021 was submitted to the DHO on 8th October 2020.	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 <u>was evidence</u> of follow-up actions taken by the DHT on health promotion and disease prevention issues in their minutes and reports. For instance, the DHMT performance review meeting (Quater 4) showed that health inspectors for Rubaya HC IV, Muramba HC II, Nyakasharara HC II had absconded from duty and thus were supposed to be cautioned. The assessment established the CAO and the Ag. DHO had written warning letters to the three staff (Kahurangi Samuel, Asiimwe Raymond, Twinamatsiko Doreen) warning them over absenteeism. The letters were written on 23rd September 2021 and 24th May 2021 respectively.	1
	Maximum 4 points on this performance measure			

Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was evidence to confirm that Kabale DLG health department had an updated Asset register that set out health facilities and equipment relative to basic standards and was in line with the required format shown in the planning and budget guidelines 2020/2021. The assets register was last updated last updated in 12th, July 2021.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)):</p> <p>score 1 or else score 0</p>	<p>For FY 2020/21, the prioritised investments under Health department included the following projects:</p> <p>The projects where the Health Development grants were spent included:</p> <p>Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.</p> <p>Upgrading Kahondo HCII to III (still ongoing)</p> <p>Upgrading Kitoma HCII to III (still ongoing).</p> <p>Others which were completed included renovations at Kafunjo HCII, construction of a 2 stance VIP latrine at Kigarama HCII and renovation of the OPD at Karujanga HCII, among others.</p> <p>Even though there was evidence to confirm that the investments were derived from the LG's Development Plan, no evidence was provided concerning performing desk appraisals during planning.</p>	0

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>For FY 2020/21, the prioritised investments under Health department included the following projects:</p> <p>The projects where the Health Development grants were spent included:</p> <p>Renovation of OPD at Kyanana HCIII in Kyanana S/C – UGX14,000,000.</p> <p>Upgrading Kahondo HCII to III (still ongoing)</p> <p>Upgrading Kitoma HCII to III (still ongoing).</p> <p>Others which were completed included renovations at Kafunjo HCII, construction of a 2 stance VIP latrine at Kigarama HCII and renovation of the OPD at Karujanga HCII, among others.</p> <p>Even though there was evidence to confirm that the investments were derived from the LG's Development Plan, no evidence was provided concerning performing field appraisals during planning.</p>	0
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>The Projects screened in the health department included;</p> <p>Environmental and Social Screening report for the construction of Maternity ward at Kahondo Health Centre III to be upgraded to Health centre III in Maziba subcounty. Dated 18/2/2021. Recommendations provision of waste management facilities such as waste pits, incinerators, placenta pits, provision of access routes, installation of culverts for water channels, continuous road rehabilitation and maintenance, no child labour, safety of workers- provision of PPEs</p> <p>There was also the Environmental and Social Screening report for the construction of maternity ward at Kitooma Health Centre II in Rubaya Subcounty. Dated 25/2/2021</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>The LG health department did not submit its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans in time. ie. submitted on 6/6/2020 which is after the 30th of April as required.</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>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>The procurement request forms (Form PP5) for sector projects like Renovations at Kyanamira HC III, Renovation of OPD and construction of 2-stance VIP latrine at Kahungye HCII. Etc. were all submitted to PDU on 25/6/2021 which is not at a date beyond the 1st quarter of the FY as required.</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>The health infrastructure investments for the FY 2020/2021 were approved by the Contracts Committee and had clearance from the Solicitor General (where above the threshold), before commencement of construction as detailed below;</p> <p>1. Renovation of OPD phase I at Kyanamira HC III.</p> <p>(KABA512/2020/21/WRKS/00020)</p> <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated:1/4/2021 • Evaluation report dated 1/4/2021 • Min. of approval: CC08/2020-2021(11) • Contract sum: UGX 15,048,540 • Contract agreement signed on: 27/4/2021 • Contractor: Bonnar Co., Ltd <p>• Upgrade of Kahondo and Kitooma HC IIs to HC III. (MoH/WRKS/2020-2021/00007/LOT 17)</p> <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated:18/1/2021 • Evaluation report dated 18/12/2020 • Min. of approval: 126/CC/2020-2021 • Contract sum: UGX 1,299,197,937 • Contract agreement signed on: 22/1/2021 • Clearance from Solicitor general dated 8/2/2021 • Contractor: Geses (U) Ltd 	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>For the Health sector implemented projects during the FY 2020/21, the Project Implementation Team (PIT) was established on 12/2/2021 according to the appointment letter addressed to all the required members.</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>From the site visits made to the 2 sites still under construction regarding the upgrade of HC II to HC III, it was established that not all conformed to the approved standards as per the MOH facility infrastructure Designs as detailed below;</p> <p>1. Upgrade of Kitooma HC II to HC III.</p> <p>From the site visit, it was established that the contractor was still on site and works were still on going. Existing on site was a structure for maternity ward constructed with in the approved standard drawings, a 4-stance VIP latrine, a placenta pit, waste disposal pit, a 1800CC water tank with works on going of terrazzo screed polishing. On spot measurements were taken on the maternity ward structure as follows;</p> <ul style="list-style-type: none"> • Front windows were 8 and measured 1.46M/1.45M against standard 1.5M/1.5M. • From doors were 2 and measured 1.45M/2.33M against standard 1.5M/2.4M. • Apron was 0.6M standard • Side ramp measured 1.92M/3.65M <p>2. Upgrade of Kahondo HC II to HC III.</p> <p>From the site visit, it was established that the contractor was still on site and works were still on going. Existing on site was a structure for maternity ward constructed with in the approved standard drawings, a 4-stance VIP latrine, a placenta pit, waste disposal pit, a 1800CC water tank with works on going of terrazzo screed installation. On spot measurements were taken on the maternity ward structure as follows;</p> <ul style="list-style-type: none"> • Front windows were 8 and measured 1.5M/1.5M standard. • From doors were 2 and measured 1.5M/2.4M. standard • Apron was 0.6M standard <p>Side ramp measured 1.92M/3.65M</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>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>According to the reports produced by the clerk of works dated 2/4/2021,19/4/2021,19/5/2021,8/6/2021 and 19/5/2021, 8/6/2021 etc. for Upgrading of Kahondo HC II to HC III and upgrading of Kitooma HC II to HC III respectively, it was established that weekly reports are consolidated from the daily site reports.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>From the project files, site meeting minutes reviewed indicated that the relevant stakeholders were in attendance and these meetings were held monthly according to the minutes dated 16/4/2020, 26/5/2021, 14/6/2021 and 27/4/2021,28/5/2021,10/6/2021 etc. for upgrading of Kitooma HC II to HC III and Upgrading of Kahondo HC II to HC III respectively.</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>Not all the relevant officers including the Environment officer, DCDO at critical stages of construction did technical supervision of works at all health infrastructure projects at least monthly. According to the reports availed dated 30/4/2021, 30/5/2021, 10/6/2021 and 30/3/2021, 30/4/2021, 30/5/2021 etc. for Kahondo and Kitooma HC IIs being upgraded to HC III respectively, supervision was only done by the D/Engineer but the DCDO plus the Environment officers were missing in action.</p>	0

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

Maximum 10 points on this performance measure

i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0

Five (05) certifiable payments out of FY2020/21 infrastructure projects of Kabale DLG Health were sampled.

Renovation of Rubaya HCIV (UGX29,765,439) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 30/03/2021. Requisition dated 10/05/2021 and payment dated 21/05/2021 (11 days).

Upgrade of Kitooma HCII to III (UGX218,265,254) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 15/03/2021. Requisition dated 15/03/2021 and payment dated 22/03/2021 (7 days).

Construction of a placenta pit at Nyamiryango HCII in Butanda S/C (UGX218,265,254) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 18/01/2021. Requisition dated 02/02/2021 and payment dated 11/03/2021 (37 days).

Renovation of OPD at Kyasano HCII (UGX12,372,300) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 18/01/2021. Requisition dated 27/01/2021 and payment dated 19/02/2021 (22 days).

Renovation of OPD at Karujanga HC II (UGX12,567,708) – certified by the DHO, District Engineer, the CDO and the Environment Officer on 18/01/2021. Requisition dated 27/01/2021 and payment dated 19/02/2021 (22 days).

For 3 out of the 5 sampled projects, payment was effected beyond the 14 days limit.

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

Maximum 10 points on this performance measure

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

The LG had complete procurement files for each health infrastructure contract with all records as required by the PPDA Law¹⁴ as detailed below;

1. Renovation of OPD phase I at Kyanamira HC III.

(KABA512/2020/21/WRKS/00020)

- Minutes of Contracts Committee meeting dated:1/4/2021

- Evaluation report dated 1/4/2021

- Min. of approval: CC08/2020-2021(11)

- Contract sum: UGX 15,048,540

- Contract agreement signed on: 27/4/2021

- Contractor: Bonnar Co., Ltd

1. Upgrade of Kahondo and Kitooma HC IIs to HC III. (MoH/WRKS/2020-2021/00007/LOT 17)

- Minutes of Contracts Committee meeting dated:18/1/2021

- Evaluation report dated 18/12/2020

- Min. of approval: 126/CC/2020-2021

- Contract sum: UGX 1,299,197,937

- Contract agreement signed on: 22/1/2021

- Contractor: Geses (U) Ltd

Environment and Social Safeguards

Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework

Maximum 2 points on this performance measure

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

From the grievance focal person there were no grievances arising from projects implemented under Health department that were recorded, investigated, responded and reported in line with the LG grievance redress framework

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 <u>was evidence</u> to confirm if Kabale DLG Health Department had disseminated guidelines on health care/medical waste management to health facilities. For instance, evidence availed to the assessment team indicated that the department had disseminated the environment and social; safety and health safeguard guidelines for local governments. The dissemination took place on 13th-30th December 2020. There were also charts on medical waste segregation displayed the three sampled health facilities of Maziba HC IV, Kyanamira HC III and Kaharo HC III.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There <u>was evidence</u> to confirm that Kabale DLG had a functional system/central infrastructure with equipment for medical waste management and had a dedicated/operational budget. The assessment team established that the DLG was supported by USAID through Green label Company Ltd to manage medical waste. A letter introducing Green Label company dated 13th July 2018, endorsed by Celia Muhairwe was found available on file in the DHO's office.</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 <u>was evidence</u> to confirm that Kabale DLG had conducted training and created awareness in health care waste management. For instance, the assessment team reviewed a report for Infection Prevention Committee for COVID 19 mentorship conducted in 12 health facilities submitted to the DHO on 16th may 2021.</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>The Environment officer and CDO did not provide ESMPs for Health projects for review during assessment.</p> <p>The BoQ for the Upgrading of Kahondo Health Centre II located in Kahondo Parish, Maziba subcounty and the Upgrading of Kitoma Health Centre II to III in Rubaya Subcounty were costed as follows:</p> <p>Temporary Hoarding and Fencing at 3.000.000</p> <p>Occupational Safety and Health HIV/Gender at 1.000.000</p> <p>Compliance with NEMA regulations and environmental impact assessment at 500.000,</p> <p>Covid-19 at 1.000.000</p> <p>However, the Environmental and social considerations in the BoQ were not a result of costed ESMPs developed by the Environment Officer and Community Development Officer</p>	0
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>The Environment officer and CDO didn't provide land ownership documents for the health infrastructure projects for review during the assessment</p>	0

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>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>The Environment Officer presented monitoring reports for review by the Assessor. However, there was no evidence of consistent monitoring and engagement throughout the contract period.</p> <p>Monitoring for Kahondo Health II to verify the progress for the construction works of the maternity ward located in Rukore Village kahondo Parish Maziba Subcounty. The report was dated 10th/6/2021 Signed by the Environment Officer and the DCDO.</p> <p>Environmental and social monitoring report for the construction of maternity ward at Kitooma Health Centre II located in Rwabihindu, Kitooma Parish in Rubaya dated 10/6/2021 signed by the Environment Officer and the CDO.</p> <p>Monitoring report for the construction of VIP latrine at Nyamushungwa Primary School in Kaharo Subcounty dated 28/6/2020. Signed by both Environment Officer and DCDO specific for DDEG</p> <p>Environmental and social monitoring report for the construction of maternity ward at Kitooma Health Centre II Located Rwabihindu, Kitooma Parish In Rubaya dated 10/6/2021.</p> <p>Site visit to Kyanamira H/C III, Kashejenyi H/C III, and Karujanga H/C II found the mitigation measures were not consistent with what was in the reports.</p>	0
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>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>The Environment Officer and the Community Development Officer did not provide the Environmental and Social Certification forms for review during the assessment.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>As per the MWE-MIS for the current FY (2020/21), the rural water functionality for Kabale District is 90% which falls in the range from 90% to 100%, thereby justifying a score of 2</p>	2
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>From the MWE -MIS for the current FY (2020/21), the % of WSS facilities with functional WSCs in Kabale DLG, as seen under the Management Column, is 99%. This value lies between 90% and 100%, thereby justifying a score of 2 to be entered.</p>	2
2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY.</p> <p>If LG average scores is</p> <ul style="list-style-type: none"> a. Above 80% score 2 b. 60 -80%: 1 c. Below 60: 0 <p>(Only applicable when LLG assessment starts)</p>	<p>Not Applicable - LLG Assessment has not yet started.</p>	0

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

Safe Water Coverage (SWC) for Kabale
District for the previous FY (2020/2021),
as obtained from the DWO, was 91%. The
Sub-Counties (S/Cs) with SWC below the
district average that were to be targeted
included: (i) Butanda with WSC of 68%;
and (ii) Ryakarimira with SWC of 61%.

The budgeted water projects in the
previous FY 2020/21 that were
implemented included the following:

- Construction of Public Latrines in RGCs
(1): One 2-stance VIP Latrine at Kabura
RGC in Kyanamira S/C;
- Feasibility studies and design for the
extension of Burambira GFS in Kaharo
S/C;
- Construction of piped water supply
system: Kabisha GFS in Kitumba S/C;
- Construction of Rusisiro GFS in Butanda
S/C; and
- Rehabilitation of Katete GFS in Kaharo
S/C.

Of the 4 WSS projects that were
implemented in the previous FY2020/21,
only one was in the targeted S/C,
representing 25% of the of water projects
implemented which is far below 80%,
thereby justifying the entering of a score
of zero (0).

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

*Maximum 8 points on
this performance
measure*

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

o If within +/-20% score 2

o If not score 0

A review of the Annual budget for the
previous FY 2020/2021 and a sample of 3
WSS contracts revealed the following
variations:

(i) Contract KABA512/WRKS/2020-
2021/00019: Awarded to ARK
ASSOCIATES to design for extension of
Burambira GFS in Kaharo S/C; had
contracted amount of UGX 15,000,000
compared to awarded amount of UGX
14,160,000 that represents a variation of
-5.60%.

(iii) Contract KABA512/WRKS/2020-
2021/00005: Awarded to EXTECH LTD to
construct Kabisha GFS in Kitumba S/C;
had contracted amount of UGX
125,196,450 compared to awarded
amount of UGX 123,522,760 that
represents a variation of -1.34%.

(iv) Contract KABA512/WRKS/2020-
2021/00007: Awarded to DACOSI LTD to
complete Rusisiro GFS, Phase II in
Butanda S/C; had contracted amount of
UGX76,778,115 compared to awarded
amount of UGX75,311,711 that
represents a variation of -1.91%.

Therefore, given that the contracted
prices of the sampled 3 WSS
infrastructure investments for the
previous FY are within +/-20% of the
engineer's estimates, a score of 2 is
entered.

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

The Annual Work Plan (AWP) for the DWSCG for FY 2020/21 Signed and submitted by Kabale CAO on 4th/8/2020 to the Permanent Secretary MWE and received by MWE Central Registry on 6th/8/2020 and approved by the MWE Rural Water Supply and Sanitation Department (RWSSD) on the same date, indicated the following as the planned WSS infrastructure projects:

- Construction of Public Latrines in RGCs (1): One 2-stance VIP Latrine at Kabura RGC in Kyanamira S/C, allocated UGX 14,729,979;
- Feasibility studies and design for the extension of Burambira GFS in Kaharo S/C, allocated UGX 15,000,000;
- Construction of piped water supply system: Kabisha GFS in Kitumba S/C, allocated UGX125,196,450;
- Construction of Rusisiro GFS in Butanda S/C, allocated UGX 78,778,115; and
- Rehabilitation of Katete GFS in Kaharo S/C, allocated UGX 99,325,300.

The Annual Budget performance report (4th Quarter for FY 2020/21) submitted by the CAO of Kabale District on 28th/7/2021 to the Permanent Secretary MWE and received by the RWSSD on 10th/8/2021 indicated that all the planned projects were completed by the end of the FY 2020/21.

Therefore, a score of 2 is entered for 100% projects completed.

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

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

o If there is an increase: score 2

o If no increase: score 0.

From MWE-MIS for the current FY (2020/21), the rural water functionality for Kabale District is 90% while the Functionality was 87% for the previous FY 2019/20. This indicates an increase of 3% in the water supply facilities that are functional, and therefore a score of 2 is entered.

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

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

o If increase is more than 1% score 2

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

o If there is no increase : score 0.

From MWE-MIS for the current FY (2020/21), the rural water Management for Kabale District is 99% while the Management was 96% for the previous FY 2019/20. This indicates an increase of 3% in the water supply facilities with functional water and sanitation committees, which is more than 1% and therefore a score of 2 is entered.

Performance Reporting and Performance Improvement

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

Maximum 3 points on this performance measure

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

From the list of constructed WSS facilities in the previous FY 2020/21 attached to 4th Quarter DWSCG for Kabale DLG, the sampled facilities included:

- Construction of Public Latrines in RGCs: One 2-stance VIP Latrine at Kabura RGC in Kyanamira S/C at a cost of UGX14,732,236;
- Construction of piped water supply system: Kabisha GFS in Kitumba S/C at a cost of UGX125,196,450; and
- Construction of Rusisiro GFS in Butanda S/C at a cost of UGX87,554,382;

All the facilities are functioning well, as observed during the field visits and the DWO accurately reported on them in the Annual Performance Report of 4th Quarter in the FY 2020/21.

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

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

(i) 1st Quarter Report for FY 2020/21 submitted by Kabale DLG CAO on 29th/10/2020 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 6th/11/2020

(ii) 2nd Quarter Report for FY 2020/21 submitted by Kabale DLG CAO on 22nd/02/2021 to MWE PS, received by the MWE Central Registry and MWE RWSSD on 4th/03/2021

(iii) 3rd Quarter Report for FY 2020/21 submitted by Kabale DLG CAO on 14th/04/2021 to MWE PS, received by the MWE Central Registry and MWE RWSSD on 16th/04/2021

(iv) 4th Quarter Report for FY 2020/21 submitted by Kabale DLG CAO on 28th/7/2021 to the MWE PS and received by the RWSSD on 10th/8/2021

In the above Quarterly reports, the information collected by the LG Water Office is summarized in Table format with column entries of Specific Technology, S/C, Parish, LC1 or Village/Cell, Source Number, Name of Water Source, GPS Coordinates (Eastings, Nothings), Investment Costs, and Source of Funding. In the 4th Quarter for example, there were 6 GFS Taps (New water Sources) constructed in Butanda S/C, 18 GFS Taps (Rehabilitated) in Kaharo S/C, and 2 Reservoir tanks of 30m³ and 50m³ constructed in Kaharo S/C

The other information details on functionality of facilities and WSCs formation and training, safe water coverage, and community involvement especially in management through WSCs are also reported in the summary within the Software Reports also included in the Quarterly reports and Form 1 for data collection for point water sources for new facilities.

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

Maximum 7 points on this performance measure

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

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

The information collected in the Form 1 include: the type of source; water source location; general information covering month/year of construction, source name, source number, source of funding, current ownership, and estimated number of users; operation and maintenance covering type of management, establishment of WSCs and their training, WSCs collecting user fees, WSCs undertaking regular or minor repairs, WSCs holding regular meetings, and environment/sanitation around the source; Operation status (Functionality); Other information as required by the DWO; contacts of village guide respondent and Data verification. There was a compilation for form 1s and form 4s at the LG Water Office and these are used by the DWO for planning purposes.

The following letters are also evidence that the LG Water Office updates the MIS (WSS data) quarterly:

- Letter for submission of Form 4 Data forms for water update of water sources by the LG Water Office to the RWSSD, dated 28th/07/2021, to the RWSSD, received on 10th/08/2021.
- Letter for submission of Form 4 Data forms for water update of water sources by the LG Water Office to the RWSSD, dated 28th/02/2021, to the RWSSD, received on 4th/03/2021.
- Letter for submission of Form 4 Data forms for water update of water sources by the LG Water Office to the RWSSD, dated 6th/11/2020, to the RWSSD, received on 6th/11/2020.
- Letter for submission of Form 4 Data forms for water update of water sources by the LG Water Office to the RWSSD, dated 27th/10/2021, to the RWSSD, received on 29th/10/2021.

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>	Not Applicable this FY.	0
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Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>The Assessor reviewed the costed staff list for Kabale DLG availed by the HRO and ascertained firstly that; the DWO staff including the; District Engineer Water, Assistant Water Officer- Mobilization, and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician were duly included on the staff list. Secondly the Assessor reviewed the approved Performance Contract and the Approved Budget Estimates for FY 2021/2022 and ascertained that among other staff, a budget provision for salaries/wages of DWO staff was provided as reflected on page 46 of the FY 2021/2022 approved Performance Contract generated on 29th June 2021.</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 Assessor reviewed the costed staff list for Kabale DLG for 2021/2022 availed by the HRO and ascertained firstly that; the Environment and Natural Resources staff including: 1 Environment Officer; 1 Forestry Officer was duly included on the staff list with their associated salary budgets. Secondly the Assessor reviewed the approved Performance Contract and Approved Budget Estimates for Kabale DLG for FY 2021/2022 generated on 29th June 2021 at 4.46 pm and confirmed that a budget provision for salaries/wages- unconditional Grant wages) was made as indicated on Page50 of the approved Budget Estimates for FY 2021/2022.</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 appraised staff in the department that were due for appraisal against agreed performance plans.</p> <p>There were two substantively appointed staff (in addition to the DWO) in the water office. The positions of Assistant Water Officer-Mobilisation, Borehole Maintenance Technician and Natural Resources Officer were vacant and the Environment Officer had just been appointed and not yet due for annual performance appraisal. Accordingly, It was only the Forestry Officer, who was appraised by the DWO on 10th August, 2021.</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 no Capacity needs assessment report provided by the DWO; no Training plans; and Training reports were availed. Therefore, the DWO never submitted staff capacity needs to the PHRO for consolidation into the District Training database and no staff was trained. The District Training database was also not in place.</p>	0

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

- a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:
- • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3
- • If 80-99%: Score 2
- • If 60-79: Score 1
- • If below 60 %: Score 0

Kabale District Access-Functionality-Population Report as per 30th/06/2021 obtained from the DWO indicated Kabale District average Safe Water Coverage (SWC) for the previous FY (2020/2021) as 88%. The Sub-Counties (S/Cs) with SWC below this district average were: (i) Butanda with WSC of 68%; and (ii) Ryakarimira with SWC of 61%. These were to be the target S/Cs for budget allocations in the current FY 2021/22.

From the Annual Work Plan (AWP) and Budget for the current FY 2021/22, the following was the budget allocations under the District Rural Water Supply-Development Fund part of the DWSCG:

- Construction of Public Latrines in RGCs: One 2-stance VIP Latrine at Omukarere RGC in Kamunganguzi S/C, allocated UGX 15,377,000 of which UGX 0 went to target S/Cs;

- Feasibility studies and design for the extension of Nkamiro GFS to Kasheregyenyi HC III in Kamuganguzi S/C, allocated UGX 20,000,000, of which UGX 0 went to target S/Cs;

- Three Small Spring Protection in selected S/Cs (Even if all are the Target S/Cs), allocated UGX16,500,000, of which UGX 16,500,000 went to target S/Cs;

- Construction extension of piped water supply system (GFS) of Nkamiro GFS to Kasharegyenyi HC III in Kamuganguzi S/C, allocated UGX 82,000,000 of which UGX 0 went to the targeted S/C.

- Rehabilitation of Kyatoko GFS in Buhara S/C Katete GFS retention in Kaharo S/C, allocated UGX 119,800,000 of which UGX 0 went to the targeted S/C.

Therefore, the prioritized total allocations to target S/Cs is UGX 16,500,000 of the Overall budget allocation Total for the rural water supply-development of UGX 253,677,000; representing a percentage of 6.5% which is below 60%, and a Score of zero (0) is entered.

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 no evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY 2021/22</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>There was evidence that the district Water Office has monitored each of the WSS facilities at least quarterly.</p> <p>The List of WSS facilities implemented for Rural Water Supply for Kabale district in previous FY 2020/21 included:</p> <ul style="list-style-type: none"> (i) onstruction Of A 2-Stance VIP Latrine at Kabura RGC in Muyumbu Parish in Kyanamira S/C; (ii) Construction Of Kabisha GFS in Kitumba Parish in Kitumba S/C (iii) Rehabilitation of Katete GFS at in Nyaksharara Parish in Kaharo S/C (iv) Construction of Rusisiro GFS in ButandaS/C. (v) Feasibility studies and design for the extension of Burambira GFS in Kaharo S/C <p>There were monitoring plans as listed below:</p> <ul style="list-style-type: none"> • Monitoring Plan for First Quarter activities covering the months of July, August, and September in FY 2020/21; • Monitoring Plan for Second Quarter activities covering the months of October, November, and December in FY 2020/21; • Monitoring Plan for Third Quarter activities covering the months of January, February, and March in FY 2020/21; • Monitoring Plan for Fourth Quarter activities covering the months of April, May, and June in FY 2020/21; <p>The following reports were found at the LG Water Department:</p> <ul style="list-style-type: none"> • Inspection Report dated 7th/06/2021 for the construction of Kabisha GFS in Kitumba S/C for Contract sum of UGX123,522,760, executed by Extech Technical Services Ltd, written by the DWO, ADWO-Mobilization and Environmental Officer; 	0

- Inspection Report dated 4th/05/2021 for the construction of Kabisha GFS in Kitumba S/C for Contract sum of UGX123,522,760, executed by Extech Technical Services Ltd, written by the DWO, ADWO-Mobilization and Environmental Officer;
- Inspection Report dated 18th/11/2020 for the rehabilitation of Katete GFS in Kahoro S/C for Contract sum of UGX98,009,861, executed by TMS Engineering Ltd.
- Inspection Report dated 28th/01/2021 for the construction of Rusisiro GFS in Butanda S/C for Contract sum of UGX75,543,821, executed by DACOSI Ltd.
- Six completion reports for the projects implemented in Previous FY 2020/21;
- Assessment report for rehabilitation of Kyatoko GFS in Buhara S/C, dated 28th/07/2021 by the DWO to the CAO.

The AWP for FY 2020/21 indicated planned 25 monitoring and supervision visits, and 12 Inspection visits of water points after construction, implying a total of 37 visits and therefore, 37 reports of Monitoring, Inspection and Supervision. There were only 11 reports accessed during the Assessment, representing only about 30% that is far below 80% of the facilities being monitored.

Even considering the 4 WSS facilities implemented in FY 2020/21, if each facility is to be monitored at least quarterly, then the expected minimum reports will be 16 reports. The percentage of 11 reports accessed at the LG Water Office out of 16, gives a percentage of about 69% that is again far less than 80% of WSS facilities monitored.

Therefore, a score of zero (0) was entered.

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

Maximum 8 points on this performance measure

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

There is evidence that the DWO conducted quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities discussed:

- The minutes of the 1st Quarter District Water and Sanitation Coordination Committee meeting held on 25th/09/2020 at Cephas Inn Kabale that was attended by 15 members,
- The minutes of the 2nd Quarter District Water and Sanitation Coordination Committee meeting held on 16th/12/2020 at Cephas Inn Kabale that was attended by 14 members,
- The minutes of the 3rd Quarter District Water and Sanitation Coordination Committee meeting held on 11th/03/2021 at Cephas Inn Kabale.
- Minutes of 4th Quarter District Water and Sanitation Coordination Committee Meeting held on 17th /06/2021 at Cephas Inn Kabale.

Key Issue identified and discussed:

- (i) There is need for DPs like CARITAS, NWSC to attend and give reports of their activities to the DWSCC; To formally be invited to the DWSCC meetings
- (ii) No/non-functional WICs: Establish and train, and continue post construction support retraining.
- (iii) Non-payment of Water User Fees: To continue with sensitization.
- (iv) There is need to always conduct joint field visits before the coordination meetings.
- (v) To always disseminate water quality analysis results to communities: Requires continuous monitoring and supervision of completed and ongoing projects
- (vi) The need to always involve the Environment Officer and CDO when starting a project and during implementation.
- (vii) The need to increase community capital contribution

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>There is no evidence that the DWO publicized budget allocations for the current FY 2021/22 to all S/Cs.</p>	0
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>The Total Non-Wage Recurrent budget for the previous FY 2020/21 was UGX 59,053,676 while the amount spend on Mobilization was UGX 35,432,206, which is 60% of the NWR. This Percentage is greater than the Minimum of 40% as per sector guidelines. Therefore, a score of 3 is entered.</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 is evidence that for the previous FY 2020/21, the District Water Officer in liaison with the CDO trained WSCs on their roles on O&M of WSS facilities. The evidence is provided from the following:</p> <ul style="list-style-type: none"> • From the minutes of the 1st Quarter District Water and Sanitation Coordination Committee meeting held on 25th/09/2020 held at Cephas Inn Kabale that was attended by 15 members, • From the minutes of the 2nd Quarter District Water and Sanitation Coordination Committee meeting held on 16th/12/2020 held at Cephas Inn Kabale that was attended by 14 members, under agenda item 5 on field observation/report and agenda item 7 on Discussion • From the minutes of the 3rd Quarter District Water and Sanitation Coordination Committee meeting held on 11th/03/2021 held at Cephas Inn Kabale that was attended by 16 members, especially agenda Item 5 on Discussion of issues raised during Extension Workers meeting held in December 2020; another meeting held on 15th/03/2021 at Kabale District Lukiiko Hall which was attended by 20 members with agenda Item 3 on Presentation of reports from Extension Staff. • Minutes of 4th Quarter District Water and Sanitation Coordination Committee Meeting held on 17th /06/2021 at Cephas Inn Kabale. • The Software Report for Kabale District in 4th Quarter Progress Report, dated 28th/07/2021 indicate that 4 WSCs were formed and trained at: (i) Kabisha village in Kitumba Parish, Kitumba S/C; (ii) 	3

Kanjobe Village in Kanjobe Parish, Kyanamira S/C; (iii) Katete Village in Nyakasharira Parish, Kahro S/C; and (iv) Nyakatara Village in Bigaaga Parish, Butanda S/C.

- Other WUCs established and trained reported in the 4th Quarter progress report under the Software report include: (i) Kyempogo GFS; (ii) Kavu GFS; (iii) Birambo GFS; (iv) Ntarabana-Burabira GFS; (v) Nyarungwe GFS in Kyanamira S/C; (vi) Kabisha GFS in Kitumba S/C; (vii) Rwengorogoro GFS in Kyanamira S/C; (viii) Nyombe in Butanda S/C; (ix) Nyakeina in Buhara S/C; and (x) Kahungye GFS in Butanda S/C.

Since the CDO seconded the ADWO-Mobilization to the LG Water Department to Work with the DWO, the establishment and training of WSCs were conducted by the ADWO-Mobilization working under the DWO and apparently under the parent mother departmental Head (the CDO).

From the sampled WSS projects implemented in FY 2020/21 listed below the establishment of WSCs were checked though the recall of training content was not checked for the 3 WSCs as members who might have been trained were not at the project sites visited:

- Construction Of A 2-Stance VIP Latrine at Kabura RGC in Muyumbu Parish in Kyanamira S/C: The WSC was established and trained and is functional in managing the facility use.

- Construction Of Kabisha GFS in Kitumba Parish in Kitumba S/C: The WSC of 7 was established of which 4 are active

- Rehabilitation of Katete GFS at in Nyaksharara Parish in Kaharo S/C: The WSC has 12 members. The WSC collects user fees of UGX500 per Household. The WSC was trained and were given tools they know how to use for repair of the GFS.

Investment Management

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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

Score 4 or else 0

There is an up-to-date LG asset register dating back from FY 2013/2014 to date with entries of Description of Asset, Parish, S/C, Contract Sum and Type of Facility. During the sampling of the pages of the LG asset register, Facilities for 8 Financial Years including FY 2013/14 with 9 Facility/project entries; FY 2014/15 with 6 Facility/project entries; FY 2015/16 with 3 Facility/project entries; FY 2016/17 with 2 Facility/project entries; FY 2017/18 with 2 Facility/project entries; FY 2018/19 with 4 Facility/project entries; FY 2019/20 with 4 Facility/project entries; and FY 2020/21 with 5 Facility/project entries.

For example, for the Previous FY 2020/21, the following are captured in the Assets register:

- Construction of Rusisiro GFS Phase II at a cost of UGX75,543,821 in Bigaaga Parish in Butanda S/C
- Construction Of A 2 Stance VIP Latrine at Kabura RGC at a cost of UGX13,777,680 in Muyumbu Parish in Kyanamira S/C
- Construction Of Kabisha GFS at a cost of UGX123,522,760 in Kitumba Parish in Kitumba S/C
- Rehabilitation of Katete GFS at a cost of UGX98,009,861 in Nyaksharara Parish in Kaharo S/C
- Design for extension of Burambira GFS at a cost of UGX14,160,000 in Burambira Parish in Kaharo S/C

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>For FY 2020/21, the Water and Environment department had the following projects:</p> <p>Construction of a 2 stance VIP latrine at Kabura Rural Growth Centre in Kyanana S/C UGX14,732,36</p> <p>Construction of Kabisha GFS in Kitumba S/C UGX130,000,000</p> <p>Construction of Phase II Rusisiro GFS in Butanda S/C UGX80,000,000</p> <p>Construction of Katere GFS in Kaharo S/C UGX103,589,637</p> <p>Others that did not need desk appraisal included feasibility studies etc.</p> <p>No evidence was provided with regard to desk appraisals for these projects. It complied with the requirements of a desk appraisal. No evidence seen.</p>	0
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities:</p> <p>Score 2</p>	<p>There is evidence that the budgeted investments for the current FY 2021/22 have completed applications from beneficiary communities as seen from the Community Application File at the LG Water Department with the following listed:</p> <ul style="list-style-type: none"> • Application for rehabilitation of Katete GFS by Rwakaremera Village in Nyakasharara Parish, Kaharo S/C, dated 31st/08/2020 to the DWO through the S/C Chief and Parish Chief, with listed 22 residents. • Application for rehabilitation of Kyatoko GFS through Buhara S/C Chief and Muyebe Parish Chief to the DWO on 31st/08/2020 with listed 30 residents of Bukumbya Village and 33 residents of Kyegyemyi LCI. • Request for a public latrine at Kabura Market by Kabura TC in Muyumbu Parish in Nyanamira S/C to the DWO, dated 5th/06/2020 and signed by 41 members. • Application for water supply by Aheinoni in Katookye Parish, Kyanamira S/C, dated 15th/05/2021 to the DWO through the Chairman of Nyarungwe GFS. • Request for support on the protection of Spring in Nkombe A Village in Bushuro Parish, Kitumba S/C, dated 2nd/06/2020 and signed by 24 members to Kitumba S/C Chief. • Request for protection of Spring in 	2

Kanyankwanzi Village in Bushuro Parish, Kitumba S/C, dated 2nd/11/2020 and signed by 82 residents to DWO through the S/C Chief.

- Request for protection of the Spring in Kengona Cell in Kitumba Parish, Kitumba S/C to the DWO, dated 4th/11/2020 and listed 46 members.

- Application for supply of Gravity water through Chairperson of Nyarungwe GFS, dated 26th/11/2020 to the DWO.

- Application for being connected to Nyarungwe GFS by Rubira-Katokye in Kyanamira S/C to the District Water Engineer, dated 18th/05/2021.

- Application for being connected to Nyarungwe GFS by Ahenoni-Katokye in Kyanamira S/C through Committee members to the District Water Engineer, dated 18th/05/2021.

- Application for Gravity Water connection by Rwakashande LCI in Katokye Parish, Kyanamira S/C to the District Water Engineer through the Chairman of Nyarungwe GFS on 4th/12/2020.

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2

For FY 2020/21, the Water and Environment department had the following projects:

Construction of a 2 stance VIP latrine at Kabura Rural Growth Centre in Kyanana S/C UGX14,732,36

Construction of Kabisha GFS in Kitumba S/C UGX130,000,000

Construction of Phase II Rusisiro GFS in Butanda S/C UGX80,000,000

Construction of Katere GFS in Kaharo S/C UGX103,589,637

Others that did not need desk appraisal included feasibility studies etc.

No evidence was provided with regard to field appraisals for these projects.

0

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts. .</p> <p>Screening for the construction of Risisiro-Rwara-Kabere water project located in butanda IN Bigaga, Ruisiro Village Dated. 24/2/2020. The impacts identified were that the area was prone to landslides, erosion and storm water, open water sources not fenced. The screening recommended protection of open water sources to avoid contamination, fencing the site and enclosing it in a gate to avoid trespassers tampering with it and planting trees and grass to prevent erosion.</p> <p>Screening was also done for the construction of a two stance VIP latrine at habubare trading centre in bautanda Subcounty Iganga parish habubare village. Dated 6/2/2020.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>The water infrastructure investments implemented during the FY 2020/21 were incorporated in the LG approved procurement plan extracted from the water sector plan submitted and received in PDU on 20/07/2020 as detailed below;</p> <p>1) Construction of Kabisha GFS phase II in Kamuganguzi-Kitumba S/C is reflected in the procurement plan as item No.72</p> <p>2) Construction of Ruisiro GFS in Butanda S/C is reflected in the procurement plan as item No.73</p> <p>3) Rehabilitation of Katete GFS at Kaharo S/C is reflected in the procurement plan as item No.74.</p>	2

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

Maximum 14 points on this performance measure

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:

The water supply and public sanitation infrastructure for the FY 2020/21 was approved by the Contracts Committee before commencement of construction.

For example;

1) Construction of Kabisha GFS phase II in Kamuganguzi-Kitumba S/C (KABA512/2020/21/WRKS/00020)

- Minutes of Contracts Committee meeting dated: 8/9/2020

- Evaluation report dated 3/9/2020

- Min. of approval: CC04/2020-2021(6) ii

- Contract sum: UGX 123,522,760

- Contract agreement signed on: 20/10/2020

- Contractor: Extech Technical Services Ltd

2) Construction of Rusisiro GFS phase II in Butanda S/C. (KABA512/2020/21/WRKS/00020)

- Minutes of Contracts Committee meeting dated: 8/9/2020

- Evaluation report dated 3/9/2020

- Min. of approval: CC04/2020-2021(6) ii

- Contract sum: UGX 75,311,711

- Contract agreement signed on: 2/10/2020

- Contractor: DACOSI Ltd.

3) Rehabilitation of Katete GFS at Kaharo S/C (KABA512/2020/21/WRKS/00020)

- Minutes of Contracts Committee meeting dated: 8/9/2020

- Evaluation report dated 3/9/2020

- Min. of approval: CC04/2020-2021(6) ii

- Contract sum: UGX 98,009,861

- Contract agreement signed on: 2/10/2020

- Contractor: TMS Engineering Ltd.

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>An incomplete Project Implementation team was established for the Water sector projects according to the individual appointment letters dated 20/10/2020 but missing the clerk of works.</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 is evidence that the water and public sanitation infrastructure sampled were constructed as per the standard technical designs. The Water and Public Sanitation infrastructure sampled were:</p> <p>(i) Construction of a 2-stance VIP-lined latrine with urinal and screen walling at Kabura RGC in Kyanamira S/C for FY 2020/21: The Super Structure, Walling, Roofing, and Doors were constructed as per the standard technical designs provided by the DWO. In addition, Gutters were put to collect rain water to a fixed in concrete 250 Litres plastic tank for hand washing. The drainage/ventilation of the facility was properly done with a soak pit, Finishes and paintings were properly done and environmental concerns were taken care of including planting grass around the facility.</p> <p>(ii) Rehabilitation of Katete GFS in Kaharo S/C: The source protection, Sedimentation Tank, Brake Pressure tank, 50m3 Reservoir and 30m3 Reservoir, Tap stands and pipe network were all properly constructed according to the technical designs provided by the DWO.</p> <p>(iii) Construction of Kabish GFS in Kitumba S/C: A 25 m3 ferro-cement tank was constructed according to the design specifications, The source springs were well protected and joined in the sedimentation tank into the reservoir tank with pressure breakers along the main supply line.</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>According to the monthly supervision reports dated 28/01/2021, 7/6/2021, 4/5/2021 and 1/02/2021 etc., that were availed and reviewed for Construction of Kabisha GFS phase II in Kamuganguzi-Kitumba S/C and Rehabilitation of Katete GFS at Kaharo S/C respectively, it was established that not all the relevant technical officers i.e., Water officer, Environment and Community Development officers carried out monthly technical supervision of WSS infrastructure projects. This was only done by the water officer without the other relevant staff being seen in action.</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>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>Five (5) certifiable projects were sampled in Kabale DLG Water and Environment to check for certification and timeliness of payment:</p> <p>Rehabilitation of Katete GFS in Kaharo S/C (UGX88,208,874) – certified by the District Engineer, the CDO and the Environment Officer on 01/02/2021, Requisition dated 27/01/2021 and payment made on 10/03/2021 (13 days).</p> <p>Construction of Rusisiro GFS water scheme (UGX7,544,382) – certified by the District Engineer, the CDO and the Environment Officer on 28/01/2021, Requisition dated 21/01/2021 and payment made on 09/03/2021 (18 days).</p> <p>Feasibility study and design of water supply in Kaharo S/C (UGX13,310,400) – certified by the District Engineer, the CDO and the Environment Officer on 21/07/2021, Requisition dated 11/06/2021 and payment made on 29/06/2021 (48 days).</p> <p>Construction of 2 stance VIP latrine at Kabura Rural Growth Centre in Kyanamira S/C (UGX11,655,917) – certified by the District Engineer, the CDO and the Environment Officer on 17/12/2020, Requisition dated 18/12/2020 and payment made on 08/01/2021 (20 days).</p> <p>Rehabilitation of Kyempogo GFS in Maziba S/C (UGX6,663,742) – certified by the District Engineer, the CDO and the Environment Officer on 02/02/2021, Requisition dated 25/01/2021 and payment made on 10/03/2021 (15 day).</p> <p>Even though all the sampled projects were certified, in 4 out of the 5 projects sampled, the 14 days criteria was not met.</p>	0

<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>The procurement files for the water infrastructure investments implemented FY2020/21 for each contract were complete and had all records as required by the PPDA Law. See details below;</p> <p>1) Construction of Kabisha GFS phase II in Kamuganguzi-Kitumba S/C (KABA512/2020/21/WRKS/00020)</p> <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated: 8/9/2020 • Evaluation report dated 3/9/2020 • Min. of approval: CC04/2020-2021(6)ii • Contract sum: UGX 123,522,760 • Contract agreement signed on: 20/10/2020 • Contractor: Extech Technical Services Ltd <p>2) Construction of Rusisiro GFS phase II in Butanda S/C (KABA512/2020/21/WRKS/00020)</p> <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated: 8/9/2020 • Evaluation report dated 3/9/2020 • Min. of approval: CC04/2020-2021(6) ii • Contract sum: UGX 75,311,711 • Contract agreement signed on: 2/10/2020 • Contractor: DACOSI Ltd. <p>3) Rehabilitation of Katete GFS at Kaharo S/C (KABA512/2020/21/WRKS/00020)</p> <ul style="list-style-type: none"> • Minutes of Contracts Committee meeting dated: 8/9/2020 • Evaluation report dated 3/9/2020 • Min. of approval: CC04/2020-2021(6) ii • Contract sum: UGX 98,009,861 • Contract agreement signed on: 2/10/2020 • Contractor: TMS Engineering Ltd.
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Environment and Social Requirements

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>Grievances recorded in the water sub-sector included destruction of protected water springs in Kabale by unknown assailants. The complaint was logged in on 26/10/2021. The grievance was identified, causative agent presented and redress path defined</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>Water source and catchment protection and natural resource management guidelines had not been disseminated by the time of assessment.</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>Water source protection plans and catchment protection and natural resource management plans for water infrastructure had not been prepared by the time of assessment.</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>There is evidence that all WSS projects are implemented on land where the LG has proof of consent as evidenced from 3 sampled WSS projects with the following land documents listed:</p> <ul style="list-style-type: none"> • Land agreement dated 19th/11/2020 with Kabisha Runyajoka Kengoma for purchasing land for water project in Ahairirvaruro village at a cost of UGX150,000 for land of 7m by 7m in Kitumba Parish, Kitumba S/C. • Land agreement with Dariya Butozi for buying land in Rwara Parish in Rusisiro S/C and Bigaaga Parish in Butanda S/C at a cost of UGX1.5 Millions for the Water project. • Consent for land use by Tuhiriirwe John that he has given his land in Kabura-Muyumbu Trading Center to Kyanamira S/C for a public latrine for a period of 20 years, renewable 	3

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

c. Evidence that E&S
Certification forms are
completed and signed by
Environmental Officer and
CDO prior to payments of
contractor
invoices/certificates at
interim and final stages of
projects:

Score 2, If not score 0

There was evidence of E&S Certifications completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects. The following certificates were evidenced.

Payment Certification for the rehabilitation of Kateete gravity flow scheme in Kaharo Subcounty. Dated 1/2/2021. Under Procurement Reference number: KABA512/WRKS/20220-2021/00006. The invoice worth UGX. 98.009.861/= Signed by the Environment Officer, the Community Development Officer, Senior Assistant Engineering Officer. Certified by the district Engineer and Approved by the CAO. Dated 21/4/2020

Payment Certificate for the Construction of Kabisha Gravity flow scheme in Kitumba Subcounty Under Procurement Refenece Number: KABA/512/WRKS/2020-2021/00005 The invoice is worth 74.113.656. Signed by the Environment Officer, the Community Development Officer, Assistant Engineering Officer. Certified by the district Engineer and Approved by the CAO.

Payment Certificate for the Construction of a two stance VIP Latrine at Kabura rural growth centre in Kyanamira Subcounty Under procument Reference Number KABA512/WRKS/2020-2021/00010 Dated 17/12/2020. The invoice is worth 1.3.777.680/=. Signed by the Environment Officer, the Community Development Officer, Assistant Engineering Officer. Certified by the district Engineer and Approved by the CAO.

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 no evidence that the CDO and environment Officers undertake monitoring to ascertain compliance with ESMPs and provide monthly reports:

The monitoring reports presented to the Assessor for review lacked signatures of the CDO that means that Social issues were not taken into consideration.

Inspection report for the construction of a two stance latrine at Kabura rural growth centre dated 1/12/2020. The report was prepared by the Senior Assistant Engineering Officer, the Environment Officer, Assistant District Water Officer-Mobilization, certified by the District Engineer and approved by CAO

Monitoring report for the Rehabilitation of Katete GFS dated 01/2/2020. The report was prepared by the Senior Assistant Engineering Officer, the Environment Officer, Assistant District Water Officer-Mobilization, certified by the District Engineer and approved by CAO

Inspection report for Rusisira GFS dated 8/01/2021. The report prepared by the Senior Assistant Engineering Officer, the Environment Officer, Assistant District Water Officer-Mobilization, certified by the District Engineer and approved by CAO

Inspection report for the construction of Kabisha GFS dated 7/06/2021. The report prepared by the Senior Assistant Engineering Officer, the Environment Officer, Assistant District Water Officer-Mobilization, certified by the District Engineer and approved by CAO

**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>	Kabale District is not part of the National Pilot for Micro-scale Irrigation Project	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	Kabale District is not part of the National Pilot for Micro-scale Irrigation Project	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	Kabale District is not part of the National Pilot for Micro-scale Irrigation Project	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>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>	Kabale District is not part of the National Pilot for Micro-scale Irrigation Project	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Kabale District is not part of the National Pilot for Micro-scale Irrigation Project	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	Kabale District is not part of the National Pilot for Micro-scale Irrigation Project	0
	Maximum score 6	<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 staffing and micro-scale irrigation standards

Maximum score 6

a) Evidence that the LG has recruited LLG extension workers as per staffing structure

- If 100% score 2
- If 75 – 99% score 1
- If below 75% score 0

Kabale District did not fill all the positions of extension workers as provided for in the approved costing staff establishment. The approved and costing staff establishment (dated 19th May, 2017, ref. ARC 135/306/ 01, provided for **48** extension workers (at least one extension worker of the professions of Agriculture, Veterinary, Fisheries and Entomology (where applicable) officers at 12 LLGs.

A review of the Production Department staff list indicated that Kabale District at the time of the assessment, had recruited a total of **30** extension workers out of the planned **48** constituting a percentage recruitment of **75%**

The recruited staff included **3** extension Officers based at the district headquarters: - Senior Veterinary Officer, Senior Agricultural Officer and Senior Fisheries officer. A review of the staff list for the Production Department revealed that not all LLGs had substantively filled the positions of Agriculture and Veterinary with substantive officers. For example; at **Kitumba Subcounty**, the Position of Veterinary Officer was filled by **Olinga David**, an Assistant Veterinary Officer while at **Ryakarimira Town Council**, the position of Agricultural Officer was filled by **Muheko Good**, file No. CR/M/280 an Agricultural Assistant. At **Kyamuganguzi Subcounty**, the position of Veterinary Officer was instead filled by an Assistant Animal Husbandry Officer, **Kabigumba Barnet**, file No. CR/K/356,

Computation:

- Total No. of extension workers Planned (as per approved structure) **48** extension workers.
- Total number recruited at the time of the assessment (as per current Production Dept. Staff list) **30** extension workers; therefore, **30/48 * 100 constitutes 75%**

In view of the above analysis and computation, Kabale District did not recruit LLG extension workers as per staffing structure.

4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF</p> <ul style="list-style-type: none"> • If 100% score 2 or else score 0 	<p>Kabale District is not part of the National Pilot for Micro Scale Irrigation Project</p>	0
4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>b) Evidence that the installed micro-scale irrigation systems during last FY are functional</p> <ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 	<p>Kabale District is not part of the National Pilot for Micro Scale Irrigation Project</p>	0

Performance Reporting and Performance Improvement

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

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

The Assessor confirmed that all deployed extension workers were in place as indicated on the staff list.

The Assessor sampled three LLGs including the Subcounties of **Kitumba and Kamuganguzi and Ryakarimira Town Council**. Field visits were conducted to the three LLGs and the Assessor confirmed that the information on position of extension workers filled was accurate. For example at **Kitumba Subcounty**; the Agricultural Officer was **Kitumba Loida**, File No. CR/A/158 appointed by DSC. Min. No. 006/2009 and by letter dated 15th June, 2009, while the Assistant veterinary Officer was **Olinga David**; file No. CR/0/004, appointed by DSC Min. No. 24/2019/4 and by letter dated 28th May 2019.

At Ryakarimira Town Council; the positions of Agricultural Officer and Veterinary Officer were filled by assistants rather than substantive officers. **Muheki Good**, file No. CR/M/65, appointed by DSC Min. No. 91/2018 (a) (c) held the position of **Assistant Animal Husbandry Officer**, while **Twinomujuni Allan**; File No. CR/T/249, appointed by Min. No. 24/2019 and by letter dated 28th May, 2019, held the position of Agricultural Assistant. The above information was consistent with the information indicated on the staff list.

At Kamuganguzi Subcounty; Mr. Kabigumba Barnet, file no. CR/K/356, appointed by DSC. Min. No. 62/2016 and by letter dated 25th May, 2016, held the position of **Assistant Animal Husbandry Officer**, while **Orishabe Alex**, file no. CR/0/37, appointed by DSC. Min. no. 150/2015 and by letter dated 25th September, 2015 held the position of **Agricultural Officer**.

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

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

Kabale District is not part of the National Pilot for Micro-Scale Irrigation Project

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro-Scale Irrigation Project	0
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	Kabale District is not part of the National Pilot for Micro-Scale Irrigation Project	0
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	Kabale District is not part of the National Pilot for Micro-Scale Irrigation Project	0
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	Kabale District is not part of the National Pilot for Micro-Scale Irrigation Project	0

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Kabale District is not part of the National Pilot for Micro-Scale Irrigation Project	0
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	The Assessor reviewed the approved Performance Contract and Approved Budget Estimates of Kabale DLG for FY 2021/2022 generated on 29th June 2021 at 04.46 pm and confirmed that the Production Department made a budget provision for extension workers under salaries/wages-unconditional Grant wages- as cited on Page 18 of the approved Budget Estimates.	1
	Maximum score 6			
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	<p>A review of the Production Department staff list indicated that Kabale District, at the time of the assessment, had recruited a total of 30 extension workers out 48 that were planned to cover twelve LLGs.</p> <p>A review of the staff deployment list from the Production Department however, indicated that extension workers were deployed at all LLGs. The Assessor however, noted that not all LLGs had substantively filled the positions of Agriculture and Veterinary with substantive officers as required by the guidelines. At some LLGs, Assistant Animal Husbandry Officer and/or Agricultural Assistants were deployed instead of officers. For example; at Butanda Subcounty, the Position of Veterinary Officer was filled by Nyakire James, an <i>Assistant Veterinary Officer</i> while at Ryakarimira Town Council, the position of Agricultural Officer was filled by Muheko Good, file No. CR/M/280 an <i>Agricultural Assistant</i>. At Kyamuganguzi Subcounty, the position of Veterinary Officer was instead filled by an Assistant Animal Husbandry Officer: Kabigumba Barnet, file No. CR/K/356. Therefore, while extension workers were deployed at all the LLGs; at some LLGs the deployed extension workers were not of the caliber prescribed by the guidelines.</p>	0
	Maximum score 6			

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

Maximum score 6

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

At all the sampled and visited LLGs, the Assessor established that the deployed Extension Workers were working. Staff lists were available and displayed on the notice boards; staff attendance record books were available and in use. In addition, the extension workers prepared requisite reports including activity, monthly and/or quarterly reports that were submitted to the District Production Officer with Copies to the SAS. For example at **Kamuganguzi Subcounty** the Assessor saw copies of reports of "Agricultural Extension Services Report for Quarter 2021, prepared by the Agricultural Officer, forwarded to the District Production Officer copied to the SAS. The CDO also produced a report about a "Child Neglect" case, that was forwarded to the DCDO and copied to the SAS. At **Kitumba Subcounty**, copies of quarterly reports were available; for example Quarter 1 report prepared by the Assistant Animal Husbandry Officer for the attention of the District Production Officer and copied to the SAS.

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

At all the sampled and visited LLGs, the Assessor established that Staff lists were available and displayed on the notice boards. Copies of staff lists were also provided to that Assessor at every LLG visited to be used in verifying the accuracy of the reported information from the HRM office at the district headquarters.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<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 Assessor confirmed that the District Production Coordinator did not appraise all extension staff during the previous Financial Year. The assessor took a random sample of 6 files out of 30 and confirmed that they were not all appraised as indicated below:</p> <ol style="list-style-type: none"> 1. Akankunda Loyda: Agricultural Officer at Kitumba Subcounty, was appraised by the SAS on 24th August, 2021 and the CAO endorsed the report on 30th August, 2021 2. Olinga David: Animal Husbandry Assistant at <i>Kitumba Subcounty</i>, was appraised by the SAS on the 30th June, 2021 and the CAO endorsed the report on 18th July, 2021. 3. Orashaba Alex: Agricultural Officer at <i>Kamuganguzi Subcounty</i>; was appraised by the SAS on 20th August, 2021 and the CAO endorsed the report on 30th August, 2021. 4. Muheki Good: Agricultural Assistant at <i>Byakalimira Subcounty</i>, was appraised by the SAS on 30th August, 2021 and the CAO endorsed the report on the same date. 5. Twinomujuni Allan: Assistant Animal Husbandry Officer at <i>Byakarimira Subcounty</i> was appraised by the SAS on 9th July, 2021 and the CAO endorsed the report on 19th July, 2021. 6. Kabigumba Barnet; No appraisal details were on file at the time of the assessment. 	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>There was no evidence provided to the Assessor to determine whether corrective actions were taken.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<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 no evidence provided to the Assessor to determine whether training activities were conducted in accordance to the training plans at District level.</p>	0

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 no evidence provided to the Assessor to determine whether training were documented in the training database.	0
	Maximum score 4			

Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	Not applicable - Not in the LG	0
	Maximum score 10			
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.	b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0	Not applicable - Not in the LG	0
	Maximum score 10			

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.	c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0	Not applicable - Not in the LG	0
	Maximum score 10			
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0	Not applicable - Not in the LG	0
	Maximum score 10			
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro-Scale IrrigationProject.	0
	Maximum score 10			

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 	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
	Maximum score 4			

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
	Maximum score 4			

Investment Management

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	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	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
	Maximum score 8			

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
	Maximum score 8			

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
	Maximum score 8			

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects:</p> <p>Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	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	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iv. Reported on in line with LG grievance redress framework score 1 or else 0	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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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	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
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15	Safeguards in the delivery of investments Maximum score 6	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
15	Safeguards in the delivery of investments Maximum score 6	<p>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</p>	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
15	Safeguards in the delivery of investments Maximum score 6	<p>iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0</p>	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0
15	Safeguards in the delivery of investments Maximum score 6	<p>iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0</p>	Kabale District is not part of the National Pilot for Micro- Scale Irrigation Project	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District 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>Kabale district substantively recruited a Senior Agricultural Engineer:</p> <p>Ndyabanoha Tiragana Paulino; CR/N/82, was substantively appointed as a Senior Agricultural Engineer as directed by Min. No.Min.N0. 21/2021 (v) 1 and by letter dated 27th April, 2021.</p>	70
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>The district is not part of the national Pilot</p>	0

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 approved Structure and Staff Establishment for Kabale District provides for four keys staff in the water department that includes: the Civil Engineer- Water Officer-; Assistant Water Officer- mobilization, Borehole Technician, Environment Officer, Forestry Officer and Natural Resources Officer. By the time of the assessment, the water department had not substantively recruited all the key staff as indicated by the details below: Civil Engineer-Water Officer; Aharinta Patience ; file no. CR/A/262 was substantively appointed as a District Water Officer, as directed by DSC. Min.No, 34/2021 (d) 1 and by letter dated 31st August, 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>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Assistant Water Officer Mobilization : The position was vacant at the time of conducting the assessment exercise.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Borehole Maintenance Technician : The position was vacant at the time of conducting the assessment exercise.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	Natural Resources Officer : The Position was vacant at the time of the assessment.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	Environment Officer: Akampulira Allan , file. No. CR/A/359 was substantively appointed as an Environment Officer as directed by DSC. Min. No. 34/2021 (b) (4) and by appointment letter dated 31st August, 2021.	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.	Forestry Officer: Ariyo Benjamin; file. No. CR/A/117, was substantively appointed as a District Forestry Officer as directed by DSC. Min. No. 27/2019 (ii) and by appointment letter dated 10th August, 2021; ref. no. CR/D/159/01.	10
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Environment and Social Requirements

2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	Environmental, social and Climate change screening was done for the following water projects; The construction of Risisiro-Rwara-Kabere waster project located in Butanda in Bigaga, Rusisiro Village Dated. 24/2/2020, Construction of a two stance VIP latrine habubare trading centre in Bautanda Sub County Iganga parish habubare village. Dated 6/2/2020	10
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	The National Environment Act, 2019 under schedule 4 lists projects for which project briefs are required. Part 4 (c) requires that Construction of gravitational water scheme of between 400m3/day and 1000m3/day, except where the water source is too small to sustain the gravity water scheme or the ecosystem is fragile and sensitive as projects that would require detailed project brief to be developed. The District doesn't maintain bulk meters at the gravity flow schemes therefore estimating quantities is not done. An ESMP therefore was developed for all water projects implemented in the previous FY	10
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	The Local Government did not provide copies of abstraction permits for review by the Assessor	0

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 customized/Established Staff Structure for Kabale district provides for 7 positions in the Health Department including: <i>the DHO, Assistant DHO Maternal and Child Health, Assistant DHO Environmental Health, Senior Environmental Health Officer, Senior Health Educator, Biostatistician and Assistant Inventory Management Officer</i>. The Assessor reviewed the personal files of staff in the health department to establish their recruitment status.</p> <p>The review established that Kabale District <i>did not substantively fill all positions</i> during FY 2020/2021 as per minimum staffing standards. The details of appointment for staff in the health department were as indicated below:</p> <p>1. Acting District Health Officer: Dr. Besigensi Alfred, a Principal Health Educator, file ref. no. CR/B/094 was appointed on Assignment of duty as an Acting District Health Officer by letter dated 1st July, 2020, ref. no. ADM/62/28/01.</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>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>2. Assistant DHO- Child health, Nutrition and Nursing: Mwesigye Patrick Paddy; file no. CR/M/176, was substantively appointed as an Assistant DHO Child health, Nutrition and Nursing as directed by DSC, Min No.07/2021 (d) (1) and by letter dated 11th March, 2021, Ref. no.DSC 28/59/01.</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>3. Assistant District Health Officer- Environmental Health: Namanya Oliver; file no.CR/N/170, was substantively recruited as an Assistant DHO –Environmental Health; as directed by DSC. Min.No. 43/2019 and by letter dated 20th June, 2019, ref. DSC 1/54/01.</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>4.Principal Health Inspector (Senior Environment Officer): The position was not provided for in the Established and customized staff structure for Kabale district.</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>4. Senior Health Educator: Kabyemera Edmond, File no. C/K/107, was substantively appointed as a Senior Health Educator, as directed by DSC. Min. no. 51/2016 (d) (2) and by letter dated 12th November, 2016, ref.DSC/54/01.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>4. Biostatistician: Beinomugisha Sauya File No.CR/B/268, was substantively appointed as a Biostatistician as directed by DSC. Min. No. 80/2017 (3) and by appointment letter dated 22nd September, 2017,Ref. DSC 1/54/01.</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>5. Cold Chain Technician: Mabare Sabiiti; CR/M/268 was substantively appointed as a Cold Chain Technician as directed by DSC. Min. no. 125/96/ (i) and by letter dated 4th April, 1997, ref.no.5Tf.7.</p>	10
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		

- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.
- i. Principal Health Inspector, score 20 or else 0.

Applicable to MCs only.

Maximum score is 70

- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.
- 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.
- Environmental, Social and Climate Change screening/Environment was done for the following projects:
- Construction of Maternity ward at Kahondo Health Caentre II in Maziba subcounty. Dated 18/2/2021, the construction of maternity ward at Kitooma Health Centre II in Rubaya Subcounty. Dated 25/2/2021

15

Maximum score is 30

- 2 Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)
- b. Social Impact Assessments (ESIAs) , score 15 or else 0.
- Schedule 4 of the National Environment Act, 2019 part I, section 5 (b) lists construction and expansion of public health centers III and IV, private health centers and clinics or their equivalent, as projects for which project briefs are required to be submitted to the authority. Therefore projects implemented in the Health department did not require ESIAs.

15

Maximum score is 30

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 approved staff structure of Kabale District provides for 7 staff, including: The District Education Officer, Principal Education Officer, Principal Inspector of schools, Senior Education Officer (special Needs and Administration, Sports Officer, Education Officer-Guidance and Counseling and Inspector of Schools. The recruitment details and status of appointment for the District Education Officer and District Inspector of schools are detailed below: Acting District Education Officer: The position of DEO was vacant at the time of the assessment. Mr. Tumwijekye Moses; file no. CR/T/461, a Principal School Inspector, was appointed on <i>Assignment of Duty</i> as Acting District Education Officer as by letter dated 21st April , 2020.	0
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.	District Inspector of Schools: Tumwijekye Moses; file no.CR/T/461, was substantively appointed as a District Inspector of Schools as directed by DSC Min. No.31/2020 (a) (8) and by appointment letter dated 6th October, 2020, Ref.no. 28/59/01	40
Environment and Social Requirements				
2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs) <i>The Maximum score is 30</i>	If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	Projects screened under the Education sector included: The construction of a VIP Latrine at Bwama Primary School in Kitumba Subcounty. Dated 19/5/2021, construction of VIP Latrine at Kabere Primary School in Butanda Subcounty dated 1/6/2021, construction of VIP Latrine at Katenga Primary School Kamuganguzi, Subcounty. Dated 1/6/2021, construction of VIP Latrine at Kahondo Primary School Maziba Subcounty. Dated 28/5/2021, construction of VIP Latrine at Rushabo Pimary School, Rubaya subcounty. Dated 11/6/2021, construction of VIP latrine at Nyamushungwa Primary School in Kaharo Subcounty Dated 14/6/ 2021	15

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.

Projects implemented under the education sector included construction of latrines at existing schools. These projects would not require detailed ESIA in accordance with the National Environment Act, 2019.

The Maximum score is
30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	<p>Kabale District had substantively filled 7 out of 9 Heads of Department (HoD) positions by the time of conducting the LGPA exercise. The positions of District Health Officer and District Education Officer were held by officers appointed in acting capacity. The Assessor reviewed personal files of all HoDs and established their appointment status as indicated below:</p> <p>Chief Finance Officer: <i>Mujuni Julius. B. Banji</i>; File no. CR/M/91, was substantively appointed as a Chief Finance Officer as directed by DSC. Min. No.21/208 and by appointment letter dated 4th July, 2018, ref no.1/54/01.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	b. District Planner/Senior Planner, score 3 or else 0	<p>District Planner: <i>Mr. Kakuru Boaze</i>; File no.CR/K/223, was substantively appointed as a District Planner, as directed by DSC. Min. No. 31/2020(b) (i) and by letter dated 6th October, 2020, Ref. no. DSC/28/59/01.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	c. District Engineer/Principal Engineer, score 3 or else 0	<p>District Engineer: <i>Bagamuhunda Turinowe</i>; File No. CR/B/11 was substantively appointed as a District Engineer as directed by DSC. Min. No. 79/2017/ (i) and by letter dated 22nd September, 2017; ref. no. DSC 1/ 54/01</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	<p>District Natural Resources Officer: <i>Akatwijuka Rogers</i>; File. No. CR/A/ 243 was substantively appointed as a District Natural Resources Officer as directed by DSC Min. No. 97/2017 and by letter dated 14th, June, Ref.no. DSC/54/01</p>	3

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>e. District Production Officer/Senior Veterinary Officer, score 3 or else 0</p>	<p>District Production and Marketing Officer: Mwebesa Beda; File ref. no. CR/M/188 was substantively appointed as a District Production and Marketing Officer, as directed by DSC. Min. No. 101/2016 and by letter dated 14th June,2016; Ref. no.DSC/54/01.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>f. District Community Development Officer/Principal CDO, score 3 or else 0</p>	<p>District Community Development Officer: Namara Christopher; File ref. no. CR/N/022 was substantively appointed as a District Community Development Officer as directed by DSC. Min. No. 12/2020/ (b) and by letter dated 15th July, 2020.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0</p>	<p>District Commercial Officer: Natumanya Erasmus; File Ref.no.CR/N/87 was substantively appointed as a District Commercial Officer as directed by DSC. Min. No.43/2019 (ii) and by appointment letter dated 20th, June 2019, Ref.no. DSC 1/54/01.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.</p>	<p>Senior Procurement Officer: Atuhairwe Mercy; file no. CR/A/113, was substantively appointed as a Senior Procurement Officer as directed by DSC. Min. No. 8/2019 (3) and by letter dated 1st February, 2019 Ref.no. DSC/54/01.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0</p>	<p>Procurement Officer: Turinawe Alex Bafabusha; File no.CR/T/036 was substantively appointed as a Procurement Officer, as directed by DSC. Min. No.38/2019 and by letter dated 20th June, 2019.</p>	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>i. Principal Human Resource Officer, score 2 or else 0</p>	<p>Principal Human Resource Officer: <i>Tushabomwe Jacenta</i>; File no. CR/T/194, was substantively appointed as a Senior Human Resource Officer, as directed by DSC. Min. No. 31/2020 (a) (9) and by letter dated 6th October, 2020, ref. no.DSC 28/59/01.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>j. A Senior Environment Officer, score 2 or else 0</p>	<p>Senior Environment Officer: <i>Asiimwe Evas</i>, file no. CR/A/51, was substantively appointed as a Senior Environment Officer as directed by DSC min. No.34/2021 (b) (3) and by letter dated 31st August, 2021, ref. DSC/28/59/01.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>Senior Land Management Officer: <i>Ngabirano Yekoyada</i>; File No.CR/N/041 was substantively appointed as a Senior Land Management Officer as directed by DSC. Min. No.63/2003/ (ii) and by letter dated 20th August, 2003.</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p>Senior Accountant: The position was vacant at the time of the assessment as the former job holder was appointed on promotion to the position of Principal Finance Officer.</p> <p>There was no evidence presented to the Assessor to confirm that the DLG formally asked for staff secondment from the Central Government.</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>Principal Internal Auditor: <i>Akampumuza Amon</i>; File no. CR/A/079, was substantively appointed as a Principal Internal Auditor, as directed by DSC. Min. No. 34/20201 (a) (i) and by letter dated 31st August, 2021; ref. no. DSC/28/01.</p>	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the</p> <p>District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>Principal Human Resource Officer (Secretary DSC): The position was vacant at the time of the assessment. There was no evidence presented to the Assessor to confirm that the DLG formally asked for staff secondment from the Central Government.</p>	0
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGs, score 5 or else 0 (Consider the customized structure).</p>	<p>Kabale District is constituted of twelve (12) Lower Local Governments (LLGs) that include 10 Sub counties and 2 functional Town Councils</p> <p>The Assessor reviewed the approved and costed staff list for 2020/2021 approved by Ministry of Public Service; ref ARC135/306/01, dated 19th May, 2017 and established that <i>Kabale District did not substantively fill all the essential positions of Senior Assistant Secretaries, Community Development Officers and Senior Accounts Assistants at all the LLGs as per minimum staffing standards.</i></p> <p>Senior Assistant Secretaries (SAS): Six (6) out of Ten (10) positions of Senior Assistant Secretaries were substantively filled at the time of the assessment exercise and two positions of Town Clerks. For example at <i>Kamunganguzi Subcounty</i> the SAS was <i>Kyomuhangi Lydia</i>; appointed as directed by DSC. Min. No 91/2006 (c) (ii) on 17th January, 2007, while the SAS at <i>Kitumba Subcounty</i> was <i>Byrugando Wilson</i>; File no CR/B/241, was substantively appointed as directed by DSC. Min. No.51/2019 (d) (i) by letter dated 12 November 2019; ref. no. DSC./1/54/01</p>	0
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGs, score 5 or else 0.</p>	<p>Community Development Officers: All positions of Community Development Officers at the 10 Subcounties and two Senior Community Development Officer positions at the Town Councils were substantively filled. For example at <i>Kitumba Subcounty</i>, the CDO position was held by <i>Tumwegyese Scholar</i>; substantively appointed by DSC Min. No. 79/2017 (8) and appointment letter dated 22nd September, 2017, Ref.no. 160/01. At <i>Ryakarimira Town Council</i>, the Senior CDO position was held by <i>Sunday Hilary</i>, file no.CR/S/2021, appointed by DSC. Min.No. 100/2018/ (12), appointed on 20th November, 2018.</p>	5

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 Assistants: All positions of Senior Accounts Assistant at the 12 LLGs (including two Town Councils) were substantively filled by the time of the assessment. For example at **Kitumba Subcounty**, the position of Senior Accounts Assistant was held by **Tumwesigye Louis**; File No. CT/T/112 appointed by DSC.Min. No 176/2000 (ii) and by letter dated 18th January, 2001. At **Ryakarimira Town Council**, the position of Treasurer was held by **Amwesigye Hardad**, file no.CR/A/261 substantively appointed by DSC. Min.No. 147/2013 and by letter dated 3rd January, 2013, while at **Kamunganguzi Subcounty**, the Senior Accounts Assistant was **Kyalisiima Lucky** substantively appointed by DSC. Min. No. 97/2005 and by letter dated 25th October, 2005.

5

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

For KDLG Natural Resources what was budgeted for FY2020/21 was UGX 277,723,000. What was released according to the warrants was 209,092,114. This was a ratio of 75.2%, which was less than 100%.

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.

For KDLG CBS what was budgeted for FY2020/21 was UGX253,836,000. What was released according to the warrants was 188,440,938. The main reason for the big variance was unutilized wage money. The ratio of what was budgeted to what was utilised was 74.2%, which was less than 100%.

0

4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>a. If the LG has carried out Environmental, Social and Climate Change screening,</p> <p>score 4 or else 0</p>	<p>There was evidence that all projects of the previous FY were screened</p> <p>The District had four DDEG funded projects in FY2020/21: Renovation of Central Registry at KDLG Head Quarters at Kazungu, Rehabilitation of Rurema-Kabweru-Kamuronko road 9 kms in Buharandi Maziba , Purchase and supply of iron guage-28 iron sheets and roofing nails for primary schools and the renovation of Kyanamira Health centre II in Kyanamira sub county dated 1/7/2021</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),</p> <p>score 4 or 0</p>	<p>The project implemented in the previous FY did not require detailed ESIAs to be undertaken.</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;</p> <p>score 4 or 0</p>	<p>The district had costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant</p> <p>Renovation of Kyanamira Health Centre III was costed as follows: demolitions costed at 1.300.000, Ring beam 3.002.000, Beam filling 1.766.000, roofing 6.865.00, Total: 12753600.</p>	4

Financial management and reporting

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>According to the OAG report for FY 2020/2021, Kabale DLG had an unqualified audit opinion from the audit of its FY2020/2021 books of accounts and financial statements.</p>	10
6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>maximum score is 10</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> <p>score 10 or else 0.</p>	<p>As per the submissions to the Internal Auditor General's office and records at Kabale DLG, a report on the implementation status of AG recommendations for FY 2019/20 was submitted to the office of MoFPED on 16/04/2021. The report contained actions taken on 11 recommendations.</p> <p>The submission was made beyond the February end deadline.</p>	0
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Kabale DLG Performance Contract for FY 2021/22, signed by the Accounting Officer (CAO) was submitted on 29/06/2021. This was before the deadline of 31st August.</p>	4
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Kabale DLG Annual Performance Report for FY 2020/21, signed by the Accounting Officer (CAO) was submitted on 28/08/2021. This was before the deadline of 31st August.</p>	4

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

Maximum score is 4

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

score 4 or else 0.

According to the MoFPED inventory of submissions and records at the DLG, Kabale DLG Quarterly Performance Reports for FY 2020/21, signed by the Accounting Officer (CAO) were submitted as follows:

Quarter 1 report on 18/11/2020

Quarter 2 report on 10/02/2021

Quarter 3 report on 08/06/2021

Quarter 4 report on 28/08/2021

All the reports were submitted within the mandatory August 31 deadline.